



# AGENDA PACKET

VILLAGE OF LAKE ZURICH

Village Board of Trustees Regular Meeting

Monday, April 20, 2020

**VILLAGE OF LAKE ZURICH**  
Village Board of Trustees Regular Meeting

Monday, April 20, 2020

1. CALL TO ORDER

2. ROLL CALL

Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider

3. PUBLIC COMMENT\*\*\*

(Comments submitted to [info@lakezurich.org](mailto:info@lakezurich.org) prior to the start of the meeting will be read into the record.)

4. PRESIDENT'S REPORT / COMMUNITY UPDATE

(This is an opportunity for the Mayor to report on matters of interest to the Village.)

5. CONSENT AGENDA

(These titles will be read by the Village Clerk and approved by a single Roll Call Vote. Any item may be pulled from the Consent Agenda for discussion by any member of the Board).

A. Approval Of Minutes Of The Village Board Meeting, March 30, 2020

Attachment 1: [Unapproved Minutes](#)

B. Ratification Of Semi-Monthly Warrant Register Dated April 6, 2020 Totaling \$89,567.01

Attachment 1: [Warrant April 6](#)

C. Approval Of Semi-Monthly Warrant Register Dated April 20, 2020 Totaling \$378,880.86

Attachment 1: [Warrant April 20](#)

- D. Full Release Of Letter Of Credit In The Amount Of \$15,000 To Geremarie Corporation For Building Addition At 1275 Ensell Road

Summary: Geremarie in the industrial park has requested full release of the remaining letter of credit that was being retained until final landscaping was completed. Staff has reviewed the site and there are no outstanding issues.

Attachment 1: [Letter Of Credit](#)

- E. Waiver Of Competitive Bidding Process And Agreement With Xylem Water Solutions USA, Flygt Products To Purchase Two Replacement Pumps For The Quentin And Northwest Pumping Stations In An Amount Not-To-Exceed \$125,565.15

Summary: The original pumps for the Quentin and Northwest sanitary sewer pumping stations are from 1993 and have reached the end of their useful life. The Village's 2020 budget includes \$139,500 in the Water and Sewer Fund for these two replacement pumps. Xylem Water Solutions is the sole source vendor for these products, necessitating the waiver of the competitive bid process.

Attachment 1: [Pump Replacements](#)

6. OLD BUSINESS - NONE AT THIS TIME.

(This agenda item includes matters for action by the Board of Trustees.)

7. NEW BUSINESS

(This agenda item includes matters coming to the Board of Trustees for discussion and possible action.)

- A. Rejection Of All Bids Submitted On March 25, 2020 To The Village Of Lake Zurich For The 2020 Road Resurfacing Program With The Intent To Re-Bid The Project (Trustee Spacone)

Summary: Each year, the Village solicits bids for its annual road resurfacing program. This solicitation is based on the five-year pavement management plan that was prepared for the Village by Manhard Engineering in spring 2019. This year's proposed road program includes resurfacing in the Knollwood, Chasewood North, Whispering Creek, and Meadow Lane Addition subdivisions; Buesching Road (from IL-22 to Rose Road), and North/East/West Lanes. The project also included the addition of angled parking on Old Rand Road next to Breezewald Park. A competitive bid opening on March 25, 2020 resulted in four bids received, with the lowest responsible bid received from Arrow Road Construction.

Given the financial hardship incurred by the COVID-19 crisis, Village staff are reassessing the current priorities for capital improvements. Another capital project scheduled for this year is the Kildeer Creek streambank stabilization project. Recognizing the importance of the streambank improvements, staff recommend removing the Breezewald Park parking element from this year's road program and prioritize reallocating resources to the Kildeer Creek project instead.

By modifying the scope of the original project, Staff advise that fair bidding practice necessitates the rejection of all bids and the re-bidding of the project with the Breezewald Park parking element removed. Rebidding the modified road program, along with more favorable oil pricing in recent weeks, may result in a substantial cost reduction from the originally bid road program.

The Village's Non-Home Rule Sales Tax fund supports the road program and other essential infrastructure projects. At present, the fund has a \$2.7 million balance available to cover this year's road program. The Village has the fortunate fiscal advantage of having a strong balance from the previous year's tax receipts, allowing the Village to fund this year's program with funds already in hand. Any decline in non-home rule sales taxes this year due to the COVID-19 crisis may be reflected in a scaled-back road program next year.

The re-bid results are anticipated to be available for Village Board review and approval on the June 1, 2020 meeting, with construction commencing in mid-June 2020.

Recommended Action: A motion to reject all bids submitted on March 25, 2020 with the intent to re-bid the 2020 road resurfacing program.

Attachment 1: [2020 Road Program](#)

- B. Agreement With Baxter And Woodman Natural Resources, Inc. For Kildeer Creek Streambank Stabilization At The Southwest Corner Of Quentin Road And Route 22 In The Amount Not-To-Exceed \$518,125.55 (Trustee Spacone)

Summary: The Kildeer Creek stabilization project consists of installing approximately 1,800 feet of streambank and detention pond improvements along the southern and western property lines of the Cummings property at 99 Quentin Road, adjacent to the residential subdivisions of Cedar Creek and Coventry Creek. Steps include clearing vegetation, installing protective armoring, and native plant restoration. This project is a cooperative effort between the Village, Coventry Creek Home Owners Association, and Lake County Stormwater Commission to maintain and enhance the sustainability of the waterway.

A competitive bid opening occurred on March 11, 2020 that resulted in ten bids received, with the lowest apparent bid received from Baxter and Woodman in the amount of \$438,750.50. A total project expenditure with contingency and engineering is not-to-exceed \$518,125.55.

Coventry Creek's Special Service Area #13 is contributing \$170,018.40 for this project. Another \$183,270 is being provided by the Lake County Storm Water Commission, leaving \$164,837.15 as the Village's share of the project cost.

The FY 2020 budget included \$200,000 in the Capital Projects Fund for the Village's share of this project. The Capital Fund was to be supported by a \$900,000 transfer from the General Fund. However, staff seek to reduce the General Fund transfer in light of the anticipated revenue reductions due to the COVID-19 crisis.



Instead, staff recommend funding the Village's share of this project from the Non Home Rule Sales Tax fund, which supports the Village's road program and other essential infrastructure projects. Staff anticipate that the savings from rebidding the road program and omitting the Breezewald Park parking element (see agenda #7A), will adequately cover the Village's share of the streambank project. If approved, this change will be reflected in a formal budget amendment to be adopted later this year.

**Recommended Action:** A motion to approve an agreement with Baxter and Woodman Natural Resources, Inc. for the Kildeer Creek Streambank Stabilization Project in the Amount Not-to-Exceed \$518,125.55, with the authorization to use the Non Home Rule Sales Tax Fund for the Village's share of the project cost.

Attachment 1: [Kildeer Creek](#)

- C. Agreement With Dynamic Environmental Services For Soil And Groundwater Remediation At 15 South Old Rand Road In An Amount Not-To-Exceed \$58,735 (Trustee Spacone)

**Summary:** The Village owns multiple commercial properties in the Main Street area, several of which were demolished in 2019. During demolition of the former Alpine Medical facility at 15 South Old Rand Road, an underground storage tank was discovered outside of the building's foundation walls. This tank was found to have several leak points with structural integrity in poor condition causing heating fuel for the building to leak into surrounding soil. In order to obtain a "No Further Remediation" letter from the Illinois Environmental Protection Agency, approximately 372 cubic yards of contaminated soil must be remediated from this site.

The FY 2020 budget did not include funding for this specific project. Staff recommend funding this project through the Downtown TIF #2. The remediation project is an eligible TIF expense and would remove a significant barrier to the property's potential future sale and redevelopment.

**Recommended Action:** A motion to approve an agreement with Dynamic Environmental Services for soil and groundwater remediation at 15 South Old Rand Road in an amount not-to-exceed \$58,735.

Attachment 1: [Soil Remediation](#)

- D. Agreement With Municipal Emergency Services, Inc. To Purchase 45 Self-Contained Breathing Apparatus And Associated Materials In The Amount Not-To-Exceed \$357,679.24 (Trustee Euker)

Summary: FY 2020 budget includes \$417,000 in the Equipment Replacement Fund for replacing self-contained breathing apparatus in the Fire Rescue Department that are nearing 15 years old. An Assistance to Firefighters Grant from FEMA was awarded, resulting in \$312,900 to cover the majority of this equipment replacement. The remaining cost will be shared between the Village and Lake Zurich Rural Fire Protection District through our long-standing agreement. A competitive bid opening on March 2, 2020 resulted in three bids received. The lowest bid was rejected because it didn't meet the required pressure specifications. The two remaining bids met the minimum specifications, but comparison of the two proposals identified differences that favors the proposal by Municipal Emergency Services Inc. of Deer Creek, IL. Fire Department staff favor the proposed Scott X3s due to a better warranty (lifetime, covers normal wear items), a redundant 1st stage regulator, and mixed recommendations from departments that are now using the alternative product. The Scott X3s would also require less training, and maintenance and minor repairs could be performed in-house, due to the Department's familiarity with their current equipment. With the FEMA grant, the remaining \$44,779.24 cost would be funded through the Equipment Replacement Fund. After accounting for the cost sharing agreement with the Lake Zurich Rural Fire Protection District, the Village's cost share is estimated to be \$24,628.58.

Recommended Action: A motion to waive the competitive bidding process and approve an agreement with Municipal Emergency Services, Inc. to Purchase 45 Self-Contained Breathing Apparatus and Associated Materials in the Amount Not-to-Exceed \$357,679.24.

Attachment 1: [SCBA Purchase](#)

8. TRUSTEE REPORTS

(This is an opportunity for Trustees to report on matters of interest to the Board of Trustees.)

9. VILLAGE MANAGER'S REPORT

(This is an opportunity for the Village Manager to report on matters of interest to the Board of Trustees.)

A. Fiscal Year 2020 Budget / COVID-19 Update

B. Monthly Operating Metric Reports

Attachment 1: [Village Manager's Office](#)

Attachment 2: [Finance Department](#)

Attachment 3: [Public Works Department](#)

Attachment 4: [Community Development Department](#)

Attachment 5: [Parks & Rec Department](#)

Attachment 6: [Fire Department](#)

Attachment 7: [Police Department](#)

10. DEPARTMENT HEAD REPORTS

(This is an opportunity for department heads to report on matters of interest to the Board of

Trustees.)

## 11. ADJOURNMENT

The Village of Lake Zurich is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at 847.438.5141 (TDD 847.438.2349) promptly to allow the Village to make reasonable accommodations for those individuals.

UNAPPROVED MINUTES  
VILLAGE OF LAKE ZURICH  
Board of Trustees, Special Meeting,  
70 East Main Street



Monday, March 30, 2020 2:00 p.m.  
EMERGENCY ELECTRONIC MEETING

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 2.00pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider. Also present:- Village Manager Ray Keller, Asst. Village Manager Roy Witherow, Village Atty. Scott Uhler, Finance Dir. Bane Thomey, Dir. of Innovation Michael Duebner, Fire Chief John Malcolm, Police Chief Steve Husak, Dir. Of Community Services Sarosh Saher, Park and Rec. Dir. Bonnie Caputo.
3. **PLEDGE OF ALLEGIANCE**, *waived*.
4. **PUBLIC COMMENT \*\*\***  
(Comments submitted to [info@lakezurich.org](mailto:info@lakezurich.org) prior to the start of the meeting will be read into the record.) *See comment at Agenda item #8A*
5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**  
Mayor Poynton explained the reason for the e-meeting which follows the Governor's recent ruling allowing electronic meetings for municipalities while following CDC guidelines for social distancing during COVID-19 pandemic.
6. **CONSENT AGENDA**
  - A. Approval of Minutes of the Village Board Meeting, March 2, 2020
  - B. Ratification of Semi-Monthly Warrant Register Dated March 16, 2020 Totaling \$475,752.95
  - C. Approval of Semi-Monthly Warrant Register Dated March 30, 2020 Totaling \$956,254.63
  - D. Resolution for the American Legion Memorial Day Parade Road Closures on Monday, May 25, 2020 RES. #2020-03-044  
**Summary:** The annual American Legion Memorial Day Parade this year is scheduled for Monday, May 25, 2020. The proposed resolution authorizes a request to the Illinois Department of Transportation to close Route 22 from Ela Road to Buesching Road to facilitate the parade between the hours of 9:00 am to noon. Other roads that will temporarily be closed include portions of Old Rand Road, Lions Drive, and Mohawk Trail.
  - E. Resolution to Illinois Department of Transportation for Route 22 Road Closure for Alpine Festival and Parade on Sunday, July 26, 2020. RES. #2020-03-045



Village of Lake Zurich Special Electronic Meeting. Monday March 30<sup>th</sup> at 2pm

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**Summary:** The annual Lions Club Alpine Fest is scheduled for July 24, 25, and 26, 2020 with a parade scheduled for Sunday, July 26. The proposed resolution authorizes a request to the Illinois Department of Transportation to close a portion of Route 22 to facilitate the parade between the hours of 10:30 am and 1:30 pm on Sunday, July 26, 2020.

**Recommended Action:** A motion was made by Mayor Poynton, seconded by Trustee Beaudoin, to approve the Consent Agenda as presented.

AYES: 6 Trustees Beaudoin, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED. ROLL CALL VOTE

7. **OLD BUSINESS**

None at this time.

8. **NEW BUSINESS**

A. **Ordinance Authorizing Declaration of State of Emergency for the Village of Lake Zurich ORD. #2020-03-365**

**Summary:** The Illinois Municipal Code provides the corporate authorities of each municipality may by ordinance grant to the Village President the extraordinary power and authority to exercise, by executive order and during a state of emergency, such powers as the corporate authorities may deem reasonable necessary to respond to an emergency. The State of Emergency will last until the next regularly scheduled meeting of the Village Board but can be extended for another meeting by the Mayor as needed.

**Public Comment:** Village Manager Ray Keller read the comment received from Ildiko Schultz, which was: What specific power and authority will the Mayor now have that he does not normally have? What does extraordinary power and authority mean? And if these powers are granted, do they supersede any actions by the County and by the State? What is the reason to do this? What examples of situations that the mayor could not deal with unless he gets these special power and authority? Mayor Poynton addressed and explained these questions.

Village Manager stated that the Village's powers do not supersede the County and State authorities.

**Recommended Action:** A motion was made by Trustee Sprawka, seconded by Trustee Euker, to approve Ordinance #2020-03-365 authorizing the Declaration of a State of Emergency for the Village of Lake Zurich.

AYES: 6 Trustees Beaudoin, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED. ROLL CALL VOTE.

9. **TRUSTEE REPORTS AND COMMENTS**

Trustee Gannon thanked Dir. of Innovation Michael Duebner for the e-meeting setup. Trustee Euker thanked the Chiefs Husak and Malcolm and their departments for emergency response services during the COVID-19 pandemic.

10. **VILLAGE MANAGER'S REPORT**

V.M. Ray Keller recommended cancelling the April 6, 2020 meeting and probably having an electronic meeting (*COVID-19 social distancing order*). There was no objection by the Board.

Village of Lake Zurich Special Electronic Meeting. Monday March 30<sup>th</sup> at 2pm 3

11. **DEPARTMENT HEAD REPORTS**

There were none.

12. **ADJOURNMENT**

Motion to adjourn was made by Trustee Weider, seconded by Trustee Beaudoin.

AYES: 6 Trustees Beaudoin, Euker, Gannon, Spacone, Sprawka, Weider.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

VOICE VOTE.

Meeting adjourned at 2.21pm

Respectfully Submitted by:

Kathleen Johnson, Village Clerk.

Approved by:

\_\_\_\_\_  
Thomas M. Poynton, Village Mayor

\_\_\_\_\_  
Date.

**VILLAGE OF LAKE ZURICH**  
 WARRANT REPORT - 4/06/2020

**\$89,567.01**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
<b>Fund 101 GENERAL</b>				
Dept 12120 VILLAGE ADMIN HUMAN RESOURCES				
101-12120-52111	OTHER PROFESSIONAL SVCS	CAREERBUILDER EMPL. SCREENING, LLC	EMPLOYMENT SCREENING SERVICES	408.00
Total For Dept 12120 VILLAGE ADMIN HUMAN RESOURCES				408.00
Dept 13001 FINANCE ADMINISTRATION				
101-13001-51652	TRAINING AND MEETINGS	GFOA	WEBINAR - FINANCIAL DECISION MAKING	35.00
101-13001-51652	TRAINING AND MEETINGS	GFOA	WEBINAR - BUDGET DURING A RECESSION	35.00
Total For Dept 13001 FINANCE ADMINISTRATION				70.00
Dept 17001 TECHNOLOGY ADMINISTRATION				
101-17001-52111	OTHER PROFESSIONAL SVCS	ADOBE *CREATIVE CLOUD 800-443-8	ADOBE CREATIVE CLOUD - MAR	206.08
101-17001-52111	OTHER PROFESSIONAL SVCS	GOOGLE	GOOGLE SERVICE - APR 2020	24.00
101-17001-53203	TELEPHONE & DATA SVCS	AT & T	VH ELEVATOR 540-9255	352.63
Total For Dept 17001 TECHNOLOGY ADMINISTRATION				582.71
Dept 24001 POLICE ADMINISTRATION				
101-24001-52602	WASTE REMOVAL	STERICYCLE, INC	BIOHAZARD REMOVAL - APR	27.90
Total For Dept 24001 POLICE ADMINISTRATION				27.90
Dept 24230 POLICE CRIME PREVENTION				
101-24230-53209	UNIFORMS	ALBER, JENNIE	ALBER - MAGS	142.56
101-24230-53209	UNIFORMS	WITT, RANDY	WITT - CID CLOTHING	87.39
Total For Dept 24230 POLICE CRIME PREVENTION				229.95
Dept 25001 FIRE ADMINISTRATION				
101-25001-50402	LIFE INSURANCE	UNITED PARCEL SERVICE	SHIPPING COSTS	19.44
101-25001-53209	UNIFORMS	GREAT LAKES FIRE & SAFETY	BADGES - LIEUTENANT	309.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	SHORTS, SHIRT, POLOS - KAMMIN	45.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	SHIRTS, POLOS - STODOLA	195.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	PROMOTIONAL LIEUTENANT UNIFORM - BLAAUW	507.00
Total For Dept 25001 FIRE ADMINISTRATION				1,075.44

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<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Dept 25310 FIRE EMERGENCY MANAGEMENT				
101-25310-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	SANI WIPES, GOGGLES, EXAM GLOVES	147.76
101-25310-53211	OTHER SUPPLIES	EASTERN ACCENTS	MASKS	1,200.00
Total For Dept 25310 FIRE EMERGENCY MANAGEMENT				1,347.76
Dept 25340 FIRE SPECIAL RESCUE				
101-25340-53209	UNIFORMS	MUNICIPAL EMERGENCY SERVICES, INC	WILDLAND FIRE GLOVES FOR NEW TEAM MEMBERS	146.92
Total For Dept 25340 FIRE SPECIAL RESCUE				146.92
Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
101-28001-53208	OFFICE SUPPLIES	HOME DEPOT CREDIT SERVICES	TV MOUNT FOR OFFICE	88.91
Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				88.91
Dept 36001 PUBLIC WORKS ADMINISTRATION				
101-36001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	GENERAL ENGINEERING	1,677.00
101-36001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	ENGINEERING	1,493.50
101-36001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	SIDEWALK PLANS - RTE 12	2,368.50
101-36001-52602	WASTE REMOVAL	SAFETY-KLEEN CORPORATION	WASTE OIL REMOVAL	115.00
101-36001-52603	LAKE/WATER QUALITY MGMT	MANHARD CONSULTING LTD	NPDES	3,509.00
101-36001-52701	MAINT-BLDGS & GROUNDS	CRYSTAL MAINTENANCE PLUS CORP	CLEANING SERVICES - APR	3,030.00
101-36001-52701	MAINT-BLDGS & GROUNDS	DELTA CONTROLS CHICAGO	505 HVAC REPAIR	467.50
101-36001-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	505 EXTINGUISHER MAINT	1,048.95
101-36001-52701	MAINT-BLDGS & GROUNDS	INTL FIRE EQUIPMENT	505 SPARE EXTINGUISHER MAINT	114.29
101-36001-52701	MAINT-BLDGS & GROUNDS	MARTIN ENTERPRISES HEATING/AIR CONI	HVAC REPAIRS VH	562.83
101-36001-52701	MAINT-BLDGS & GROUNDS	MC GINTY BROS., INC.	HAZARD TREE REMOVAL	2,500.00
101-36001-53210	SMALL TOOLS & EQUIP	HOME DEPOT CREDIT SERVICES	BIT	8.24
101-36001-53211	OTHER SUPPLIES	EASTERN ACCENTS	MASKS	400.00
101-36001-53405	BLDG & GROUNDS SUPPLIES	HOME DEPOT CREDIT SERVICES	OUTLET 505	42.11
101-36001-53405	BLDG & GROUNDS SUPPLIES	NAPA AUTO PARTS	VENT BELTS	68.80
101-36001-53417	SAND & GRAVEL	PETER BAKER & SON COMPANY	COLD PATCH - 3/15	826.80
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				18,232.52



**VILLAGE OF LAKE ZURICH**  
 WARRANT REPORT - 4/06/2020

**\$89,567.01**

<b>GL Number</b>	<b>GL Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
101-36420-52701	MAINT-BLDGS & GROUNDS	CRYSTAL MAINTENANCE PLUS CORP	CLEANING SERVICES - APR	1,120.00
		Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE		1,120.00
Dept 36471 PUBLIC WORKS FLEET SERVICES				
101-36471-52602	WASTE REMOVAL	LIBERTY TIRE RECYCLING HOLDCO LLC	USED TIRE REMOVAL	120.26
101-36471-52703	MAINT-VEHICLES	INTL FIRE EQUIPMENT	ANNUAL SERVICE	761.53
101-36471-52703	MAINT-VEHICLES	POMP'S TIRE SERVICE	TIRE REPAIRS	564.00
101-36471-53209	UNIFORMS	NAPA AUTO PARTS	FILTERS	43.96
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	FILTERS	202.01
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	BATTERY	123.39
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	AIR FILTER	13.53
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	OIL	4.19
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	CONNECTOR	20.60
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	LITE BAR	38.04
101-36471-53418	LUBRICANTS & FLUIDS	NAPA AUTO PARTS	OIL	11.58
		Total For Dept 36471 PUBLIC WORKS FLEET SERVICES		1,903.09
Dept 67001 RECREATION ADMINISTRATION				
101-67001-51654	MEMBERSHIPS & SUBSCRIP	SIGNUPGENIUS WWW.SIGNUP	P&REC SIGNUP GENIUS - MAR 20	9.99
101-67001-53207	PRINTING-STATIONERY/FORM	JMK DESIGN, LTD	BROCHURE DESIGN - SUMMER 2020	4,132.00
101-67001-53211	OTHER SUPPLIES	SIGNSCAPES INC	PLAYGROUND CLOSURE SIGNAGE	437.80
		Total For Dept 67001 RECREATION ADMINISTRATION		4,579.79
Dept 67945 RECREATION YOUTH PROGRAMS				
101-67945-52115	RECREATION PROGRAM SERVICE	MUSIC IN THE BOX, INC	MUSIC CLASS WNT1	1,066.50
		Total For Dept 67945 RECREATION YOUTH PROGRAMS		1,066.50
<b>Total For Fund 101 GENERAL</b>				<b>30,879.49</b>
<b>Fund 202 MOTOR FUEL TAX</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
202-36001-52701	MAINT-BLDGS & GROUNDS	MEADE, INC	MN STREET SIGNAL MAINT	200.00

**VILLAGE OF LAKE ZURICH**  
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**\$89,567.01**

<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				200.00
<b>Total For Fund 202 MOTOR FUEL TAX</b>				<b>200.00</b>
<b>Fund 214 TIF #2 DOWNTOWN</b>				
Dept 10490 GENERAL GOVERNMENT TIF				
214-10490-52701	MAINT-BLDGS & GROUNDS	MID AMERICAN WATER	PLUMBING SUPPLIES	136.00
Total For Dept 10490 GENERAL GOVERNMENT TIF				136.00
<b>Total For Fund 214 TIF #2 DOWNTOWN</b>				<b>136.00</b>
<b>Fund 401 VILLAGE CAPITAL PROJECTS</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
401-36001-55251	LAND IMPROVEMENTS	MC GINTY BROS., INC.	TREE REMOVAL - KUECHMANN	24,000.00
401-36001-55253	INFRASTRUCTURE IMPROVEMT	JOSEPH D FOREMAN COMPANY	LZ DRIVE PIPE	1,292.00
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				25,292.00
Dept 36470 PUBLIC WORKS STORM WATER CONTROL				
401-36470-55253	INFRASTRUCTURE IMPROVEMT	HOME DEPOT CREDIT SERVICES	LZ DRIVE CONCRETE	47.64
401-36470-55253	INFRASTRUCTURE IMPROVEMT	HOME DEPOT CREDIT SERVICES	LZ DRIVE CONCRETE	23.82
401-36470-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	STREAMBANK IMP - KILDEER	1,043.50
Total For Dept 36470 PUBLIC WORKS STORM WATER CONTROL				1,114.96
<b>Total For Fund 401 VILLAGE CAPITAL PROJECTS</b>				<b>26,406.96</b>
<b>Fund 405 NHR CAPITAL PROJECTS</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
405-36001-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	2020 ROAD RESURFACING PROJ	16,342.75
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				16,342.75
<b>Total For Fund 405 NHR CAPITAL PROJECTS</b>				<b>16,342.75</b>

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<b>GL Number</b>	<b>GL Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>Fund 501 WATER &amp; SEWER</b>				
Dept 36001 PUBLIC WORKS ADMINISTRATION				
501-36001-54303	LEGAL NOTICE/PUBLISHING	PADDOCK PUBLICATIONS INC.	BID NOTICE/SEWER TELEVISION	112.70
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				112.70
Dept 36550 PUBLIC WORKS WATER SERVICE				
501-36550-52607	WATER SAMPLE ANALYSIS	SUBURBAN LABORATORIES, INC.	LABORATORY SERVICES/WATER - MAR 2020	1,146.55
501-36550-52704	MAINT-EQUIPMENT	ALTORFER INDUSTRIES, INC	ANNUAL GENERATOR PREVENTATIVE MAINTENANCE/A	1,472.00
501-36550-53403	LANDSCAPING SUPPLIES	CONSERV FARM SUPPLY	LANDSCAPING REPAIR SUPPLIES	1,244.45
501-36550-53414	CHEMICALS	MIDWEST SALT LLC	WTR CONDITIONING SALT - WELL #8	2,334.80
501-36550-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	2020 WATERMAIN IMP	1,771.50
Total For Dept 36550 PUBLIC WORKS WATER SERVICE				7,969.30
Dept 36560 PUBLIC WORKS SEWER SERVICE				
501-36560-52602	WASTE REMOVAL	WASTE MANAGEMENT	WACTOR WASTE & GRIT DISPOSAL	719.81
501-36560-52701	MAINT-BLDGS & GROUNDS	ALTORFER INDUSTRIES, INC	ANNUAL GENERATOR PREVENTATIVE MAINTENANCE/C	963.00
501-36560-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	2020 SEWER LINING PROJ	1,975.00
501-36560-55253	INFRASTRUCTURE IMPROVEMT	MANHARD CONSULTING LTD	THORNDALE LIFT	2,513.50
Total For Dept 36560 PUBLIC WORKS SEWER SERVICE				6,171.31
<b>Total For Fund 501 WATER &amp; SEWER</b>				<b>14,253.31</b>
<b>Fund 710 PERFORMANCE ESCROW</b>				
Dept 00000				
710-00000-21455	BUILDING DEPOSIT PAYABLES	AMERICAN THERMAL WINDOW	BD PAYMENT REF - PB#20-0124	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	HEENEY BUILDERS LLC	BD PAYMENT REF - PB#19-0801	100.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	SUNRUN INSTALLATION INC	BD PAYMENT REF - PB#19-0935	100.00
Total For Dept 00000				305.00
<b>Total For Fund 710 PERFORMANCE ESCROW</b>				<b>305.00</b>

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**\$89,567.01**

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<b>Fund 735 SSA #13 CONVENTRY CRK SUB</b>				
Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				
735-10099-52603	LAKE/WATER QUALITY MGMT	MANHARD CONSULTING LTD	STREAMBANK IMP - KILDEER	1,043.50
Total For Dept 10099 GENERAL GOVERNMENT SSA ACTIVITY				1,043.50
<b>Total For Fund 735 SSA #13 CONVENTRY CRK SUB</b>				<b>1,043.50</b>

**Fund Totals:**

Fund 101 GENERAL	30,879.49
Fund 202 MOTOR FUEL TAX	200.00
Fund 214 TIF #2 DOWNTOWN	136.00
Fund 401 VILLAGE CAPITAL PROJECTS	26,406.96
Fund 405 NHR CAPITAL PROJECTS	16,342.75
Fund 501 WATER & SEWER	14,253.31
Fund 710 PERFORMANCE ESCROW	305.00
Fund 735 SSA #13 CONVENTRY CRK SUB	1,043.50
<b>Total for All Funds</b>	<b>\$ 89,567.01</b>



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101-17001-52704	MAINT-EQUIPMENT	PARK PLACE TECHNOLOGIES LLC	2020 MAINT SVC - MAY	173.58
101-17001-53203	TELEPHONE & DATA SVCS	CALL ONE, INC	ANALOG LINES - APR 2020	1,294.89
101-17001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE	INTERNET - 133 N OLD RAND	139.18
101-17001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE	INTERNET - 133 N OLD RAND	139.18
101-17001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE	COMBINED INTERNET - APR	4,503.59
101-17001-53203	TELEPHONE & DATA SVCS	WINDSTREAM	ANALOG LINES - APR	112.75
101-17001-53407	EQUIP MAINT PART&SUPPLIE	AMAZON.COM, INC	PURCHASES - FEBRUARY ADJ	(219.99)
101-17001-55255	COMPUTER SOFTWARE	CDW GOVERNMENT INC.	MICROSOFT ENTERPRISE AGREEMENT 2020-2021	22,194.09
101-17001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & CS - COPIER LEASE	119.50
		Total For Dept 17001 TECHNOLOGY ADMINISTRATION		42,235.64
Dept 24001 POLICE ADMINISTRATION				
101-24001-51655	EMPLOYEE RECOGNITION	ENTENMANN-ROVIN COMPANY	RETIRED OFFICER BADGES - 2	318.50
101-24001-52111	OTHER PROFESSIONAL SVCS	CALEA	ACCREDITATION ANNUAL DUES	4,595.00
101-24001-52111	OTHER PROFESSIONAL SVCS	GATSO USA, INC	RED LIGHT CAMERA FEE - MARCH	13,050.00
101-24001-52701	MAINT-BLDGS & GROUNDS	CASPER TRUE VALUE HARDWARE INC	MISC. HARDWARE	3.10
101-24001-52701	MAINT-BLDGS & GROUNDS	STANLEY SECURITY SOLUTIONS	SECURITY CAMERAS - ANNUAL FEE	3,818.52
101-24001-52701	MAINT-BLDGS & GROUNDS	USW HOLDING COMPANY LLC	WATER FILTRATION - MAY 2020	61.00
101-24001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - MAR 2020	3.40
101-24001-53401	CUSTODIAL SUPPLIES	MC CORMACK, VINCENT	COVID19 CLEANING SUPPLIES	20.87
		Total For Dept 24001 POLICE ADMINISTRATION		21,870.39
Dept 24210 POLICE OPERATIONS				
101-24210-52111	OTHER PROFESSIONAL SVCS	MOTOROLA INC.	STARCOM RADIO FEES - APR	1,530.00
101-24210-52111	OTHER PROFESSIONAL SVCS	MOTOROLA INC.	EOC RADIO FEE	100.00
101-24210-52204	OTHER LEGAL	ALBARRAN, LUIS	LEGAL SERVICES - MAY 2020	6,666.67
101-24210-53211	OTHER SUPPLIES	7-ELEVEN	PRISONER MEALS	124.44
101-24210-53211	OTHER SUPPLIES	GREAT LAKES FIRE & SAFETY	PRISONER BLANKETS	261.00
101-24210-53211	OTHER SUPPLIES	P F PETTIBONE & COMPANY	HAND SANITZER GEL PACKS	412.70
		Total For Dept 24210 POLICE OPERATIONS		9,094.81
Dept 24230 POLICE CRIME PREVENTION				
101-24230-52111	OTHER PROFESSIONAL SVCS	TLO LLC	INVESTIGATIVE SEARCH ENGINE - MARCH	50.00

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101-24230-52111	OTHER PROFESSIONAL SVCS	TRANS UNION LLC	CREDIT CHECKS	70.00
101-24230-53209	UNIFORMS	GALL'S, LLC	ALBER - LONG UNDERWEAR	106.80
101-24230-53211	OTHER SUPPLIES	SIRCHIE FINGER PRINT LABORATORIES	EVIDENCE SUPPLIES	7.95
		Total For Dept 24230 POLICE CRIME PREVENTION		<u>234.75</u>
Dept 25001 FIRE ADMINISTRATION				
101-25001-51654	MEMBERSHIPS & SUBSCRIP	MABAS DIVISION IV	SRT, DIV 4 OPERATIONS, ILLINOIS ASSESSEMENT DUES - 2	882.00
101-25001-52203	LABOR ATTORNEY	CLARK BAIRD SMITH LLP	LEGAL SERVICES / LABOR GENERAL	3,277.00
101-25001-53203	TELEPHONE & DATA SVCS	CALL ONE, INC	ANALOG LINES - APR 2020	166.18
101-25001-53203	TELEPHONE & DATA SVCS	COMCAST CABLE	COMBINED INTERNET - APR	3,602.85
101-25001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	137.39
101-25001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - MAR 2020	1.70
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	SHORTS, SHIRT, POLOS - KAMMIN	74.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	JOB SHIRT, POLO, SHIRT - J. BARTOLI	94.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	T-SHIRTS - CORRAL	60.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	HAT, POLOS, SHIRTS - GRANT	200.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	POLOS, SHIRTS - PILGARD	146.50
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	COAT ALTERATIONS, HATS, JOB SHIRT, POLO - NEMETH	150.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	COAT ALTERATIONS - KRAUS	20.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	COAT ALTERATION - JOHNSON	20.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	COAT ALTERATIONS, SHORTS, JOB SHIRT - MICHEHL	49.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	SHIRTS, SHORTS - PENKAVA	69.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	JOB SHIRT, SHIRT, BELT - GLASDER	40.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	POLOS - BLAAUW	74.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	COAT ALTERATION - STAPLETON	20.00
101-25001-53209	UNIFORMS	ON TIME EMBROIDERY, INC	COAT ALTERATIONS - HOHS	10.00
101-25001-53210	SMALL TOOLS & EQUIP	CASPER TRUE VALUE HARDWARE INC	MISC. HARDWARE	2.00
101-25001-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	DISHWASHER MAGIC, 3 PACK CLEANER	37.94
101-25001-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	WHITE VINEGAR	4.79
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	STATION CLEANING SUPPLIES	188.19
101-25001-53211	OTHER SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	LYSOL SPRAY	19.98
101-25001-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	2" TAPE FOR STATION	5.58
101-25001-56601	CAPITAL LEASE	TOSHIBA FINANCIAL SERVICES	FIRE & CS - COPIER LEASE	119.50
		Total For Dept 25001 FIRE ADMINISTRATION		<u>9,471.60</u>

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Dept 25310 FIRE EMERGENCY MANAGEMENT				
101-25310-52111	OTHER PROFESSIONAL SVCS	EVERBRIDGE INC	COMMUNITY NOTIFICATION SERVICE - 2020	3,190.00
101-25310-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	EXAM GLOVES	82.70
101-25310-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	SANI CLOTH - LARGE	60.60
101-25310-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	SAFETY GLASSES	42.12
101-25310-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	SAFETY GLASSES	42.12
101-25310-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	DUAL FABRIC COVER GOWN - BLUE	43.85
101-25310-53211	OTHER SUPPLIES	HENRY SCHEIN EMS	MAXIMA EARLOOP MASKS - LEVEL 3	44.28
101-25310-53211	OTHER SUPPLIES	MEDLINE INDUSTRIES, INC	ORAL THERMOMETERS WITH COVER	93.60
101-25310-53211	OTHER SUPPLIES	ZEP SALES & SERVICE INC.	CLEANING SUPPLIES	597.27
		Total For Dept 25310 FIRE EMERGENCY MANAGEMENT		<u>4,196.54</u>
Dept 25320 FIRE FIRE SUPPRESSION				
101-25320-52111	OTHER PROFESSIONAL SVCS	MOTOROLA INC.	STARCOM FEES - APR	1,512.00
101-25320-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	266.90
101-25320-53211	OTHER SUPPLIES	BATTERIES PLUS HOLDING CORP	BATTERIES - 6 PACK 3V	15.95
101-25320-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	LATCHING BOX, BLUE TAPE, PIPE INSULATION, FOAM TAI	32.93
		Total For Dept 25320 FIRE FIRE SUPPRESSION		<u>1,827.78</u>
Dept 25330 FIRE EMS				
101-25330-51651	LICENSING/CERTIFICATIONS	NEMETH, SCOTT	PARAMEDIC LICENSE REIMBURSEMENT	40.00
101-25330-52111	OTHER PROFESSIONAL SVCS	ANDRES MEDICAL BILLING	AMBULANCE FEES - MAR 2020	3,086.88
101-25330-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - MAR 2020	46.58
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL	165.08
101-25330-53211	OTHER SUPPLIES	AMERICAN GASES CORP	OXYGEN RENTAL	85.91
		Total For Dept 25330 FIRE EMS		<u>3,424.45</u>
Dept 25340 FIRE SPECIAL RESCUE				
101-25340-51654	MEMBERSHIPS & SUBSCRIP	MABAS DIVISION IV	SRT, DIV 4 OPERATIONS, ILLINOIS ASSESSEMENT DUES - 2	5,275.00
101-25340-53209	UNIFORMS	RESCUE TECH 1, INC	WILDLAND BAG FOR NEW TEAM MEMBERS	392.41
101-25340-53209	UNIFORMS	RESCUE TECH 1, INC	WILDLAND BAG - CREDIT	(21.61)
		Total For Dept 25340 FIRE SPECIAL RESCUE		<u>5,645.80</u>



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Dept 25350 FIRE PREVENTION BUREAU				
101-25350-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - FIRE	170.35
		Total For Dept 25350 FIRE FIRE PREVENTION BUREAU		170.35
Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION				
101-28001-52111	OTHER PROFESSIONAL SVCS	THOMPSON ELEVATOR INSP SERVICE INC	SEMI-ANNUAL ELEVATOR RE-INSPECTION	43.00
101-28001-52113	ENGR/ARCHITECTURAL	CHRISTOPHER B. BURKE ENG., LTD	LIFETIME FITNESS ENGINEERING SVC - MARCH	1,930.10
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	135 BUESCHING RD	250.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	201 ALPINE DR	150.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	653 S RAND RD - MC DONALDS	1,839.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	71 JOHN CT	150.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	733 SUMMIT RD	100.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	AVERY RIDGE SUBD	4,113.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	SETH PAINE ELEMENTARY	3,538.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	AZPIRA PL OF IZ	350.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	BLOCK G	2,004.25
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	JANKE SUBD	1,224.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	MAY WHITNEY SCHOOL	2,987.00
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	SARAH ADAMS ELEMENTARY	213.50
101-28001-52113	ENGR/ARCHITECTURAL	MANHARD CONSULTING LTD	SETH PAINE ELEMENTARY	1,516.50
101-28001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	57.20
101-28001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	56.78
101-28001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - MAR 2020	1.70
101-28001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	BANKER BOXES & PAPER CLIPS	44.98
101-28001-53208	OFFICE SUPPLIES	RUNCO OFFICE SUPPLY & EQUIPMENT CO	BANKER BOXES	36.99
101-28001-54303	LEGAL NOTICE/PUBLISHING	PADDOCK PUBLICATIONS INC.	LEGAL ADS - APRIL PZC	486.45
		Total For Dept 28001 COMMUNITY DEVELOPMENT ADMINISTRATION		21,093.45
Dept 36001 PUBLIC WORKS ADMINISTRATION				
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 4-2	31.02
101-36001-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 3-26	30.68
101-36001-52701	MAINT-BLDGS & GROUNDS	ANDERSON PEST SOLUTIONS	FIRE STATION 1 PEST CONTROL	71.86

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101-36001-52701	MAINT-BLDGS & GROUNDS	CASPER TRUE VALUE HARDWARE INC	VILLAGE HALL KEYS	33.78
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 4-2	55.86
101-36001-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 3-26	87.87
101-36001-52701	MAINT-BLDGS & GROUNDS	SMITHREEN PEST MANAGEMENT	SERVIC 505 PEST CONTROL - APR	49.00
101-36001-52701	MAINT-BLDGS & GROUNDS	SMITHREEN PEST MANAGEMENT	SERVIC POLICE PEST CONTROL - APR	93.00
101-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	133 W MAIN	23.74
101-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	LOT 42	46.81
101-36001-53202	NATURAL GAS	NICOR GAS	133A MAIN ST	101.12
101-36001-53202	NATURAL GAS	NICOR GAS	133B W MAIN ST	78.81
101-36001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	191.14
101-36001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	189.73
101-36001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - MAR 2020	3.40
101-36001-53209	UNIFORMS	R S HUGHES CO., INC.	PPE GLOVES	121.67
101-36001-53401	CUSTODIAL SUPPLIES	BADE PAPER PRODUCTS	SOAP, TOWELS, BATHROOM TISSUE	914.50
101-36001-54305	EMPLOYEE EXAMS	ADVOCATE OCCUPATIONAL HEALTH	EMPLOYEE EXAMS	69.00
Total For Dept 36001 PUBLIC WORKS ADMINISTRATION				<u>2,192.99</u>
Dept 36420 PUBLIC WORKS PARK MAINTENANCE				
101-36420-52701	MAINT-BLDGS & GROUNDS	ANDERSON PEST SOLUTIONS	BC PEST CONTROL - APR	66.86
101-36420-52701	MAINT-BLDGS & GROUNDS	ANDERSON PEST SOLUTIONS	PAULUS PEST CONTROL - APR	69.56
101-36420-52701	MAINT-BLDGS & GROUNDS	CINTAS CORPORATION #2	UNIFORMS/MATS 3-26	58.15
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	200 S RAND	84.17
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	WICKLOW	19.67
101-36420-53201	ELECTRICITY	COMMONWEALTH EDISON	7 E MAIN	26.10
101-36420-53401	CUSTODIAL SUPPLIES	BADE PAPER PRODUCTS	SOAP, TOWELS, BATHROOM TISSUE	914.50
101-36420-54306	EQUIPMENT RENTAL	SERVICE SANITATION, INC	PAULUS PARK PORT-O-POTTY	112.27
Total For Dept 36420 PUBLIC WORKS PARK MAINTENANCE				<u>1,351.28</u>
Dept 36471 PUBLIC WORKS FLEET SERVICES				
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 4-2	51.39
101-36471-52111	OTHER PROFESSIONAL SVCS	CINTAS CORPORATION #2	UNIFORMS/MATS 3-26	46.17
101-36471-53209	UNIFORMS	CUTLER WORKWEAR	BOOTS MATHESON	170.96
101-36471-53211	OTHER SUPPLIES	AIRGAS USA, LLC	TORCH GAS	129.39

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101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	HARDWARE	14.61
101-36471-53211	OTHER SUPPLIES	CASPER TRUE VALUE HARDWARE INC	POWER STRIP	26.99
101-36471-53211	OTHER SUPPLIES	FASTENAL COMPANY	BOLTS	89.57
101-36471-53211	OTHER SUPPLIES	LAWSON PRODUCTS INC.	HARDWARE	416.82
101-36471-53211	OTHER SUPPLIES	NAPA AUTO PARTS	COUPLER	12.83
101-36471-53406	AUTO PARTS & SUPPLIES	FACTORY MOTOR PARTS	CREDIT - CORE DEPOSIT	(78.40)
101-36471-53406	AUTO PARTS & SUPPLIES	FACTORY MOTOR PARTS	CREDIT - CORE DEPOSIT	(84.00)
101-36471-53406	AUTO PARTS & SUPPLIES	FACTORY MOTOR PARTS	BRAKE PADS	55.65
101-36471-53406	AUTO PARTS & SUPPLIES	FACTORY MOTOR PARTS	BRAKE PADS	236.36
101-36471-53406	AUTO PARTS & SUPPLIES	FACTORY MOTOR PARTS	BRAKE PARTS	118.30
101-36471-53406	AUTO PARTS & SUPPLIES	FOSTER COACH SALES INC.	OUTLET COVER	43.02
101-36471-53406	AUTO PARTS & SUPPLIES	LAKE ZURICH RADIATOR & A/C SERVICE	A/C COMPRESSOR	1,112.00
101-36471-53406	AUTO PARTS & SUPPLIES	MACQUEEN EQUIPMENT, LLC	VALVE KITS	417.76
101-36471-53406	AUTO PARTS & SUPPLIES	MACQUEEN EQUIPMENT, LLC	DIAPHRAM	97.96
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	CREDIT - CORE DEP	(18.00)
101-36471-53406	AUTO PARTS & SUPPLIES	NAPA AUTO PARTS	ROTORS	133.26
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ARLINGTON POWER EQUIPMENT	SAW PARTS	51.00
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ARLINGTON POWER EQUIPMENT	HARNES	19.22
101-36471-53407	EQUIP MAINT PART&SUPPLIE	ATLAS BOBCAT, LLC	SPRING	89.47
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	CREDIT - CORE DEP	(27.00)
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	STARTER	330.88
101-36471-53407	EQUIP MAINT PART&SUPPLIE	NAPA AUTO PARTS	FILTERS	9.02
101-36471-53407	EQUIP MAINT PART&SUPPLIE	P&G KEENE ELECTRICAL REBUILDERS LLC	ALTERNATOR	325.00
101-36471-53407	EQUIP MAINT PART&SUPPLIE	POMP'S TIRE SERVICE	SKID TIRE	264.37
101-36471-53407	EQUIP MAINT PART&SUPPLIE	WEST SIDE EXCHANGE	PIN	276.48
101-36471-53414	CHEMICALS	NAPA AUTO PARTS	NYK	49.02
101-36471-53418	LUBRICANTS & FLUIDS	KELLER-HEARTT OIL., INC	OIL	2,892.45
		Total For Dept 36471 PUBLIC WORKS FLEET SERVICES		7,272.55
Dept 67001 RECREATION ADMINISTRATION				
101-67001-53204	CELL PHONES & PAGERS	VERIZON WIRELESS LLC	CELL PHONE - MAR 2020	3.68
101-67001-53212	PROGRAM SUPPLIES	SIGNSCAPES INC	PARK RENO SIGNAGE	177.00
		Total For Dept 67001 RECREATION ADMINISTRATION		180.68

<p style="text-align: center;"><b>VILLAGE OF LAKE ZURICH</b>                      WARRANT REPORT - 4/20/2020  <u><b>\$378,880.86</b></u></p>					Page 8 of 12
<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>	
Dept 67920 RECREATION SPECIAL RECREATION					
101-67920-52116	SRA PROGRAMS	SPECIAL RECREATION ASSOCIATION	SRCLC PROGRAM INCLUSION	358.00	
		Total For Dept 67920 RECREATION SPECIAL RECREATION		<u>358.00</u>	
Dept 67965 RECREATION ATHLETICS					
101-67965-52115	RECREATION PROGRAM SERV/HOT SHOTS SPORTS		WINTER II 2020	123.20	
		Total For Dept 67965 RECREATION ATHLETICS		<u>123.20</u>	
		<b>Total For Fund 101 GENERAL</b>		<u><b>189,823.51</b></u>	
<b>Fund 202 MOTOR FUEL TAX</b>					
Dept 36001 PUBLIC WORKS ADMINISTRATION					
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	STREETLIGHT ELECTRIC	333.77	
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	45 S OLD RAND	29.54	
202-36001-53201	ELECTRICITY	COMMONWEALTH EDISON	CLAIRVIEW	30.70	
202-36001-53201	ELECTRICITY	CONSTELLATION NEW ENERGY, INC.	STREETLIGHT ELECTRIC	12,078.11	
202-36001-53405	BLDG & GROUND MAINT SUPP	COMPASS MINERALS AMERICAN INC	ROAD SALT 4-08	11,818.70	
202-36001-53405	BLDG & GROUND MAINT SUPP	COMPASS MINERALS AMERICAN INC	ROAD SALT 4-09	2,376.63	
202-36001-53405	BLDG & GROUND MAINT SUPP	COMPASS MINERALS AMERICAN INC	ROAD SALT 2-05	10,564.96	
202-36001-53405	BLDG & GROUND MAINT SUPP	COMPASS MINERALS AMERICAN INC	ROAD SALT 2-06	15,370.18	
202-36001-53405	BLDG & GROUND MAINT SUPP	COMPASS MINERALS AMERICAN INC	ROAD SALT 2-07	21,683.18	
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>74,285.77</u>	
		<b>Total For Fund 202 MOTOR FUEL TAX</b>		<u><b>74,285.77</b></u>	
<b>Fund 214 TIF #2 DOWNTOWN</b>					
Dept 10490 GENERAL GOVERNMENT TIF					
214-10490-52201	VILLAGE ATTORNEY	KATHLEEN FIELD ORR & ASSOCIATES	LEGAL SERVICES - TIF #2	1,243.00	
214-10490-52701	MAINT-BLDGS & GROUNDS	SERVICEMASTER	RESTORATION SERVICES	2,888.03	
214-10490-55252	BLDG & BLDG IMPROVEMENTS	DYNAMIC ENVIRONMENTAL SERVICES, LLC	ENVIRONMENTAL SERVICES	7,000.00	
		Total For Dept 10490 GENERAL GOVERNMENT TIF		<u>11,131.03</u>	
		<b>Total For Fund 214 TIF #2 DOWNTOWN</b>		<u><b>11,131.03</b></u>	

<p style="text-align: center;"><b>VILLAGE OF LAKE ZURICH</b>                      WARRANT REPORT - 4/20/2020  <u><b>\$378,880.86</b></u></p>					Page 9 of 12
<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>	
<b>Fund 227 DISPATCH CENTER</b>					
Dept 24220	POLICE DISPATCH				
227-24220-53209	UNIFORMS	GALL'S, LLC	TELECOMMUNICATORS JACKET & PANTS	224.21	
		Total For Dept 24220	POLICE DISPATCH	224.21	
		<b>Total For Fund 227 DISPATCH CENTER</b>		<b>224.21</b>	
<b>Fund 401 VILLAGE CAPITAL PROJECTS</b>					
Dept 36001	PUBLIC WORKS ADMINISTRATION				
401-36001-55251	LAND IMPROVEMENTS	HITCHCOCK DESIGN INC	PARC GRANT	952.50	
401-36001-55251	LAND IMPROVEMENTS	TERRAIN GROUP	BREEZEWALD PLAYGROUND REMOVAL	900.00	
401-36001-55253	INFRASTRUCTURE IMPROVEM	JOSEPH D FOREMAN COMPANY	LZ DRIVE PIPE	440.00	
		Total For Dept 36001	PUBLIC WORKS ADMINISTRATION	2,292.50	
Dept 36470	PUBLIC WORKS STORM WATER CONTROL				
401-36470-55253	INFRASTRUCTURE IMPROVEM	CONSERV FARM SUPPLY	LZ DR STORM MATTING	248.75	
401-36470-55253	INFRASTRUCTURE IMPROVEM	HOME DEPOT CREDIT SERVICES	56 LZ DR CONCRETE	23.82	
401-36470-55253	INFRASTRUCTURE IMPROVEM	HOME DEPOT CREDIT SERVICES	56 LZ DR CONCRETE	66.64	
401-36470-55253	INFRASTRUCTURE IMPROVEM	ROBERT E. HUMMEL CONSTRUCTION	LAKE ZURICH DR STORM IMPROVEMENT	24,600.00	
401-36470-55253	INFRASTRUCTURE IMPROVEM	VOLLMAR CLAY PRODUCTS	PIPE STRAPS	9.50	
401-36470-55254	MACHINERY & EQUIPMENT	HOME DEPOT CREDIT SERVICES	RODDER OIL	33.22	
		Total For Dept 36470	PUBLIC WORKS STORM WATER CONTROL	24,981.93	
		<b>Total For Fund 401 VILLAGE CAPITAL PROJECTS</b>		<b>27,274.43</b>	
<b>Fund 501 WATER &amp; SEWER</b>					
Dept 00000					
501-00000-21204	LC CONNECTION FEES PAYABLE LAKE COUNTY PUBLIC WORKS DEPT.		LC CONNECTION FEE - 1095 S RAND RD	23,473.80	
501-00000-21204	LC CONNECTION FEES PAYABLE LAKE COUNTY PUBLIC WORKS DEPT.		LC CONNECTION FEE - 1275 ENSELL RD	8,240.40	
501-00000-21206	WATER BILLING REFUNDS	SELAS, MARIA	UB REF - A/C #005498-09 FINAL	47.84	
		Total For Dept 00000		31,762.04	

**VILLAGE OF LAKE ZURICH**  
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<b>GL Number</b>	<b>GL Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
Dept 36001 PUBLIC WORKS ADMINISTRATION				
501-36001-53203	TELEPHONE & DATA SVCS	AT & T	CONCORD LIFT ALARM	279.56
501-36001-53203	TELEPHONE & DATA SVCS	CALL ONE, INC	ANALOG LINES - APR 2020	107.92
501-36001-53203	TELEPHONE & DATA SVCS	VERIZON WIRELESS LLC	LOT 42 LIFT ALARM	18.02
501-36001-53203	TELEPHONE & DATA SVCS	VERIZON WIRELESS LLC	LOT 42 LIFT ALARM	18.02
501-36001-53203	TELEPHONE & DATA SVCS	WINDSTREAM	ANALOG LINES - APR	450.99
501-36001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	213.21
501-36001-53204	CELL PHONES & PAGERS	AT & T	CELL PHONES - WTR/CS/PW	211.63
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 4-2	30.68
501-36001-53209	UNIFORMS	CINTAS CORPORATION #2	UNIFORMS/MATS 3-26	33.82
		Total For Dept 36001 PUBLIC WORKS ADMINISTRATION		<u>1,363.85</u>
Dept 36530 PUBLIC WORKS WATER BILLING				
501-36530-52111	OTHER PROFESSIONAL SVCS	CORE & MAIN LP	SENSUS CONSUMER PORTAL YR3	6,635.00
		Total For Dept 36530 PUBLIC WORKS WATER BILLING		<u>6,635.00</u>
Dept 36550 PUBLIC WORKS WATER SERVICE				
501-36550-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	ELECTRICITY/WELL #10	5,215.59
501-36550-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	ELECTRICITY/WELL #9	3,929.16
501-36550-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	ELECTRICITY/WELL #11	173.11
501-36550-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	ELECTRICITY/WELL #12	5,541.50
501-36550-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	ELECTRICITY/WELL #7	1,795.75
501-36550-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	ELECTRICITY/WELL #8	4,578.14
501-36550-53417	SAND & GRAVEL	THELEN MATERIALS, LLC	SAND & GRAVEL	2,469.45
		Total For Dept 36550 PUBLIC WORKS WATER SERVICE		<u>23,702.70</u>
Dept 36560 PUBLIC WORKS SEWER SERVICE				
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	2020 H2S REDUCTION PRG - NW PUMP STATION	1,489.00
501-36560-52111	OTHER PROFESSIONAL SVCS	STATE INDUSTRIAL PRODUCTS CORP	2020 H2S REDUCTION PRG - QUENTIN PUMP STATION	2,474.91
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	ELECTRICITY FLOW CONTROL	39.33
501-36560-53201	ELECTRICITY	COMMONWEALTH EDISON	ELECTRICITY VACUUM PRIMING	28.48
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1297 BERKSHIRE	212.71
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1150 DEERPATH	55.08

**VILLAGE OF LAKE ZURICH**  
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<b>GL Number</b>	<b>GL Desc</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount</b>
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1080 HONEY LAKE	41.37
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 825 W MAIN	374.02
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 750 N RAND	1,976.54
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1005 MARCH	84.79
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1160 THORNDALE	141.05
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 700 OLD MILL GROVE	62.05
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 61 W MAIN	67.48
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 620 CHURCH	250.02
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1100 QUENTIN	1,160.80
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1160 BRISTOL TRAIL	161.12
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 1115 BETTY	39.87
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 719 CYPRESS BRIDGE	46.39
501-36560-53201	ELECTRICITY	DYNEGY ENERGY SERVICES LLC	LIFTS - 90 S PLEASANT	109.62
501-36560-53210	SMALL TOOLS & EQUIP	USA BLUEBOOK	SUCTION HOSE FOR 4" TRASH PUMP	370.49
501-36560-53405	BLDG & GROUND MAINT SUPP	CASPER TRUE VALUE HARDWARE INC	TOILET REPAIR PART/NW PUMP STATION	5.49
501-36560-53405	BLDG & GROUND MAINT SUPP	USA BLUEBOOK	SAFETY EYEWASH REPLACEMENT NW PUMP STATION	93.46
501-36560-55254	MACHINERY & EQUIPMENT	STANDARD EQUIPMENT COMPANY	ROVER LOWERING KIT	379.70
		Total For Dept 36560 PUBLIC WORKS SEWER SERVICE		9,663.77
		<b>Total For Fund 501 WATER &amp; SEWER</b>		<b><u>73,127.36</u></b>
<b>Fund 603 RISK MANAGEMENT</b>				
Dept 12125 RISK EVENT MANAGEMENT				
603-12125-53205	COMPUTER SUPPLIES	AMAZON.COM, INC	PURCHASES - MARCH	207.22
		Total For Dept 12125 RISK EVENT MANAGEMENT		207.22
		<b>Total For Fund 603 RISK MANAGEMENT</b>		<b><u>207.22</u></b>
<b>Fund 615 EQUIPMENT REPLACEMENT</b>				
Dept 10001 GENERAL GOVERNMENT ADMINISTRATION				
615-10001-55254	MACHINERY & EQUIPMENT	CDW GOVERNMENT INC.	MONITORS	666.92
615-10001-55254	MACHINERY & EQUIPMENT	INSIGHT PUBLIC SECTOR, INC	THINKPAD	924.69
		Total For Dept 10001 GENERAL GOVERNMENT ADMINISTRATION		1,591.61
		<b>Total For Fund 615 EQUIPMENT REPLACEMENT</b>		<b><u>1,591.61</u></b>

**VILLAGE OF LAKE ZURICH**  
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<i>GL Number</i>	<i>GL Desc</i>	<i>Vendor</i>	<i>Invoice Description</i>	<i>Amount</i>
<b>Fund 710 PERFORMANCE ESCROW</b>				
Dept 00000				
710-00000-21455	BUILDING DEPOSIT PAYABLES	HOME DEPOT USA INC	BD PAYMENT REF - PERMIT #PB20-0195	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	SUNRUN INSTALLATION INC	BD PAYMENT REF - PERMIT #PB20-0089	105.00
710-00000-21455	BUILDING DEPOSIT PAYABLES	SUNRUN INSTALLATION INC	BD PAYMENT REF - PERMIT #PB20-0030	105.00
710-00000-25502	PEG CABLE FEES	COMCAST CABLE	COMBINED INTERNET - APR	900.72
		Total For Dept 00000		<u>1,215.72</u>
		<b>Total For Fund 710 PERFORMANCE ESCROW</b>		<u><u><b>1,215.72</b></u></u>
<b>Fund Totals:</b>				
		Fund 101 GENERAL		189,823.51
		Fund 202 MOTOR FUEL TAX		74,285.77
		Fund 214 TIF #2 DOWNTOWN		11,131.03
		Fund 227 DISPATCH CENTER		224.21
		Fund 401 VILLAGE CAPITAL PROJECTS		27,274.43
		Fund 501 WATER & SEWER		73,127.36
		Fund 603 RISK MANAGEMENT		207.22
		Fund 615 EQUIPMENT REPLACEMENT		1,591.61
		Fund 710 PERFORMANCE ESCROW		1,215.72
		<b>Total for All Funds</b>		<u><u><b>\$ 378,880.86</b></u></u>





*At the Heart of Community*

PUBLIC WORKS DEPARTMENT  
505 Telser Road  
Lake Zurich, Illinois 60047

(847) 540-1696  
Fax (847) 726-2182  
LakeZurich.org

## MEMORANDUM

Date: April 13, 2020  
To: Ray Keller, Village Manager  
From: Michael J. Brown, Public Works Director  
Subject: **Release of Letter of Credit – Geremarie Addition – 1275 Ensell Road**

**Issue:** Village staff received a request on April 3, 2020 from the Geremarie Corporation to release the Letter of Credit (LOC) in the amount of \$15,000 that was provided as the maintenance guarantee and final completion of landscaping and the project as-builts for the building addition at 1275 Ensell Road.

**Background:** Temporary occupancy was given on April 10, 2019, and the LOC was provided as a maintenance guarantee for the final project completion from one year from the date of Board Approval on July 15, 2019.

**The amount of the LOC was based on the following:**

10% of the original LOC (\$70,042.50), was reduced to \$7,004.25. The remaining balance of \$7,995.75 was retained until final landscaping could be completed and approval and submittal of final as-builts.

Geremarie is requesting an early release of the LOC as they are in the process of filing for financial hardship assistance with their lender to assist them through these next few months. The lender has requested that the LOC to be released in order for the application to move forward.

**Analysis:** Staff has reviewed the site and the two outstanding items have been completed. There are no outstanding issues at this time and that the LOC can be recommended for the final release.

**Recommendation:** Approval of the request from Geremarie for the full release of the LOC in the amount of \$ 15,000.

**W/Attachments:** Owner's release request dated April 3, 2020



April 3, 2020

Public Works Department  
505 Telser Road  
Lake Zurich IL 60047  
847-540-1696

Attn: Ray Keller, Village Manager

Geremarie Corporation, located at 1275 Ensell Road, Lake Zurich IL 60047, would like to formally request the release of the Letter of Credit No. 1296.

We are in the process of filing for financial hardship assistance from our bank of record, Byline Bank. In our pursuit of the application, the bank has requested the release of the letter of credit. It is our understanding that the as-builts have been submitted and approved.

We appreciate your assistance during these unprecedented times.

Sincerely,

Jim Schultz, President and CEO  
Geremarie Corporation  
[jschultz@geremarie.com](mailto:jschultz@geremarie.com)  
847-612-6658

cc:

[sprincipato@geremarie.com](mailto:sprincipato@geremarie.com)  
[mike.brown@lakezurich.org](mailto:mike.brown@lakezurich.org)  
[betty.harrison@lakezurich.org](mailto:betty.harrison@lakezurich.org)  
[steveofox@live.com](mailto:steveofox@live.com)

[www.geremarie.com](http://www.geremarie.com)

1275 Ensell Road, Lake Zurich IL 60047

847-540-1154



*At the Heart of Community*

PUBLIC WORKS DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

(847) 540-1696  
Fax (847) 726-2182  
LakeZurich.org

MEMORANDUM

**Date:** March 30, 2020  
**To:** Ray Keller, Village Manager  
**From:** Steve Schmitt, Utilities Superintendent  
**Copy:** Michael J. Brown, Public Works Director  
**Subject:** Pump Replacement at Quentin & Northwest Pumping Stations

**Issue:** The original pumps for the Quentin and Northwest Sanitary Sewer Pumping Stations have reached the end of their useful life. To ensure pump station reliability, the pumps require replacement. In 2018 we began a program to replace one pump at each location per year, over a five (5) year period.

**Background:** The Quentin and Northwest Pumping Stations, constructed in 1993, utilize four pumps in normal operation and provide additional capacity during elevated flow conditions. The existing pumps are obsolete, worn and deteriorated. Repairing these pumps is no longer cost effective due to the high cost of the repairs and the limited service life obtained with each repair. Each pumping station also has one dedicated spare pump to replace a failed unit. At both Pumping Stations, the spare pumps have replaced failed units leaving us without a spare for either location.

**Analysis:** Flygt (pronounced flight) pumps and control systems are original for the Quentin and Northwest Sanitary Sewer Pumping Stations and are integral to each other (pumps vs controls) requiring replacements to be Flygt brand. Xylem Water Solutions USA, Inc. Flygt Products (Sole source vendor) has provided us a proposal for \$125,565.15 to provide one replacement pump with sensor modules for each pump station. The FY 2020 Budget includes \$139,500 for purchasing one replacement pump for each pump station. Pump replacements for Quentin and Northwest Pumping Stations have been planned for in the Village's 20-year Community Investment Plan.

**2014 – 2019 Strategic Plan:** This agenda item is consistent with the following Goals and Objectives of the Strategic Plan.

- Goal #3 – *Infrastructure: Develop a formalized, long-range sanitary sewer system improvement plan.*

**Recommendation:** Acceptance of proposal from Xylem Water Solutions USA, Inc. Flygt Products for purchasing one Flygt replacement pump each for the Quentin and Northwest Pumping Stations in an amount not to exceed \$125,565.15.

**W/Attachments:** Quotation from Xylem Water Solutions USA, Inc. Flygt Products (3 pages)



**Xylem Water Solutions USA, Inc.**  
**Flygt Products**

March 10, 2020

9661 194th Street  
 Mokena, IL 60448  
 Tel (708) 342-0484  
 Fax (708) 342-0491

LAKE ZURICH WASTE WATER PLANT  
 WASTE WATER PLANT  
 505 TELSER RD  
 LAKE ZURICH IL 60047

Quote # 2019-CHI-0208  
 Re: Village of Lake Zurich, IL Quentin Rd. & Northwest P.S. Upgrades

Xylem Water Solutions USA, Inc. Flygt Products Group is pleased to provide a quote for the following Flygt Pumping equipment.

**Northwest Pump Station**

Qty	Part Number	Description	Unit Price	Extended Price
1	1403231001222G	Flygt NP 3231, 63-680, 440 mm Intended for semi permanent wet installation, guiding claw included other installation components to be ordered individually Hard iron impeller and insert ring Coating: Duasolid 50, Oxyrane ester Drive Unit: 665 6 pole, 140 hp, 460 V, Std motor Cooling jacket for direct media cooling Insulated support bearing Cables Power: 100ft SUBCAB 3x50 + 2G35/2 + S(2x0,5) Cable Grip Included. Pilot: 50ft SUBCAB ctrl screened S 12x1.5 Cable Grip Included. Material Shaft: AISI 431 Stainless steel Supervision FLS, leakage detector, in junction box FLS, leakage detector, in stator housing PT-100 in one stator winding PT-100 in lower bearing Pump memory	\$ 65,618.50	\$ 65,618.50
1	40-50 11 41	BASE UNIT,MAS	\$ 4,216.04	\$ 4,216.04
1	14-69 00 09	START UP CHARGE FLYGT 1-TP MODELS: 3000,7000,8000	\$ 1,334.46	\$ 1,334.46
1	40-50 11 40	PANEL,OPERATOR MAS	\$ 1,323.16	\$ 1,323.16
1	14-40 41 12	TRANSFORMER,CURRENT 300:1	\$ 82.18	\$ 82.18

**Quentin Rd. Pump Station**

Qty	Part Number	Description	Unit Price	Extended Price
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Qty	Part Number	Description	Unit Price	Extended Price
1	3301.185-0151	Flygt Model NP-3301.185 12" volute Submersible pump equipped with a 460 Volt / 3 phase / 60 Hz 70 HP 1150 RPM motor, 626 impeller, 1 x 50 Ft. length of SUBCAB 3x50+2G35/2+S(2x0,5) submersible cable, FLS leakage detector, volute is prepared for Flush Valve	\$ 46,460.15	\$ 46,460.15
1	14-69 00 09	START UP CHARGE FLYGT 1-TP MODELS: 3000,7000,8000	\$ 1,104.15	\$ 1,104.15
1	14-40 71 29	MINI-CASII/FUS 120/24VAC,24VDC	\$ 442.00	\$ 442.00
1	14-40 70 97	SOCKET,11 PIN OCTAL DIN MOUNT	\$ 42.50	\$ 42.50
<b>Total Project Price</b>				<b>\$ 120,623.15</b>
<b>Freight Charge</b>				<b>\$ 4,942.00</b>
<b>Total Project Price</b>				<b>\$ 125,565.15</b>

#### Terms & Conditions

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

**Purchase Orders:** Please make purchase orders out to: Xylem Water Solutions USA, Inc.

**Freight Terms:** 3 DAP - Delivered At Place 08 - Jobsite (per Incoterms 2010)

See Freight Payment (Delivery Terms) below.

**Taxes:** State, local and other applicable taxes are not included in this quotation.

**Back Charges:** Buyer shall not make purchases nor shall Buyer incur any labor that would result in a back charge to Seller without prior written consent of an authorized employee of Seller.

**Shortages:** Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

**Taxes:** State, local and other applicable taxes are not included in this quotation.

**Terms of delivery:** PP/Add Order Position

**Terms of payment:** Net 30 Standard

**Terms of payment:** Net 60 Days

**Validity:** This Quote will expire in ninety (90) days unless extended in writing by Xylem Water Solutions USA, Inc..

**Customer Acceptance:** A signed facsimile copy of this quote is acceptable as a binding contract.



Signature: \_\_\_\_\_ Company/Utility: \_\_\_\_\_

Name : \_\_\_\_\_ Address: \_\_\_\_\_  
(PLEASE PRINT)

Email: \_\_\_\_\_

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

PO#: \_\_\_\_\_ Fax: \_\_\_\_\_

**Schedule:** Please consult your local Flygt Branch Office to get fabrication and delivery lead times.

Thank you for the opportunity to provide this quotation. Please contact me if there are any further questions.

Sincerely,



Denny Weber  
District Sales Engineer

Cell: 224-500-8409  
denny.weber@xyleminc.com







*At the Heart of Community*

PUBLIC WORKS DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

(847) 540-1696  
Fax (847) 726-2182  
LakeZurich.org

MEMORANDUM

**Date:** April 13, 2020  
**To:** Ray Keller, Village Manager  
**From:** Michael J. Brown, Director of Public Works  
**Subject:** **Bid Rejection: 2020 Road Program**

**Issue:** Competitive bidding was conducted for the 2020 Road Program on March 25, 2020, which included road resurfacing in various subdivisions, as well as the Breezewald Park parking addition project. Given the financial hardship incurred by the COVID-19 crisis, staff has been working with the Village Manager to assess the current priorities for capital improvements and realign them with the available resources.

The road program request for bids included an option for adding angled parking on Old Rand Road in the vicinity of Breezewald Park. Another capital project scheduled for this year is the streambank stabilization improvements for Cedar/Kildeer Creek. To ensure the successful completion of the project, staff successfully solicited aid from the Lake County Storm Water Commission (LCSMC) for financial assistance. Recognizing the importance of the streambank improvements and the financial assistance from LCSMC, staff recommend removing the Breezewald Park parking element from this year's road program and prioritize allocating resources to the Cedar/Kildeer Creek project.

Modifying the scope of the original bid request will necessitate the rejection of all bids, allowing staff to rebid the road program without the Breezewald parking element. Given the current economic climate, with lower oil prices recently and other communities reconsidering their road projects, staff anticipate that rebidding the road program may result in a substantial cost reduction from the originally bid project.

**Background:** Staff and the Village's engineering consultant has prepared plans and bid specifications for the asphalt resurfacing of Knollwood Subdivision, Chasewood North Subdivision, Buesching Rd (from IL-22 to Rose Rd), Whispering Creek Subdivision, Meadow Lane Addition Subdivision, North/East/West Lanes, and the Breezewald Park Parking Addition.

The program consists of the replacement and installation of pavement, concrete curb and gutter, and sidewalk, utility pipes and structures, and other related items.

**Analysis:** Staff solicited bids for the 2020 Road Program, and the bid opening occurred on March 25, 2020. The Village received four (4) bids. The bid results are shown on Page 2. The lowest bid was received from Arrow Road Construction, Co. of Elk Grove Village, Illinois. The Engineer's Opinion of Probable Cost of Construction was \$1.70 Million.

Name of Bidder	Bid Amount
Arrow Road Construction Co. (Elk Grove Village, IL)	\$1,619,824.76
Peter Baker & Son Co. (Lake Bluff, IL)	\$1,630,222.90
Builders Paving L.L.C. (Hillside, IL)	\$1,688,000.00
J.A. Johnson Paving (Arlington Heights, IL)	\$1,764,315.29

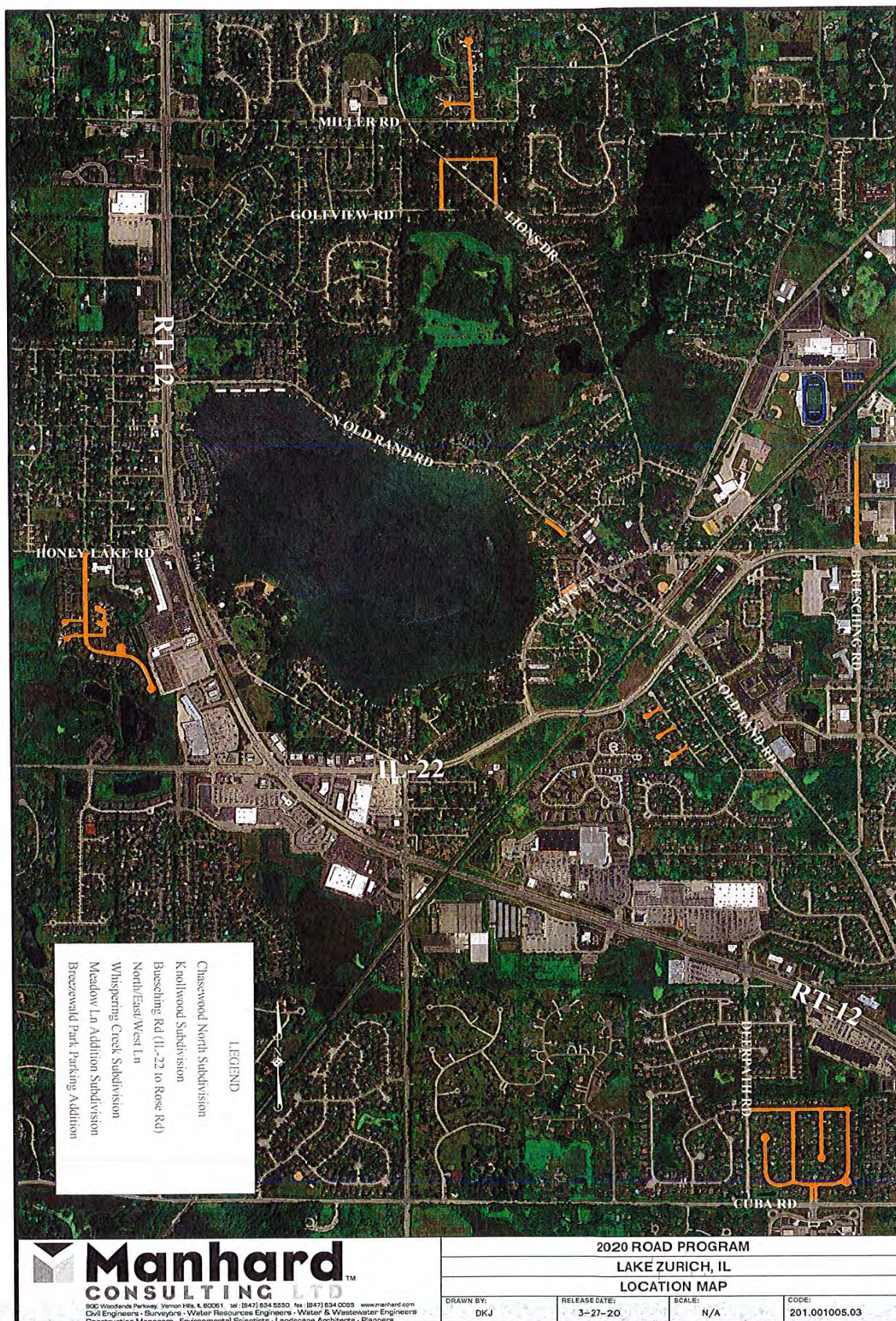
When staff explored removing the Breezewald parking element to reallocate the savings toward the Cedar/Kildeer Creek project, staff found that the two lowest bidders, Arrow Road and Peter Baker, valued the Old Rand Road parking element very differently. Arrow Road assigned approximately \$100,000 in costs to the parking element, while Peter Baker valued it at approximately \$198,000. Removing the Breezewald parking element from the contract would have the following effect on the bid totals. As you can see below, the low bidding contractor is changed due to the retrospective removal from the contract. As a result, staff advise that it would be cleaner to rebid the road program without the Breezewald element to get more directly comparable bids.

Name of Bidder	Bid Amount (With Breezewald Park Parking Addition Removed)
Peter Baker & Son Co. (Lake Bluff, IL)	\$1,432,215.03
Arrow Road Construction Co. (Elk Grove Village, IL)	\$1,519,404.89
Builders Paving L.L.C. (Hillside, IL)	\$1,559,036.58
J.A. Johnson Paving (Arlington Heights, IL)	\$1,630,601.76

**Recommendation:** Staff recommends the Village Board to reject the submitted bids as opened on March 25, 2020, with the intent to re-bid the project without the Breezewald parking element. The re-bid is anticipated to be available for Board review and approval on the June 1, 2020 meeting, and construction commencing on or about June 15, 2020.

**W/Attachments:** 2020 Road Program Location Map – As bid on March 25, 2020











RETURN WITH BID

RECEIVED  
MAR 25 2020  
BY: .....

RECEIVED  
MAR 25 2020  
BY: .....

**Local Public Agency  
Formal Contract  
Proposal**

PROPOSAL SUBMITTED BY Arrow Road Construction Company		
Contractor's Name 1445 Oakton Street		
Street	P.O. Box	
Elk Grove Village, IL 60007		
City	State	Zip Code

STATE OF ILLINOIS

COUNTY OF \_\_\_\_\_ LAKE \_\_\_\_\_  
VILLAGE OF LAKE ZURICH  
(Name of City, Village, Town or Road District)

FOR THE IMPROVEMENT OF

STREET NAME OR ROUTE NO. VARIOUS

SECTION NO. N/A

TYPES OF FUNDS NON-HOME RULE SALES TAX

☒ SPECIFICATIONS

☒ PLANS

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**2020 ROAD PROGRAM  
LAKE ZURICH, ILLINOIS**

**Note:** All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed.

RETURN WITH BID

NOTICE TO BIDDERS

County Lake  
Local Public Agency Lake Zurich  
Section Number N/A  
Route Various

Sealed proposals for the improvement described below will be received at the office of Village Hall,  
70 E. Main Street, Lake Zurich, Illinois 60047 until 10:00 AM on March 25, 2020  
Address Time Date

Sealed proposals will be opened and read publicly at the office of Village Hall  
70 E. Main Street, Lake Zurich, Illinois 60047 at 10:00 AM on March 25, 2020  
Address Time Date

DESCRIPTION OF WORK

Name 2020 Road Program Length: 13230.00 feet ( 2.50 miles)  
Location Pleasant Rd (North), Pleasant Rd (South), Dogwood Ct, Poplar Ct, Knollwood Dr, Aspen Ct, Waterford Dr, Waterford Ct  
Kylemore Dr, Lismore Ct, Chasewood Dr, Buesching Rd, North Ln, East Ln, West Ln, Lorie Ln, Lucy Ct, Hillside Ct  
Sunset Ct, Dearborn Ct, Breezewald Park

Proposed Improvement Hot-Mix Asphalt (HMA) removal, placement of HMA leveling binder course and HMA binder course  
1.5" HMA surface course, curb & gutter and sidewalk removal & replacement, utility structure adjustment, and other related items.

1. Plans and proposal forms will be available in the office of Paper copies from Manhard Consulting, One Overlook Point Suite  
290, Lincolnshire, Illinois 60069, OR from www.questcdn.com, project #6876503, both for a non-refundable \$30.00  
Address

2. ☒ Prequalification

If checked, the 2 low bidders must file within 24 hours after the letting an "Affidavit of Availability" (Form BC 57), in duplicate, showing all uncompleted contracts awarded to them and all low bids pending award for Federal, State, County, Municipal and private work. One original shall be filed with the Awarding Authority.

3. The Awarding Authority reserves the right to waive technicalities and to reject any or all proposals as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals.

4. The following BLR Forms shall be returned by the bidder to the Awarding Authority:

- a. BLR 12200: Local Public Agency Formal Contract Proposal
- b. BLR 12200a Schedule of Prices
- c. BLR 12230: Proposal Bid Bond (if applicable)
- d. BLR 12326: Affidavit of Illinois Business Office

5. The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made only for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as hereinafter provided.

6. Submission of a bid shall be conclusive assurance and warranty the bidder has examined the plans and understands all requirements for the performance of work. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to conduct an in depth examination. The Awarding Authority will, in no case be responsible for any costs, expenses, losses or changes in anticipated profits resulting from such failure or neglect of the bidder.

7. The bidder shall take no advantage of any error or omission in the proposal and advertised contract.

8. If a special envelope is supplied by the Awarding Authority, each proposal should be submitted in that envelope furnished by the Awarding Agency and the blank spaces on the envelope shall be filled in correctly to clearly indicate its contents. When an envelope other than the special one furnished by the Awarding Authority is used, it shall be marked to clearly indicate its contents. When sent by mail, the sealed proposal shall be addressed to the Awarding Authority at the address and in care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the Notice to Bidders. Proposals received after the time specified will be returned to the bidder unopened.

9. Permission will be given to a bidder to withdraw a proposal if the bidder makes the request in writing or in person before the time for opening proposals.

RETURN WITH BID

PROPOSAL

County Lake  
Local Public Agency Lake Zurich  
Section Number N/A  
Route Various

1. Proposal of Arrow Road Construction Company  
1445 Oakton Street, Elk Grove Village, IL 60007  
for the improvement of the above section by the construction of Hot-Mix Asphalt (HMA) removal, placement of HMA  
leveling binder course and HMA binder course, HMA surface course, curb and gutter and sidewalk removal and replacement,  
utility structure adjustments, and other related items of work.  
a total distance of 13230.00 feet, of which a distance of 13230.00 feet, ( 2.50 miles) are to be improved.
2. The plans for the proposed work are those prepared by Manhard Consulting, Ltd.
3. The specifications referred to herein are those prepared by the Department of Transportation and designated as  
"Standard Specifications for Road and Bridge Construction" and the "Supplemental Specifications and Recurring Special  
Provisions" thereto, adopted and in effect on the date of invitation for bids.
4. The undersigned agrees to accept, as part of the contract, the applicable Special Provisions indicated on the "Check  
Sheet for Recurring Special Provisions" contained in this proposal.
5. The undersigned agrees to complete the work within 60 calendar days.
6. A proposal guaranty in the proper amount, as specified in BLRS Special Provision for Bidding Requirements and  
Conditions for Contract Proposals, will be required. Bid Bonds will be allowed as a proposal guaranty. Accompanying this  
proposal is either a bid bond if allowed, on Department form BLR 12230 or a proposal guaranty check, complying with the  
specifications, made payable to:  
Lake Zurich Treasurer of the Village of Lake Zurich  
The amount of the check is 5% of the bid amount (                      ).
7. The successful bidder at the time of execution of the contract will be required to deposit a contract bond for the full amount  
of the award. When a contract bond is not required, the proposal guaranty check will be held in lieu thereof. If this  
proposal is accepted and the undersigned fails to execute a contract and contract bond as required, it is hereby agreed  
that the Bid Bond or check shall be forfeited to the Awarding Authority.
8. Each pay item should have a unit price and a total price. If no total price is shown or if there is a discrepancy between the  
product of the unit price multiplied by the quantity, the unit price shall govern. If a unit price is omitted, the total price will  
be divided by the quantity in order to establish a unit price.
9. A bid will be declared unacceptable if neither a unit price nor a total price is shown.
10. The undersigned submits herewith the schedule of prices on BLR 12200a covering the work to be performed under this  
contract.

RETURN WITH BID

CONTRACTOR CERTIFICATIONS

County Lake  
Local Public Agency Lake Zurich  
Section Number N/A  
Route Various

The certifications hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder.

1. **Debt Delinquency.** The bidder or contractor or subcontractor, respectively, certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue unless the individual or other entity is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of tax. Making a false statement voids the contract and allows the Department to recover all amounts paid to the individual or entity under the contract in a civil action.

2. **Bid-Rigging or Bid Rotating.** The bidder or contractor or subcontractor, respectively, certifies that it is not barred from contracting with the Department by reason of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

A violation of Section 33E-3 would be represented by a conviction of the crime of bid-rigging which, in addition to Class 3 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

A violation of Section 33E-4 would be represented by a conviction of the crime of bid-rotating which, in addition to Class 2 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

3. **Bribery.** The bidder or contractor or subcontractor, respectively, certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois or any unit of local government, nor has the firm made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the firm committed bribery or attempted bribery on behalf of the firm and pursuant to the direction or authorization of a responsible official of the firm.
4. **Interim Suspension or Suspension.** The bidder or contractor or subcontractor, respectively, certifies that it is not currently under a suspension as defined in Subpart 1 of Title 44 Subtitle A Chapter III Part 6 of the Illinois Administrative Code. Furthermore, if suspended prior to completion of this work, the contract or contracts executed for the completion of this work may be cancelled.



RETURN WITH BID

SCHEDULE OF PRICES

County Lake  
 Local Public Agency Lake Zurich  
 Section N/A  
 Route Various

Schedule of Prices  
 (For complete information covering these items, see plans and specifications)

Bidder's Proposal for making Entire Improvements 1,619,824.76

Item No.	Items	Unit	Quantity	Unit Price	Total
1	HMA Surface Removal (2.5")	SY	37,856	3.75	141,960.00
2	Full Depth Pavement Removal	SY	205	3.55	727.75
3	Butt Joint	SY	157	9.10	1,428.70
4	Site Grading (Complete)	LS	1	13,032.00	13,032.00
5	Erosion Control (Complete)	LS	1	500.00	500.00
6	Aggregate Base Course, Type B, 12"	SY	663	21.55	14,287.65
7	HMA Leveling Binder, MM, IL-9.5 (Special)	TON	2,899	84.15	243,950.85
8	HMA Surface Course, Mix "D", N50 (Special)	TON	3,609	81.55	294,313.95
9	HMA Binder Course, IL-19.0, N50	TON	93	70.10	6,519.30
10	Bituminous Materials (Tack Coat)	POUND	29,004	0.01	290.04
11	Class D Patching, Ty. II (modified), 3"	SY	2,082	12.60	26,233.20
12	Class D Patching, Ty. III (modified), 3"	SY	2,082	12.60	26,233.20
13	Undercuts	CY	120	36.50	4,380.00
14	Aggregate Wedge Shoulder, Type B	TON	91	58.70	5,341.70
15	Combination Curb & Gutter Removal	LF	6,482	3.00	19,446.00
16	Combination Curb & Gutter, M-3.12	LF	6,004	25.00	150,100.00
17	Combination Curb & Gutter, B-6.12	LF	818	28.00	22,904.00
18	Portland Cement Concrete Sidewalk Removal	SF	28,340	2.25	63,765.00
19	Portland Cement Concrete Sidewalk, 5"	SF	30,679	4.25	130,385.75
20	Detectable Warnings	SF	397	25.00	9,925.00
21	Remove & Replace HMA Driveway Pavement, 3"	SY	656	57.70	37,831.20
22	Remove & Replace PCC Driveway, 6"	SY	312	63.00	19,656.00
23	Remove & Reinstall Paver Driveway	SF	88	15.00	1,320.00
24	Frames and Lids to be Adjusted (Special)	EACH	22	650.00	14,300.00
25	Drainage Structures To Be Adjusted w/ Existing F&G	EACH	27	400.00	10,800.00
26	Drainage Structures To Be Adjusted w/ New F&G	EACH	27	800.00	21,600.00
27	Drainage Structures To Be Reconstructed w/ Existing F&G	EACH	5	1,000.00	5,000.00
28	Drainage Structures To Be Reconstructed w/ New F&G	EACH	4	1,350.00	5,400.00
29	Drainage Structure Removal and Replacement	EACH	13	5,850.00	76,050.00
30	2' Inlet	EACH	2	1,650.00	3,300.00
31	4' Catch Basin	EACH	1	5,650.00	5,650.00
32	Storm Sewer 10"	LF	266	88.00	23,408.00
33	Tree Removal (Over 15 Units)	EACH	2	1,400.00	2,800.00
34	Remove & Replace Storm Sewer (10"-18")	LF	522	300.00	156,600.00
35	Remove & Replace PVC Culvert (12")	LF	80	90.00	7,200.00
36	12" Metal Flared End Section	EACH	4	325.00	1,300.00
37	Thermoplastic Pavement Marking, 4"	LF	844	2.00	1,688.00
38	Thermoplastic Pavement Marking, 6"	LF	621	3.00	1,863.00
39	Thermoplastic Pavement Marking, 12"	LF	72	5.00	360.00
40	Thermoplastic Pavement Marking, 24"	LF	168	11.50	1,932.00
41	Temporary Information Sign	SF	231	10.00	2,310.00
42	Grading and Shaping of Turf Areas	SY	250	16.50	4,125.00
43	Electrical Relocation Allowance	DOLLAR	10,000	\$1.00	\$10,000.00
44	Traffic Control & Protection	LS	1	29,587.47	29,587.47



RETURN WITH BID

SIGNATURES

County Lake  
Local Public Agency Lake Zurich  
Section Number N/A  
Route Various

(If an individual)

Signature of Bidder \_\_\_\_\_

Business Address \_\_\_\_\_  
\_\_\_\_\_

(If a partnership)

Firm Name \_\_\_\_\_

Signed By \_\_\_\_\_

Business Address \_\_\_\_\_  
\_\_\_\_\_

Inset Names and Addressed of All Partners



\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If a corporation)

Corporate Name Arrow Road Construction Company

Signed By John F. Healy  
President

Business Address 1445 Oakton Street  
Elk Grove Village, IL 60007

Insert Names of Officers



President John F. Healy

Secretary John F. Healy, Jr.

Treasurer Michael J. Salmon

Attest:

John F. Healy, Jr.  
Secretary

RETURN WITH BID

Affidavit of Illinois Business Office

County Lake  
Local Public Agency Lake Zurich  
Section Number N/A  
Route Various

State of Illinois )  
 ) ss.  
County of Cook )

I, John F. Healy of Elk Grove Village, Illinois,  
(Name of Affiant) (City of Affiant) (State of Affiant)

being first duly sworn upon oath, states as follows:

1. That I am the President of Arrow Road Construction Company,  
officer or position bidder
2. That I have personal knowledge of the facts herein stated.
3. That, if selected under this proposal, Arrow Road Construction Company, will maintain a  
(bidder)  
business office in the State of Illinois which will be located in Cook County, Illinois.
4. That this business office will serve as the primary place of employment for any persons employed in the construction contemplated by this proposal.
5. That this Affidavit is given as a requirement of state law as provided in Section 30-22(8) of the Illinois Procurement Code.

John F. Healy  
(Signature)  
John F. Healy, President  
(Print Name of Affiant)

This instrument was acknowledged before me on 25th day of March, 2020.

(SEAL)

Printed 3/2/2020



Cherie Lynn Brown  
(Signature of Notary Public)

BLR 12326 (01/08/14)



## Arrow Road Construction Co.

1445 Oakton Street • Elk Grove Village, Illinois 60007  
Phone: 847-437-0700 • Fax: 847-437-0779 • [www.arrowroad.com](http://www.arrowroad.com)

Mount Prospect Plant  
Phone: 847-472-7270  
Fax: 847-437-9026

Carpentersville Plant  
Phone: 847-783-6680  
Fax: 847-783-6697

Algonquin Plant  
Phone: 847-658-1140  
Fax: 847-783-6697

March 25, 2020

Village of Lake Zurich  
Village Hall  
70 E. Main Street  
Lake Zurich, IL 60047

Re: March 25, 2020 Letting  
Request for Authorization to Bid

Per the Illinois Department of Transportation Rules of Prequalification of Contractors, Arrow Road Construction Company is requesting a waiver to forgo filing the Affidavit of Availability, under Section 650.310 sub D, based on our current financial rating.

If you have any questions, I can be reached at (847) 472-7260 office or (224) 325-2025 cell.

Sincerely,

Arrow Road Construction Co.

*Nick Eichenold*

Nick Eichenold  
Vice President Estimating/  
EEO Compliance Officer  
[nicke@arrowroad.com](mailto:nicke@arrowroad.com)

NE/cb  
Enclosures



**Illinois Department  
of Transportation**

## Certificate of Eligibility

Contractor No 0231

Arrow Road Construction Company  
1445 Oakton Street ELK GROVE VILLAGE, IL 60007

WHO HAS FILED WITH THE DEPARTMENT AN APPLICATION FOR PREQUALIFICATION STATEMENT OF EXPERIENCE, EQUIPMENT AND FINANCIAL CONDITION IS HEREBY QUALIFIED TO BID AT ANY OF DEPARTMENT OF TRANSPORTATION LETTINGS IN THE CLASSES OF WORK AND WITHIN THE AMOUNT AND OTHER LIMITATIONS OF EACH CLASSIFICATION, AS LISTED BELOW, FOR SUCH PERIOD AS THE UNCOMPLETED WORK FROM ALL SOURCES DOES NOT EXCEED

SUPER UNLIMITED

001	EARTHWORK	\$2,575,000
003	HMA PLANT MIX	Unlimited
012	DRAINAGE	\$550,000
017	CONCRETE CONSTRUCTION	\$650,000
032	COLD MILL PLAN. & ROTOMILL	\$12,575,000
08A	AGGREGATE BASES & SURF. (A)	\$4,375,000

THIS CERTIFICATE OF ELIGIBILITY IS VALID FROM 4/4/2019 TO 4/30/2020 INCLUSIVE, AND SUPERSEDES ANY CERTIFICATE PREVIOUSLY ISSUED, BUT IS SUBJECT TO REVISION OR REVOCATION, IF AND WHEN CHANGES IN THE FINANCIAL CONDITION OF THE CONTRACTING FIRM OR OTHER FACTS JUSTIFY SUCH REVISIONS OR REVOCATION. ISSUED AT SPRINGFIELD, ILLINOIS ON 4/5/2019.

*Tim Zell*

Engineer of Construction

IL 494-0645




70 East Main Street | Lake Zurich, IL 60047

State of Illinois  
County of Will

On this 25th day of March 2020, before me personally appeared James E. McNichols known to me to be the Attorney-in-Fact of Travelers Casualty and Surety Company of America, the corporation that executed the within instrument and acknowledged to me that such corporation executed the same .

In Witness Whereof, I have hereunto set my hand and affixed my official seal the day and year in this certificate first written above.



(Notary Public)

Brenda K. Pichler







**Travelers Casualty and Surety Company of America**  
**Travelers Casualty and Surety Company**  
**St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **James E. McNichols** of **WESTCHESTER**, Illinois, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 17th day of January, 2019.



State of Connecticut

City of Hartford ss.

By:

Robert L. Raney, Senior Vice President

On this the 17th day of January, 2019, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2021



Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 25th day of March, 2020



Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which this Power of Attorney is attached.



ADDENDUM NO. 1  
VILLAGE OF LAKE ZURICH  
2020 ROAD PROGRAM

March 17, 2020

TO: ALL PROSPECTIVE BIDDERS

FROM: VILLAGE OF LAKE ZURICH

Only questions answered by formal written Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.

**ADDENDUM NO. 1**

This Addendum is an integral part of the contract documents and shall be treated as such. Bidders shall acknowledge receipt of this Addendum by signing below and including this sheet in the bid proposal as indicated below.

This Addendum No. 1 contains the following revisions detailed below;

1. Pursuant to extenuating circumstances and Center for Disease Control and Prevention guidelines, the mandatory Pre-Bid Conference is cancelled.
2. Attendance requirements for the Pre-Bid Conference as publicly advertised have been waived; prequalification requirements as listed on page 2 of 6 of form BLR 12200 will still be enforced.
3. Inquiries concerning the project will be taken until Friday, March 20, 2020 at noon with final addendum issued by Monday, March 23, 2020 at noon. Only officially released written addenda will be considered binding. Plan holders must contact Chris Palmer at [CPalmer@manhard.com](mailto:CPalmer@manhard.com) with official, written project inquiries.

Signed: Nicholas Eichenold, VP/CCO

Nicholas Eichenold  
Printed Name

Arrow Road Construction Company  
Name of Company

**REVISIONS:**

End of Addendum # 1.

ADDENDUM NO. 2  
VILLAGE OF LAKE ZURICH  
2020 ROAD PROGRAM

March 23, 2020

TO: ALL PROSPECTIVE BIDDERS

FROM: VILLAGE OF LAKE ZURICH

Only questions answered by formal written Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.

**ADDENDUM NO. 2**

This Addendum is an integral part of the contract documents and shall be treated as such. Bidders shall acknowledge receipt of this Addendum by signing below and including this sheet in the bid proposal as indicated below.

This Addendum No. 2 contains the following revisions detailed below;

1. Due to the shelter-in-place order from the Governor, Lake Zurich Village Hall is closed. The 2020 Road Program bid opening will still occur as planned on Wednesday, March 25, 2020 at 10:00 AM.  
A drop-off box has been set up outside of the Village Hall front entrance. Sealed bids shall be placed in the drop-off box prior to 10:00 AM on Wednesday, March 25, 2020.  
A closed-door bid opening will occur at 10:00 AM, and all bids will be recorded and notarized by the Office of the Village Clerk. Results will be posted publicly on the online bidding portal QuestCDN.com, Project #6876503.  
Questions regarding the drop-off box location may be directed to Mike Brown, Director of Public Works, at (847) 276-5915.
2. Attached is the 2020 Road Program Street Area Breakdown, dated 3/23/2020. The attached document shall be used for reference only.
3. It is anticipated that a pavement core report will be submitted to the Village today, March 23, 2020. Addendum No. 3 will be issued with the core report enclosed as soon as it is available.

Signed:

Nick Eichenold, VP/CTOCO

Nick Eichenold

Printed Name

Arrow Road Construction CO.

Name of Company

**REVISIONS:**

**BLR 12200, Page 2 of 6, Paragraphs 1 & 2, are revised as follows:**

Sealed proposals for the improvement described below will be received in a drop-off box located outside of the Village Hall front entrance, 70 E. Main Street, Lake Zurich, Illinois 60047 until 10:00AM on March 25, 2020.

Sealed proposals will be opened in a closed-door bid opening at 10:00 AM on March 25, 2020, and all bids will be recorded and notarized by the Office of the Village Clerk. Results will be posted publicly on the online bidding portal QuestCDN.com, Project #6876503.

ADDENDUM NO. 3  
VILLAGE OF LAKE ZURICH  
2020 ROAD PROGRAM

March 23, 2020

TO: ALL PROSPECTIVE BIDDERS

FROM: VILLAGE OF LAKE ZURICH

Only questions answered by formal written Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.

**ADDENDUM NO. 3**

This Addendum is an integral part of the contract documents and shall be treated as such. Bidders shall acknowledge receipt of this Addendum by signing below and including this sheet in the bid proposal as indicated below.

This Addendum No. 3 contains the following revisions detailed below;

1. Attachment of the Borehole Descriptions and Field Results for the 2020 Road Program prepared by SET Consultants.

Signed: Nick Eichenold, VP/CCO

Nick Eichenold  
Printed Name

Arrow Road Construction Co.  
Name of Company



*At the Heart of Community*

PUBLIC WORKS DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

(847) 540-1696  
Fax (847) 726-2182  
LakeZurich.org

MEMORANDUM

**Date:** April 13, 2020  
**To:** Ray Keller, Village Manager  
**From:** Michael J. Brown, Public Works Director  
**Subject:** **Bid Recommendation: Streambank Stabilization Kildeer Creek**

**Issue:** Competitive bidding was conducted for the streambank restoration of Kildeer Creek south of Route 22 and west of Quentin Road. This is the second bidding of the project as the initial bids in 2019 were rejected due to budgeting constraints. The package was reissued with added flexibility in regards to the project timeframe for completion at the beginning of this year which allowed a greater diversity of competitive bidders. In addition, the Lake County Storm Water Commission (LCSMC) has committed to partner with the Village to provide additional funding in the amount of \$183,270 to ensure the completion of the project.

**Background:** The proposed project consists of the installation of approximately 1,800 linear feet of streambank and detention pond improvements including clearing, new protective armoring, and native plant restoration. The project is a cooperative effort between the Village and the Coventry Creek Home Owners Association (HOA) to maintain and enhance Kildeer Creek.

The project consists of three funding sources, Coventry Creek Special Service Area No. 13, The Village's capital improvement program, and the funding provided by LCSMC.

**Analysis:** The bid opening was held on March 11, 2020 yielding ten (10) bids. The bid results are shown below. The lowest apparent bid was received from Baxter and Natural Resources of Crystal Lake, Illinois. The results of the bid are as follows:

Name of Bidder	Bid Amount
Baxter & Woodman Natural Resources	\$438,750.50
Semper Fi Land Services, Inc.	\$449,788.00
Integrated Lakes Management	\$472,981.49
Front Range Environmental	\$493,871.00
Applied Ecological Services	\$524,772.38

V3 Construction	\$542,000.00
Nettle Creek Nursery	\$544,066.00
ENCAP	\$583,598.00
Copenhaver Construction	\$625,855.00
Great Lakes Restoration Services	\$754,207.00

The lowest bid (Baxter and Woodman Natural Resources) were reviewed for compliance as a responsive, responsible bidder. The following results were obtained:

- Baxter & Woodman Natural Resources:
  - They are a new company developed under the wing of the Consulting Firm Baxter & Woodman. The Manager, Coilin McConnell, has had over a decade of prior experience working and running his own construction firm doing natural resource conservancy work.

The majority of work will be performed by their own forces.

- A check of references revealed a good background of experience in similar projects from other municipal managers.
- No errors or ambiguities were noted in their bid.

**A summary of the proposed budget is provided below:**

<b><u>Kildeer Creek Streambank Improvements</u></b>	
Construction (Base Project)	\$438,750.50
Contingency (10%)	\$43,875.05
Engineering (8%)	\$35,500.00
Total Estimated Cost	\$518,125.55

Coventry Creek's Special Service Area #13 is contributing \$170,018.40 for this project. Another \$183,270 is being provided by the Lake County Storm Water Commission, leaving \$164,837.15 as the Village's share of the project cost.

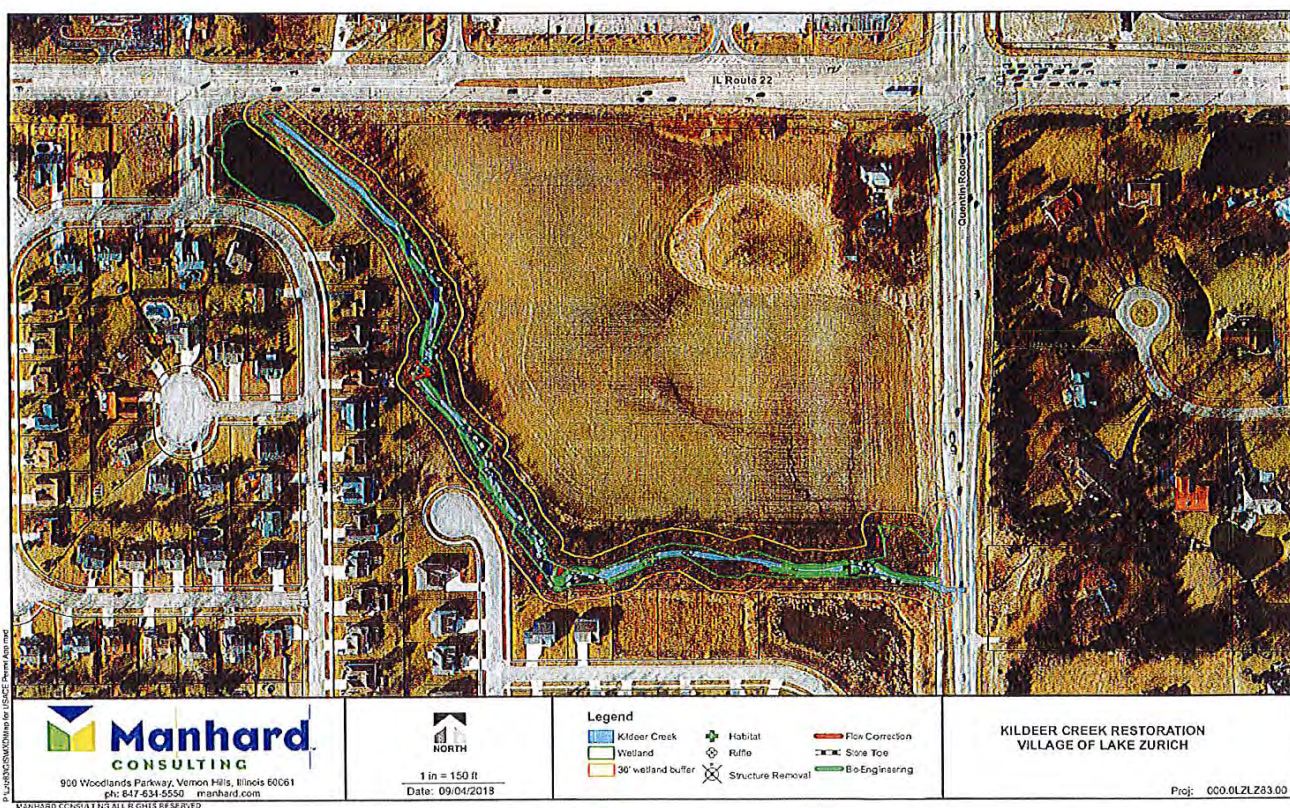
The FY 2020 budget included \$200,000 in the Capital Projects Fund for the Village's share of this project. However, to reduce the General Fund transfer in light of the anticipated revenue reductions due to the COVID-19 crisis, staff recommend funding the Village's share of this project from the Non Home Rule Sales Tax fund. If approved, this change will be reflected in a formal budget amendment to be adopted later this year.

**Recommendation:** Award a contract for the Kildeer Creek Streambank Improvements Project to Baxter and Woodman Natural Resources of Crystal Lake, IL in the amount not-to-exceed \$438,750.50, with a total project expenditure with contingency and engineering not to exceed \$518,125.55.

**W/Attachments:**

1. Kildeer Creek Streambank Improvements Location Map
2. Bid Submittal – Baxter & Woodman Natural Resources
3. Lake County Storm Water Management Commission Agreement







Village of Lake Zurich  
Kildeer Creek Restoration  
LZLZ83

### **NOTICE TO BIDDERS**

**Village of Lake Zurich  
Kildeer Creek Restoration**

**RECEIVED**  
**MAR 11 2020**  
BY: .....

**TIME AND PLACE FOR OPENING BIDS:** Sealed proposals for the improvements described below will be received at the offices of:

Village of Lake Zurich  
Village Hall  
70 East Main Street  
Lake Zurich, Illinois 60047

until 10:00 AM, Wednesday, March 11, 2020. All bids will be publicly opened and read aloud at that time and may be acted upon at said time and place or at such later time and place as may then be fixed; but in no case more than sixty (60) calendar days from date of bid opening.

**AVAILABILITY OF BIDDING DOCUMENTS:** Bidding Documents may be obtained beginning at 10:00 AM on Wednesday, March 11, 2020 as follows:

Download digital Bidding Documents from [www.questcdn.com](http://www.questcdn.com) for \$30 by inputting Quest project number 6656819 on the website's Project Search page. Please contact QuestCDN.com at (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance with free membership registration, downloading, and working with this digital project information.

Paper copies of Bidding Documents may be reviewed at Manhard Consulting, One Overlook Point, Suite 290, Lincolnshire, Illinois 60069, and obtained upon the receipt of a \$60.00 non-refundable charge (cash or check).

**PREQUALIFICATION OF BIDDERS:** Prior to award of lowest responsible, responsive bidder, bidders will submit a resume of similar projects performed, enumerated as to location, type of work, approximate completion date, and project engineering firm together with a list of equipment owned by or available to them for efficient pursuance of the project.

**REJECTION OF BIDS:** The Owner reserves the right to reject any or all bids of bidders and to waive all technicalities.

**PRE-BID ATTENDANCE:** A mandatory pre-bid meeting will be held on Wednesday March 4th at 10:00 AM at the Lake Zurich Public Works Facility located on 505 N. Telser Rd. in Lake Zurich, IL. Note that attendance to the Pre-Bid Meeting is Mandatory for all bidders who wish to bid on the project. This clause will be extended to include subcontractors that perform greater than 25% of the anticipated value of the work. Failure to have a representative at the meeting will constitute grounds for rejection of the bid.

**UNBALANCED BIDS:** Any bid which is materially unbalanced as to prices for the Base Bid and/or Optional Bid Items may be rejected. An unbalanced bid is one which is based on the prices significantly less than the cost for some work and/or prices which are significantly overstated for other work. The OWNER will review all unit prices submitted by the apparently lowest responsible bidder and will decide whether any of the unit prices are excessively above or below a reasonable cost analysis value determined by the Engineer. In the event any unit prices are determined to be unbalanced and contrary to the interest of the OWNER, the right is reserved to reject such bid at the discretion of the OWNER.

**LOCATION OF THE WORK:** The project is located along Kildeer Creek located approximately 1,000 feet south and west of the intersection of IL 22 (Half Day Road) and Quentin Road in Lake Zurich, Illinois.

**DESCRIPTION OF WORK:** The project work consists of the clearing, grading, and reshaping of the shoreline of Kildeer Creek. The work also involves stone armoring of the shoreline, placement of turf reinforcement mat, native planting, and restoration of all areas disturbed.

Village of Lake Zurich  
Kildeer Creek Restoration  
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**BID SECURITY:** A 5% Bidder's Bond, Cashier's Check, Certified Check, or Bank Draft will be accepted as bid security and must accompany the bid. All proposals submitted shall be valid for a period of no less than sixty (60) calendar days after the opening of the bids.

**OWNER:** Village of Lake Zurich

**CONSTRUCTION SCHEDULE:** It is anticipated that work will be completed within one-hundred and ninety-six (196) calendar days of the issuance of a Notice to Proceed. The Village of Lake Zurich anticipates that the Notice to Proceed will be issued between April 27, 2020 and May 1, 2020.

**METHOD OF PAYMENT:** The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as hereinafter provided. Payment will be made by cash or check upon the satisfactory completion and acceptance of the work.

**CONTRACT BOND:** The successful bidder will be required to furnish a Contract Bond, in form satisfactory to the OWNER, in the full amount of the Bid.

**PROJECT INQUIRIES:** Project related questions shall be received until 12:00 PM on Monday, March 9, 2020. If necessary, a final addendum will be issued by Noon on Tuesday, March 10, 2020.

**OWNER'S RIGHTS RESERVED:** The owner reserves the right to reject any or all of the Proposals received or any portion thereof or to accept any proposal or portion thereof and to waive any informality or technicality in any Proposal in the interest of the OWNER.

Village of Lake Zurich, Illinois

By:

**Michael Brown, Public Works Manager**

Village of Lake Zurich  
Kildeer Creek Restoration  
LZLZ83

## INSTRUCTIONS TO BIDDERS

### BIDDER'S REPRESENTATIONS

- a. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

Addendum No.Addendum Date

### Addendum No. 1

March 6, 2020

- b. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work. Bidder has verified quantities in the field based on the information provided in the Bidding Documents.
- c. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the work.
- d. Submission of bid constitutes representation by Bidder that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of work.

**BID PRICE**

- a. Type of bid: Unit Prices.
- b. The Contractor shall provide pricing on the schedule of prices included in this Request for Bids ("RFB") per the specifications identified herein. The Contractor shall offer pricing for all of the items included on the schedule of prices.

## **SUBMISSION OF BIDS**

- a. Prepare bid on **Form of Proposal** included herewith.
- b. Submit all pages of the **Form of Proposal** in sealed envelope.
- c. Sealed envelope shall be marked with bidder's return address, and shall be addressed as follows:

TO: Village of Lake Zurich  
Village Hall  
70 East Main Street  
Lake Zurich, Illinois 60047

PROPOSAL FOR: KILDEER CREEK RESTORATION

- d. Retain Duplicate Copy for Bidder.
- e. Legally authorized representative of bidder shall initial Bid Proposal on bid sheet and sign Bid Proposal on last page.
- f. Business entity: Indicate on Proposal whether bidder is an individual, partnership, corporation or other business entity.

Village of Lake Zurich  
Kildeer Creek Restoration  
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**BID SECURITY**

- a. Submit, with bid, a bid security in form of bidder's bond, cashier's check, or certified check in amount of not less than 5% of bid.
- b. Attach to the submitted Bid Proposal.
- c. Make check payable to the Village of Lake Zurich; check or bidder's bond will be forfeited and becomes property of Owner if bidder fails or refuses to enter into a contract and furnish surety bond within ten (10) calendar days after notice of award of contract.
- d. Checks of all bidders, except the three lowest bidders, will be returned within ten (10) days after award of contract.
- e. Check or bidder's bond of three lowest bidders will be returned within three (3) calendar days after execution of a contract and furnishing of acceptable surety bond by successful bidder.

**WITHDRAWAL OF BIDS**

Bids may be withdrawn any time prior to scheduled closing time for receipt of bids; no bid may be withdrawn for a period of sixty (60) calendar days thereafter.

**EVALUATION OF BIDS**

- a. Owner may consider such factors as bid price, time of completion of work, experience and responsibility of bidder, and similar factors in determining which bid it deems to be in its best interests.
- b. Owner may reject any or all bids of bidders, waive informalities or technicalities in any bid, and accept bid which it deems to be in the best interests of the Owner.
- c. **UNBALANCED BIDS:** Any bid which is materially unbalanced as to prices for the Base Bid and/or Optional Bid Items may be rejected. An unbalanced bid is one which is based on the prices significantly less than the cost for some work and/or prices which are significantly overstated for other work. The OWNER will review all unit prices submitted by the apparently lowest responsible bidder and will decide whether any of the unit prices are excessively above or below a reasonable cost analysis value determined by the Engineer. In the event any unit prices are determined to be unbalanced and contrary to the interest of the OWNER, the right is reserved to reject such bid at the discretion of the OWNER.
- d. Owner may reject any or all bids of bidders that did not attend the Pre-Bid Meeting. This clause will be extended to include subcontractors that perform greater than 25% of the anticipated value of the work.

**TAXES**

Include in proposals amounts payable to Contractor or Owner on account of taxes imposed by taxing authorities upon sale, purchase, or use of materials and equipment; taxes of foregoing descriptions payable to the Contractor. Improvements will be dedicated to the Village of Lake Zurich upon completion.

**EXECUTION OF CONTRACT**

- a. Successful bidder shall, within ten (10) calendar days of notice of award of contract, enter into a written contract with Owner, on forms included with Specifications, for performance of work awarded to him.
- b. Contract, when executed, shall be deemed to include entire agreement between parties; Contractor shall not claim any modification resulting from representation of promise made by representatives of Owner or other persons.

Village of Lake Zurich  
Kildeer Creek Restoration  
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#### **COMMENCEMENT OF WORK**

Work will not be started until contract has been executed, a notice to proceed, and all applicable State and local permits, and/or bonds, and certificates of insurance have been received.

#### **PAVEMENT CORING AND SOIL BORING REPORT**

Pavement coring and soil borings have not been performed by the Owner/Engineer in the vicinity of the proposed construction site.

Further, the Owner and Engineer do not assume responsibility for the possibility that during construction the soil and groundwater condition may be different than indicated. Contractor's may make their own borings, explorations and observations to determine soil and groundwater conditions at their own expense. All precautions should be taken in the Contractor's bid regarding protection of the trench and dewatering.

#### **BIDDERS QUALIFICATIONS**

The Owner at any time may request to receive the following:

- a. Personnel and facilities: If requested, satisfy the Owner as to integrity, equipment, personnel and financial ability to perform work.
- b. Business entity: Indicate on Proposal whether Bidder is an individual, partnership, corporation or other business entity.
- c. Experience: If requested, submit list of projects of a similar nature completed by Bidder, identified as to project owner, location, approximate date of construction and cost performed by Bidder.

#### **LIST OF SUBCONTRACTORS**

Successful Bidders shall submit list of subcontractors and major material suppliers within ten (10) days of receipt of a Notice of Award for Owner's review and approval.

#### **COUNTER-PART DOCUMENTS**

The number of counter-parts of contract and bond required to be executed is as follows:

- Three (3) original counter-parts of the Contract Documents will be required to be executed.

#### **INTERPRETATIONS**

All questions about the meaning or intent of the Contract Documents shall be submitted to the Engineer in writing. Replies will be issued by Addendum and mailed or delivered to all parties recorded by Engineer as having received the Bidding Documents. Only questions answered by formal written Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.




ADDENDUM NO. 1  
VILLAGE OF LAKE ZURICH  
KILDEER CREEK RESTORATION  
March 6, 2020

TO: ALL ELIGIBLE PROSPECTIVE BIDDERS

FROM: VILLAGE OF LAKE ZURICH

This Addendum forms a part of the Contract Documents and modifies the Bid Documents Dated February 7, 2020. Contractor shall acknowledge receipt of this Addendum by signing below and emailing a scanned copy of the Addendum signature page to [cpalmer@manhard.com](mailto:cpalmer@manhard.com). Contractor must also acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may disqualify the Bidder.

Signed:   
John V. Ambrose, President/CEO  
Printed Name  
Baxter & Woodman Natural Resources  
Name of Company

This Addendum consists of seventeen (17) pages. This Addendum contains the minutes of the pre-bid meeting held at 10:00PM on Wednesday, March 4, 2020; a revised bid form, revised sheet 12, and revisions to the specifications package.

**CHANGES TO THE CONTRACT DOCUMENTS AND SPECIFICATIONS:**

The following changes are to be revised in the Specifications Package:

- Pages 8 - 9: Replace with attached pages 8 - 9 (Bid Form)
  - Bid Item 32 modified: DIVERSION/DEWATERING Lump Sum
  - Bid Item 33 added: REMOVE AND REPLACE CONCRETE SIDEWALK Sq. Ft.
  - Bid Item 34 added: REMOVE AND REPLACE CONCRETE CURB & GUTTER L. Ft.
- Page 37: Replace with attached page 37
  - IN-STREAM WORK PLAN – Paragraph 3 changes to reflect payment
- Pages 58 - 60: Replace with attached pages 58 – 60
  - SURVEY LAYOUT AND STAKING – Part number changed to 28.
  - DIVERSION/DEWATERING – Part number changes to 29. Subpart B.1. updated to reflect a lump sum bid item with a description of payments.
  - REMOVE & REPLACE SIDEWALK/CURB & GUTTER – Part 30. Spec added to govern concrete replacement work.
  - INCIDENTAL CONSTRUCTION – Part number changed to 31.

The following changes will be made to the Plans:

- Sheet 4: SOIL EROSION AND SEDIMENT CONTROL PLAN
  - In the "Suggested Staging for In-Stream Work" box delete in its entirety the line "— REMOVE WEST ACCESS—" and the line "—REMOVE EAST ACCESS—"
- Sheet 12: CONSTRUCTION DETAILS
  - Replace with the attached Sheet 12.

End of Addendum # 1.



Village of Lake Zurich  
 Kildeer Creek Restoration  
 LZLZ83

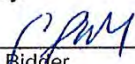
**SCHEDULE OF PRICES - REVISED**

BIDDER agrees to perform all work described in the CONTRACT DOCUMENTS for the following unit prices as indicated on the below schedule:

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

ITEM #	DESCRIPTION	UNIT	EST. QUANTITY	UNIT PRICE	AMOUNT
1	MOBILIZATION & STAGING	L SUM	1	\$8,750.00	\$8,750.00
2	CLEARING & GRUBBING	L SUM	1	\$20,400.00	\$20,400.00
3	TRACKOUT CONTROL SYSTEM	EA	2	\$18,500.00	\$37,000.00
4	CONSTRUCTION FENCE	LF	3200	\$3.00	\$9,600.00
5	EROSION EEL	LF	110	\$10.50	\$1,155.00
6	SILT FENCE	LF	540	\$2.50	\$1,350.00
7	SILT DIKE	LF	110	\$7.00	\$770.00
8	COIR FIBER LOG	LF	4,000	\$12.00	\$48,000.00
9	REMOVE EXISTING CULVERT CROSSING	L SUM	1	\$2,525.00	\$2,525.00
10	TEMPORARY CREEK CROSSING	L SUM	1	\$6,215.00	\$6,215.00
11	SITE GRADING, COMPLETE (INCLUDES HAUL OFF)	L SUM	1	78,300.00	\$78,300.00
12	REPAIR RCP OUTFALL	EACH	7	\$865.00	\$6,055.00
13	CLEAN AND INSPECT OCS	EACH	2	\$200.00	\$400.00
14	POND SHORELINE TREATMENT W/ GEOLIFT	LF	660	\$55.00	\$36,300.00
15	STONE TOE	LF	700	\$39.00	\$27,300.00
16	ROCK BARB	LF	40	\$105.50	\$4,220.00
17	STONE SILL	SQ YD	120	\$60.00	\$7,200.00
18	CROSS VANE	EA	10	\$840.00	\$8,400.00
19	GABION BASKET – 3' x 3' X 9' LONG	EA	6	\$1,300.00	\$7,800.00
20	RIP RAP, RR-3 GRADATION	SQ YD	30	\$75.00	\$2,250.00

Village of Lake Zurich  
 Kildeer Creek Restoration  
 LZLZ83

ITEM #	DESCRIPTION	UNIT	EST. QUANTITY	UNIT PRICE	AMOUNT
21	VEGETATED GEOLIFT (INCLUDES NAG 350 TRM)	LF	700	\$15.00	\$10,500.00
22	SEEDING, NATIVE UPLAND PRAIRIE	ACRE	2.44	\$1,275.00	\$3,111.00
23	SEEDING, NATIVE STREAMBANK SLOPES	ACRE	2.27	\$1,850.00	\$4,199.50
24	SEEDING, DETENTION POND BANK SLOPES	SQ YD	1070	\$2.00	\$2,140.00
25	WETLAND PLUG PLANTING, DETENTION POND	SQ YD	370	\$19.00	\$7,030.00
26	GOOSE FENCE, DETENTION POND	SQ YD	370	\$13.50	\$4,995.00
27	SODDING, (INCLUDES WATERING)	SQ YD	810	\$11.50	\$9,315.00
28	EROSION CONTROL BLANKET, NAG DS 75	SQ YD	19200	\$1.35	\$25,920.00
29	EROSION CONTROL BLANKET, NAG S150 BN	SQ YD	3,700	\$3.00	\$11,100.00
30	TREE PLANTINGS	L SUM	1	\$27,250.00	\$27,250.00
31	SURVEY LAYOUT	L SUM	1	\$5,025.00	\$5,025.00
32	DIVERSION/DEWATERING	L SUM	1	\$10,000.00	\$10,000.00
33	REMOVE AND REPLACE CONCRETE SIDEWALK	SQ FT	150	\$15.00	\$2,250.00
34	REMOVE AND REPLACE CONCRETE CURB & GUTTER	LF	35	55.00	\$1,925.00
Prepared by:				\$438,750.50	
Initialed by  Bidder					
BIDDER'S PROPOSAL FOR MAKING ENTIRE IMPROVEMENTS:					

Village of Lake Zurich  
Kildeer Creek Restoration  
LZLZ83

**FORM OF PROPOSAL**

TO: Village of Lake Zurich  
70 East Main Street  
Lake Zurich, Illinois 60047

FROM: Baxter & Woodman Natural Resources (BWNR)

CONTRACTOR

8678 Ridgfield Road

ADDRESS

Crystal Lake, IL 60012

CITY, STATE, ZIP CODE

815-459-1260

TELEPHONE NUMBER

Coilin McDonnell

CONTRACTOR'S CONTACT FOR THIS BID

Cmcconnell@baxterwoodman.com

E-MAIL

Gentlemen:

Having examined the Plans, Specifications, Instructions to Bidders, Form of Contract and having thoroughly examined the site and pertinent areas adjacent thereto, acknowledging the same to be accurate and complete insofar as pertinent details are concerned, we the undersigned agree to furnish all labor, materials, equipment, tools and services or whatever else is required for construction as enumerated below, all in accordance with Plans, Specifications and Contract Documents prepared by Manhard Consulting, Ltd., 1 Overlook Point, Suite 290, Lincolnshire, Illinois 60069, and entitled:

CONTRACT DOCUMENTS AND SPECIFICATIONS  
FOR  
KILDEER CREEK RESTORATION  
LAKE ZURICH, ILLINOIS

DATED: February 7, 2020

The undersigned Bidder declares that he/she understands that where quantities are mentioned, they are approximate only, subject to increase or decrease that in such cases, Bidder will take in full payment therefore the amount of the summation of the actual quantities, as finally determined, multiplied by the unit price shown on the Schedule of Prices contained herein.

The undersigned further agrees that if the Owner decides to increase or decrease the improvements or otherwise alter it by extras, additions or deductions, including the elimination of any one or more of the items, Bidder will perform the work as altered, increased, or decreased at the contract unit prices. Furthermore, all such work and materials as do not appear in the Proposal or Contract as a specific item accompanied by a unit price, and which are not included under the bid price for other items in this Contract, shall be performed as extra work.

The undersigned further agrees to execute a Contract for this work and present the same to the Owner within ten (10) calendar days after the date of written notice of the award of the Contract to him.

Village of Lake Zurich  
Kildeer Creek Restoration  
LZLZ83

The undersigned further agrees that he will commence work not later than ten (10) calendar days after written Notice to Proceed and execution and approval of the Contract and the Contract Bond, unless otherwise provided, and will diligently prosecute the work in such manner and with such materials, equipment, and labor as will insure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the Contract. In case of failure to complete the work within the time stated herein or within such extra time as may have been allowed by extensions, the undersigned agrees that the Owner shall withhold from such sums as may be due him under the terms of this Contract the costs (which costs shall be considered and treated not as a penalty but as damages due the Owner) of additional engineering and observation, maintenance of detours, interest, and other items have caused an expenditure of funds resulting from the failure of the undersigned to complete the work within the time specified in the contract.

Unless granted additional time in writing by the Owner, the undersigned agrees to complete the work within one hundred and ninety-six (196) calendar days of the issue of a Notice to Proceed, with the understanding that the Notice to Proceed will be issued between April 27, 2020 and May 1, 2020.

The undersigned further agrees that he and his surety will execute and present within ten (10) days after the date of written notice of the award of the Contract to him, a Contract Bond in the form prescribed by the Owner, in the penal sum of the full amount of the Contract, guaranteeing the faithful performance and payment of labor and materials of the work in accordance with the terms of the Contract.

Accompanying this Proposal is a bank draft, cashier's check, bid bond or certified check complying with the requirements of the Specifications, for five percent (5%) of the total bid price, made payable to the Village of Lake Zurich.

The amount of the check or draft is: Twenty One Thousand Nine Hundred Thirty Seven Dollars

and fifty three cents. (\$ 21,937.53 )

(Fill in Amount)

Contractor to fill in Amount

If this Proposal is accepted and the undersigned fails to execute a Contract and Contract Bond as required herein, it is hereby agreed that the amount of the check or draft shall become the property of the Owner and shall be considered as payment of damages due to delay and other causes suffered by the Owner because of failure to execute said Contract or Contract Bond; upon the undersigned properly executing a contract and furnishing a Contract Bond, said check or draft shall be returned to the undersigned.

The undersigned submits herewith his schedule of prices covering the work to be performed under the Contract; he understands that he must show in the schedule the unit prices and lump sum where applicable for which he proposes to perform each item of work; that the extension must be made by him and that if not so done, his Proposal may be rejected as irregular.



Village of Lake Zurich  
Kildeer Creek Restoration  
LZLZ83

SUBMITTED:

March 10, 2020  
Date

(CORPORATE SEAL)

Attest: Barbara Tobin  
Secretary

CONTRACTOR: BWNR

CORPORATE NAME: Baxter & Woodman Natural Resources

BUSINESS ADDRESS: 8678 Ridgefield Road  
Crystal Lake, IL 60012

TELEPHONE NUMBER: 815-459-1260

SIGNED BY: John V. Ambrose  
President

SUBMITTED:

\_\_\_\_\_  
Date

(CORPORATE SEAL)

Attest: \_\_\_\_\_  
Secretary

OWNER: \_\_\_\_\_

CORPORATE NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_  
President



Village of Lake Zurich  
Kildeer Creek Restoration  
LZLZ83

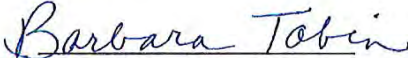
**CERTIFICATE OF COMPLIANCE**  
**WITH ARTICLE 33E OF THE**  
**CRIMINAL CODE OF 1961**

The undersigned, John V. Ambrose, being the Contractor submitting a bid for the public project as described in these bid documents, hereby certifies that the undersigned is not barred from bidding on the public contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, approved July 28, 1961, as amended.

Date: March 10, 2020

Contractor: Baxter & Woodman Natural Resources

By: 

Attest: 

Village of Lake Zurich  
Kildeer Creek Restoration  
LZLZ83

**NON COLLUSION STATEMENT**

By submission of this Bid, the undersigned certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization, that in connection with the Bid:

1. The prices in the Bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any manner relating to such prices with any other Bidder or with any competitor:
2. Unless otherwise required by law, the prices which have been quoted in the Bid have not knowingly been disclosed by the Bidder, prior to opening, directly or indirectly to any other Bidder or to any competitor; and,
3. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a Bid for the purpose of restricting competition.
4. He is the person in the Bidder's organization responsible within that organization for the decision as to the prices being Bid but that he has been authorized to act as agent for the persons responsible for such decision in certifying that such persons have not participated, and will not participate, in any action contrary to Paragraphs 1 through 3, above, and as their agent shall so certify; and shall also certify the he has not participated, and will not participate in any action contrary to Paragraphs 1 through 3 above.

**COMPLIANCE WITH ARTICLE 33 OF THE CRIMINAL CODE OF 1961**

I have completed the certificate included as part of this Bid Form regarding compliance with Article 33 of the Criminal code of 1961.

RESPECTFULLY SUBMITTED, signed and sealed this 10 day of March, 2020.

Contractor: Baxter & Woodman Natural Resources

By (Signature) 

Title: President/CEO

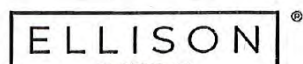
Business Address: 8678 Ridgefield Road

City/State: Crystal Lake, IL 60012

ATTEST:

Secretary: 

SEAL



Phone No..... (949) 598-8822

Cashier's  
Check

**CRYSTAL LAKE BANK**  
 & TRUST COMPANY, N A \*  
 A WINTRUST COMMUNITY BANK

70 NORTH WILLIAMS STREET  
 CRYSTAL LAKE, ILLINOIS 60014  
 815-479-5200

**50100**  
 70-2578  
 719

Remitter **Baxter & Woodman, Inc.**

Date **March 09, 2020**

Pay to the  
Order of **\*Village of Lake Zurich\***

**\$\*\*\*\*\*21,937.53**

TWENTY ONE THOUSAND NINE HUNDRED THIRTY SEVEN DOLLARS AND FIFTY THREE CENTS

**CRYSTAL LAKE BANK & TRUST \$21,937dols 53cts**

**VOID OVER \$21,937.53**

⑈050100⑈ ⑆071925787⑆ ⑈0600000052⑈

USA

Continued from previous page.....

21272-LG	Ellison SureCut Die Umbrella (Basic Beginnings)	1	EA	20.00	20.00
15145-LG	Ellison SureCut Die Tree	1	EA	28.00	28.00
23809-LG	Ellison SureCut Die Leaf, Maple #2	1	EA	24.00	24.00
15164-LG	Ellison SureCut Die Flower, Tulip	1	EA	28.00	28.00
12102-LG	Ellison SureCut Die Award #1B	1	EA	20.00	20.00
14555-LG	Ellison SureCut Die School Bus #1A	1	EA	24.00	24.00
30695-LG	Ellison SureCut Die Tooth, Toothbrush & Toothpaste	1	EA	24.00	24.00
16580	Ellison SureCut Die Storage Wall Rack 60 Slot Standard	2	EA	96.00	192.00
SHIPPING	Shipping & Handling	1	EA	273.72	273.72
HANDLING CHA	Handling Charges	1	EA	30.00	30.00



## Various Natural Resources Construction Projects



### Glacial Park

- Re-meandering of tributary that drains into Nippersink Creek
- Re-grading drainage channel that was straightened by farmer
- Sculpting of straightened tributary creek into original meandering pattern based off of original drainage channel streambed

Reference: Brad Woodson, (815) 790-0353  
bwoodson@mccdistrct.org



### Boone Creek Conservation Area

- Creation of conservation park from vacant farm field
- Installation of all erosion control devices for preventative measures, including Silt Fence, Sediment Logs, and Rock Check Dams
- Native seeding of over six acres and installation of over four acres of erosion control blanket
- Installation of geo-grid path 400 feet long adjacent to wetlands

Reference: Sara Rummel, (815) 338-6223  
srummel@mccdistrct.org



### Crystal Creek Streambank Stabilization

- Re-grading and installation of stone toe riprap streambank protection along Crystal Creek in Algonquin
- Installation of stone toe protection in two different locations
- Restoration of upland area with native seed and blanket for erosion control protection

Reference: Amy Peters & Perry Wolberg, (815) 338-6223 x1205, apeters@mccdistrct.org



### McHenry County Conservation District

- Installation of planting plugs at numerous site locations for the McHenry County Conservation District over the last five years
- Installation of plugs in bio-swales, rain gardens, and detention basins
- Completion of maintenance on these plug areas for three years, including watering and general maintenance

Reference: Amy Peters, (815) 338-6223 x1205  
apeters@mccdistrct.org



www.baxterwoodman.com

Baxter Woodman Natural Resources	58.2%	\$	255,275.50
Excavating Concepts	24.4%	\$	107,250.00
Neirman Landscape Design	8.3%	\$	36,565.00
Valcon Trucking	8.1%	\$	35,485.00
Alliance Concrete Company	1.0%	\$	4,175.00
Total	100.0%	\$	438,750.50



**AMENDED INTERGOVERNMENTAL AGREEMENT**  
**between the**  
**LAKE COUNTY STORMWATER MANAGEMENT COMMISSION**  
**and the**  
**VILLAGE OF LAKE ZURICH**  
**for the**  
**Kildeer Creek Restoration Project**

This is an AGREEMENT by and between the LAKE COUNTY STORMWATER MANAGEMENT COMMISSION, 500 W. Winchester Rd., Libertyville, Illinois 60048 (hereinafter called SMC), and the VILLAGE OF LAKE ZURICH, c/o Michael Brown, 505 Telser Road, Lake Zurich, Illinois 60047 (hereinafter called VILLAGE).

**PROJECT DESCRIPTION**

The Village of Lake Zurich has investigated and intends to incorporate a series of recommended improvements to stabilize a 1,500 linear foot section of Kildeer Creek, restore the adjacent streambank, and enhance the remaining adjacent buffer zones. The PROJECT area begins at Illinois Route 22 and extends southeast to Quentin Road. The work will involve the following (per SMC SESC-19-085):

1. Directly stabilizing the creek channel and supporting banks with flow correction structures and cross vanes with appropriate stream bedding substrate.
2. Providing an anchored, bio-engineered streambank toe where needed.
3. Clearing overgrown, invasive vegetation, removing the bulk of the invasive overburden, and re-establishing a native herbaceous understory plant zone of prairie and stream-edge species.
4. Removing living and downed invasive wood debris that has accumulated and reduced flood conveyance.
5. Repairing the flared end section, reestablishing the overflow weir elevation, and installing shoreline treatment around the existing Cedar Creek Estates subdivision stormwater detention basin.

The VILLAGE will implement the project with assistance from Manhard Consulting. The PROJECT will be accomplished through administration by the Village, bidding to a qualified contractor, and coordination with the adjacent Coventry Creek homeowner's association (HOA) and the Cummings property owner (owner of agricultural property to the north). This work is hereinafter called the PROJECT and has two grant funding sources: a Watershed Management Board (WMB) grant and the Stormwater Capital Improvement Project (STOCIP).

**SCOPE OF WORK**

1. The VILLAGE will complete the PROJECT as described above and within the Scope of Work.

*Kildeer Creek Restoration Project  
FY19 Watershed Development Board Grant & 2020 STOCIP Funding  
Page 2 of 4*

2. The VILLAGE will hire all consultants and/or contractors and procure all materials and/or equipment necessary to complete the PROJECT.
3. SMC will provide limited technical assistance to the VILLAGE during implementation of the PROJECT. This may include review of design documents, permit applications, and/or the methods and materials that will be used during construction.
4. The VILLAGE will obtain all land rights necessary to complete the PROJECT and maintain the constructed drainage improvements thereafter, including, if necessary, owner-authorized land access and/or land rights or evidence of possessory interest, in the form of previously recorded documentation or written authorization, from all property owners affected. Land rights for each parcel shall include:
  - a) A recordable permanent easement for the PROJECT land area on which the stormwater infrastructure (i.e., drainageway, storage area) is located.
  - b) If necessary, a temporary construction easement (or other right of access) to access the construction site (permanent easement premises).

Documentation or authorization may include recorded permanent easements; land covenants, deed-restricted areas, or prescriptive easement (with the owner's authorization or evidence of possessory interest); or other owner-approved and SMC-accepted legal instruments (e.g., owner-executed license agreement).

Work within public road rights-of-way shall not be performed without appropriate permits or authorization from the jurisdictional road authority.

Evidence of such land rights shall be provided to SMC *prior to construction*. SMC staff may assist in drawing the required documents obtained from the record Owner(s)

5. The VILLAGE will obtain all permits and conduct all consultations necessary to complete the PROJECT, including, but not limited to, if necessary, a wetland permit from the US Army Corps of Engineers (USACE), a Watershed Development Permit from SMC or, if applicable, the appropriate certified community, a construction stormwater permit from the Illinois Environmental Protection Agency (IEPA), and a consultation with the Illinois Department of Natural Resources (IDNR) regarding state-listed threatened and endangered species. Evidence of such permits and consultations shall be provided to SMC *prior to construction*. Please note that all permit fees are the responsibility of VILLAGE and are not reimbursable under this AGREEMENT; however, such permit fees may count toward VILLAGE's share of the total PROJECT cost.
6. During the PROJECT, VILLAGE will prepare and submit to SMC a brief one- to two-page written update report and, upon completion of the PROJECT, a brief one- to two-

*Kildeer Creek Restoration Project  
 FY19 Watershed Development Board Grant & 2020 STOCIP Funding  
 Page 3 of 4*

page written final report. Photographic documentation of before, during, and after construction must be included.

#### SCHEDULE

1. The VILLAGE shall submit a written update report on the PROJECT to SMC on or before July 31, 2020.
2. The VILLAGE shall complete the PROJECT on or before November 30, 2020. If necessary, an extension may be requested in writing by VILLAGE prior to such date.
3. The VILLAGE shall submit a written final report on the PROJECT to SMC on or before November 30, 2020. If necessary, an extension may be requested in writing by VILLAGE prior to such date.
4. The VILLAGE shall submit a written request for reimbursement of eligible PROJECT expenses to SMC on or before November 30, 2020. If necessary, an extension may be requested in writing by VILLAGE prior to such date. Requests for reimbursement submitted after such date, unless an extension has been granted by SMC, will not be honored.

#### COMPENSATION

1. The total cost of the PROJECT is approximately \$530,270.
2. SMC funding shall not exceed \$183,270 for eligible PROJECT expenditures made after January 17, 2019. See **Table 1** for a PROJECT cost-share summary breakdown.

**Table 1. PROJECT Cost-Share Summary.**

Project	Total Costs	Lake Zurich/ HOA Costs	WMB Funding*	STOCIP Funding**
Original	\$ 337,500	\$ 307,500	\$ 30,000	\$ 0.00
Current	\$ 530,270	\$ 347,000	\$ 30,000	\$ 153,270
* The original VOLZ Kildeer Creek project was approved by the Watershed Management Board (12/05/18) and Lake County Stormwater Management Commission (01/17/2019).				
** STOCIP funding cannot be used towards easements, deeds, plat restrictions or requirements as part of a regulatory permit.				

3. The VILLAGE will provide 30 in-kind hours for the project to coordinate with local residents and provide project education and outreach.
4. Payment of reimbursable expenditures shall become due and payable by SMC after successful completion of the PROJECT and the receipt of a written request for reimbursement from VILLAGE for the requested reimbursement amount, complete with

*Kildeer Creek Restoration Project  
FY19 Watershed Development Board Grant & 2020 STOCIP Funding  
Page 4 of 4*

adequate documentation of the PROJECT expenditures (i.e., invoices, and proof of payment), including in-kind services.

#### TERMS AND CONDITIONS

1. The terms of this AGREEMENT are valid until November 30, 2020.
2. Either party may terminate this AGREEMENT upon thirty days' written notice to the other party. In the event of such termination, SMC shall reimburse VILLAGE for 50 percent of eligible PROJECT expenditures made up to the date of termination, up to a maximum of \$183,270.
3. All adjustments, additions, and/or deletions to this AGREEMENT, including changes to the PROJECT description and/or scope of work, are subject to the written approval of both parties.
4. The VILLAGE will include in any publications created for general external circulation, including brochures, newsletters, and website and presentation materials), the following phrase: *"Funding for this project was provided in part by the Lake County Stormwater Management Commission through a Watershed Management Board Grant and Stormwater Capital Improvement Project."*
5. This AGREEMENT shall be governed by and construed according to the laws of the State of Illinois.
6. This AGREEMENT supersedes all other agreements, oral or written, between the parties hereto with respect to the subject matter hereof.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed, as evidenced by the signatures of their duly authorized representative as affixed below.

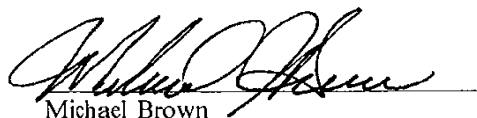
#### LAKE COUNTY STORMWATER MANAGEMENT COMMISSION:

Michael Warner

Michael D. Warner  
Executive Director

Date: 4/3/2020

#### VILLAGE OF LAKE ZURICH:

  
Michael Brown  
Director of Public Works

Date: 3/17/2020





*At the Heart of Community*

PUBLIC WORKS DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

(847) 540-1696  
Fax (847) 726-2182  
LakeZurich.org

**MEMORANDUM**

**Date:** April 1, 2020  
**To:** Ray Keller, Village Manager  
**From:** Michael J. Brown, Director of Public Works  
**Subject:** **Corrective Action Soil & Groundwater Remediation 15 South Old Rand Rd**

**Issue:** In order to obtain a No Further Remediation (NFR) letter from the Illinois Environmental Agency (IEPA), approximately 372 cubic yards of contaminated soil must be remediated from the 15 South Old Rand site.

**Background:** The Village owns and maintains commercial properties located within the downtown. Several of the properties were demolished within the downtown in 2019. During demolition of the former Alpine Medical facility at 15 South Old Rand an underground storage tank (UST) was discovered outside of the building's foundation walls. Upon further investigation, the UST was believed to be an old heating oil reservoir for the original building that was used to store a fuel/oil mixture to heat the facility. The UST was found to have several leak points with the structural integrity to be in poor condition causing the fuel to leak into the surrounding soil.

**Analysis:** The Village contracted with Dynamic Environmental Services (DES) for the removal and remediation of the UST. After monitoring and testing of the site after the UST was removed, it was determined that in order to receive a NFR letter on the property the Village would need to remediate and dispose of approximately 372 cubic yards of contaminated soil.

At the conclusion of the remediation, DES will submit a final report to the IEPA to close out the remediation plan and issue the NFR letter for 15 South Old Rand Road to be recorded on the deed for the property.

Once recorded, the NFR letter will become part of title, meaning any subsequent owner can possess and develop the property without concern over contamination.

**Recommendation:** Award a contract with Dynamic Environmental Services, LLC for the soil remediation at 15 South Old Rand Road in an amount not to exceed \$58,735.00.

**W/Attachments:**

1. Master Services Agreement
2. Site photo of UST removal.



March 27, 2020

MR. MIKE BROWN, DIRECTOR OF PUBLIC WORKS  
70 EAST MAIN STREET  
LAKE ZURICH, ILLINOIS 60047

**RE: Master Services Agreement - Proposal Contract:  
Corrective Action Soil and Groundwater Remediation, Verification Sampling, Reporting,  
Facilitation of a No Further Remediation Letter Without a Land Usage Restriction**

**SITE ADDRESS: 15 SOUTH OLD RAND ROAD, LAKE ZURICH, ILLINOIS  
DYNAMIC ENVIRONMENTAL SERVICES PROPOSAL-#20-006**

Dear Mr. Brown:

Dynamic Environmental Services (DES) respectfully submits this Master Services Agreement (MSA) proposal contract for Illinois EPA (IEPA) Leaking Underground Storage Tank (LUST) Section required Corrective Action soil and groundwater remediation.

DES has designed the Corrective Action work plan to eliminate the entirety of soil and water contamination at the site and return a clean piece of property (15 S. Old Rand and 22 Park Avenue) that can be marketed for sale without the need for any land usage restrictions. At the conclusion of the Corrective Action work and the subsequent sampling and reporting by DES, the IEPA will issue a No Further Remediation (NFR) letter that the Village will then record to the deed of 15 S. Old Rand.

Once recorded, the NFR letter will become part of the title, meaning any subsequent owner can possess and develop the property without concern over contamination. This work makes the property much more desirable for a developer and helps eliminate environmental liability that the Village may have for selling a contaminated parcel of land.

Costs Proposal:

Soil Waste Stream Sample Drilling & Analysis, Landfill Disposal Coordination - \$1,775

Soil Excavation, Transportation & Landfill Disposal – 558 Tons (372 cubic yards) @ \$52/ton - \$29,016

Clean, Imported Crush Stone Backfill – 558 Tons @ \$18/ton - \$10,044

Overburden Removal, Stockpiling and Return – 187.5 tons (125 cubic yards) @ \$8/ton - \$1,500

Removal of up to 3,000 Gallons of Contaminated Water, Truck Charge, Disposal Fees - \$3,000

Collection of 17 Soil PNA Samples @ \$200/sample - \$3,400

DES Personnel (1 Person) & Equipment – Field Time – 3 days @ \$1,500/day - \$4,500

Post Excavation Sampling (MW-4 for PNA @ \$200), Sampling Time & Equipment - \$1,200

Preparation of the Corrective Action Completion Report - \$3,500

Professional Engineer Certification - \$300

Monitoring Well Abandonment – Post Issuance of an NFR Letter - \$500

**Proposed Corrective Action Total - \$58,735 (\$48,691 if the Village provides their own backfill, as they did after UST removal in 2019)**

Payment Terms:

We will commence work on this project once we receive a signed copy of this proposal, which will serve as our professional agreement for this scope of work.

Please mail a copy of this executed proposal to us at: Dynamic Environmental Services, 216 Westridge Boulevard, Bartlett, Illinois 60103. You can also e-mail a copy to [kyle@dynamicenvservices.com](mailto:kyle@dynamicenvservices.com), if that method is preferable.

Our invoice for professional services will be due immediately upon invoice receipt. Please make the check payable to Dynamic Environmental Services, 216 Westridge Boulevard, Bartlett, Illinois 60103 (EIN #27-3536080).

Invoices remaining unpaid beyond 30-days shall accrue a service charge of seven percent (7%) of the unpaid compounded balance per month, or the maximum amount allowed by Illinois law.

In the event of any liens, lawsuits, or any other payment collection actions, the Client shall pay Dynamic Environmental Services, in addition to the principal balance and interest as stated, all attorney's fees for collection, court costs and any other costs of collection deemed necessary by Dynamic Environmental Services. This cost proposal is valid for a period of 60 days. Dynamic Environmental Services reserves the sole right to choose the venue for litigation and to suspend or withhold work due to non-payment.

By signing this agreement, you are stating to DES that you have the legal authority to execute this agreement and that you have the authority to grant DES access to the site to complete the work. Further, you acknowledge that DES is not responsible in any way for the contamination associated with this property or the analytical results returned from remediation efforts.

We sincerely appreciate you choosing DES and we look forward to working with you on this project. Please contact us at 630-779-9950 if you have any questions.

Sincerely,  
DYNAMIC ENVIRONMENTAL SERVICES

*Kyle R. Webb, P.G.*

Kyle R. Webb, P.G. #196-001253  
Senior Professional Geologist

Proposal #20-006, consisting of three (3) pages, is hereby accepted and the Payment Terms of this proposal are agreed to and executed by:

NAME: X

SIGNATURE: X

DATE: X









*At the Heart of Community*

FIRE DEPARTMENT

321 South Buesching Road  
Lake Zurich, Illinois 60047

(847) 540-5070  
LakeZurich.org

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**MEMORANDUM**

Date: April 13, 2020  
To: Ray Keller, Village Manager  
From: Mickey Wenzel, Division Chief Training/Safety  
CC: John J. Malcolm, Fire Chief  
Subject: Self-Contained Breathing Apparatus

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**Issue:** The Fire Department purchased its current self-contained breathing apparatus (SCBA) in August of 2006. In August of 2021, these SCBA will be 15 years old, the useful life span for SCBA. The fire department applied for and was awarded an Assistance to Firefighters Grant (AFG) in the amount of \$312,900.00 to replace our current SCBA's. The FY 2020 village budget has \$417,000.00 allocated toward the replacement of SCBA. The requested purchase is consistent with the following Goals and Objectives of the Strategic Plan.

**Goal # 1 Fiscal Sustainability**

- F – Continue Organizational Analysis to Increase Efficiencies

**Goal # 4 Service Sustainability**

- B – Develop a High-Performance Organization

**Analysis:** The Fire Department SCBA Committee contacted representatives for Honeywell, Draeger, Interspiro, MSA & Scott to evaluate their products and received responses from Interspiro, MSA, and Scott. The units were then evaluated by fire department personnel under simulated working conditions. Draeger and Honeywell did not provide SCBA's for evaluation. The department developed and published a specification that went out to bid. On February 3, 2020, three bids were received from Interspiro's - S9HP SCBA, MSA's - G1 SCBA, and Scott's - Air Pak X3 Pro SCBA.

Conway Shield Inc. submitted the Interspiro S9HP SCBA bid for \$317,785.00. The Interspiro S9HP SCBA is not available in 5,500 PSI, a minimum requirement of the SCBA specification.

Air One Equipment Inc. submitted the MSA G1 SCBA bid for \$324,752.00. The MSA G1 SCBA was compliant with all bid specifications and NFPA Standards.

Municipal Emergency Services (MES) submitted the Scott Air Pak X3 SCBA bid for \$357,679.24. The Scott X3 SCBA was compliant with all bid specifications and NFPA Standards.

	MSA G1	Scott X3
Purchase Cost	\$324,752.00	\$357,679.24
Members Rating of Packs	2 <sup>nd</sup>	1 <sup>st</sup>
Members Training Needed	Training required	Similar operation to current SCBA's
Ease of Daily Checks	Yes	Yes
Removable Harness for Laundering	Yes	Yes
Warranty	15 year	Lifetime (As long as you own it)
Warranty covers normal wear items	No	Yes
Electronic Voice Amplification	Yes	Meets NFPA Standard Without
Adjustable Lumbar Support	Yes	No
Batteries	Rechargeable Battery	6 AA Batteries
Make in House Repairs	No	Yes
Cylinder Protection Sleeves	Yes	Yes
Pinched 2 <sup>nd</sup> stage hose stopped-flow	Yes	No
Redundant 1 <sup>st</sup> Stage Regulator	No	Yes

The MSA G1 SCBA and Scott X3 SCBA were both found to be solid SCBA's with many good features. We then contacted the Wheeling, Rockford, Grayslake, and Richmond Fire Departments who currently use or recently switched to the MSA G1 SCBA. We also contacted the Arlington Heights and Palatine Rural Fire Departments; both currently use the Scott X3 SCBA. Both departments were happy with the Scott X3 SCBA.

Wheeling Fire Department has used MSA SCBA and did not report any issues with them. Rockford Fire Department did not reply to our request for information. Grayslake and Richmond

Fire Departments stated they were not happy with the MSA G1 SCBA. One issue reported was the poor performance of the rechargeable battery packs, which did not perform as indicated by Air One between charges. Another concern was several SCBA that continually show error messages which require service. Grayslake uses Air One to service their SCBA; they are consistently sending their SCBA for service, leaving them unavailable for use. MSA allows members of the fire department training on completing repairs and annual flow testing. When asked to clarify what the fire department can repair, the answer from the MSA representative was vague, and they did not answer the question. Scott allows training personnel to make all repairs to Scott SCBAs. If MSA does not, this will increase the cost of ownership of the MSA G1 SCBA. Also, we asked both Air One and MES clarification questions on their ability to convert our current fill station to 5,500 PSI. Air One was vague on their ability to do so, while MES stated they could make the conversion. The MSA warranty is for 15 years and covers all defective parts. The Scott warranty is for as long as you own the SCBA and covers defective parts and normal wear and tear. Having normal wear and tear items covered will result in lower maintenance costs over the life of the Scott X3 SCBA.

The overhaul schedule for both the MSA G1 SCBA and Scott X3 SCBA is 15 years. The Scott X3 SCBA has a redundant system built into the 1<sup>st</sup> stage regulator that the MSA G1 SCBA does not. This redundant system provides air to the user even if the 1<sup>st</sup> stage primary regulator fails. The 2<sup>nd</sup> stage regulator hose on the MSA G1 is easy to kink during use, which results in the stopping or restricting of the flow of air to the user. This significant safety issue reduces the confidence the users have in this vital piece of safety equipment. While this is also possible, this could happen with the Scott X3 SCBA; the hose is much stiffer, making it unlikely that the 2<sup>nd</sup> stage hose is kinking during use. The Scott X3 SCBA has a lower backpack and mask profile than the MSA G1 SCBA, which allows movement through and past obstruction easier and improves our safety, as demonstrated during our evaluations. The Scott SCBA mask offers better peripheral vision than the MSA SCBA mask, also increasing the user's safety. Finally, we've received a report from the Hinsdale Fire Department that outlined their evaluation of the MSA G1 SCBA & Scott X3 SCBA, report attached for review. Excerpt conclusion, page 28.

"Of the 20 operational evaluations conducted as well as the interviews with surrounding departments, the main reasons for choosing the Scott SCBAs can be summarized into 3 critical factors; safety, operability, and maintenance cost."

**Recommendation:** The FY 2020 budget has \$417,000.00 allocated for the replacement of the Fire Department's SCBA. The Fire Department is requesting a contract be awarded to Municipal Emergency Services for \$357,679.24 for the replacement of 45 SCBA with the Scott Air Pak X3 SCBA, 4 Rapid Intervention Packs, 1 Posi-check test bench, and associated materials. The AFG award of \$312,900.00 will offset the majority of this expense. The total funds used for this purchase after applying the grant is \$44,779.24 split between the Village \$24,628.58 and Fire District \$20,150.66 based on the FY 2018 True-up worksheet.



**SELF-CONTAINED BREATHING APPARATUS (SCBA) BID PACKAGE FORM  
LAKE ZURICH FIRE DEPARTMENT**

The undersigned vendor hereby proposes to furnish new, commercially produced Self-Contained Breathing Apparatus (SCBA) in accordance with the Lake Zurich Fire Department's specifications and the vendor/manufacturer's detailed specifications incorporated herein. Any exceptions to the Lake Zurich Fire Department's specifications are listed on the following exception page(s).

The undersigned agrees that the signing and delivery of this bid package represent the bidder's acceptance of the terms and conditions of the attached specifications and provisions and, if awarded this contract, will constitute the agreement between the parties.

SCBA Manufacturer:

Authorized Agent (Vendor):

3M Scott Fire & Safety

Company Name

4320 Goldmine Road

Address

Monroe, NC 28110

City, State, Zip Code

(704) 291-8300

Telephone Number

(MES) Municipal Emergency Services, Inc.

Company Name

124 East First Street

Address

Deer Creek, IL 61733

City, State, Zip Code

(800) 322-8402

Telephone Number

*SCBA + Accessories \$341,787.84 QT1338989*

*Optional Equipment & Services to be included + 15,891.40 QT1339640*

**Total Project Cost**

\$ 357,679.24

Delivery of the specified equipment is to be made within 45 \* calendar days from the acceptance of the bid by the Lake Zurich Fire Department.

*\* If custom monogrammed cylinders are chosen it could be up to 12 weeks*

Failure to deliver all equipment in the time quoted above, without the expressed permission of the purchaser, will constitute a breach of contract and said agreement might be voided.

4.



**DEPARTMENT OF HEALTH & HUMAN SERVICES**

NIOSH Reference: TN-22610  
 Mfr. Reference: STTXP1806CBRN

Centers for Disease Control  
 and Prevention (CDC)  
 National Institute for Occupational  
 Safety and Health (NIOSH)  
 National Personal Protective  
 Technology Laboratory (NPPTL)  
 626 Cochran's Mill Road  
 Pittsburgh, PA 15236-0070  
 Phone: 412-386-4000  
 Fax: 412-386-4051  
 September 30, 2019

Mr. Klaus Wilkens  
 3M Scott Fire & Safety  
 Certification and Regulation Engineer  
 4320 Goldmine Road  
 Monroe, NC 28110

Dear Mr. Wilkens:

The National Institute for Occupational Safety and Health (NIOSH) have reviewed your request referenced above and accepted October 31, 2018, seeking 32 new approvals for the model Air Pak X3 Pro, open-circuit, pressure-demand, entry and escape, CBRN, self-contained breathing apparatus (SCBA) for chemical, biological, radiological, and nuclear (CBRN) protection. The respirator configurations are identified on assembly matrix, file name

These respirators have met the NIOSH requirements of Title 42, *Code of Federal Regulations*, Part 84 (42 CFR 84) under TN-22574, identified by approval numbers TC-13F-0972 through TC-13F-1003, listed on assembly matrix, file name

This request is granted. The approval numbers shown in the following table have been assigned for the 32 new respirator configurations for the model Air Pak X3 Pro, open-circuit, pressure-demand, entry and escape, CBRN, self-contained breathing apparatus (SCBA) for CBRN protection, as defined on the assembly matrix, file name

Approvals are granted only for documentation written in the English language. It is the manufacturer's responsibility to correctly translate materials desired to be produced in languages other than English.

Approval Number	Model	Description	Protection <sup>1</sup>
TC-13F-0972CBRN	Air Pak X3 Pro	30 MIN 2216 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0973CBRN	Air Pak X3 Pro	30 MIN 2216 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0974CBRN	Air Pak X3 Pro	30 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0975CBRN	Air Pak X3 Pro	30 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0976CBRN	Air Pak X3 Pro	45 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0977CBRN	Air Pak X3 Pro	45 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0978CBRN	Air Pak X3 Pro	60 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0979CBRN	Air Pak X3 Pro	60 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0980CBRN	Air Pak X3 Pro	30 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33

Page 2 – Mr. Klaus Wilkens – TN-22610

TC-13F-0981CBRN	Air Pak X3 Pro	30 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0982CBRN	Air Pak X3 Pro	45 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0983CBRN	Air Pak X3 Pro	45 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0984CBRN	Air Pak X3 Pro	60 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0985CBRN	Air Pak X3 Pro	60 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0986CBRN	Air Pak X3 Pro	75 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0987CBRN	Air Pak X3 Pro	75 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0988CBRN	Air Pak X3 Pro	30 MIN 2216 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0989CBRN	Air Pak X3 Pro	30 MIN 2216 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0990CBRN	Air Pak X3 Pro	30 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0991CBRN	Air Pak X3 Pro	30 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0992CBRN	Air Pak X3 Pro	45 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0993CBRN	Air Pak X3 Pro	45 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0994CBRN	Air Pak X3 Pro	60 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0995CBRN	Air Pak X3 Pro	60 MIN 4500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0996CBRN	Air Pak X3 Pro	30 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0997CBRN	Air Pak X3 Pro	30 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0998CBRN	Air Pak X3 Pro	45 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-0999CBRN	Air Pak X3 Pro	45 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-1000CBRN	Air Pak X3 Pro	60 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-1001CBRN	Air Pak X3 Pro	60 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-1002CBRN	Air Pak X3 Pro	75 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33
TC-13F-1003CBRN	Air Pak X3 Pro	75 MIN 5500 PSIG	SC/PD/CBRN/EOSTI-33

<sup>1</sup>Protection - Codes are defined on the approval labels.

The configurations identified under TC-13F-0972CBRN through TC-13F-1003CBRN have met the NIOSH requirements for CBRN protection under the provisions of 42 CFR 84, and the NIOSH Letter to All Respirator Manufacturers, dated December 28, 2001.

Additionally, the Air Pak X3 Pro respirator configurations have been evaluated by the Safety Equipment Institute (SEI) as a configuration meeting the requirements of **NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services, 2018 Edition** (see attached letter).

The final respirator approval labels are included as attachments to this letter. The cautions and limitations which apply to these approvals are on the approval labels. Only those assemblies affected by this request, or where new approval numbers are assigned, apply to this approval action. Production approval labels cannot include information on unapproved configurations.

The approved assemblies consist of the parts as listed on the approval labels and the assembly matrix. Parts are to be marked with the numbers indicated on the approval label in a legible and permanent manner (marking cannot be removed without evidence of its previous presence).

Page 3 -- Mr. Klaus Wilkens --TN-22610

This certificate of approval is not an endorsement of the respirators by NIOSH, and such endorsement shall not be stated or implied in advertisements or other publicity. However, you may publicize the fact that these respirators have met the requirements of 42 CFR Part 84.

No changes may be made to any respirators and accompanying documentation without prior written approval of NIOSH. Requests for changes must be submitted to NIOSH and a modification of this approval must be granted before changes are made.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeffrey Peterson', with a long horizontal line extending to the right.

Jeffrey Peterson  
Chief, Conformity Verification and  
Standards Development Branch

Enclosures





## **NFPA 1981/1982, 2018 COMPLIANT AIR-PAK™ SCBA LIMITED WARRANTY**

3M™ Scott™ Fire & Safety (3M SCOTT) warrants NFPA 1981/1982, 2018 compliant Air-Pak SCBA, including facepiece and cylinder (THE PRODUCTS) to be free from defects in workmanship and materials for as long as THE PRODUCTS are owned by the original end-user purchaser. This warranty applies to all components of THE PRODUCTS including all accessories and optional equipment purchased and supplied at the time of original sale of THE PRODUCTS, except voice communication devices and accessories, in-mask thermal imaging devices, integrated self-rescue belts, consumable supplies, and carrying cases.

3M SCOTT warrants all voice communication devices and in-mask thermal imaging devices to be free from defects in workmanship and materials for a period of five (5) years from the date of original manufacture by 3M SCOTT.

3M SCOTT warrants all integrated self-rescue belts, paddle PTT accessories, ring PTT accessories, throat mic accessories, command communication headset accessories, programmer modules, consumable supplies, and carrying cases to be free from defects in workmanship and materials for a period of one (1) year from the date of original manufacture by 3M SCOTT.

3M SCOTT's obligation under this warranty is limited to replacing or repairing (at 3M SCOTT's option) THE PRODUCTS or components shown to be defective in either workmanship or materials.

Only personnel of 3M SCOTT or, when directed by 3M SCOTT, authorized 3M SCOTT service providers are authorized to perform warranty obligations. This warranty does not apply to defects or damage caused by any repairs of or alterations to THE PRODUCTS made by owner or any third party unless expressly permitted by 3M SCOTT product manuals or by written authorization from 3M SCOTT. To obtain performance under this warranty, and as a condition precedent to any duty of 3M SCOTT, the purchaser must return such products to 3M SCOTT, a 3M SCOTT authorized distributor or a 3M SCOTT authorized service center. Any product returned to 3M SCOTT shall be sent to "3M SCOTT FIRE & SAFETY" (Attn: Warranty Claim Dept.), 4320 Goldmine Road, Monroe, NC 28110.

This warranty does not apply to any malfunction of or damage to THE PRODUCTS resulting from accident, misuse or abuse.

THIS WARRANTY IS MADE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN ADDITION, 3M SCOTT EXPRESSLY DISCLAIMS ANY LIABILITY FOR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES IN ANY WAY CONNECTED WITH THE SALE OR USE OF 3M SCOTT PRODUCTS, AND NO OTHER FIRM OR PERSON IS AUTHORIZED TO ASSUME ANY SUCH LIABILITY. THIS WARRANTY APPLIES ONLY TO THE ORIGINAL END-USER PURCHASER AND IS NON-TRANSFERABLE.

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FOR IMMEDIATE RELEASE

Media Contact:

Jason Cannon

704.291.8411

jrcannon@mmm.com

**3M™ Scott™ Fire & Safety Announces New Warranty for NFPA 2018 Air-Pak™ X3 Pro SCBA**

Monroe, NC (September 6, 2019) – 3M™ Scott™ Fire & Safety, a global leader in respiratory protection and imaging solutions, announces a new warranty for its latest Air-Pak X3 Pro SCBA, compliant to the NFPA 1981, 2018 Edition standard (approvals pending).

The Air-Pak X3 Pro is built on a foundation of proven, trusted performance, providing the same reliability and durability that 3M Scott builds into all its NFPA Air-Pak SCBA products. It is this relentless pursuit to deliver high quality products that allows 3M Scott to remain committed to its customers. The latest example of this commitment is the new *As Long As You Own It – Air-Pak SCBA Warranty*. Fire departments purchasing new Air-Pak X3 Pro SCBA, compliant to the NFPA 1981, 2018 Edition standard, will receive a lifetime warranty for as long as they own the product.

"With the 'As Long As You Own It – Air-Pak SCBA Warranty', customers will have peace of mind knowing that their most important investment is backed for their lifetime ownership of the product," said Jason Cannon, U.S. fire marketing manager for 3M Scott.

The new *As Long As You Own It – Air-Pak SCBA Warranty* is effective on all Air-Pak X3 Pro SCBA shipped compliant to the NFPA 1981, 2018 Edition standard. This bumper-to-bumper warranty includes all standard components of the SCBA and is designed to help simplify budget planning for volunteer and municipal fire departments. With no mandatory overhaul schedule and no forced parts replacement, the *As Long As You Own It – Air-Pak SCBA Warranty* will help to minimize annual maintenance costs.

"Fire departments should not have to worry about crunching numbers to help manage maintenance costs towards the end of the SCBA's life cycle," said John Dinning, global business manager, firefighter solutions. "This new warranty reinforces our commitment to the customer and further reduces their lifetime cost of ownership for the Air-Pak X3 Pro SCBA."

See warranty statement included with product for full detail.

About 3M

At 3M, we apply science in collaborative ways to improve lives daily. With \$32 billion in sales, our 91,000 employees connect with customers all around the world. Learn more about 3M's creative solutions to the world's problems at [www.3M.com](http://www.3M.com) or on Twitter @3M or @3MNews.

###



124 East First Street  
 Deer Creek, IL 61733

## Quote

Page 1 of 2  
 Date 02/21/2020  
 Quote # QT1338989  
 Expires 03/22/2020  
 Sales Rep Arendarczyk, Thomas J  
 PO #  
 Shipping Method FedEx Ground

**Bill To**  
 LAKE ZURICH FIRE RESCUE  
 EMAIL INVOICES TO  
 AP@LAKEZURICH.ORG

**Ship To**  
 DC MICHAEL WENZEL  
 LAKE ZURICH FIRE RESCUE #1  
 321 S BUESCHING RD  
 LAKE ZURICH IL 60047-2535  
 United States

X8915025305304	Air-Pak X3 Pro SCBA (2018 Edition) with Snap-Change Cylinder Connection, 5.5, Standard Harness with Parachute Buckles, Standard Belt with No Escape Rope, E-Z Flo Regulator with Quick Connect Hose (Rectus fittings), Universal EBSS Accessory Hose, No Airline Connection, No Spare Harness Kit, Pak-Tracker, No Case, Packaged 2 SCBA Per Box (Black)	44	5,603.28	246,544.32
X8915025305303	Air-Pak X3 Pro SCBA (2018 Edition) with Snap-Change Cylinder Connection, 5.5, Standard Harness with Parachute Buckles, Standard Belt with No Escape Rope, E-Z Flo Regulator with Quick Connect Hose (Rectus fittings), Universal EBSS Accessory Hose, No Airline Connection, No Spare Harness Kit, Pak-Tracker, No Case, Packaged 1 SCBA Per Box (Black)	1	5,603.28	5,603.28
200967-01	CYL&VALV,QD,CARB,30/5500 ASSY	45	905.06	40,727.70
200967-01	CYL&VALV,QD,CARB,30/5500 ASSY	45	0.00	0.00
201215-22	AV3000 HT with Kevlar lining and 4-strap harness-Red, Medium	60	257.78	15,466.80
940IM-RD	SCBA MASK BAG (IMPORTED) RED R&B FABRICATIONS	60	12.00	720.00
200954-12	RIT-PAK III ASSY, 4500 PSI	4	2,798.61	11,194.44
804722-01	CYL&VLV ASSY,CARB,45MIN,4500 PSI	4	988.78	3,955.12
200973-01	CYL&VALV,QD,CARB,60/5500 ASSY	4	1,191.67	4,766.68
TSI, INC 8025-20	8025-20 Custom TSI, INC FIT TEST ADAPTER KIT-SCOTT AV-3000	1	220.00	220.00
201336-01	KIT, SCOTT POSI3 USB 5500 ASSY	1	10,390.00	10,390.00
200174-01	SERVICE HOSE ASSY *SC ONLY	1	213.00	213.00
201146-02	ACCESSORY HOSE, POSI-CHEK 3,QD	1	50.80	50.80
31002958	HP PLUG, #4 HEX HD WITH O-RING	1	3.00	3.00
31003035	MANIFOLD,HI PRESSURE,4500 PSI	1	992.00	992.00
804335-17	HOSE & SCKT ASSY	1	100.00	100.00
M-36	USB Software Change/Rpl	1	54.10	54.10
804594-01	MASK HOOK ASSEMBLY	45	17.48	786.60





QT1338989

QT1338989

**Compliances:**

All SCBA and accessories shall be approved by the National Institute for Occupational Safety and Health (NIOSH), under 42 CFR, Part 84 for chemical, biological, radiological, and nuclear protection (CBRN) with a 45-minute rated service life and compliant with all requirements of the National Fire Protection Association (NFPA) 1981, Standard on Open-Circuit Self Contained Breathing Apparatus (SCBA) for Emergency Services, 2019 edition and NFPA 1982, Standard on Personal Safety Alert Safety Systems (PASS), 2018 edition.

**Detailed Specification:**

The following represents the Department's minimum requirements for the purchase of a Self-Contained Breathing Apparatus (SCBA). Any alternative products offered must meet or exceed these requirements. Vendors interested in proposing alternative product(s) shall submit detailed documentation on the proposed alternative product(s) with their bid package submittal. The Fire Department will have the final decision as to whether an alternative product(s) is acceptable.

**Delivery and Documentation:**

The order is to be shipped to the Lake Zurich Fire Department, 321 S Buesching Rd, Lake Zurich, IL 60047, with the vendor paying all shipping costs. The order is to be delivered in entirety as one package on the same date – the Fire Department will not accept partial shipments. Delivery must be during the Department regular office hours of Monday – Friday between 8:00 am - 4:00 pm

Documentation to be supplied at the time of delivery includes a quality assurance test report for each SCBA delivered and four (4) copies of the following:

- User manual for each component.
- Care and maintenance instructions for each component.
- Warranty for each component.

The Department reserves the right to inspect any and all materials, components, equipment, supplies, services, or completed work specified herein. Any of said items not complying with these specifications are subject to rejection at the option of the Department. Any items rejected shall be removed from the premises of the Department and/or replaced at the expense of the vendor.

**Training:**

The vendor shall provide training for all members of the Department. The training shall instruct all Fire Department personnel in operation and maintenance of the SCBA and shall occur for each of the three (3) shift battalions on days mutually agreeable to both the bidder and the Fire Department.

The vendor will also supply training for four (4) persons at the Lake Zurich Fire Department Fire Station One (321 S Buesching Rd, Lake Zurich, IL 60047) by a certified technician of the supplied SCBA units and face pieces. The technician will instruct Lake Zurich Fire Department designated employees on how to perform repairs that can be completed in house. The date will be mutually agreeable to both bidder and the Fire Department but must be within 180 days of receipt of equipment unless extended or waived by the Fire Chief.

5.

**The Lake Zurich Fire Department intends to purchase the following quantities of SCBA, spare cylinders, facepieces, RIT pack, Cascade Retrofit, and accessories: see Q 7/338989**

(45) Forty-five Self-Contained Breathing Apparatus (SCBA) sets each consisting of;  
(1) One complete and fully operational SCBA unit (including battery or batteries if applicable),

(2) Two 30minute 5500psi carbon fiber cylinders with quick-connect.

(1) One facepiece mounted 2<sup>nd</sup> stage regulator (MMR) or equivalent with quick-connection to low-pressure section.

(60) Sixty facepieces with cloth/Kevlar style head harness

(60) Sixty heavy-duty mask bags

(4) Four RIT Pack's each consisting of;

(1) One 45minute 4500psi carbon fiber cylinder & valve (90 degree) 4500psi, CGA.

(1) One facepiece with cloth/Kevlar style head harness.

(1) One facepiece mounted 2<sup>nd</sup> stage regulator (MMR) or equivalent with quick connection to low-pressure section.

(1) One transfill line with the ability to fill packs listed above and neighboring departments.

(1) RIT Pack bag to carry all above listed and deployment of in an easy manner.

(4) Four 1-hour 5500psi carbon fiber cylinder with quick-connect for HAZMAT operation.

N/A (5) Five battery charging stations (if applicable). N/A

N/A (5) Five quick-connect adapters for threaded CGA connection filling stations (if applicable or necessary). N/A

(1) One Fit test adapter for Protacount Pro+ 8030 fit test machine.

(1) One Honeywell Flo-test unit with soft wear and plumbing for bided SCBA .

(1) One Tool kit with an assortment of equipment and product specific tools used to service user-serviceable items on the SCBA's and Facepieces in house by LZFD certified technician.

6.

OPTIONAL EQUIPMENT AND SERVICES TO BE INCLUDED (if applicable or available) see QT 1339640

Custom Lake Zurich Fire Department logos monogrammed into each of the Carbon Fiber bottles. The Lake Zurich Fire Department will provide the artwork in a high-quality, electronic format.

The retrofitting or conversion of the current Scott compressor model # AB106651-07, and Scott RevolveAir model 5016 air station to meet 5500psi carbon fiber cylinder filling. Access to the filling station can be made by appointment via email as stated above.

(8) Eight, facepiece mounted 2<sup>nd</sup> Stage regulators (MMR) or equivalent with quick connection to low-pressure section.

N/A (16) Sixteen spare battery packs (if applicable). N/A



**SPECIFICATION**

*Must check either "Compliant" or "Exception" for each line item*

**1. NFPA Standard:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

All requirements of NFPA 1981 Standard on Open-Circuit Self Contained Breathing Apparatus for emergency services 2019 Edition are listed in this document by reference. All SCBA units in their entirety (including face pieces, if applicable) must be made compliant with NFPA 1981 2019 Edition no longer than 120 days after the release of the new 2019 standard. The update will be made by factory authorized service technicians on-site with no additional charges. The price to make these 2019 Edition SCBA systems complete will be included in the bid.

**2. SCBA Model:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

The proposed SCBA model and facepiece must be the latest and best model offered by the manufacturer and must still be in production.

**3. Facepiece:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

Facepiece will be offered in multiple sizes, according to fit test results done prior to order.

**4. 2<sup>nd</sup> Stage Regulator:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

The second stage mask mounted regulator will be equipped with a "dual action" design and have a quick disconnect hose coupling to separate from the low pressure section.

**5. Heads Up Display:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

The heads-up display will consist of a series of different colors and lights easily visible and understandable to the wearer giving a visual indication of available air pressure remaining. The lights should be located on the second stage regulator or facepiece.

**6. Mask Bags:** **COMPLIANT:** ✓C **EXCEPTION:** \_\_\_\_\_

Mask bags will be provided that securely and adequately hold provided facepieces. These mask bags should have a metal, self-locking clip for attaching to turnout gear or SCBA harness and be fleece lined.

**7. Voice Amplification** **COMPLIANT:** ✓C **EXCEPTION:** \_\_\_\_\_

While SCBA is worn, every user will have an optional voice amplification capabilities.

C = clarification  
J.

**8. SCBA Cylinder:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

All SCBA cylinders in the bid will be 30-minute 5500psi, carbon fiber cylinders. All cylinders will have a quick connect fitting and be adaptable to fit current SCBA fill stations

**9. HAZMAT Cylinder:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

All HAZMAT cylinders in the bid will be 1-hour 5500psi, all other specifications should match SCBA cylinder specifications

**10. RIT Pack:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

All RIT Packs in the bid will include a 45 minute 4500psi carbon fiber cylinder & valve (90 degree) 4500psi, CGA. One facepiece with cloth/Kevlar style head harness. Facepiece mounted 2<sup>nd</sup> stage regulator (MMR) or equivalent with quick connection to low-pressure section. Transfill line with the ability to fill packs listed above or neighboring departments SCBA to 4500psi. RIT pack apparatus bag to contain all listed items.

**11. Back frame:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

The SCBA back frame will be rigid and made of composite or metal material for strength and durability.

**12. Cylinder Retention:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

All carbon fiber cylinders will be attached to the SCBA back frame with an adjustable metal locking band or webbing style strap and composite constructed lock.

**13. Indicator Lights:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

All operation indicator lights will be visible to the user from all peripheral angles at all sides of the SCBA.

**14. Power Supply:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

For ease of maintenance and troubleshooting, the power supply for ALL electronics will be in a central location integrated into the back frame or mounted on the back frame. The energy cells will be rechargeable or disposable, and all cells will be of the same size and type.

**15. Waist Belt/Lumbar:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

For quick removal, the waist strap must be a seatbelt style, quick release buckle. With consideration of user comfort, the lumbar section will be of a "swivel" type.

9.

**16. Shoulder Straps:** **COMPLIANT:** ✓ alt. **EXCEPTION:** \_\_\_\_\_

Shoulder straps should connect to the back frame, not the waist strap. Low-pressure hoses and any electronic wiring will run through the shoulder straps. A hooking "D" ring should be provided on either the right or left shoulder strap to hook accessory items. Shoulder straps should be field removable to facilitate laundering in the Department's current extractor gear washing machines.

**17. Shoulder Gauge:** **COMPLIANT:** ✓

The shoulder air pressure gauge/PASS alarm will have an analog pneumatic gauge. In the event of electronics failure, the user will have the ability to check air pressure using the pneumatic gauge. **No exception.**

**18. EBSS Buddy Breathing:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

The SCBA should be equipped with an EBSS buddy breather system that is secured to the back frame or lower harness with a heavy-duty pouch utilizing snaps as a minimum.

**19. Warranty:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

A minimum of a 10-year warranty is required on all components included in the SCBA system (except consumables).

**20. Tool Kit:** **COMPLIANT:** ✓ c **EXCEPTION:** \_\_\_\_\_

A Tool kit should be provided that include various equipment and product specific tools for certified in-house LZFD members can utilize to make repairs of the SCBA and listed components.

**21. Vendor/Service:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

For quick service of emergency repairs, the Bidder shall have a service or repair facility within 50 miles of the Lake Zurich Fire Department Station 1, located at 321 S. Buesching Rd, Lake Zurich, Illinois 60047. The bidder shall allow an In-house repair station as an option for a quick turnaround of SCBA removed from service. The bidder shall provide loaner SCBA if SCBA's are removed from service due to manufacturer defects.

**22. Fit Test Adapter:** **COMPLIANT:** ✓ **EXCEPTION:** \_\_\_\_\_

Adapter should be provided to connect the face pieces to a Protacount Pro+ 8030

alt. = alternative  
c = clarification  
P/O

**23. Cascade Adapter:**    **COMPLIANT:**\_\_\_\_\_    **EXCEPTION:**\_\_\_\_\_    **N/A:** ☒

Quick-connect adapters to connect threaded cascade system fittings to SCBA

**24. Cascade Conversion:**    **COMPLIANT:** ☒

Current fill station Scott RevolveAir model 5016 and accompanied compressor Scott model AB106651-07 must be converted or retrofit to fill 5500psi carbon fiber cylinders using all four unit stations. **No Exceptions**

//.



OPTIONAL EQUIPMENT (if applicable or available)

A separate itemized list, not included in the cost of the above specification final cost, should be supplied for the following items: see QT 1339682

- \* (1) One radio frequency ID tag/ID card reader
- \* (45) Forty-five radio Frequency ID tag/IDcard

Spectacle Kit for Facepiece (price each)

New Cascade system (price) Appointments to view the space for installation can be made via email referenced above

(90) Ninety cylinder protectors for 5500psi 30 minute bottles only (price each)

- \*\* (4) Four ability to silence PASS device for HAZMAT

(7) Seven facepiece mounted 2<sup>nd</sup> Stage regulators (MMR) or equivalent with quick connection to low-pressure section (price each)

- \*\*\*
  - Amp Bracket for AV-3000 HT (price ea.)
  - Epic 3 Voice Amp (price ea.)

\* need Sems 11 programmed for each X3 Pro SCBA (per pack)

\*\* must purchase separate X3 Pro SCBA w/SEMS 11 (Haz Mat) feat.

\*\*\* see e-mail response from DC Wenzel on 2/6/20

12.

**EXCEPTION PAGE**

List all exceptions by specification line number and describe the nature of the exception being taken. Use additional pages if necessary.

*See Exceptions / Clarifications*

*13.*

03/02/2020

Exceptions/Clarifications on Lake Zurich Bfd

- 6. Mask Bags: Clarification** The mask bags do not come with a self-locking clip. The 940IM-RD comes with a D-ring which will work with the accessory hook that 3M Scott offers.
- 7. Voice Amplification: Clarification** Per e-mail reply from DC Wenzel Epic 3 Voice Amplifier & bracket will be listed with Optional Equipment not included in the cost of the specification on page 12. The voice amplifiers are mask mounted and can be taken on or off, giving the department an option.
- 16. Shoulder Straps:** A D-ring is not available on the X3 Pro SCBA. 3M Scott can offer an accessory hook P/N 804594-01 on either shoulder strap as an alternative which is listed on the bid quote.
- 20. Tool Kit: Clarification** Since Lake Zurich is an in-house service center only basic hand tools are needed for specialist level maintenance. A Specialist Level Tool List will be included with the bid.

# BID SPECIFICATION

3M™ Scott™ Air-Pak™ X3 Pro SCBA  
 NFPA 1981/1982, 2018 Edition (Approvals Pending)

## General Self-Contained Breathing Apparatus Requirements

The purpose of this bid specification is to establish the minimum requirements for an open-circuit self-contained breathing apparatus (SCBA). The SCBA shall consist of the following major sub-assemblies: (1) full facepiece assembly; (2) a removable, facepiece-mounted, positive pressure breathing regulator with air-saver switch; (3) an automatic dual path redundant pressure-reducing regulator; (4) end-of-service time indicators; (5) a harness and backframe assembly for supporting the equipment on the body of the wearer; (6) a shoulder strap mounted, remote gauge indicating cylinder pressure; (7) a rapid intervention crew/universal air connection (RIC/UAC); and (8) cylinder and valve assembly for storing breathing air under pressure.

The successful bidder agrees to provide, at their own expense, a factory trained instructor for such time as the respirator user shall require complete instruction in the operation and maintenance of the respirator. Any exceptions to these specifications must be detailed in a separate attachment. Failure to do so will automatically disqualify the bidder.

The successful bidder must be a sales distributor, authorized by the manufacturer, to sell the equipment specified herein. A signed document from the manufacture confirming this must be included with the bid.

The SCBA shall maintain all NIOSH standards with any of the following types of cylinders listed as provided by the SCBA manufacturer.

Regulatory Approvals	Product:		
	Meets	Does Not Meet	Exception
<ul style="list-style-type: none"> <li>The SCBA shall be approved to NIOSH 42 CFR, Part 84 for chemical, biological, radiological and nuclear protection (CBRN).</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The SCBA shall be compliant to the NFPA 1981, 2018 Edition, Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The SCBA shall be compliant to the NFPA 1982, 2018 Edition (if including optional PASS Device), Standard on Personal Alert Safety Systems.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>If the SCBA is to include an optional integrated self-rescue device, the device shall be compliant to the NFPA 1983, 2017 Edition, Standard on Life Safety Rope and Equipment for Emergency Services.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>All electronic components shall be approved for Intrinsic Safety under UL 913 Class I, Groups C and D, Class II, Groups E, F and G, Hazardous locations.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Required Components	Product:		
	Meets	Does Not Meet	Exception
<b>Facepiece</b>			
• The facepiece shall have a large diameter inlet serving as the female half of a quarter (1/4) turn coupling which mates with the positive pressure breathing regulator.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The facepiece shall be approved for use with multiple respiratory applications to enable the same user to switch from one application to another without the use of tools and without doffing the facepiece.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The full facepiece assembly shall fit persons of varying facial shapes and sizes with minimal visual interference.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The full facepiece assembly shall be available in three sizes marked "S" for small, "M" for Medium and "L" for large.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The facepiece sizes shall be easily identifiable through a color-coding scheme.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The facepiece assembly, including head harness, shall be latex free.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The facepiece series shall have a faceséal that is secured to the lens by a U-shaped channel frame that is retained to the lens using two fasteners.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The faceséal shall be a single design for enhanced fit and comfort.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The facepiece shall contain inhalation valves that are readily visible to enable quick visual inspection.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The lens shall be a single, replaceable, modified cone configuration constructed of a non-shatter type polycarbonate material.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• In accordance with NIOSH 42 CFR part 84, the facepiece shall meet the penetration and impact requirements, including compliance with ANSI Z87.1 – 2010.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The lens shall have a coating to resist abrasion and chemical attack and meet the requirements of NFPA 1981, for lens abrasion.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The lens shall have an internal anti-fog coating to reduce fogging of the lens.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Multi-directional voice mitters shall be mounted on both sides of the facepiece and ducted directly to an integral silicone nose cup to enhance voice transmission.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The facepiece assembly shall be able to incorporate multiple electronic communications options (amplification, radio interface, radio direct interface) without affecting NIOSH approvals or NFPA/CBRN approvals where applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>The facepiece shall enable the installation of communications bracket on either the right or left side.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The head harness shall be available in a five-point suspension made in the fashion of a net hood to minimize interference between securing of the facepiece and the wearing of head protection.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The head harness shall be available in a five-strap and four-strap configuration.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The head harness shall be constructed of a para-aramid material for fire, first responder and CBRN applications.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The head harness shall include either a positioning strap or an integrated handle to assist with donning of the facepiece.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Two flame resistant elastic straps, attached to the facesal in four locations, shall provide adjustment for proper face sealing.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Product:</b>			
<b>Mask-Mounted Regulator</b>	<b>Meets</b>	<b>Does Not Meet</b>	<b>Exception</b>
<ul style="list-style-type: none"> <li>The facepiece-mounted positive pressure-breathing regulator shall supply and maintain air to the facepiece to satisfy the needs of the user at a pressure greater than atmospheric by no more than 1.5 inches of water pressure static.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator shall maintain positive pressure during flows of up to 500 standard liters per minute.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator shall also meet or exceed a dynamic flow requirement of remaining positive while supplying a minute volume of 160 liters.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator shall have attached a low-pressure hose which shall be threaded through the left shoulder strap to couple to the pressure-reducing regulator mounted on the backframe.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>An optional breathing regulator with an inline quick connect coupling shall be available for use with the optional outlet manifold and accessory hose to allow the breathing regulator to be disconnected from the unit and reconnected to the auxiliary hose of a second unit in the event rescue is required.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The optional quick connect coupling shall be easily connected and disconnected by trained individuals with a gloved hand and/or in low light conditions.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The optional quick connect coupling shall not allow the air hose to be connected without the HUD Connection.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The optional quick connect coupling shall also be guarded against inadvertent disconnect during use of the equipment.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>The low-pressure hose shall be equipped with a swivel attachment at the facepiece mounted breathing regulator.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator shall connect to the facepiece by way of a quarter (1/4) turn coupling.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The user shall hear an audible sound when the breathing regulator is attached correctly to the facepiece.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator shall be equipped with a doughnut-shaped gasket which provides a seal against the mating surface of the facepiece.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator cover shall be fabricated of a flame resistant, high impact plastic.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator shall have a demand valve to deliver air to the user, activated by a diaphragm responsive to respiration.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The demand valve shall use an extended temperature range dynamic O-ring seal composed of a fluorosilicone elastomer.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The diaphragm shall include the system exhalation valve and shall be constructed from a high strength butyl elastomer.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>A purge valve shall be situated at the inlet of the breathing regulator and shall be capable of delivering airflow of between 125 and 225 standard liters per minute.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator shall be designed to direct the incoming air through a spray bar and over the inner surface of the facepiece lens for defogging purposes.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The components of the breathing regulator shall be constructed of materials that are not vulnerable to corrosion.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The flame-resistant cover shall contain an air saver switch and pressure demand bias mechanism.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The breathing regulator shall reactivate and supply air only in the positive pressure mode when the wearer affects a face seal and inhales.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>This device shall not affect the breathing flow through the system while in operation.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Product:</b>			
<b>Pressure Reducer with Snap-Change Cylinder Connection</b>	<b>Meets</b>	<b>Does Not Meet</b>	<b>Exception</b>
<ul style="list-style-type: none"> <li>The pressure-reducing regulator shall be mounted at the waist on the backframe and be coupled to the cylinder valve through a patented stainless steel quick connect snout for engagement and sealing within the cylinder valve outlet.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>The cylinder shall be secured to the pressure-reducing regulator with two pull-rings 180° from each other.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>A stainless-steel rod shall secure each of the pull-rings to prevent removal of the cylinder while the SCBA is pressurized.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The stainless-steel rods shall be actuated when the cylinder is opened and when cylinder pressure is above 30 psig.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>In lieu of a manual by-pass, the pressure-reducing regulator shall include a back-up pressure-reducing valve connected in parallel with the primary pressure-reducing valve and an automatic transfer valve for redundant control.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The back-up pressure-reducing valve shall also be the means of activating the low-pressure alarm devices in the facepiece-mounted breathing regulator.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>This warning shall denote a switch from the primary reducing valve to the back-up reducing valve whether from a malfunction of the primary reducing valve or from low cylinder supply pressure.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>A press-to-test valve shall be included to allow functional testing of the back-up reducing valve.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The pressure-reducing regulator shall have extended temperature range dynamic O-ring seals composed of fluorosilicone elastomer.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The pressure-reducing regulator shall have incorporated a reseatable over-pressurization relief valve which shall prevent the attached low-pressure hose and facepiece-mounted breathing regulator from being subjected to high pressure.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Product:			
End-of-Service Time Indicator (EOSTI)	Meets	Does Not Meet	Exception
<ul style="list-style-type: none"> <li>The SCBA shall have two end-of-service time indicators (EOSTI). A tactile alarm and a Heads-Up Display (HUD).</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The primary EOSTI shall be the integral low-pressure alarm device that shall combine an audible alarm with simultaneous vibration of the facepiece.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The primary EOSTI shall be located in the facepiece-mounted positive pressure breathing regulator.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>This alarm device shall indicate either low cylinder pressure (35% +/- 2%) or a malfunction of the primary pressure-reducing valve (first stage regulator).</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The HUD shall serve as the secondary EOSTI.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The HUD shall be powered by the SCBA's single power supply.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>It shall be mounted in the user's field of vision on the facepiece-mounted positive pressure breathing regulator.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>It shall display cylinder pressure in increments of 100%, 75%, 50% and 35%.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The display shall not have a numerical representation of cylinder pressure.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>At full cylinder pressure, two green Light Emitting Diodes (LED) shall be illuminated.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>At three-quarter cylinder pressure, one green LED shall be illuminated.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>At one-half cylinder pressure, one "yellow" LED shall be illuminated and flash at a rate not to exceed one (1x) time per second.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>At one-third cylinder pressure, one "red" LED shall be illuminated and flash at a rate not to exceed ten (10x) times per second.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The HUD shall have a low battery indication that is distinct and distinguishable from the cylinder pressure indications.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Product:</b>			
<b><i>Harness and Backframe Assembly</i></b>	<b>Meets</b>	<b>Does Not Meet</b>	<b>Exception</b>
<ul style="list-style-type: none"> <li>A lightweight, lumbar support style backframe and harness assembly shall be used to carry the cylinder and valve assembly and the pressure-reducing regulator assembly.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The backframe shall be a solid, one-piece black powder-coated aluminum alloy frame that is contoured to follow the shape of the user's back.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The backframe shall include a shroud to streamline hose and wire management by minimizing exposure of the low-pressure hose and electronics molded cable.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The backframe shall include a mounting for the pressure reducing regulator located at the waist.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The backframe shall include an over-the-center, adjustable tri-slide fixture, a para-aramid strap and a double-locking latch assembly to secure 30, 45, 60, or 75-minute cylinders.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The backframe shall include a mounting area suitable for installation of a distress alarm integrated with the SCBA.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The mounting area shall permit installation of a distress alarm sensor module in an area between the pressure reducer and the backframe.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



<ul style="list-style-type: none"> <li>The harness assembly shall include a waist pad and shoulder pads constructed of an outer shell material and incorporating a closed-cell foam design to help minimize water absorption.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The harness assembly shall incorporate parachute-type, quick-release buckles with an integrated bail to help secure the webbing. Optional spring (alligator) clips shall also be available.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The harness assembly shall consist of a one size black para-aramid strap with two red stripes along the outer edges and a reflective stripe in the center for enhanced visibility.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The harness assembly shall include a seat-belt type waist belt attachment.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The harness assembly shall include box-stitched construction with no screws or bolts.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The harness assembly shall be removable from the backframe without the use of tools.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The harness assembly shall be machine washable to help with exposure reduction.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The harness assembly shall accommodate a waist belt extension.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The waist pad shall be attached to the backframe such that movement by the wearer provides natural articulation. Articulation shall be accomplished without the use of mechanical devices.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The waist pad and belt shall freely wrap around and conform to the wearers' hips.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The shoulder harness shall be fitted with a Drag Rescue Loop (DRL) capable of being deployed in an emergency situation to drag a downed firefighter to safety.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The Drag Rescue Loop (DRL) shall be sewn into the shoulder harness assembly and shall provide a horizontal pull strength of 1000 lbs.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The Drag Rescue Loop (DRL) shall be stored in a manner to prevent accidental snag but maintain accessibility with gloved hands.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The shoulder harness shall be attached to the backframe such that the harness presents itself for ease of donning.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The shoulder harness shall include reflective material to enhance the visibility of the wearer in low-light conditions.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>The shoulder harness shall accommodate two distinct positions for a chest strap attachment.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The shoulder harness shall accommodate a mounting clip for attachment of a handheld radio remote speaker microphone.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Product:		
<i>Rapid Intervention Crew / Universal Air Connection (RIC/UAC)</i>	Meets	Does Not Meet	Exception
<ul style="list-style-type: none"> <li>The SCBA shall incorporate a RIC/UAC fitting to be compliant with the 2018 edition of the NFPA 1981 Self-Contained Breathing Apparatus standard.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The RIC/UAC shall be an integral part of the pressure reducer and protected by the backframe.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The RIC/UAC inlet connection shall be within 4" (4-inches) of the tip of the CGA threads of the cylinder valve.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The RIC/UAC shall consist of a connection for attaching a high-pressure air source and a self-resetting relief valve allowing a higher pressure than that of the SCBA to be attached to the SCBA.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The self-resetting relief valve shall be color-coded to identify pressure rating of the SCBA.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The RIC/UAC shall have a check valve to prevent the loss of air when the high-pressure air source has been disconnected.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Product:		
<i>Cylinder</i>	Meets	Does Not Meet	Exception
<ul style="list-style-type: none"> <li>The cylinder threads shall be straight with an O-ring or quad-ring gasket type seal.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The cylinder valve shall be a "fail open" type, constructed of forged aluminum and designed such that no stem packing or packing gland nuts are required.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>It shall contain an upper and lower seat such that the pressure will seal the stem on the upper seat, thus preventing leakage past the stem.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>No adjustment shall be necessary during the life of the valve.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>If the SCBA is equipped with a Snap-Change Cylinder connection, the cylinder valve shall be designed with a patented stainless steel quick connect snout that delivers air directly to the first stage pressure-reducing regulator. The quick connect snout shall be an integral part of the cylinder valve, rather than an adapter that threads onto the CGA fitting.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>If the SCBA is equipped with a Snap-Change Cylinder connection, the cylinder valve shall be offered with a CGA 346 or CGA 347 fitting for the purposes of filling the cylinder only.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>If the SCBA is equipped with a Snap-Change Cylinder connection, the fill fitting shall have a check valve to prevent flow from the cylinder.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>If the SCBA is equipped with a Snap-Change Cylinder connection, the fill fitting shall be provided with a dust cover to protect threads from damage and prevent interior surfaces from being contaminated when not in use.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>If the SCBA is equipped with a Snap-Change Cylinder connection, the dust cover shall be retained to the cylinder valve.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Each cylinder valve shall consist of the following: 1) a hand activated valve mechanism with a spring-loaded, positive action, ratchet type safety lock and lock-out release for selecting "lock open service" or "non-lock open service"; 2) an upstream connected frangible disc safety relief device; 3) a dual reading pressure gauge indicating cylinder pressure at all times; 4) an elastomeric bumper; 5) an angled outlet.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The cylinder valve shall have an RFID tag molded into the elastomeric bumper with a universal RFID marking embossment.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The RFID tag shall be capable of storing product specific information, including serial number, manufacture date, hydrostatic test date, pressure rating, life expectancy, and fill logs.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The SCBA shall maintain all NIOSH and NFPA standards with any of the following types of cylinders listed as provided by the SCBA manufacturer.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Carbon-Wrapped</i>			
<ul style="list-style-type: none"> <li>The cylinder shall be manufactured in accordance with DOT specifications and meet the Transport Canada requirements with working pressures of 2216, 4500, or 5500 psig.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The cylinder shall be lightweight, composite type cylinder consisting of an aluminum alloy inner shell, with a total overwrap of carbon fiber, fiberglass and an epoxy resin.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The cylinder shall have a 2D barcode located under the protective gel coat programmed with the following information, at a minimum: serial number, manufacture date, and hydrostatic test date.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The cylinder shall be available in a 30-minute, 45-minute, 60-minute or 75-minute duration based on the NIOSH breathing rate of 40 liters per minute (lpm).</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The cylinder shall be available in an approved 30-year life design as defined by the DOT Special Permit 14232.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Product</b>		
<i>Warranty</i>	<b>Meets</b>	<b>Does Not Meet</b>	<b>Exception</b>
<ul style="list-style-type: none"> <li>The unit shall be covered by a warranty providing protection against defects in materials or workmanship.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>This warranty shall not have any exclusions other than consumables and carrying cases.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>This warranty shall not require a registration in order to activate.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>This warranty shall not be contingent upon completing mandatory overhaul or recommended preventative maintenance.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Product</b>		
<b>Personal Alert Safety System with Firefighter Locator</b>	<b>Meets</b>	<b>Does Not Meet</b>	<b>Exception</b>
<ul style="list-style-type: none"> <li>The PASS Device shall be compliant to the NFPA 1982, 2018 Edition Standard on Personal Alert Safety Systems.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Operation of this distress alarm shall be initiated with the opening of the valve of an SCBA charged cylinder.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The system shall feature a "hands-free" re-set capability that may be activated by means of a slight movement of the SCBA when the system is in a pre-alarm mode.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The system shall operate from a single power source containing six "AA" batteries.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The battery life of the SCBA with PASS only shall be no less than 200 hours.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The system shall have a battery check function that provides an LED indication of battery status while the SCBA is not pressurized.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>When the PASS is manually activated, the locator system shall immediately emit a 2.4 GHz signal to be received by a separate hand-held receiver.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>When the PASS is activated due to lack of motion, the locator system shall have a ten second delay prior to emitting a 2.4 GHz signal to be received by a separate hand-held receiver.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The system shall utilize a 2.4 GHz signal to provide the best path to a "downed" firefighter.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The locating system shall be programmable with eight alpha-numeric characters to provide identification information.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The PASS device shall contain two components: a Console and a Sensor Module.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>When the PASS device goes into pre-alarm, the user shall be notified through a distinct light pattern in the breathing regulator-mounted HUD display.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Console</b>			

<ul style="list-style-type: none"> <li>The console shall be located on the user's right shoulder harness.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The console shall contain an integral edge lit mechanical pressure gauge that is automatically turned on by opening the cylinder valve.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The console shall display to the user the following:                      Pre-Alarm: alternating red flashing LED's;                      Full Alarm: dual flashing red LED's and a flashing PASS icon;                      Low Battery: red flashing LED's;                      Normal System Operation: flashing green LED.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The console shall contain a photo sensing diode that automatically adjust the brightness of the HUD as the ambient lighting conditions change.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The console shall contain an integrated RFID tag.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The console shall contain push buttons for user interface.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The push buttons shall be designed to minimize accidental activation.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>A yellow color-coded push button shall permit system re-set.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>A red color-coded push button shall permit manual activation of the full alarm mode.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The console shall be equipped with a LED "External HUD" allowing others to determine the wearer's cylinder pressure through the same color-code scheme as the breathing regulator-mounted HUD.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>A green LED shall be illuminated across the gauge face to indicate a cylinder with greater than half cylinder pressure.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>A yellow LED shall be illuminated across the gauge face to indicate a cylinder with less than half cylinder pressure.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>A red LED shall be illuminated across the gauge face to indicate a cylinder with less than 35% cylinder pressure.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Sensor Module</i>			
<ul style="list-style-type: none"> <li>The system shall include a sensor module mounted to the SCBA backframe and located in an area between the cylinder and backframe in a manner designed to protect the assembly from damage.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The sensor module shall contain a motion sensor that is sensitive to user hip movement to reduce false activations.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



<ul style="list-style-type: none"> <li>The sensor module shall contain redundant, dual sound emitters for the audible alarm and dual visual "buddy" indicator lights.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The sensor module sound emitters shall be oriented in multi-directions for optimal sound projection.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The sensor module sound emitters shall broadcast a unique alarm tone for the following conditions: Pre-alarm PASS, Full-alarm PASS, EVAC, System Integrity, PAR, and Low-battery.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The visual indicators on the backframe mounted sensor module shall flash green during normal operation.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The visual indicators shall flash red when the device is in pre-alarm and full-alarm.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The visual indicators shall flash orange when the SCBA has reached one-half cylinder pressure.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The visual indicators shall flash a combination of red, green, and white when the SCBA has reached 35% cylinder pressure.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The sensor module shall have a Bluetooth chip set integral to the unit to provide wireless connectivity to external devices.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Optional Components</b>	<b>Product:</b>		
<b>Universal Emergency Breathing Safety System (UEBSS)</b>	<b>Meets</b>	<b>Does Not Meet</b>	<b>Exception</b>
<ul style="list-style-type: none"> <li>The optional Universal Emergency Breathing Safety System (UEBSS) shall be approved to NIOSH 42CFR, Part 84 and NFPA 1981, 2018 Edition.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The UEBSS shall have one of each of the following requirements; (1) a manifold with one each of a Rectus female socket and Rectus male plug, both of which have check valves, (2) 40" minimum low-pressure hose, (3) a pouch for storing the hose, and (4) a dust cap for the female socket and male plug.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The UEBSS shall be positioned on the wearer's right side and shall be capable of allowing for six feet of hose between like systems.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The manifold shall be made of aluminum and be anodized black.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The female socket and male plug shall have spacing, no less than 15° off-center.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The female socket shall have a double action to disengage, noted as a "push-in/pull-back".</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The female socket shall have an internal check valve.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

• The male plug shall have an external check valve.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The hose shall be made of high temperature rubber capable of sustaining a maximum 250 psig of pressure.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The containment system shall include a pouch and shall be made of para-aramid materials and shall be capable of storing 36" of hose.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The pouch shall be attached to the SCBA by snap fasteners.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The pouch shall have a pull-strap to assist with opening of the flap and gaining access to the hose and manifold assembly.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The pouch shall be marked "UEBSS" and be constructed of reflective material.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The pouch shall be removable from the backframe without the use of tools.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The UEBSS shall have provision for connection of a supplied airline for extended duration use while reserving the cylinder supply for egress.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The UEBSS shall connect to a supplied airline using an extended duration airline adapter.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The extended duration airline adapter shall have a female quick connect fitting on one end to connect to the UEBSS.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The extended duration airline adapter shall have a male quick connect fitting on one end to connect to a supplied airline. The adapter shall be able to accommodate Hansen, Foster, Hansen HK, or Schrader.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The extended duration airline adapter shall have a check valve to prevent the accidental loss of air when the adapter is disconnected from the supplied airline.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Product:		
	Product:		
<i>Electronic Voice Communications</i>	Meets	Does Not Meet	Exception
• The respirator shall have an optional facepiece-mounted radio direct interface communication system that provides voice amplification and wireless communication with two-way radios.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Refer to EPIC 3 RDI Voice Amplifier Bid Specifications, H/S 7570			
	Product:		

H/S 7019 RevD\_EN 4/19 ISO 9001 Registered. All rights reserved.

Municipal Emergency Services, Inc.  
124 East First Street  
Deer Creek, IL 61733  
(800) 322-8402 Office  
(309) 447-6903 Fax

**References-Scott X3 Pro SCBA**  
March 2, 2020

West Chicago FPD  
DC Tim Leidig  
200 Fremont Street  
West Chicago, IL 60185  
(630) 231-2123

Lombard FD  
Lt. Mike Ringa  
50 East St. Charles Road  
Lombard, IL 60148  
(630) 620-5737

Arlington Heights FD  
BC Curt Hanselman  
1150 North Arlington Heights Road  
Arlington Heights, IL 60004  
(847) 368-5468

Tom Arendarczyk  
MES-Illinois  
tarendarczyk@mesfire.com  
(773) 447-6269

**Service & Repair**

MES has (3) Scott Service Technicians servicing the Chicago Metro area. We have a service center in our Lombard office and (2) Mobile Service units providing On-Site service. MES can schedule annual function/flow testing and repairs as necessary. The annual function/flow test is **\$50.00** per SCBA.

Training Provided

- Detailed instruction related to user Operations & Use, Care & Basic Maintenance. Includes procedures for pre-use functional check, donning & doffing, user level cleaning and proper storage will be provided by Ray Redell for all (3) shifts on days mutually agreed upon.
- A Scott In-House Repair Center is typically an end-user of Scott products. An IRC is authorized to provide technical service and warranty administration, only for its own Scott products which are specifically indicated in its IRC agreement.
- Since Lake Zurich FD is an in-house repair center with (3) current up to date techs they can add a fourth at no charge. Lake Zurich FD will need to go on line to 3msscott.com and check if there is a service technical training class that they can sign up for. They can contact Tom Raubolt with any questions.
- Tom Raubolt-Field Service Specialist
  - Office: (734) 752-6413
  - Mobile: (734) 309-6220
  - E-mail: traubolt@mmm.com



**OPTIONAL EQUIPMENT AND SERVICES TO BE INCLUDED (If applicable or available)**

Custom Lake Zurich Fire Department logos monogrammed into each of the Carbon Fiber bottles. The Lake Zurich Fire Department will provide the artwork in a high-quality, electronic format.

The retrofitting or conversion of the current Scott compressor model # AB106651-07, and Scott RevolveAir model 5016 air station to meet 5500psi carbon fiber cylinder filling. Access to the filling station can be made by appointment via email as stated above.

(8) Eight, facepiece mounted 2<sup>nd</sup> Stage regulators (MMR) or equivalent with quick connection to low-pressure section.

(16) Sixteen spare battery packs (if applicable).



124 East First Street  
 Deer Creek, IL 61733

## Quote

Date 02/21/2020  
 Quote # QT1339640  
 Expires 03/22/2020  
 Sales Rep Arendarczyk, Thomas J  
 PO #  
 Shipping Method FedEx Ground

**Bill To**  
 LAKE ZURICH FIRE RESCUE  
 EMAIL INVOICES TO  
 AP@LAKEZURICH.ORG

**Ship To**  
 DC MICHAEL WENZEL  
 LAKE ZURICH FIRE RESCUE #1  
 321 S BUESCHING RD  
 LAKE ZURICH IL 60047-2535  
 United States

CYL LOGO 1-BW	CYLINDER LOGO CHARGE - SINGLE COLOR LOGO BLACK & WHITE	98	45.00	4,410.00
AB16-0807	5.5 REVOLVEAIR CONVERSION KIT	1	145.00	145.00
Scott Repair	Scott Repair INSTALL AB16-0807 CONVERSION KIT ON EXISTING REVOLVEAIR & MAKE ADJUSTMENTS TO SCOTT MODEL AB10-6651-07 COMPRESSOR TO FILL 5500 PSI CYLINDERS	1	180.00	180.00
200077-60	REG ASY, QD, 2018	6	1,394.55	11,156.40
			<b>Subtotal</b>	15,891.40
			<b>Shipping Cost (FedEx Ground)</b>	0.00
			<b>Total</b>	\$15,891.40

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1339640

**OPTIONAL EQUIPMENT (if applicable or available)**

**A separate itemized list, not included in the cost of the above specification final cost, should be supplied for the following items:**

(1) One radio frequency ID tag/ID card reader

(45) Forty-five radio Frequency ID tag/ID card

Spectacle Kit for Facepiece (price each)

New Cascade system (price) Appointments to view the space for installation can be made via email referenced above

(90) Ninety cylinder protectors for 5500psi 30 minute bottles only (price each)

(4) Four ability to silence PASS device for HAZMAT

(7) Seven facepiece mounted 2<sup>nd</sup> Stage regulators (MMR) or equivalent with quick connection to low-pressure section (price each)



124 East First Street  
 Deer Creek, IL 61733

## Quote

Page 1 of 2  
 Date 02/21/2020  
 Quote # QT1339682  
 Expires 03/22/2020  
 Sales Rep Arendarczyk, Thomas J  
 PO #  
 Shipping Method FedEx Ground

**Bill To**  
 LAKE ZURICH FIRE RESCUE  
 EMAIL INVOICES TO  
 AP@LAKEZURICH.ORG

**Ship To**  
 DC MICHAEL WENZEL  
 LAKE ZURICH FIRE RESCUE #1  
 321 S BUESCHING RD  
 LAKE ZURICH IL 60047-2535  
 United States

Scott X3		Scott X3 SEMS II PROGRAMMED FOR EACH X3 PRO SCBA	1	100.00	100.00
200773-01		RFID WRITER KIT SEMS II OPTION	1	528.13	528.13
200774-01		R.F.I.D. Tag Kit PACK OF 10 SEMS II OPTION	6	99.72	498.60
8005197		Scott Connect Monitor Software - Includes 10 downloads SEMS II OPTION	1	0.00	0.00
8006951		Monitor for X3 PRO SEMS II OPTION	1	0.00	0.00
201088-03		SEMS II, USB GATEWAY SEMS II OPTION	1	1,588.07	1,588.07
805753-01		AV3000 SPECTACLE KIT ASSY	1	44.99	44.99
Scott Compressor	AC0503426110	AC0503426110 Scott Compressor MODEL: HUSH, 6000 PSI, 208 VOLT 3 PHASE, 15 HP, CO MONITOR, HUSH ENCLOSED REMOTE AIR, BLUE/WHITE, ENGLISH, NO OPTIONS	1	37,195.29	37,195.29
Scott Compressor	AF21102210411	AF21102210411 Scott Compressor CHARGE STATION, MODEL: REVOLVEAIR, BASE, STATIONARY FILL PANEL, DUAL PRESSURE: NO, AUX LOW PRESSURE: NO, AUX HIGH PRESSURE: NO, CUTOUT, 4 BANK CASCADE PANEL, SCUBA ADAPTER REVOLVEAIR & CGA	1	12,207.06	12,207.06
Scott Compressor	AR420404400	AR420404400 Scott Compressor STORAGE & RACK: CYLINDER: UN 6000, RACK: WALL 4, QTY: FOUR, PLUMBING & QTY: 4 CASCADE, HOSES: 40FT., OPTIONS: NONE	1	7,905.88	7,905.88
Compressor Install		Compressor Install	1	1,500.00	1,500.00
200952-06		Cylinder Sleeve Kit, 30 minute, 5500 PSI	1	102.67	102.67
200077-60		REG ASY, QD, 2018	7	1,394.55	9,761.85
201210-01		ASSY,COM BRKT,AV3 HT,SER KIT,R FOR EPIC 3	1	25.11	25.11
201275-01		EPIC 3 Voice Amplifier (Individually Packaged)	1	494.89	494.89



## Quote

Page 2 of 2  
Date  
Quote #

02/21/2020  
QT1339682

	Subtotal	71,952.54
Shipping Cost (FedEx Ground)		0.00
	Total	\$71,952.54

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1339682



**Tumpane, Jim**

**Subject:** FW: SCBA Provider Bid Question

**From:** Mickey Wenzel [mailto:[mickey.wenzel@lakezurich.org](mailto:mickey.wenzel@lakezurich.org)]  
**Sent:** Thursday, February 6, 2020 5:06 PM  
**To:** Arendarczyk, Tom <[tarendarczyk@mesfire.com](mailto:tarendarczyk@mesfire.com)>  
**Subject:** RE: SCBA Provider Bid Question

Tom  
I spoke to Justin Brooks and you can list the voice amps as optional equipment not included in the cost of the specification final cost. (page 12)

The Cascade compressor information is as follows  
Model # AB10-6651-07  
Serial # 15T6F1386 09/25/06

The RevolveAir information is as follows  
Model # 5016  
Serial # CSR096-1721 (found inside the RevolveAir)

Please let me now if you have any other questions.

Division Chief Mickey Wenzel  
Lake Zurich Fire Department  
321 S. Buesching Road  
Lake Zurich, IL 60047  
Office: (847)540-5070 ex. 1105  
Cell: (847)815-8814

**From:** Arendarczyk, Tom <[tarendarczyk@mesfire.com](mailto:tarendarczyk@mesfire.com)>  
**Sent:** Thursday, February 6, 2020 3:08 PM  
**To:** Mickey Wenzel <[mickey.wenzel@lakezurich.org](mailto:mickey.wenzel@lakezurich.org)>  
**Subject:** SCBA Provider Bid Question

Hi Mickey,

I have a couple of questions on the attached bid for 3M Scott Fire & Safety.

Page 8 **7. Voice Amplification** Can the Voice Amp & bracket for the facepiece be listed on page 7 **Optional Equipment and Services to be Included (If applicable or available)** or on page 12 **Optional Equipment (if applicable or available) not included in the cost of the above specification final cost?**

Page 12 **24. Cascade Conversion** What year is the Scott compressor and Scott RevolveAir fill station? Can you also provide S/N for each?

Thanks,

**Tom Arendarczyk**  
Outside Sales Representative

Municipal Emergency Services  
Office: 800-322-8402  
Mobile: 773-447-6269  
[larendarczyk@mesfire.com](mailto:larendarczyk@mesfire.com)  
[www.mesfire.com](http://www.mesfire.com)



MES Illinois  
124 East First Street  
Deer Creek, IL 61733

This message contains information which may be confidential and privileged. Unless you are the intended addressee (or authorized to receive for the intended addressee), you may not use, copy or disclose to anyone the message or any information contained in the message. If you have received the message in error, please advise the sender by reply at [domainadmin@lakezurich.org](mailto:domainadmin@lakezurich.org) and delete the message. -050513-

**Specialist Level Tool List – X3 Pro SCBA**

Backframe/Harness Assembly:

9 mm Open End Wrench  
3/8 in Open End Wrench  
5/8 in Open End Wrench  
T-25 Torx Driver  
7/16 in Deepwell Socket, 3/8-inch Drive  
3/8 in Drive Ratchet  
Screwdriver, Phillips (No. 1 bit)  
Screwdriver, Phillips (No. 2 bit)  
Screwdriver, Phillips (No. 3 bit)  
Screwdriver, Small Flat Blade  
Screwdriver, Large Flat Blade  
Screwdriver, Phillips Head Jewelers  
Needle Nose Pliers  
Torque screwdriver capable of 8-inch pounds  
Torque Wrench Capable of 20 in-lbs  
3/16 in Hex Wrench  
1/4 in Hex Wrench  
7/64 in Hex Wrench  
9/64 in Hex Wrench  
Wire Bristle Brush (Toothbrush Style)  
Utility Knife



# VILLAGE MANAGER'S OFFICE

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## MONTHLY INFORMATION REPORT

**MARCH 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

**A Look Back at March 2020....**

**Village Launching “Industrial & Commercial Inspection (ICI) Program”**

The Village of Lake Zurich is preparing to launch a program to inspect industrial and commercial properties for stormwater discharge into the Village’s stormwater and drainage systems. The program, to be known as the “Industrial & Commercial Inspection (ICI) Program”, will ensure that pollutants from such properties do not enter regulated open waters and drainage ways via the Village’s storm sewers and storm water drainage systems. The ICI program is mandated by the State and Federal government in compliance with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) Permit program.

The Village is required to enforce the NPDES-MS4 permit program on a local level with oversight by the Illinois EPA. To properly educate and prepare all industrial and commercial property owners, the Village has prepared a packet of information containing details of the ICI program, requirements of property owners, responses to frequently asked questions, inspection forms and procedures, and requirements for compliance.

When prepared in final form, the Village plans to provide a copy of the ICI program information to all industrial and commercial property owners in advance of their inspections to facilitate their preparation and compliance. It is the Village’s goal to achieve compliance through public outreach and education of the program and its facilitation rather than by enforcement and penalties.

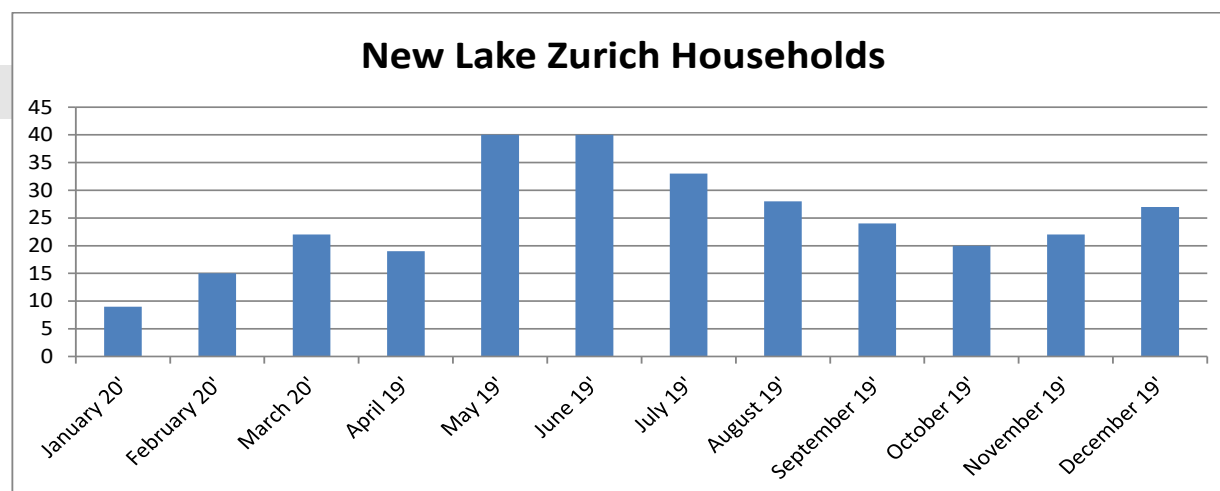
**AGGREGATION PROGRAM RENEWAL**

Lake Zurich’s residential aggregation program has been extremely successful, achieving savings to date since inception of \$373 per homeowner, which combines to \$2 million community-wide. The Village’s consultant at NIMEC recently informed us that the pricing dynamics for aggregation have changed in the industry and that pricing below Commonwealth Edison’s residential rate are not available at the expiration of the current agreement.

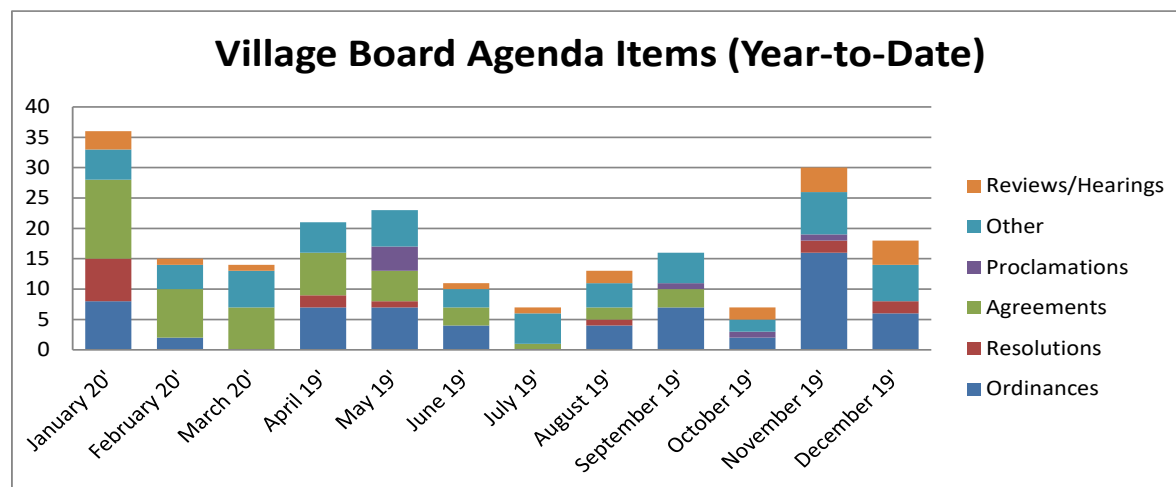
However, two suppliers (MC Squared and Eligo Energy) are now offering a new aggregation product that features a combination of renewable energy credits to support the clean energy industry and “Civic Grants,” which in practice are direct cash payments made from the aggregation supply company to the Village to support municipal operations.

The Civic Grants are intended to be used to support local investment in eco-friendly sustainable infrastructure, such as stormwater management projects or permeable resurfacing of park pathways or any number of eco-friendly projects within Lake Zurich. In this new aggregation product, the program’s pricing exactly matches the ComEd rate. There are no savings to residents but the Village would get some additional cash payments throughout the year.





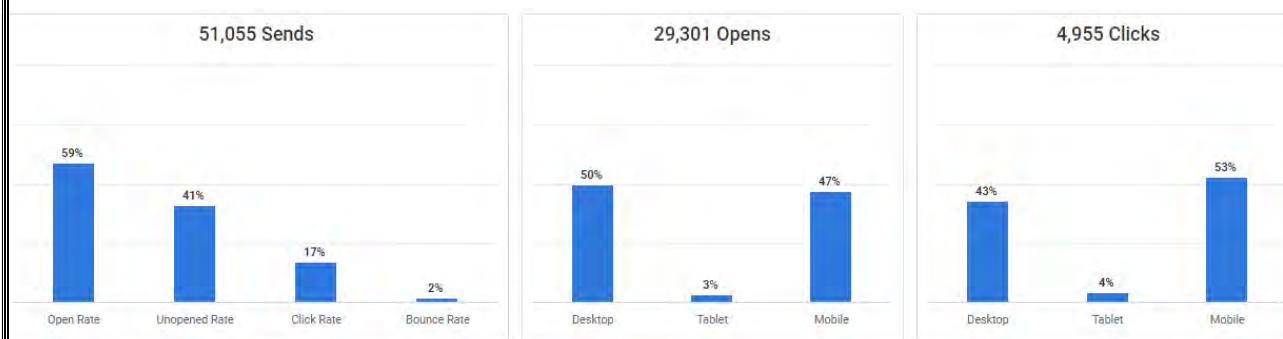
This metric shows the number of new residential homes occupied. Each month, staff sends new Lake Zurich residents a Village welcome packet that provides valuable information to those who are not familiar with the Lake Zurich area or the services offered by their local government. This metric does not include tenets in rental units, but only new single residential owners.



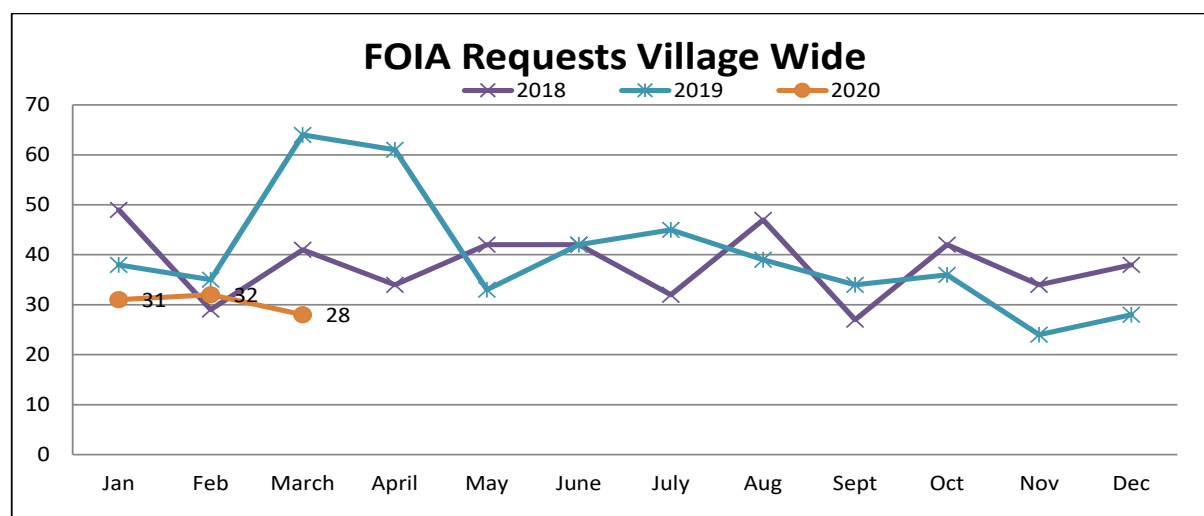
This metric shows the number of action items included on Village Board meeting agendas. As the local legislative governing body, the number of items acted upon by the Village Board has a direct input on Lake Zurich's strategic orientation. This data can be useful in decisions regarding meeting frequency, agenda preparation, activity levels, etc.

**Average length of regular March Village Board meetings: 51 minutes**

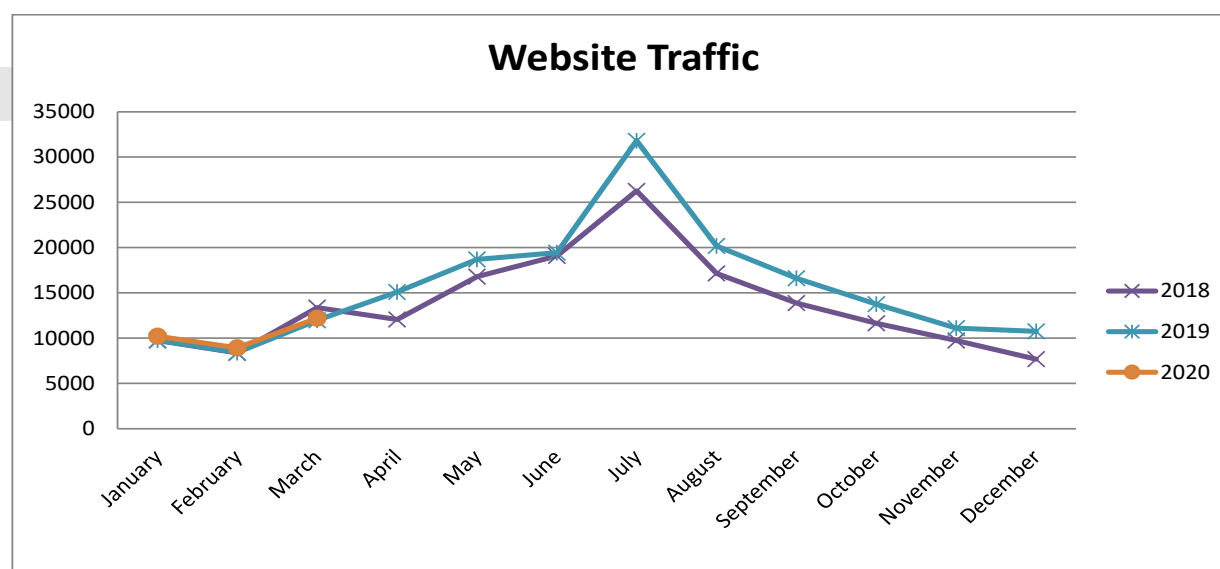
### Benchmarks Rates



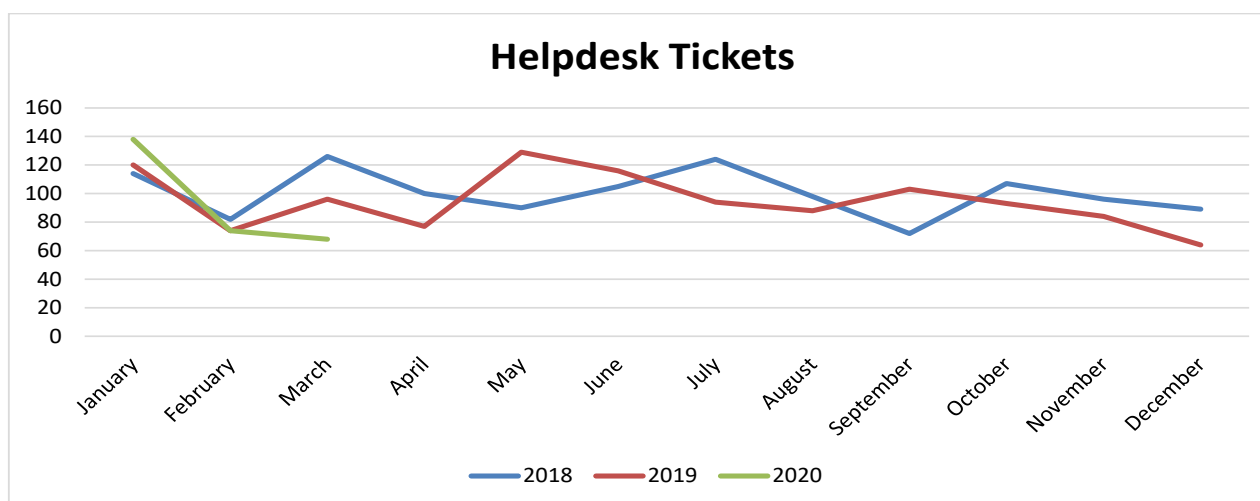
*Benchmarks* is the official Village e-newsletter that is a central communication device for the community. This graph shows *Benchmarks* rates over the past month. From an initial subscription rate of 756 in July 2013, *Benchmarks* now has over 5,500 subscribers.



Open and honest government is a cornerstone of American democracy. The Freedom of Information Act is intended to ensure that members of the public have access to information about their government and its decision-making processes. This graph includes all of the FOIA requests received Village-wide among all departments.

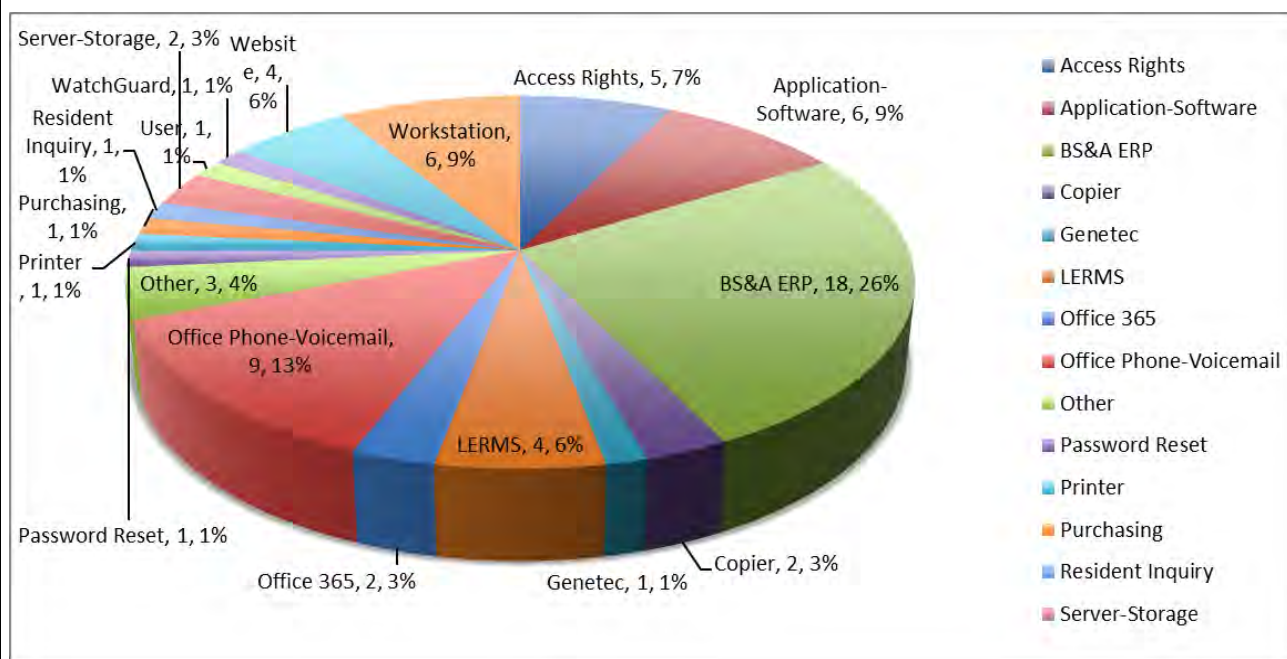


This data represents the number of website visits on LakeZurich.org. A digital presence for Lake Zurich is important for government transparency and providing citizen oriented service. E-government can also improve the overall democratic process by increasing collaboration with citizens and facilitating decision-making. This metric tracks the number of visits to LakeZurich.org. **Most Visited Page on LakeZurich.org for March: Lake Zurich Eateries**



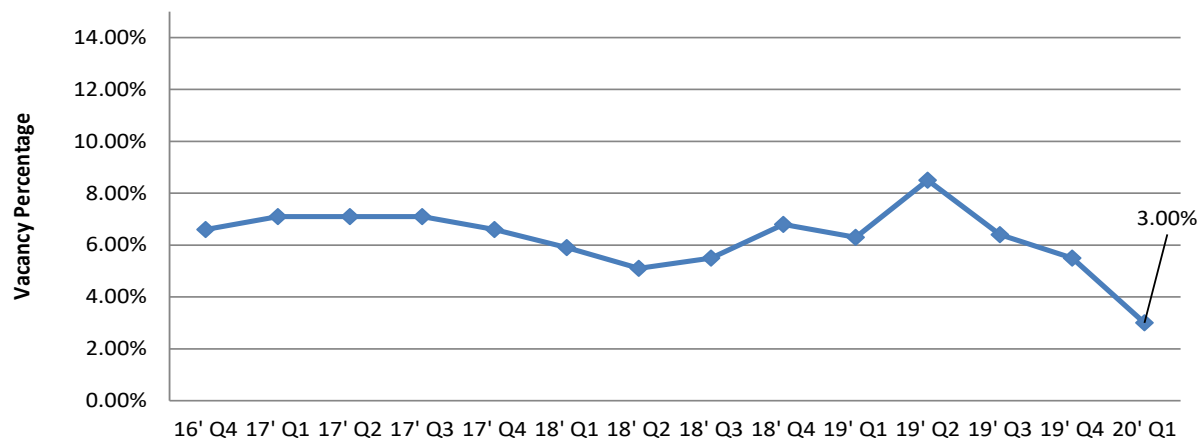
Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for training workshops or investment in technology upgrades. This graph shows the most common requests for assistance this month. **Total number of Help Desk tickets in March: 68**

## Help Desk – March



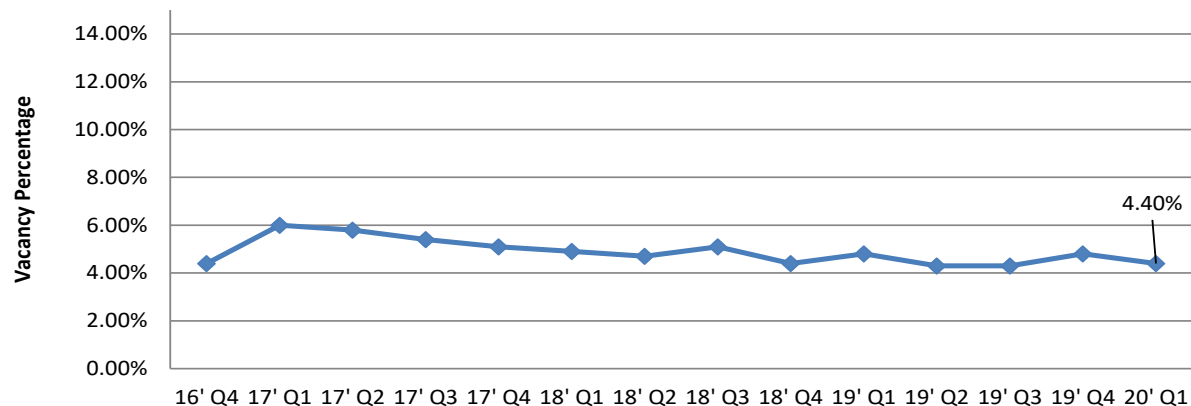
Help Desk is the digital request from Village employees to the technology department to help troubleshoot various technology related problems. A large number of Help Desk tickets may indicate a need for training workshops or investment in technology upgrades. This graph shows the most common requests for assistance last month.

### Retail Vacancy Q1 2020



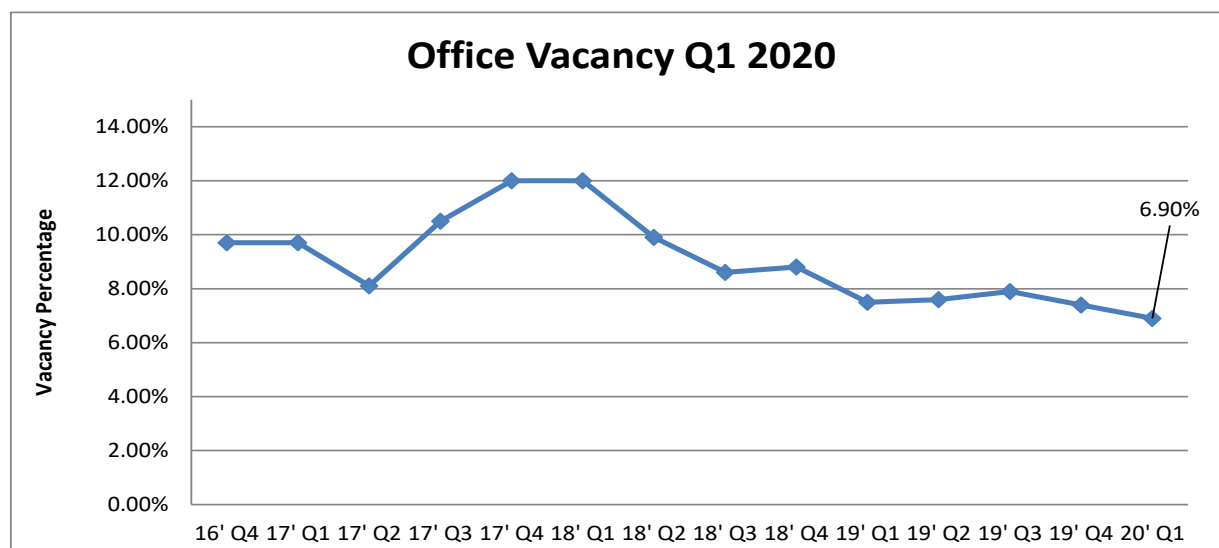
The Lake Zurich retail vacancy rate decreased in the first quarter of 2020 to 3.0% vacant from 5.5% in the fourth quarter (based on Lake County Partners data projections). As of March 31, 2020, there was 78,712 square feet of retail space reported vacant in Lake Zurich, with average rates at \$16.70 per square foot (nnn).

### Industrial Vacancy Q1 2020



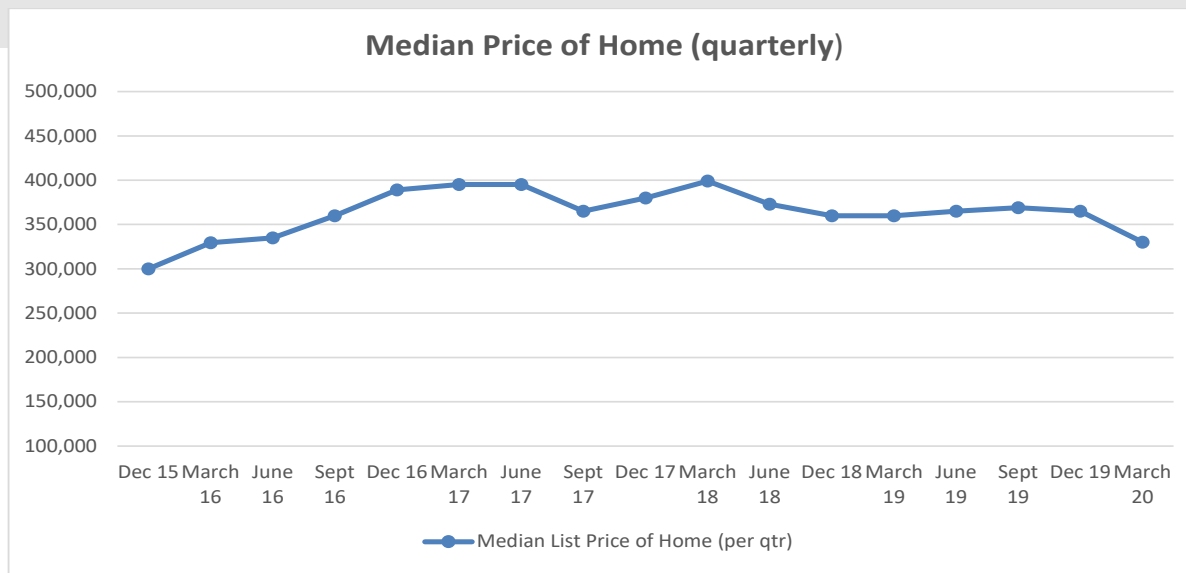
The Lake Zurich industrial vacancy rate decreased to 4.4% in Quarter 1 of 2020 compared to Quarter 4 when 4.8% was reported vacant (based on Lake County Partners data projections). As of March 31, 2020, there was 240,909 square feet of industrial space reported vacant in Lake Zurich, with average rates at \$19.48 per square foot (nnn).





The Lake Zurich office vacancy rate decreased from 7.4% in Quarter 4 of 2020 to 6.9% reported vacant in Quarter 1 of 2020 (based on Lake County Partners data projections). As of March 31, 2020, there was 27,929 square feet of office space reported vacant in Lake Zurich, with average rates at \$17.06 per square foot (nnn).

### Real Estate Housing Trends – Residential Inventory



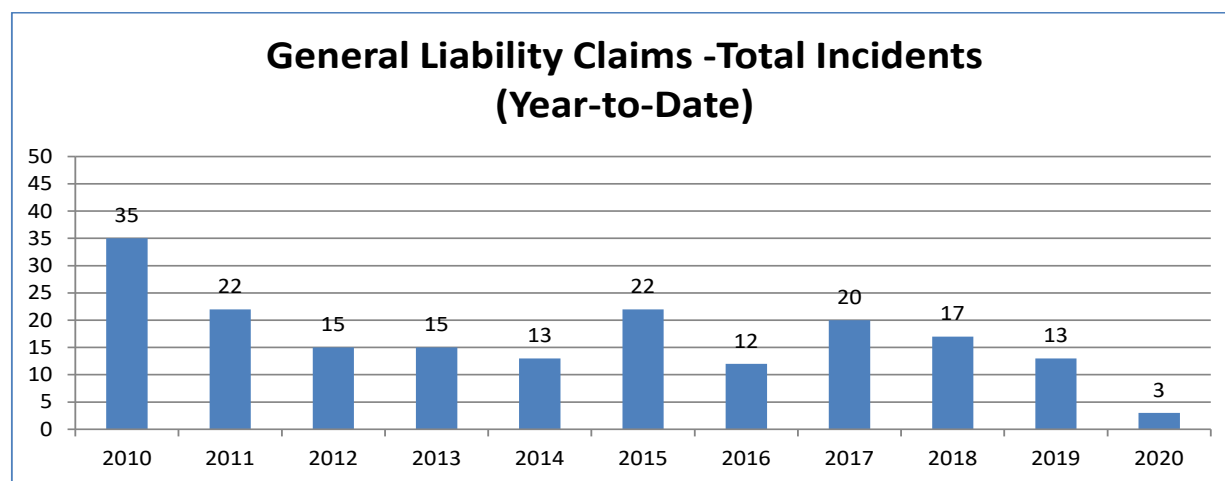
The chart above reports the recent trend for median sale price of Lake Zurich houses. The prices are reported by quarter.

The monthly snapshot below reports more details about the residential real estate market for the most recent month.

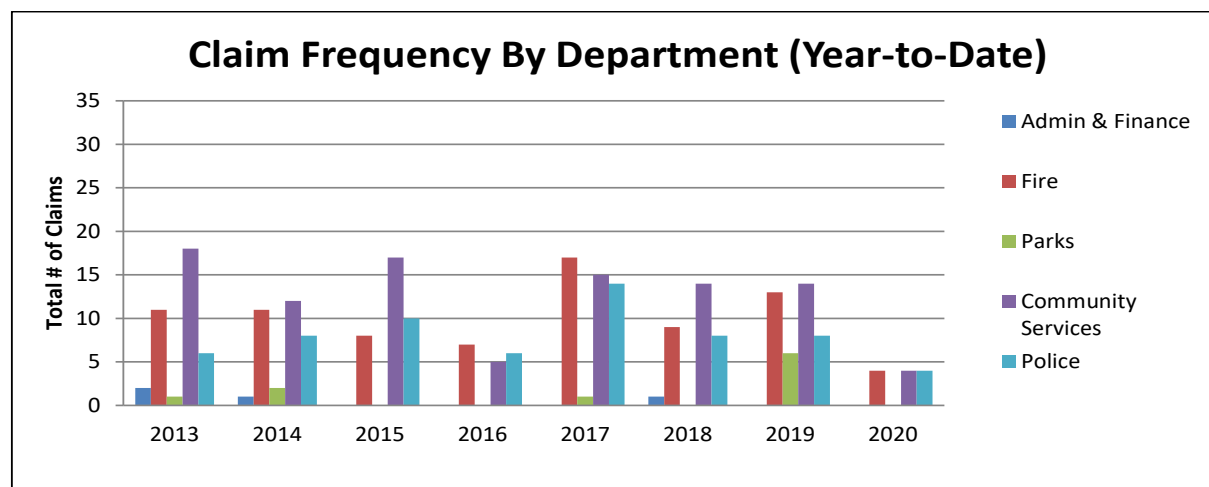
#### March Snapshot of Real Estate Trends

Homes Reported for Sale:	93
Median List Price:	\$390,000
Median List \$/Sq. Ft	\$165
Median Sale Price:	\$330,000
Average Down Payment:	9.7%
Median Sale \$/Sq. Ft.	\$154
Average Sale / List:	98.1%
Number of Homes Sold:	10

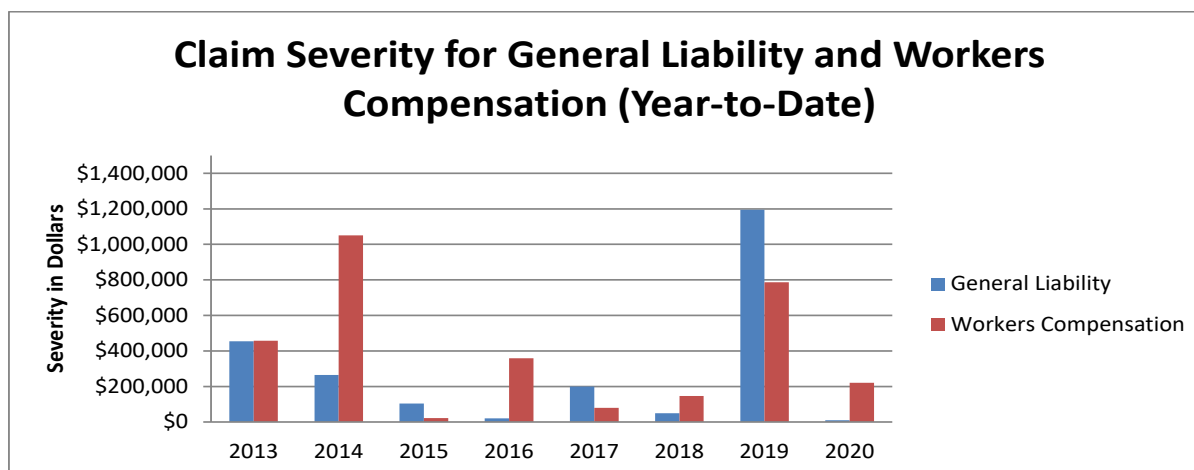
\*Source: Redfin Corporation



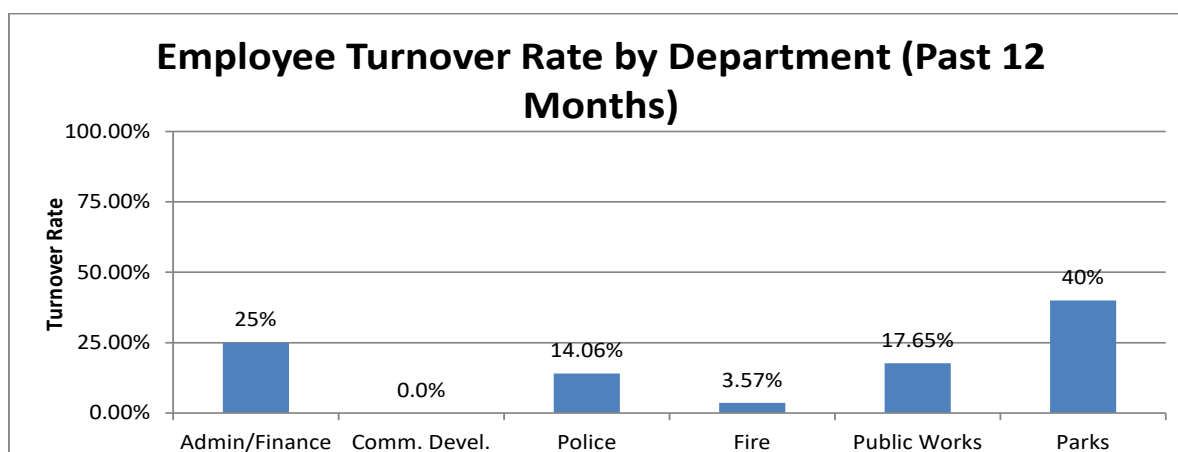
Risk management insurance coverage is provided by the Intergovernmental Risk Management Agency, a risk sharing pool of approximately 70 local municipalities and special service districts, which have joined together to manage and fund their property/casualty/workers' compensation claims. This metric reports total General Liability claims (both open and closed claims) in all departments since January 1<sup>st</sup>.



Loss prevention programs and a culture of safety that encourages safe work practices will decrease claim frequency rates. This data shows the total number of claims by department updated quarterly, which is an aggregate number of the following claim types: Auto Liability, Auto Physical Damage, General Liability, Property Damage, and Workers Compensation. It is important to realize that Community Services is responsible for routine maintenance, so its general liability claims will naturally be high due to claims involving parkway trees, mailboxes, sidewalks, fire hydrants, the municipal fleet, etc.



This metric provides a snapshot of the Village's overall liability position, separated by General Liability Claims (such as property damage) and Workers Compensation Claims (such as medical bills and lost work-time). Fewer claims filed against the Village mean less money spent and improved financial stability. This data includes the total costs, including net property loss and any other associated expenses, such as attorney fees.



A certain level of turnover is healthy and desirable for organizations. A zero percent turnover rate is not the goal. Regularly tracking turnover rate will facilitate decision making related to employee satisfaction, human resources screening, and succession planning. This metric tracks turnover for all Village employees, including full-time, part-time, and seasonal on a rotating basis for the past 12 months. The size of the department is an important factor when analyzing this data. **Note:** Parks and Public Works are heavily staffed by part-time seasonal personnel, resulting in a turnover rate that is technically high but this is not a cause for concern.



# FINANCE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**FEBRUARY 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047



Finance Monthly Report – February 2020

### DEPARTMENT NARRATIVE

During February, preparation for the annual audit and closing the financial records for fiscal year 2019 were the primary activities outside of day-to-day operations. Staff began the tedious work of preparing for the annual audit scheduled to take place in March. Other projects for the month included cleaning up records for old receivables, maximizing the benefit of participating in the State's Local Debt Recovery Program, and departmental training for CPR/AED certification. Director Thomey continued to reach out to various departments, and business banking partners to learn more of the operations at Lake Zurich.

Since February, and due the COVID19 pandemic, Finance staff has followed recommended social distancing protocol and has transitioned to remote work and continues to work hard to maintain day-to-day operations. On April 10<sup>th</sup> staff completed the three week field work portion of the audit, working through the numbers, the safeguards and the policies remotely with the audit team. As expected, more work is to be done to finalize statements, complete the CAFR, and at this time, we are on schedule to meet expected deadlines. In addition to the normal operations, and in light of the pandemic, we are constantly looking at every single aspect of the budget, financing and plans every day and updating forecasts to deal with these challenges. We expect the pandemic impact will be more visible to the financials in months to come and continue to be fiscally responsible to adapt to the impact accordingly.

### GENERAL FUND OPERATING RESULTS *SUMMARY*

For the month of February, revenues totaled \$1.83 million and expenditures \$1.78 million, resulting in an operating excess of \$43k. From a budget perspective, we had expected expenditures to exceed revenues by \$93k. Year-to-date figures below represent the second month of activity for the year.

Finance Monthly Report – February 2020

**General Fund Operating Results**

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual
Revenues	\$ 1,798,792	\$ 1,827,251	\$ 3,679,181	\$ 3,872,305
Expenditures	1,891,974	1,784,538	3,806,161	3,646,339
<b>Excess (Deficiency)</b>	<b>\$ (93,182)</b>	<b>\$ 42,713</b>	<b>\$ (126,980)</b>	<b>\$ 225,967</b>

**REVENUES**

Following is a summary of revenues by type through February 29, 2020. These figures represent two months of financial activity. A more detailed analysis can be found on page 9.

	Current Month's Budget	Current Month's Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	% Variance	% of Annual Budget
Taxes	\$ 233,716	\$ 250,485	7.2%	\$ 409,550	\$ 430,028	5.00%	4.2%
Intergovernmental	1,369,886	1,293,339	-5.6%	2,613,920	2,592,899	-0.80%	16.6%
Licenses & Permits	29,297	23,044	-21.3%	316,947	326,779	3.10%	48.2%
Fines and Forfeits	46,047	54,060	17.4%	88,144	107,675	22.16%	18.3%
Charges for Services	103,661	168,528	62.6%	222,138	359,235	61.72%	19.0%
Investment Income	1,420	14,141	895.8%	4,876	25,281	418.52%	18.7%
Miscellaneous	14,764	23,653	60.2%	23,605	30,408	28.82%	25.3%
<b>Total Revenue</b>	<b>\$ 1,798,792</b>	<b>\$ 1,827,251</b>	<b>1.6%</b>	<b>\$ 3,679,181</b>	<b>\$ 3,872,305</b>	<b>5.25%</b>	<b>13.3%</b>

**Taxes:**

Revenues from taxes came in at \$250k in February, more than budget expectations. While property taxes are received primarily June through September, the remaining revenues in this category contribute a significant amount of revenue each month all year round.

Telecommunications tax receipts were about 91% higher than expected for the month at \$67k. Outside of the unusually high payment in May (one-time supplemental distribution), this revenue source has been declining steadily for years. More information regarding Telecommunications tax can be found on page 12.

Both utility taxes fell short of expectations for the month. The gas utility tax had \$34k in receipts compared to an expected \$38k. Electric utility tax came in at \$83k versus the expected \$88k. Combined, utility taxes were 4% less than expected. The payments are based primarily on January activity. More detail on the Utility Taxes can be found on page 13.

Finance Monthly Report – February 2020

**Intergovernmental Revenue:**

Revenue from other governments totaled \$1.3 million in February, which is below budget expectations for the category. The deficit in revenue relates to the 2020 SRO reimbursement which is currently in deferred revenue and will be adjusted by the finance department now that the audit is wrapping up.

State sales tax receipts were slightly below budget expectations for the month at \$586k. This represents sales from November 2019 and was 1.8% less than receipts from the same month last year. More information regarding Sales Tax can be found on page 14.

Income Tax receipts came in .5% below expectations with the receipts for February totaling \$185k compared to an expected \$186k. This is 6% less than receipts the prior February. Details on Income Tax are provided on page 15.

**Licenses and Permits:**

Revenue from the issuance of licenses and permits came in at \$23k for February, below budget expectations. Building permits (\$7k) and contractor registration (\$5k) were the biggest contributors. Due to the variable nature of these types of revenues, fluctuations are expected throughout the year based on activity.

**Fines and Forfeits:**

Revenue from police fines were more than expected during February, with receipts of \$54k, which was 17% above the \$46k projected. The revenues in this category include various fines generated from police citations, such as red light and local ordinance violations.

**Charges for Services:**

Preliminary revenue from service charges totaled \$169k in February. The main revenue sources in this category are ambulance fees, engineering fees and park program fees. As ambulance fees are based purely on activity and need, this revenue source can fluctuate considerably during the year. Ambulance receipts for the month were recorded at \$103k. This category is a combination on timing of receipts and increased activity levels.

# Finance Monthly Report – February 2020

## **Investment Income:**

The General Fund investment income in February was \$14k. In December of 2018, \$3.6 million was transferred from Barrington Bank to PMA Financial Advisors for long term investment. Investment returns are balanced between investments in certificates of deposits, treasury obligations, investment pools and interest-bearing money market accounts. A detailed cash and investment report can be found on page 17.

## **Miscellaneous:**

The General Fund miscellaneous revenue in February was \$24k. Receipts for this category are sale of fixed assets (\$20k), and rental income (\$4,617), as well as other small items.

## ***EXPENDITURES***

For the month of February, expenditures totaled \$1.78 million for the General Fund, which was 5.7% below projections of \$1.89 million. The table below presents a summary of General Fund expenditures by department as of February 29, 2020. Additional detail can be found on page 9.

Department Or Program	Current Month's Budget	Current Month's Actual	% Variance	YTD Budget	YTD Actual	% Variance	% of Annual Budget
Legislative	\$ 3,993	\$ 3,135	-21.5%	\$ 12,207	\$ 18,521	51.7%	25.5%
Administration	\$ 58,905	\$ 60,988	3.5%	\$ 120,387	\$ 115,132	-4.4%	7.5%
Finance	\$ 53,304	\$ 50,580	-5.1%	\$ 93,932	\$ 80,783	-14.0%	14.4%
Technology	\$ 38,938	\$ 31,290	-19.6%	\$ 84,658	\$ 91,339	7.9%	17.2%
Police	\$ 473,525	\$ 454,058	-4.1%	\$ 956,370	951,695	-0.5%	11.9%
Fire	\$ 768,827	\$ 732,318	-4.7%	\$ 1,533,002	1,457,842	-4.9%	12.7%
Community Develop.	\$ 57,133	\$ 57,614	0.8%	\$ 117,823	98,287	-16.6%	11.1%
Public Works	\$ 248,791	\$ 204,676	-17.7%	\$ 499,065	435,910	-12.7%	13.0%
Park & Recreation	\$ 51,140	\$ 51,455	0.6%	\$ 113,884	119,981	5.4%	11.2%
Operating Transfers	\$ 137,417	\$ 138,425	0.7%	\$ 274,834	276,850	0.7%	16.7%
Total	\$ 1,891,974	\$ 1,784,538	-5.7%	\$ 3,806,161	\$ 3,646,339	-4.2%	12.5%

Finance Monthly Report – February 2020

### OPERATING RESULTS OF OTHER FUNDS

Following are some observations regarding the revenues and expenditures of other funds. A financial summary of funds other than General is provided on pages 10-11.

#### Special Revenue Funds:

Motor fuel tax revenue came in at \$63k in February, which was 103% above the budget of \$31k. Conservative estimates for revenues highly sensitive to the economy, such as this one, allow for fluctuations later in the year. Expenditures from the Motor Fuel Tax Fund were \$25k for traffic signal maintenance and streetlight electricity.

February revenues for the Hotel Tax Fund totaled \$7k. The revenue in this fund is a combination of hotel tax receipts and interest income. Expenditures of \$8k were recorded for the month, most of which is a transfer to the Special Events Fund for the funding of special events.

The Special Events Fund allocates resources for special events and their corresponding expenditures. Revenues for February totaled \$20k, which primarily relates to funding transfers in from other funds. Expenditures for the month totaled \$13k as the village prepares for several upcoming events. Outside of normal staff expenses, invoices were paid for the Rock the Block festival in September (\$1k) and candy eggs were purchased for the Egg Hunt (1.5k).

#### Debt Service Funds:

The debt service funds record annual debt service payments for several of the village issuances, mostly due December 2020. Interest payments are paid semi-annually, typically July and December. Revenues for the debt service fund are from interest at this point in the year. Transfers from other funding sources will occur later in the year. Interest rates continue to be low for the options available for village investment per law. There were no expenditures recorded for February.

#### Capital Projects Funds:

February revenue for the capital projects funds in total came in at \$265k. The majority of the revenue was from Non-Home Rule Sales Tax (NHRST), with receipts from February of \$182k. This was below budget expectations of \$190k and 3% lower than the same month last year. February receipts represent sales from November. More detail on the NHRST revenue can be found on page 16. Remaining revenues for capital project funds included a fund transfer from the general fund of \$75k and residual interest income and change in market value of investments.

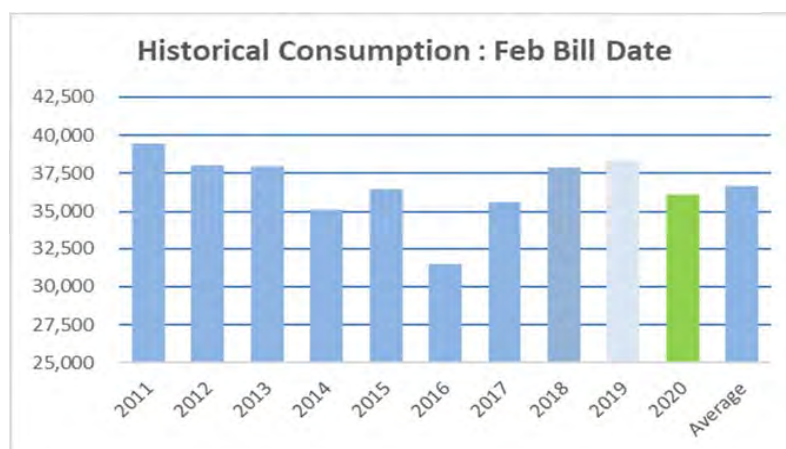


# Finance Monthly Report – February 2020

Expenditures for capital projects were recorded in February of \$11k for a Park Grant preparation (\$4700) and ground maintenance supplies (\$6500). Due to timing of the budgeted capital projects, the majority of remaining budgeted expenditures will be spent later in the year, during and after construction season.

## **Water and Sewer Fund:**

February revenue totaled \$541k, which was 6.6% below the budget estimate of \$580k. Consumption metered in February was 36M gallons, consistent with the nine-year average of 37M gallons. The consumption billed in February primarily represents water metered in late January and early February. With about 42M gallons pumped, about 14% of pumped water was lost to main breaks, fire department use, or other small issues. A chart comparing February water consumption over the past nine years provided below.



Expenses in the Water Fund were \$360K for the month. Of this amount, \$150k is a non-cash transaction to record depreciation of the infrastructure assets of the fund. The remaining expenses are personnel expenses, other operational items and other smaller operating items. Throughout the year, spending is monitored to ensure revenues are sufficient to cover operations and capital needs as necessary. Any annual surplus would be used for expenditures later in the year and provide cash flow for improvements to maintain the aging infrastructure.

# Finance Monthly Report – February 2020

## **Internal Service Funds:**

Internal service funds are used to reserve resources for a specific purpose and to allocate the user charges accordingly. The village has three active internal service funds: Medical Self Insurance, Risk Management and Equipment Replacement. Revenues are a combination of user charges from other funds as appropriate. Expenditures fluctuate, depending on activity levels, particularly in the Risk Management Fund.

The Equipment Replacement fund in particular is subject to funding availability from the General Fund. February expenses mainly include non-cash depreciation expenses (\$33k) and the purchase of a tractor (\$39K).

## **Special Service Areas:**

While the village does not budget for Special Service Area (SSA) revenues and expenses, as funds are being collected and spent for village SSA's, the following information can be of value to report. There were no expenses for special service areas in February.

SSA Activity Feb-20									
SSA #	Location	Beginning Balance 1/1/2020	Year-To-Date		Ending Balance 2/29/2020	Annual Expected		Annual Expected	
			Revenues	Expenses		Revenues	YTD %	Expenses	YTD %
SSA #8	Heatherleigh	79,315	-	-	79,315	10,105	0.00%	15,050	0.00%
SSA #9	Willow Ponds	136,288	-	-	136,288	11,950	0.00%	16,000	0.00%
SSA #10	Westberry	15,026	-	-	15,026	1,000	0.00%	-	N/A
SSA #11	Lake Zurich Pines	21,900	-	-	21,900	3,000	0.00% <sup>a</sup>	1,573	0.00%
SSA #13	Conventry Creek	332,966	-	-	332,966	30,000	0.00% <sup>a</sup>	TBD	N/A
SSA #16	Country Club	9,197	-	-	9,197	1,760	N/A	TBD	N/A
		594,692	-	-	594,692	57,816	0.00%	32,623	0.00%

a) Flat amount levied per property.  
 b) At some point after enough funds have accrued, Willow Ponds will require dredging, estimated at \$120,000+

## **Police and Firefighters' Pension Funds:**

A snapshot of activity related to the public safety pension funds of the village is provided as part of the monthly report. It is important to note that a significant revenue source for both pension funds is

Finance Monthly Report – February 2020

the annual property tax levy, of which receipts are typically recorded between June and September of each year, affecting the cash flows of each fund.

The Police Pension Fund had total revenue of negative \$1.0 million for the month. For February, the fund recorded an unrealized loss of \$1.03 million from investments. Total municipal and member contributions for the month totaled \$28k. Expenses for the month were \$172k of which \$163k was for pension and benefit payments, \$5k for professional services and \$5k for insurance. For the month of February, the fund experienced a loss of \$1.2 million. As of February 29th, the fund had a net position of \$25.2 million. Additional information can be found on page 18.

The Firefighters' Pension Fund had a similar month for investments, with an unrealized loss of \$1.6 million from investments. Total municipal and member contributions for the month totaled \$44k. Total revenues for the month were negative \$1.5 million. Expenses for the month were \$159k, of which \$154k was for pension and benefit payments, \$5k for professional services and other expenses. For the month of February, the fund experienced a loss of \$1.7 million. As of February 29th, the fund had a net position of \$39.8 million. Additional information can be found on page 18.

**Conclusion:**

For the one fiscal period covered by this report, no major concerns were identified. In light of the COVID19 pandemic, we will continue to closely monitor the revenues and expenditures throughout the coming months. Looking ahead, we are constantly reviewing every aspect of the budget to deal with these challenges and holding expenses to a minimum.

Respectfully Submitted,

*Bane Thomey*

Bane Thomey  
Director of Finance

VILLAGE OF LAKE ZURICH  
 OPERATING REPORT SUMMARY  
 GENERAL FUND  
 February 29, 2020

	Current Month			Year-to-Date			Amended	% of
	Budget	Actual	Variance	Budget	Actual	Variance	Annual Budget	Achieved
REVENUES								
Taxes								
Property Taxes	-	-	0.0%	-	-	0.0%	8,065,388	0.0%
Utility Tax - Electric	88,349	83,291	(5.7%)	173,771	166,985	(3.9%)	991,364	16.8%
Utility Tax - Gas	38,308	33,832	(11.7%)	74,994	68,024	(9.3%)	292,469	23.3%
Cable Tv Franchise	72,193	66,654	(7.7%)	88,223	80,488	(8.8%)	336,446	23.9%
Telecom Tax	34,866	66,708	91.3%	72,562	114,531	57.8%	437,477	26.2%
Total Taxes	233,716	250,485	7.2%	409,550	430,028	5.0%	10,123,144	4.2%
Intergovernmental								
State Sales Tax	605,108	585,612	(3.2%)	1,186,862	1,171,341	(1.3%)	7,208,410	16.2%
State Income Tax	186,018	185,089	(0.5%)	340,636	364,740	7.1%	1,983,568	18.4%
State Use Tax	58,127	59,101	1.7%	110,660	122,185	10.4%	635,808	19.2%
Video Gaming Tax	19,537	20,353	4.2%	37,367	39,130	4.7%	230,000	17.0%
Fire/Rescue Srvc Contract	426,243	440,277	3.3%	852,486	880,554	3.3%	5,283,326	16.7%
Other Intergovernmental	74,854	2,907	(96.1%)	85,909	14,949	(82.6%)	282,604	5.3%
Total Intergovernmental	1,369,886	1,293,339	(5.6%)	2,613,920	2,592,899	(0.8%)	15,623,716	16.6%
Licenses & Permits								
Liquor Licenses	465	349	(25.0%)	162,809	165,749	1.8%	171,000	96.9%
Business Licenses	8,866	2,973	(66.5%)	98,277	99,483	1.2%	103,000	96.6%
Building Permits	1,278	7,176	461.5%	6,640	12,274	84.9%	140,000	8.8%
Permit Plan Review	3,178	2,584	(18.7%)	7,317	7,312	(0.1%)	75,000	9.7%
Other Permits	15,509	9,963	(35.8%)	41,905	41,961	0.1%	189,525	22.1%
Total Licenses & Permits	29,297	23,044	(21.3%)	316,947	326,779	3.1%	678,525	48.2%
Fines and Forfeits	46,047	54,060	17.4%	88,144	107,675	22.2%	588,000	18.3%
Charges for Services								
Fire/Rescue Ambulance Fee	45,076	102,826	128.1%	67,602	169,644	150.9%	650,000	26.1%
Park Program Fees	38,597	39,901	3.4%	114,148	109,808	(3.8%)	689,567	15.9%
Other Charges for Services	19,988	25,801	29.1%	40,388	79,783	97.5%	555,900	14.4%
Total Charges for Services	103,661	168,528	62.6%	222,138	359,235	61.7%	1,895,467	19.0%
Investment Income	1,420	14,141	895.8%	4,876	25,281	418.5%	135,000	18.7%
Miscellaneous	14,764	23,653	60.2%	23,605	30,408	28.8%	120,070	25.3%
Total General Fund Revenues	1,798,792	1,827,251	1.6%	3,679,181	3,872,305	5.2%	29,163,922	13.3%
EXPENDITURES								
General Government								
Legislative	3,993	3,135	(21.5%)	12,207	18,521	51.7%	72,522	25.5%
Administration	58,905	60,988	3.5%	120,387	115,132	(4.4%)	1,530,210	7.5%
Finance	53,304	50,580	(5.1%)	93,932	80,783	(14.0%)	561,890	14.4%
Technology	38,938	31,290	(19.6%)	84,658	91,339	7.9%	530,888	17.2%
Total Gen. Govt.	155,140	145,992	(5.9%)	311,184	305,774	(1.7%)	2,695,510	11.3%
Public Safety								
Police	473,525	454,058	(4.1%)	956,370	951,695	(0.5%)	8,016,354	11.9%
Fire	768,827	732,318	(4.7%)	1,533,002	1,457,842	(4.9%)	11,475,711	12.7%
Community Development	57,133	57,614	0.8%	117,823	98,287	(16.6%)	886,790	11.1%
Total Public Safety	1,299,485	1,243,990	(4.3%)	2,607,195	2,507,824	(3.8%)	20,378,855	12.3%
Streets - Public Works	248,791	204,676	(17.7%)	499,065	435,910	(12.7%)	3,346,430	13.0%
Culture - Park and Recreation	51,140	51,455	0.6%	113,884	119,981	5.4%	1,073,143	11.2%
Total General Fund Expend.	1,754,557	1,646,113	(6.2%)	3,531,327	3,369,489	(4.6%)	27,493,938	12.3%
Operating Transfers Out	137,417	138,425	0.7%	274,834	276,850	0.7%	1,661,100	16.7%
NET INCOME (LOSS) FOR GENERAL	(93,182)	42,713	-145.8%	(126,980)	225,967	-278.0%	8,884	2543.5%

VILLAGE OF LAKE ZURICH  
 OPERATING REPORT SUMMARY  
 February 29, 2020

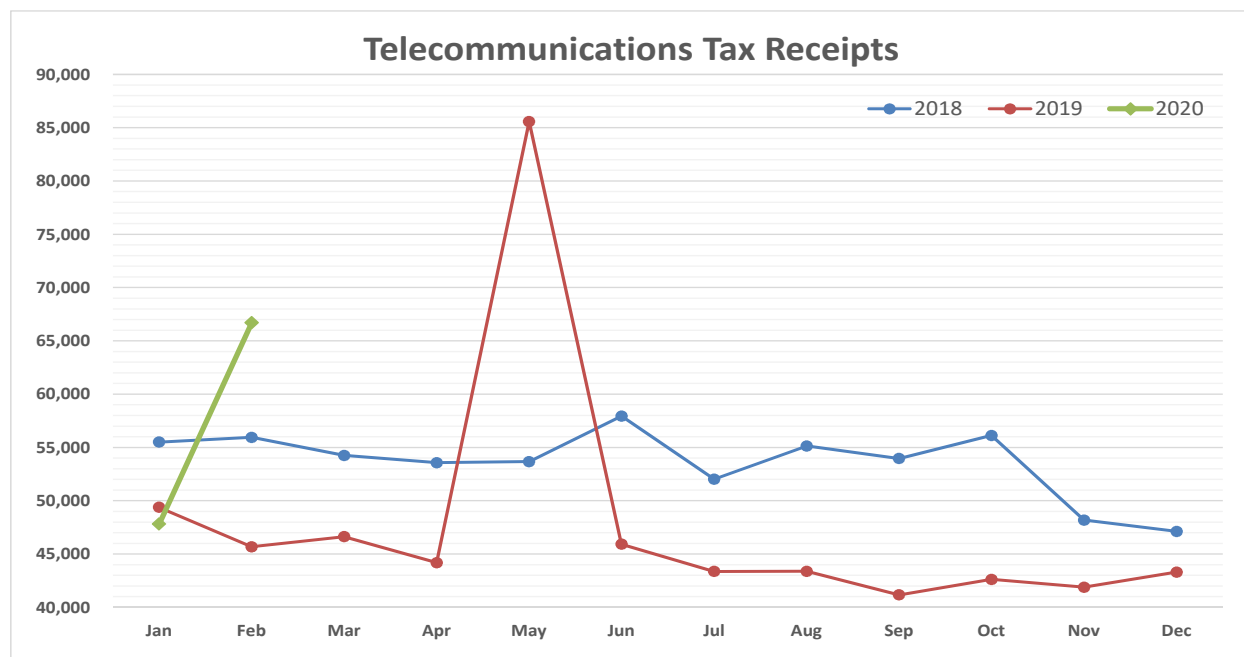
	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
<b>SPECIAL REVENUE FUNDS</b>								
<b>MOTOR FUEL TAX FUND</b>								
Revenues	31,127	63,251	103.2%	71,046	129,269	82.0%	510,469	25.3%
Expenditures	71,316	25,285	(64.5%)	134,822	78,127	(42.1%)	506,662	15.4%
Net Activity Gain (Loss)	(40,189)	37,966		(63,776)	51,142		3,807	
<b>HOTEL TAX FUND</b>								
Revenues	6,022	7,220	19.9%	14,489	16,181	11.7%	110,468	14.6%
Expenditures	7,640	7,589	(0.7%)	15,090	15,151	0.4%	103,950	14.6%
Net Activity Gain (Loss)	(1,618)	(369)		(601)	1,030		6,518	
<b>SPECIAL EVENTS FUND</b>								
Admin & Miscellaneous								
Revenues	12,814	12,760	(0.4%)	25,510	25,502	(0.0%)	157,350	16.2%
Expenditures	13,469	11,653	(13.5%)	23,256	22,947	(1.3%)	155,675	14.7%
Net Activity Gain (Loss)	(656)	1,107		2,254	2,555		1,675	
Rock the Block								
Revenues	337	400	18.8%	337	400	18.8%	59,400	0.7%
Expenditures	1,500	1,093	(27.1%)	15,500	6,343	(59.1%)	48,046	13.2%
Net Activity Gain (Loss)	(1,163)	(693)		(15,163)	(5,943)		11,354	
Craft Beer Fest								
Revenues	410	250	(39.0%)	660	500	(24.2%)	66,700	0.7%
Expenditures	-	-	0.0%	-	-	0.0%	66,477	0.0%
Net Activity Gain (Loss)	410	250		660	500		223	
Farmers Market								
Revenues	1,091	750	(31.2%)	1,091	750	(31.2%)	9,245	8.1%
Expenditures	1,500	-	(100.0%)	1,900	400	(78.9%)	8,989	4.4%
Net Activity Gain (Loss)	(409)	750		(809)	350		256	
Fourth of July								
Revenues	4,614	4,817	4.4%	9,030	9,233	2.2%	69,250	13.3%
Expenditures	10,766	-	(100.0%)	27,550	16,784	(39.1%)	67,558	24.8%
Net Activity Gain (Loss)	(6,152)	4,817		(18,520)	(7,551)		1,692	
Winter Festival								
Revenues	1,167	1,167	0.0%	2,333	2,333	(0.0%)	17,800	13.1%
Expenditures	5,175	508	(90.2%)	6,550	3,159	(51.8%)	17,643	17.9%
Net Activity Gain (Loss)	(4,008)	659		(4,217)	(825)		157	
Special Events Fund Total	(11,980)	6,889		(35,796)	(10,915)		15,357	
<b>TIF #1 TAX FUND</b>								
Revenues	67	78	16.2%	141	179	27.5%	1,303,500	0.0%
Expenditures	-	-	0.0%	-	-	0.0%	1,299,000	0.0%
Net Activity Gain (Loss)	67	78		141	179		4,500	
<b>TIF #2 - DOWNTOWN</b>								
Revenues	2,847	3,548	24.6%	14,691	10,361	(29.5%)	183,500	5.6%
Expenditures	5	2,244	49,647.7%	1,483	2,244	51.4%	22,100	10.2%
Net Activity Gain (Loss)	2,843	1,304		13,208	8,117		161,400	
<b>TIF #3 - RAND ROAD</b>								
Revenues	-	-	0.0%	-	-	0.0%	10,100	0.0%
Expenditures	-	-	0.0%	-	-	0.0%	1,400	0.0%
Net Activity Gain (Loss)	-	-		-	-		8,700	
<b>DISPATCH CENTER FUND</b>								
Revenues	126,516	131,980	4.3%	317,523	324,009	2.0%	1,550,550	20.9%
Expenditures	117,751	95,236	(19.1%)	230,238	203,935	(11.4%)	1,534,898	13.3%
Net Activity Gain (Loss)	8,765	36,744		87,286	120,074		15,652	



VILLAGE OF LAKE ZURICH  
 OPERATING REPORT SUMMARY  
 February 29, 2020

	Current Month			Year-to-Date			Amended Annual Budget	% of Annual Budget Achieved
	Budget	Actual	% Variance	Budget	Actual	% Variance		
<b>DEBT SERVICE FUNDS</b>								
<b>VILLAGE DEBT SERVICE</b>								
Revenues	517	1,066	106.2%	1,786	2,427	35.9%	1,185,000	0.2%
Expenditures	-	-	0.0%	509,095	515,100	1.2%	1,678,027	30.7%
Net Activity Gain (Loss)	517	1,066		(507,309)	(512,673)		(493,027)	
<b>TIF #1 DEBT SERVICE</b>								
Revenues	26	328	1,138.0%	77	480	521.3%	1,931,500	0.0%
Expenditures	-	-	0.0%	596,461	617,953	3.6%	1,927,554	32.1%
Net Activity Gain (Loss)	26	328		(596,383)	(617,473)		3,946	
<b>CAPITAL PROJECT FUNDS</b>								
<b>CAPITAL IMPROVEMENTS</b>								
Revenues	76,610	80,037	4.5%	153,673	158,307	3.0%	932,000	17.0%
Expenditures	1,196	4,688	292.0%	2,392	4,988	108.5%	1,193,850	0.4%
Net Activity Gain (Loss)	75,414	75,349		151,281	153,319		(261,850)	
<b>PARK IMPROVEMENTS</b>								
Revenues	-	2	0.0%	-	4	0.0%		#DIV/0!
Expenditures	-	-	0.0%	-	-	0.0%		0.0%
Net Activity Gain (Loss)	-	2		-	4		-	
<b>NON-HOME RULE SALES TAX</b>								
Revenues	193,561	185,088	(4.4%)	372,091	363,171	(2.4%)	2,222,086	16.3%
Expenditures	15,333	6,543	(57.3%)	15,666	6,543	(58.2%)	2,217,000	0.3%
Net Activity Gain (Loss)	178,228	178,546		356,425	356,629		5,086	
<b>ENTERPRISE FUND</b>								
<b>WATER AND SEWER</b>								
Revenues	579,764	541,242	(6.6%)	1,186,801	1,162,249	(2.1%)	7,203,164	16.1%
Expenses								
Administration	41,294	33,330	(19.3%)	79,319	70,872	(10.6%)	464,443	15.3%
Debt	-	11,341	0.0%	29,069	29,425	1.2%	203,191	14.5%
Depreciation	158,333	158,333	(0.0%)	316,667	316,667	0.0%	1,900,000	16.7%
Billing	17,349	15,826	(8.8%)	29,730	28,078	(5.6%)	234,310	12.0%
Water	86,540	80,922	(6.5%)	163,763	154,034	(5.9%)	2,930,943	5.3%
Sewer	60,813	60,378	(0.7%)	119,060	112,505	(5.5%)	2,974,138	3.8%
	364,330	360,130		737,608	711,581		8,707,025	
Net Activity Gain (Loss)	215,433	181,112		449,193	450,668		(1,503,861)	
<b>INTERNAL SERVICE FUNDS</b>								
<b>MEDICAL INSURANCE</b>								
Revenues	235,878	237,786	0.8%	474,449	482,679	1.7%	2,841,854	17.0%
Expenses	229,720	39,595	(82.8%)	496,013	527,963	6.4%	2,831,779	18.6%
Net Activity Gain (Loss)	6,159	198,191		(21,565)	(45,283)		10,075	
<b>RISK MANAGEMENT</b>								
Revenues	60,825	60,953	0.2%	121,799	147,356	21.0%	773,000	19.1%
Expenses	27,073	19,788	(26.9%)	786,359	768,546	(2.3%)	1,149,752	66.8%
Net Activity Gain (Loss)	33,752	41,165		(664,559)	(621,189)		(376,752)	
<b>EQUIPMENT REPLACEMENT</b>								
Revenues	82,776	67,753	(18.1%)	165,393	135,677	(18.0%)	1,313,300	10.3%
Expenses	33,083	71,955	117.5%	66,167	106,288	60.6%	1,475,000	7.2%
Net Activity Gain (Loss)	49,693	(4,202)		99,226	29,390		(161,700)	
<b>TOTAL ALL VILLAGE FUNDS</b>	<b>423,929</b>	<b>796,881</b>		<b>(860,210)</b>	<b>(411,015)</b>		<b>(2,553,265)</b>	

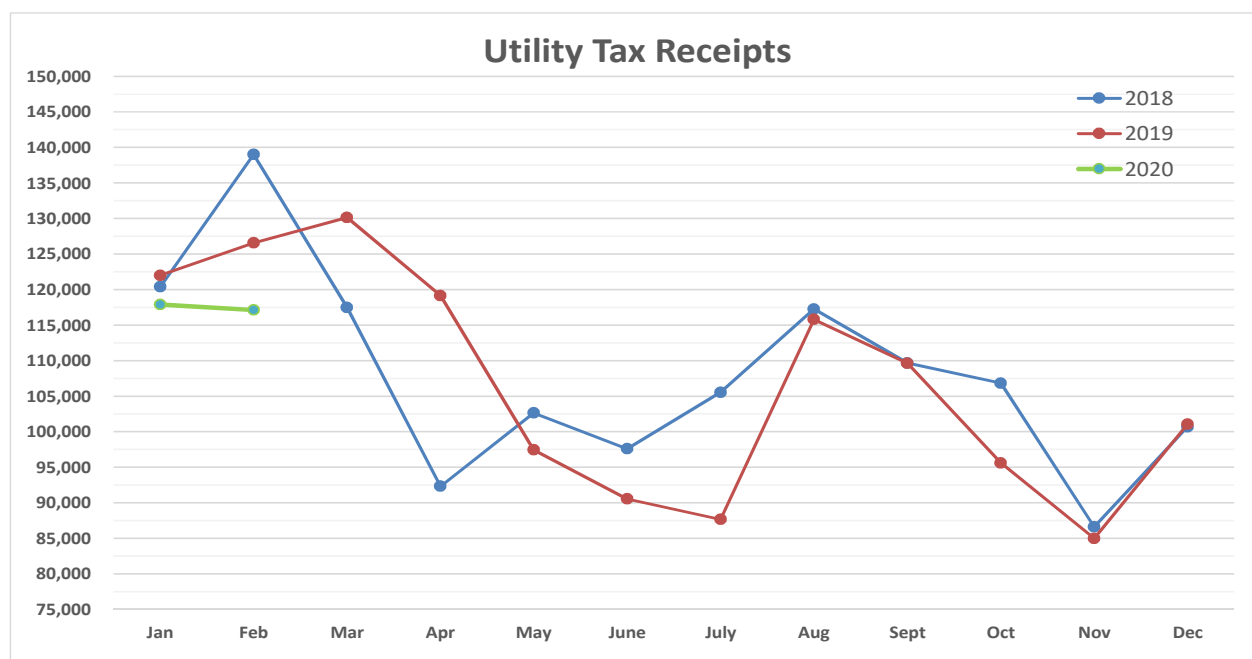
DEPARTMENT OF FINANCE  
 MONTHLY REPORT  
 FEBRUARY 2020



### Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		FY 2018	FY 2019	% Change	FY 2020	% Change	Budget	Variance \$	Variance %
January	October	55,510	49,387	-11.03%	47,823	-3.17%	37,697	10,126	26.86%
February	November	55,958	45,678	-18.37%	66,708	46.04%	34,866	31,842	91.33%
March	December	54,265	46,633	-14.06%			35,594		
April	January	53,572	44,188	-17.52%			33,728		
May	February	53,681	85,580	59.42%			65,321		
June	March	57,947	45,928	-20.74%			35,056		
July	April	52,031	43,371	-16.64%			33,105		
August	May	55,144	43,380	-21.33%			33,111		
September	June	53,969	41,173	-23.71%			31,427		
October	July	56,132	42,628	-24.06%			32,537		
November	August	48,197	41,893	-13.08%			31,976		
December	September	47,136	43,311	-8.11%			33,059		
	End of Year Adj.	(24,034)							
		619,507	573,151	-7.48%	114,531		437,477	41,968	
Y-T-D		111,468	95,066	-14.71%	114,531	20.47%	72,562	41,968	57.84%

DEPARTMENT OF FINANCE  
 MONTHLY REPORT  
 FEBRUARY 2020

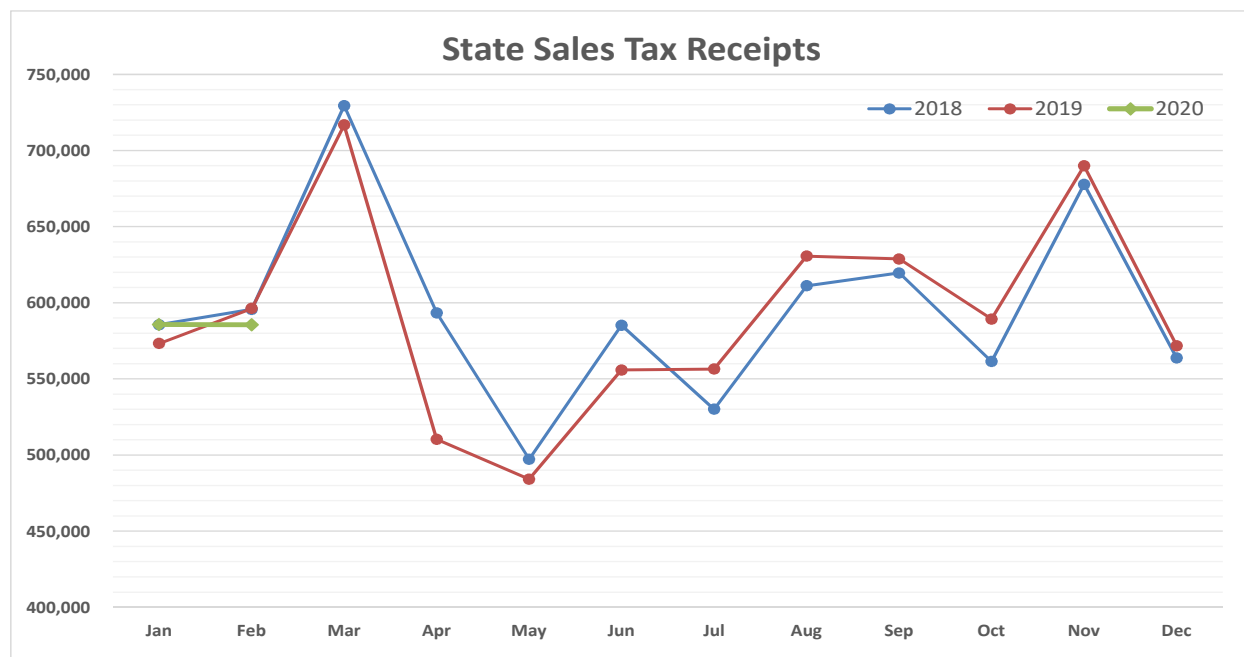


### Collection History

**COMBINED - ELECTRICITY & GAS**

Receipt Month	Liability Month	Historical			Current Year Actual		Current Year Budget		
		2018	2019	% Change	2020	% Change	FY 2020	Variance \$	Variance %
Jan	Dec	120,390	122,004	1.3%	117,886	-3.4%	122,108	(4,222)	-3.5%
Feb	Jan	139,024	126,567	-9.0%	117,123	-7.5%	126,657		
Mar	Feb	117,482	130,142	10.8%	-	-100.0%	129,637		
Apr	Mar	92,338	119,145	29.0%	-	-100.0%	118,839		
May	Apr	102,640	97,442	-5.1%	-	-100.0%	97,702		
June	May	97,597	90,545	-7.2%	-	-100.0%	91,227		
July	June	105,534	87,662	-16.9%	-	-100.0%	88,687		
Aug	July	117,270	115,800	-1.3%	-	-100.0%	117,480		
Sept	Aug	109,670	109,636	0.0%	-	-100.0%	111,246		
Oct	Sept	106,825	95,602	-10.5%	-	-100.0%	96,908		
Nov	Oct	86,608	84,994	-1.9%	-	-100.0%	85,935		
Dec	Nov	100,684	101,081	0.4%	-	-100.0%	97,406		
		1,296,063	1,280,618	-1.19%	235,009	-81.6%	1,283,833	(4,222)	
Y-T-D		259,415	248,570	-4.18%	235,009	-5.5%	248,765	(4,222)	-1.7%

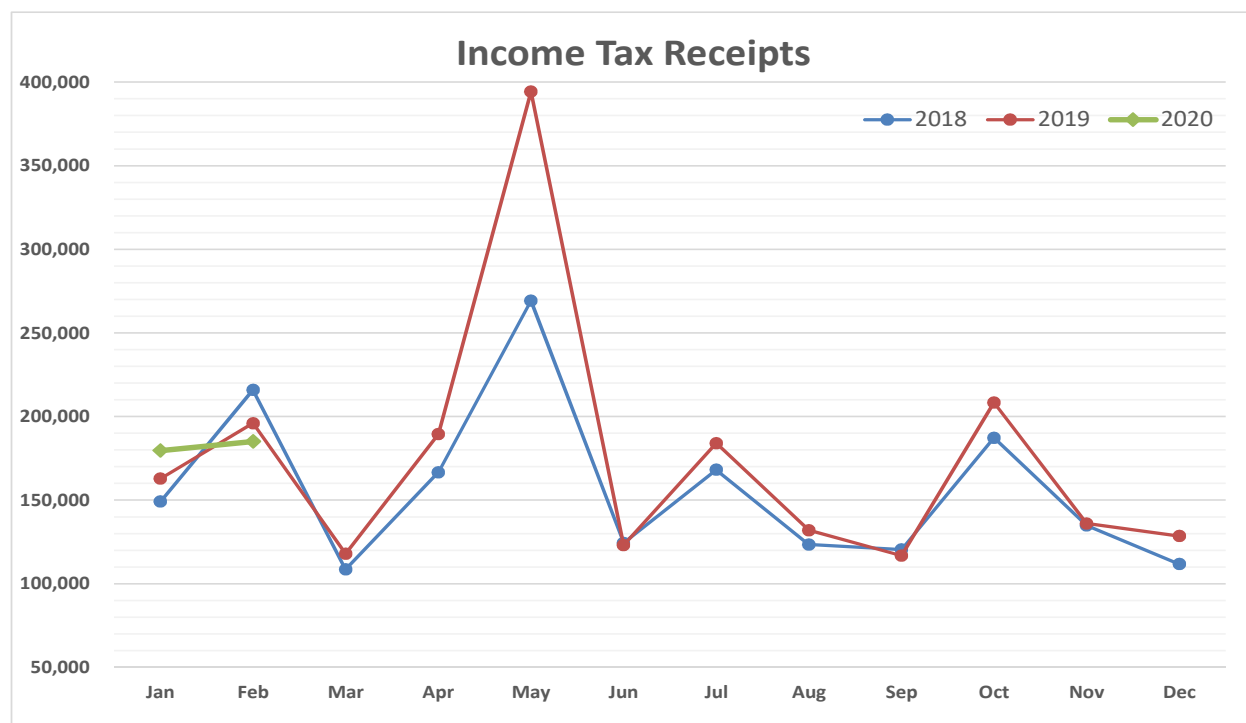
DEPARTMENT OF FINANCE  
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### Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2018	2019	% Change	2020	% Change	Budget	Variance \$	Variance %
January	October	585,619	573,338	-2.10%	585,729	2.16%	581,753	3,976	0.68%
February	November	595,683	596,355	0.11%	585,612	-1.80%	605,108	(19,496)	-3.22%
March	December	729,527	716,833	-1.74%			727,354		
April	January	593,366	510,348	-13.99%			517,838		
May	February	497,341	484,267	-2.63%			491,374		
June	March	585,208	555,869	-5.01%			564,027		
July	April	530,142	556,516	4.97%			564,684		
August	May	611,169	630,633	3.18%			639,889		
September	June	619,618	628,856	1.49%			638,086		
October	July	561,490	589,297	4.95%			597,947		
November	August	677,809	689,952	1.79%			700,079		
December	September	563,790	571,876	1.43%			580,270		
	End of Year Adj.	(24,303)	-		-				
		7,126,460	7,104,140	-0.31%	1,171,341		7,208,410	(15,521)	
	Y-T-D	1,181,302	1,169,694	-0.98%	1,171,341	0.14%	1,186,862	(15,521)	-1.31%

DEPARTMENT OF FINANCE  
 MONTHLY REPORT  
 FEBRUARY 2020

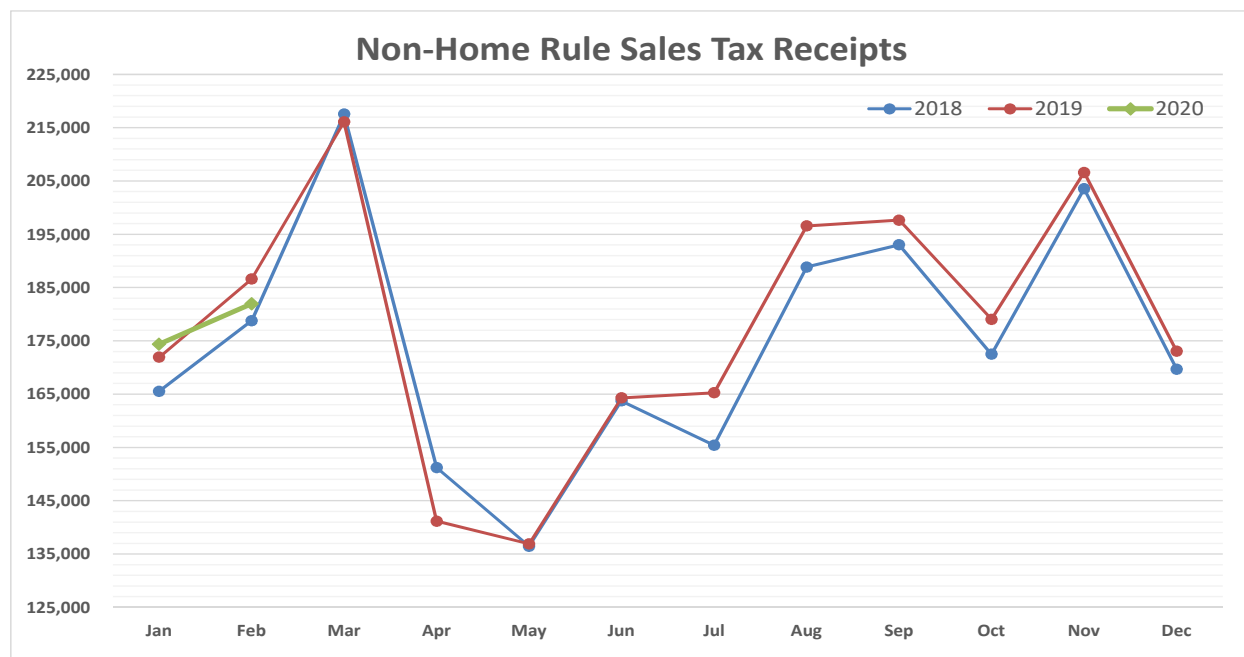


### Revenue History

Vouchered	Historical			Current Year Actual		Current Year Budget		
	2018	2019	% Change	2020	% Change	FY 2020	Variance \$	Variance %
January	149,179	162,876	9.18%	179,651	10.30%	154,618	25,032	16.19%
February	215,935	195,953	-9.25%	185,089	-5.54%	186,018	(929)	-0.50%
March	108,556	117,989	8.69%			112,007		
April	166,692	189,515	13.69%			179,906		
May	269,241	394,217	46.42%			374,231		
June	124,379	123,113	-1.02%			116,871		
July	168,173	184,112	9.48%			174,777		
August	123,450	131,977	6.91%			125,286		
September	120,482	116,806	-3.05%			110,884		
October	187,251	208,404	11.30%			197,838		
November	134,864	136,016	0.85%			129,120		
December	111,783	128,529	14.98%			122,013		
	1,879,984	2,089,504	11.14%	364,740	-82.54%	1,983,568	24,104	1.22%
Y-T-D	365,114	358,828	-1.72%	364,740	1.65%	340,636	24,104	7.08%



DEPARTMENT OF FINANCE  
 MONTHLY REPORT  
 FEBRUARY 2020



### Collection History

Received	Earned	Historical			Current Year Actual		Current Year Budget		
		2018	2019	% Change	2020	% Change	Budget	Variance \$	Variance %
January	October	165,535	171,944	3.87%	174,393	1.42%	175,362	(969)	-0.55%
February	November	178,792	186,644	4.39%	181,973	-2.50%	190,354	(8,381)	-4.40%
March	December	217,539	216,076	-0.67%			220,372		
April	January	151,232	141,165	-6.66%			143,972		
May	February	136,485	136,920	0.32%			139,030		
June	March	163,747	164,308	0.34%			167,574		
July	April	155,429	165,275	6.33%			168,560		
August	May	188,857	196,564	4.08%			200,472		
September	June	193,029	197,652	2.39%			201,581		
October	July	172,503	179,039	3.79%			182,598		
November	August	203,547	206,609	1.50%			210,717		
December	September	169,692	173,055	1.98%			176,495		
	End of Year Adj.	12,798							
		2,109,186	2,135,250	1.24%	356,366		2,177,086	(9,350)	
	Y-T-D	344,327	358,587	4.14%	356,366	-0.62%	365,716	(9,350)	-2.56%

Village of Lake Zurich  
 Investment Report  
 February 29, 2020

Description	Purchase Date	Maturity Date	Coupon Rate	CUSIP / Account	Par Value	Purchase Price	(Premium) / Discount	Market Value	Unrealized Gain (Loss)
<b>MONEY MARKET &amp; CASH</b>									
Eagle Bank	N/A	N/A	0.000%	214754-1	176.90	176.90	-	176.90	N/A
IPRIME	NA	NA	0.000%		3,264,660.35	3,264,660.35	-	3,264,660.35	N/A
<b>CERTIFICATE OF DEPOSIT</b>									
Bank of China	07/15/19	04/10/20	2.333%	NA	249,939.84	245,700.00	4,239.84	245,700.00	-
CFG Community Bank	12/14/18	06/11/20	2.893%	NA	249,530.90	239,200.00	10,330.90	239,200.00	-
Cornerstone Bank	12/14/18	06/11/20	2.839%	NA	249,569.51	239,400.00	10,169.51	239,400.00	-
Modern Bank National	12/14/18	06/11/20	2.741%	NA	249,614.70	239,800.00	9,814.70	239,800.00	-
Newbank NA	12/14/18	06/11/20	2.741%	NA	249,614.70	239,800.00	9,814.70	239,800.00	-
Mechanics Savings Bank	12/14/18	06/11/20	2.708%	NA	249,573.74	239,900.00	9,673.74	239,900.00	-
Great Midwest Bank	12/14/18	06/11/20	2.687%	NA	249,546.11	239,900.00	9,646.11	239,900.00	-
Southern States Bank	12/14/18	06/11/20	2.692%	NA	249,562.24	239,900.00	9,662.24	239,900.00	-
Orrstown Bank	12/14/18	06/11/20	2.588%	NA	249,584.86	240,300.00	9,284.86	240,300.00	-
Bank OZK	12/14/18	06/11/20	2.559%	NA	249,602.61	240,400.00	9,202.61	240,400.00	-
Associated Bank NA	12/14/18	06/11/20	2.608%	NA	249,656.71	240,300.00	9,356.71	240,300.00	-
American Plus Bank NA	12/14/18	06/11/20	2.598%	NA	249,562.86	240,300.00	9,320.86	240,300.00	-
Servisfirst Bank	06/21/19	06/22/20	2.381%	NA	249,927.90	244,100.00	5,827.90	244,100.00	-
Western Alliance Bank	06/21/19	06/22/20	2.378%	NA	249,936.50	244,100.00	5,836.50	244,100.00	-
EagleBank	10/17/19	10/19/20	1.809%	NA	249,966.00	245,500.00	4,466.00	245,500.00	-
Texas Capital Bank	10/17/19	10/19/20	1.715%	NA	249,937.00	245,700.00	4,237.00	245,700.00	-
<b>AGENCY</b>									
Morgan Stanley Pvt Bank	04/06/18	04/13/20	2.600%	61760AKC2	246,000.00	246,000.00	-	246,332.10	332.10
Citibank NA	12/06/18	12/07/20	2.950%	17312QX38	200,000.00	200,193.35	(193.35)	202,386.20	2,192.85
Wells Fargo Bank	12/28/18	12/28/20	2.950%	949763WG7	200,000.00	200,194.24	(194.24)	202,557.80	2,363.56
Morgan Stanley Pvt Bank	04/06/18	04/12/21	2.800%	61747MT35	246,000.00	246,000.00	-	249,681.14	3,681.14
Ally Bank	05/11/18	05/17/21	2.900%	02007GCR2	210,000.00	210,000.00	-	213,664.50	3,664.50
Discover Bank	05/11/18	05/17/21	2.900%	254673PP5	129,000.00	128,815.63	184.37	131,173.52	2,357.89
Fed Farm Debenture	07/19/16	07/27/20	1.320%	3133EGNK7	440,000.00	440,015.00	(15.00)	440,006.49	(8.51)
Fed Farm Debenture	08/08/16	08/03/20	1.360%	3133EGPP4	130,000.00	129,950.00	50.00	130,000.86	50.86
<b>TOTAL</b>					9,061,021.43	8,930,305.47	130,715.96	8,944,939.86	14,634.39
Per Statement				PMA Invests	9,061,021.43	8,930,305.47	-	8,944,939.86	14,634.39
				Total	9,061,021.43	8,930,305.47	-	8,944,939.86	-

Village of Lake Zurich  
 Police and Firefighters' Pension Funds  
 Statement of Net Position  
 February 29, 2020

POLICE PENSION FUND		FIREFIGHTERS' PENSION FUND	
	February-20	February-20	Year-to-Date
<b>Revenues:</b>			
Municipal Contributions	3,084	3,921	7,675
Member Contributions	25,256	39,919	79,463
Total Contributions	28,339	43,841	87,138
Investment Income	(1,029,491)	(1,573,099)	(1,470,221)
<b>Total Revenues</b>	<b>(1,001,152)</b>	<b>(1,529,258)</b>	<b>(1,383,083)</b>
<b>Expenses:</b>			
Pension and Benefits	163,066	153,872	304,630
Insurance	4,702	-	-
Professional Services	4,620	4,185	5,815
Investment Expenses	-	-	20,514
Other Expenses	-	640	710
<b>Total Expenses</b>	<b>172,388</b>	<b>158,697</b>	<b>331,669</b>
Operating Income (Loss)	(1,173,540)	(1,687,955)	(1,714,752)
Beginning Net Position*	26,328,495	41,480,953	-
<b>Ending Net Position</b>	<b>25,154,955</b>	<b>39,792,997</b>	<b>(1,714,752)</b>
<b>Assets</b>			
Cash and Investments	25,087,046	39,685,161	
Other Assets	79,515	131,076	
Total Assets	25,166,560	39,816,236	
<b>Liabilities</b>			
	11,605	23,239	
<b>Net Position 2/29</b>	<b>25,154,955</b>	<b>39,792,997</b>	



# PUBLIC WORKS DEPARTMENT

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## MONTHLY INFORMATION REPORT

**March 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

505 TELSER ROAD  
LAKE ZURICH, IL 60047

## DEPARTMENTAL NARRATIVE

**Park Maintenance:** Crews continue to address both routine and specific maintenance items as needed. Staff has been monitoring facilities during the Covid-19 pandemic insuring proper sanitation is occurring. Facility HVAC system levels have been adjusted in an effort to minimize usage.

**Winter Events:** Crews are performing routine maintenance on vehicles and equipment associated with winter operations. There were zero events in March which required crews to perform de-icing procedures. Projections show that overtime usage will be well below anticipated for the 19-20 season.

**Competitive Bidding:** Staff prepared all documents for the spring planting of replacement Emerald Ash Borer trees. The contract has been awarded to Acres Landscaping. All documentation including a 100% performance bond has been received and signed. Planting is scheduled to begin in mid-April.

Staff has completed preparation of 2020 Seal Coating documents. Documents were opened on March 20<sup>th</sup>, 2020. Staff has begun the review process, and anticipates board approval in mid-April.

Staff has completed preparation of documents and locations to be included in the 2020 Thermoplastic (painting) Program. Areas such as school zones, fire stations, crosswalks, and subdivisions with fading markings are being evaluated to be prioritized for this year's program. Pricing is being reviewed, with operations anticipated to begin in late April.

**March Water Main Break Locations:**

570 Lions Drive  
1490 Bristol Trail Road

**Thorndale Lift Station Replacement:** Concrete, asphalt and landscaping restoration will be completed in spring.

**Water Main Replacement:** The bid opening for the Rt. 12 water main project occurred on December 18, 2019. Copenhagen Construction Inc. was the low bid and awarded the contract. Construction began on March 16 but several conflicts have since slowed initial progress. Substantial completion is still anticipated on or around June 16, 2020.

**Employee Training:**

All Employees attended ladder safety training.



**Staff Kudos:**

Mike,

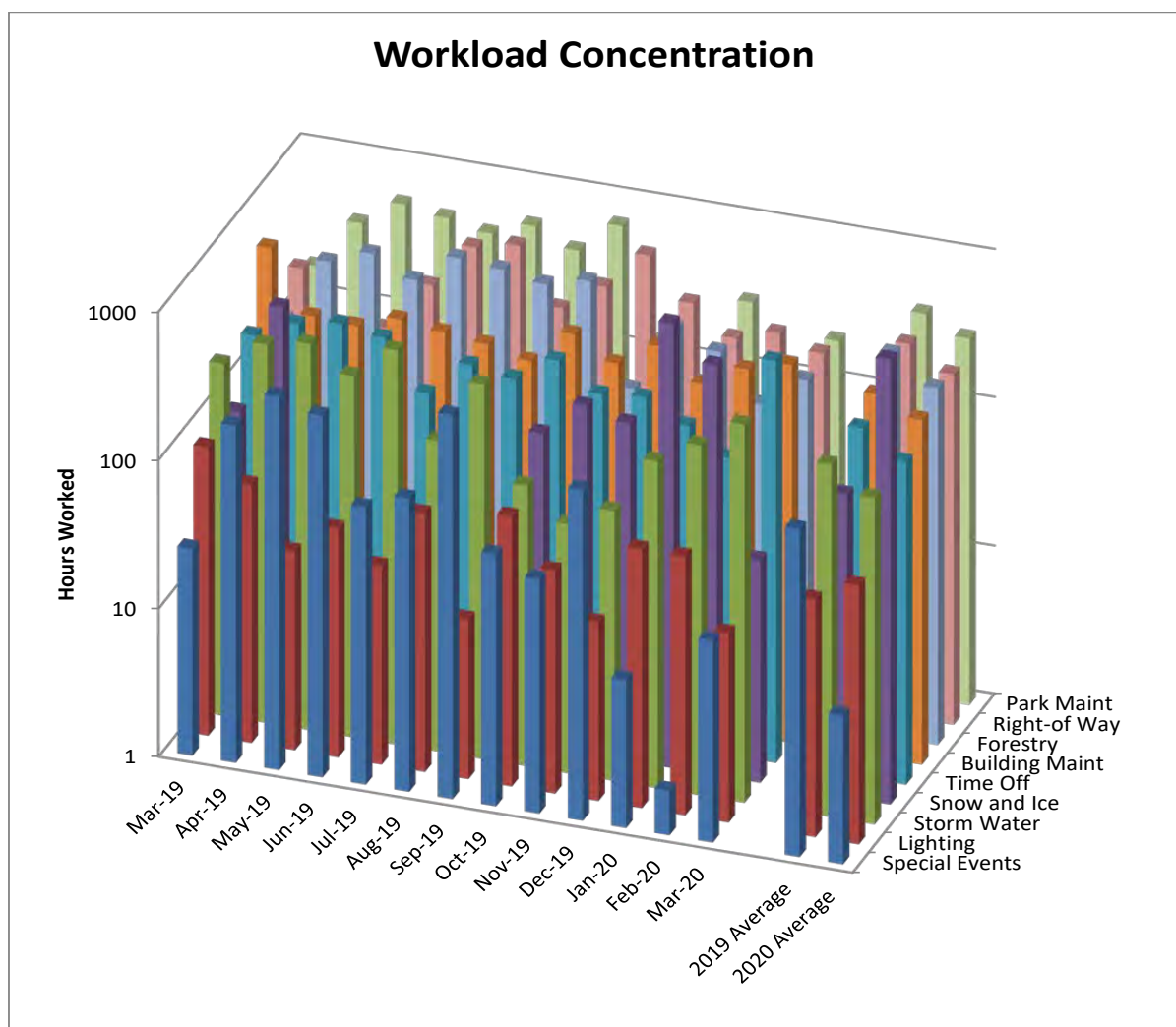
Thank you for returning my call last week regarding our individual request for information regarding bird feeders in our community.

Thanks to you I did call and speak with Mary Meyer.

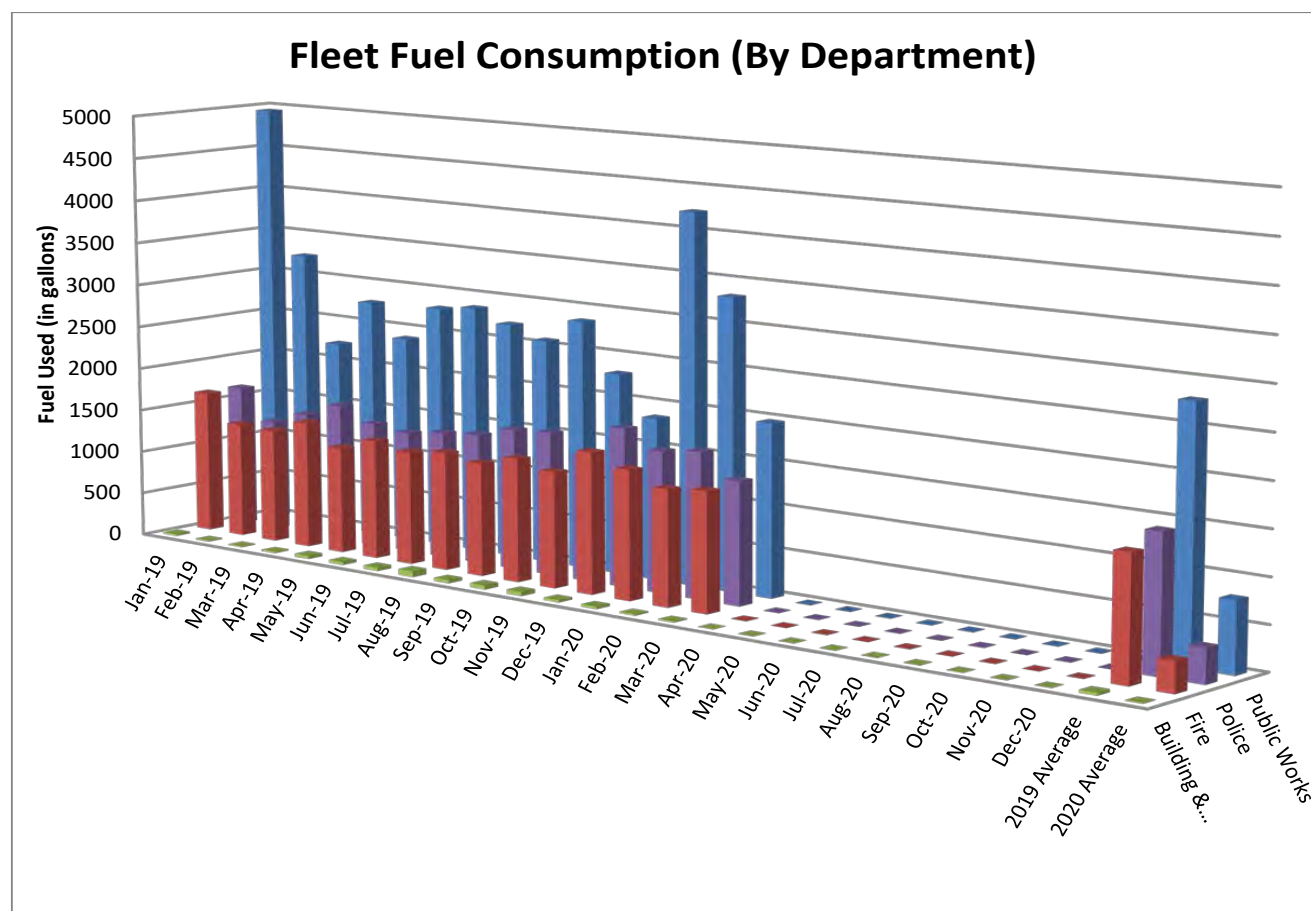
Thank you again and all the best to you and family during these upcoming weeks.

Best Regards,

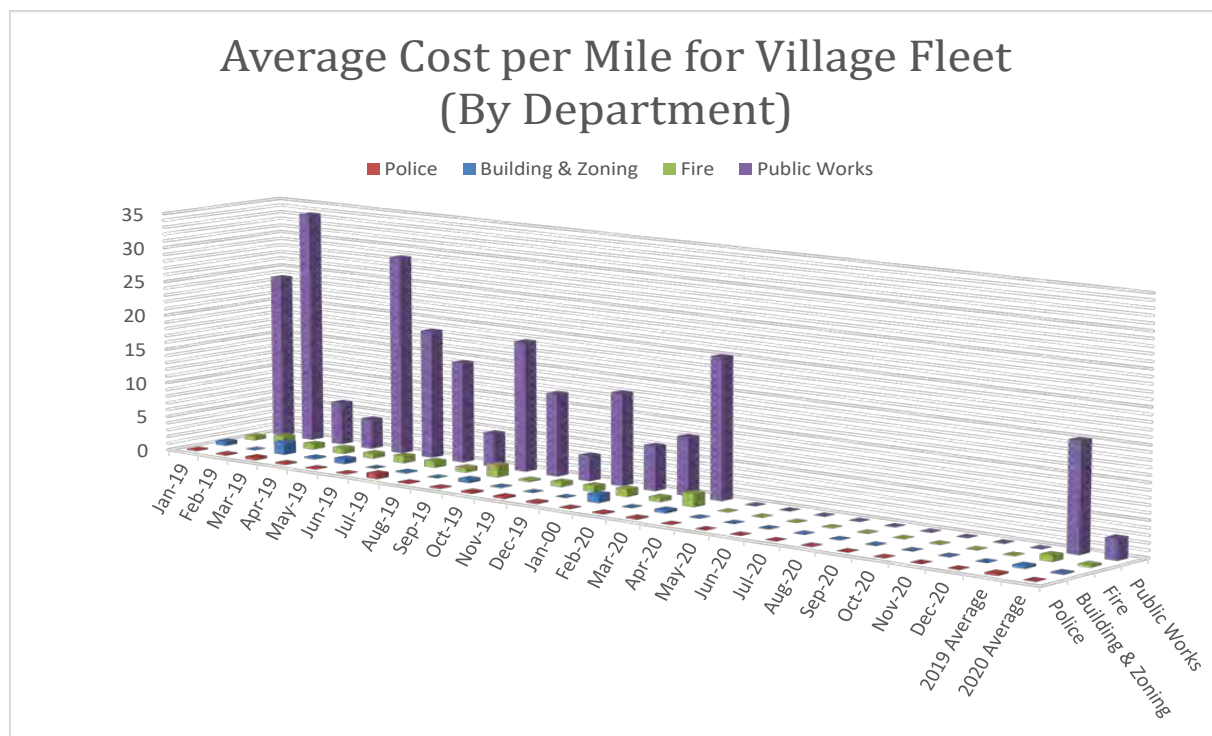
David Harbick



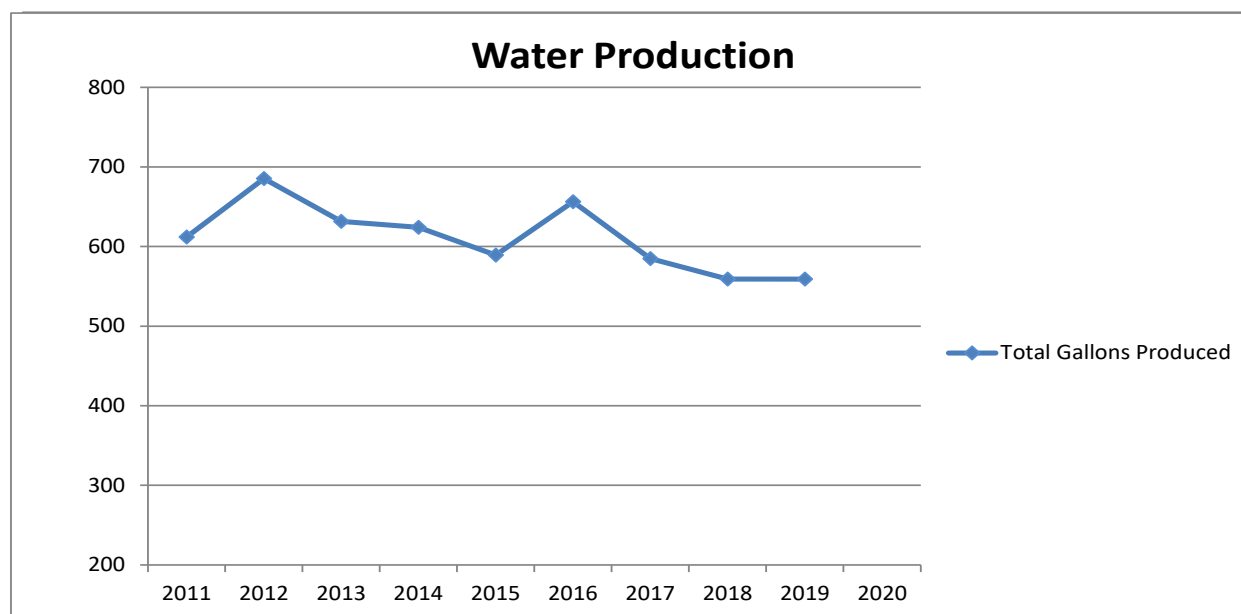
A core function of Public Works are related to the completion of work orders for several categories, including administrative, forestry, park maintenance, municipal property maintenance, right-of-way, snow and ice, street lighting, and storm water system maintenance. This chart shows the number of hours worked on major activities.



Tracking fuel consumption allows staff to make informed decisions relating to the municipal vehicle fleet, including the number of vehicles in each department, the types of vehicles purchased and the type of fuel source used. Dramatic fluctuations in fuel consumption can occur during events such as heavy snowstorms. (Output measure)



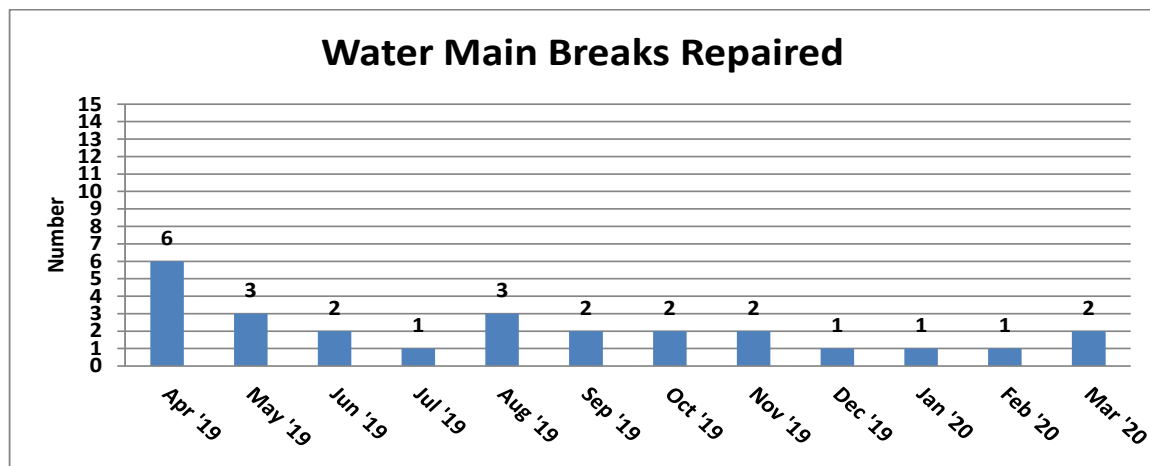
Vehicle cost per mile is an initial indicator of an efficient fleet operation. With basic cost per mile information in hand, all components that feed into that cost can be scrutinized and measured. These components include labor rates, fuel costs and parts costs. Looking further into the Village' vehicle cost per mile, staff can measure other components such as average vehicle age. When vehicles are replaced within their life cycle, the impact is usually positive.



From 2012 to 2015, there was a steady decline in the annual volume of water produced and used by our community. This trend was altered in 2016 due to dry weather leading to increased watering of lawns and landscaped areas.

	2012	2013	2014	2015	2016	2017	2018	2019	2020
January	47.229	49.905	53.387	49.414	49.301	46.667	45.868	44.227	43.867
February	44.311	44.679	47.574	44.590	45.801	40.952	41.098	41.452	41.645
March	45.379	47.903	50.717	47.756	53.467	44.543	43.155	43.946	43.552
April	47.426	49.241	48.801	48.025	55.963	49.974	45.098	43.570	
May	55.957	55.637	53.786	51.788	60.273	49.588	48.065	45.339	
June	72.098	52.697	54.277	49.314	63.819	56.169	46.114	45.489	
July	88.490	60.383	57.475	52.978	68.751	53.755	57.074	59.526	
August	71.191	64.299	58.865	57.018	66.229	54.746	54.067	61.419	
September	60.446	54.801	52.535	49.748	58.664	53.928	46.809	44.786	
October	54.287	51.133	50.722	47.667	45.838	47.169	44.369	43.476	
November	48.533	49.229	48.117	44.274	42.120	42.335	42.089	41.475	
December	50.002	51.850	47.938	46.754	46.088	44.961	45.305	44.379	
<b>Total</b>	<b>685.349</b>	<b>631.757</b>	<b>624.194</b>	<b>589.326</b>	<b>656.314</b>	<b>584.787</b>	<b>559.111</b>	<b>559.084</b>	<b>129.064</b>
<b>Avg</b>	1.873	1.731	1.710	1.615	1.793	1.598	1.532	1.532	1.418
<b>% incr/decr</b>	12.01%	-7.82%	-1.20%	-5.59%	11.37%	-12.23%	-4.59%	0%	

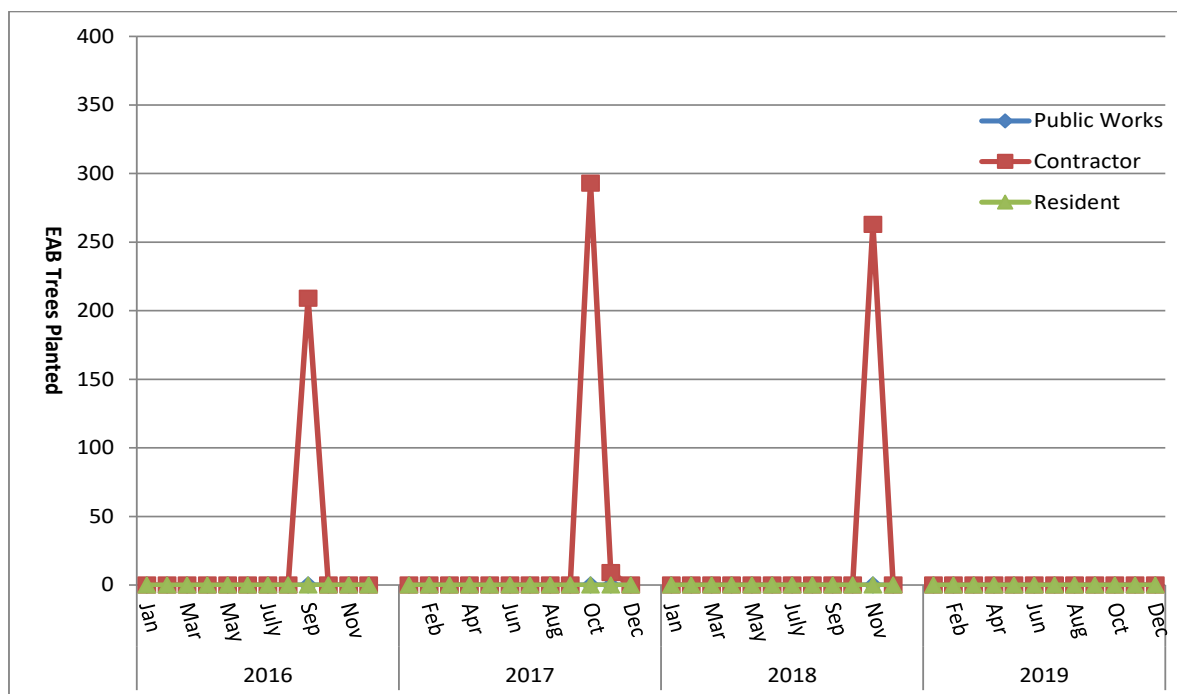
The highlighted months are the lowest for each of these months in the last 9 years. The highest monthly production in the last 8 years occurred in July of 2012. In 2019, our daily average was 1.53 million gallons per day.



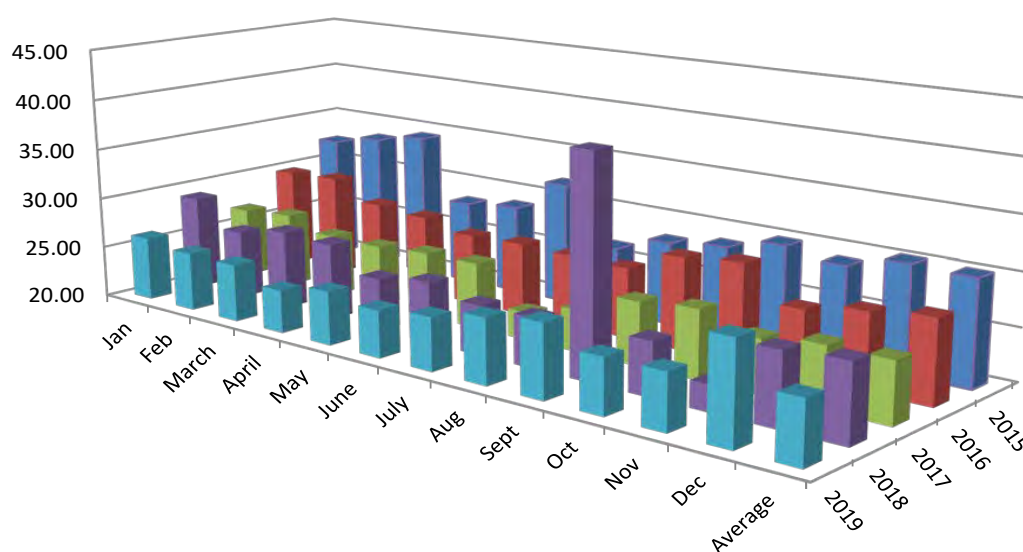
A water main break can be a hole or crack in the water main. Common causes of breaks in the water main include: age, pipe material, shifting in the ground attributed to fluctuations in moisture and temperature (below and above the frost line), corrosive soil that causes a thinning of the water main pipe, improper backfill, severe changes in water pressure (hammer) which has several causes and physical contact (damage) by excavating contractors.

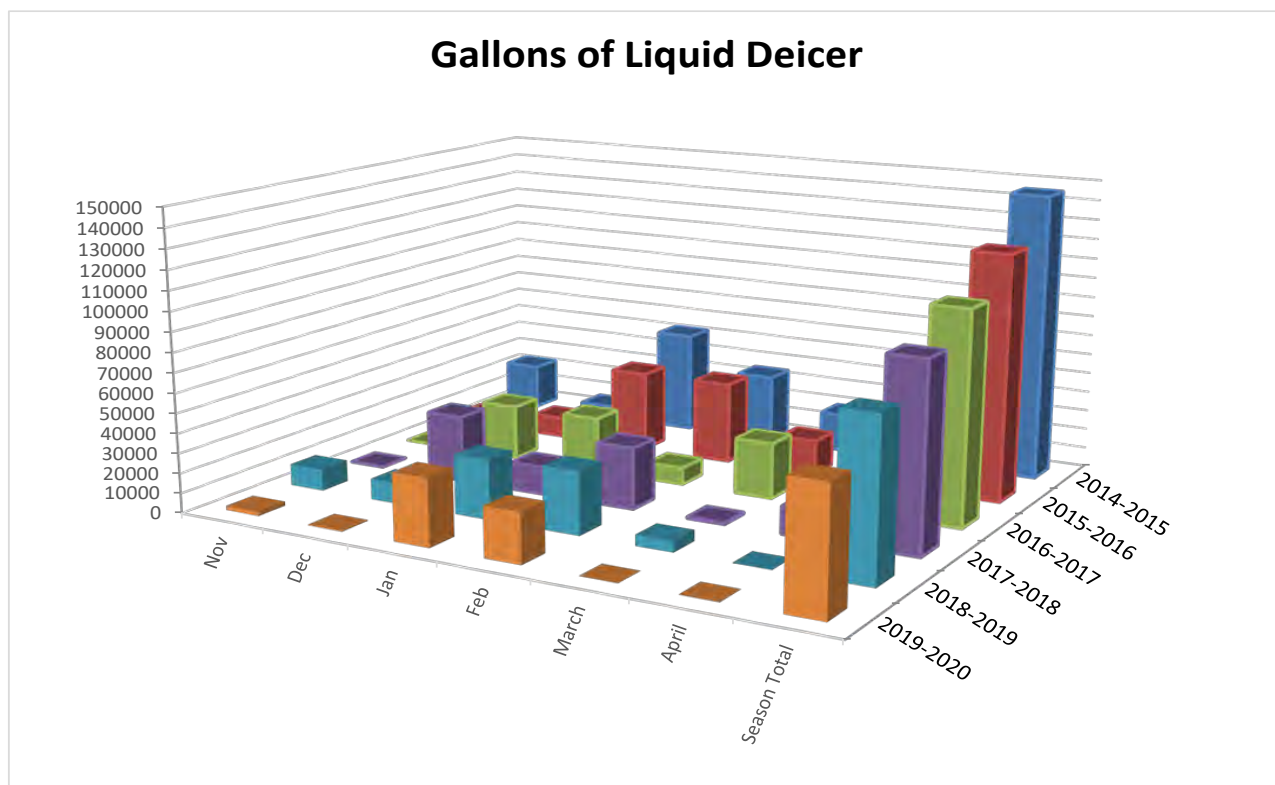
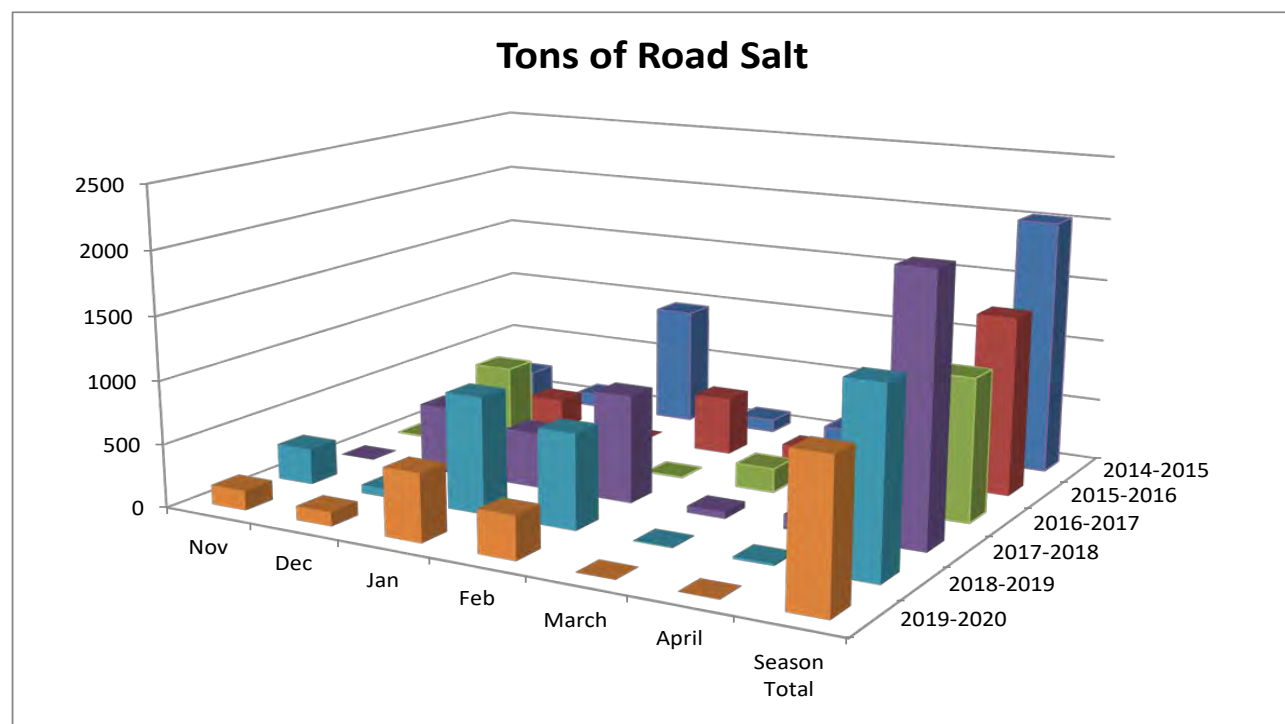


### Emerald Ash Borer Tree Replacement Program



### Percentage of Refuse Recycled by Month/Year







# COMMUNITY DEVELOPMENT DEPARTMENT

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## MONTHLY INFORMATION REPORT

**March 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

505 TELSER ROAD  
LAKE ZURICH, IL 60047

## DEPARTMENT NARRATIVE

During the month of March 2020, the Community Development Department was engaged in the following activities:

### **BUILDING & ZONING DIVISION:**

#### **Commercial permits issued for Construction:**

479 Ela: Buildout - LRS Interiors – interior design  
932 Donata: Buildout - KEIF LLC (Lake Zurich Brewing)  
35 W Main: Interior Electric Demolition (partial) – Malin project  
653 S Rand: Demolition and Rebuild - McDonalds  
737 W Route 22 A: Buildout/minor remodel – Jersey Mikes

#### **Commercial occupancy permits issued:**

1142 Rose: Gaffrig Performance – boat part assembly  
1050 Ensell #190 : Baines Professional Vehicles  
1194 Heather – Millennium Mold and Tool  
232 Oakwood – Lyn Den – flooring products

**FOIA Requests:** Total number of FOIA requests: 1

### **PLANNING DIVISION:**

#### **Planning and Zoning Commission (PZC) Activity:**

The March 18, 2020 meeting of the Planning and Zoning Commission (PZC) was canceled due to the COVID-19 outbreak. The application that was scheduled to be considered by the PZC was deferred to a later meeting when public business would be resumed.

#### **New Zoning Applications received.**

Staff received the following application for the April 15, 2020 PZC meeting. The meeting was tentatively scheduled and would be conducted or canceled based on guidance related to the “stay at home” mandate by the State.

1. 35 W Main Street (former Bank of America Building) – Don and Cindy Malin submitted an application to redevelop the former Bank of America building with a new commercial development comprising of new retail/assembly uses including a restaurant, a café and/or service-oriented businesses. The project will include the two village owned parcels to the south of the building to be used for additional parking and a drive-through lane.

The applicants were informed that the meeting schedule had the potential to change as guidance from the State, County and Village is provided.

**Development Planning:**

1. 35 W. Main Street, Former Bank of America Building (Don and Cindy Malin): Staff conducted a full review of the application in anticipation of a possible public hearing before the PZC in April. Comments were provided to the applicant. The public hearing was also published and a hearing sign was placed in front from the property.
2. The "Garage Lodge of Lake Zurich" at 629 Rose Road: Community Development Director Saher discussed public utility connects, connection fees and landscape requirements with the developer in anticipation of their application submittal for an April PZC meeting. The developer indicated that they were preparing their budget for the project and wanted to confirm the various fees that would be charged by the village for the project. They also requested staff to consider alternatives allowed by code that would allow for reduction in connection fees, which are currently in excess of \$95,000 per building. However, staff indicated that these are connection fees that are routinely charged to all development in the village.

Later in the month, the developer informed staff that they intended to delay submission of the PZC application to reevaluate their project from a financial standpoint related to the required water and sanitary connection fees. They are contemplating a submittal in May.

3. Cummings property Development at 99 Quentin Road. Community Development Director Saher was notified by Mark Sweeney, applicant for the project that they were deferring their application for consideration by the PZC to May as they had not yet been able to obtain signature approval to submit the application by of the owner, Mr. Victor Cummings.
4. Avery Ridge by M/I Homes at the Raupp Property (24168 Midlothian Road). M/I Homes had informed staff that they were preparing to close on the Raupp property on Thursday, April 2 indicating that that the developer was deeply vested in the project and wished to move forward with developing the 35-lot single-family residential subdivision to be known as Avery Ridge. They had previously indicated that they would fulfill the terms of the approved annexation agreement in developing the Raupp property, without requiring renegotiation or modification of the development plans.

M/I Homes submitted new building elevations that they wanted to substitute for the set of plans that had been previously provided by Taylor Morrison Homes, which was acquired by M/I Homes. Staff had directed M/I Homes to present their new building elevations at an upcoming Village Board meeting for community discussion and board approval. Instead, M/I petitioned the Village Manager to administratively approve their alternative building plans, invoking a provision in the annexation agreement that allows for administrative approvals so long as they are "in substantial compliance" with what had been previously approved.

Staff review of the plans revealed that the proposed changes would have produced smaller homes, with fewer options and lacking architectural detail, which would reduce the character and quality of the development. Manager Keller, in consultation with Community Development Director Saher, found that the proposed elevations were not "in substantial compliance" with the previously approved plans and denied the administrative approval request.

M/I stated that they are choosing to not proceed with the closing due to their failed attempt at getting their elevations approved. M/I has not provided an update on the status of the project or its next steps at this time.

5. McDonald's on Ela Road. McDonald's began tree removal and initial site demolition after the fire department completed training exercises. The demolition permit was issued after all utility disconnects were confirmed. The demolition began immediately was completed within a week.
6. Prestige (Greg and Mona Schmitt) at Hummel Property on Honey Lake Road. Community Development Director Saher and Planner Verbeke met early in the month with Mr. Greg and Ms. Mona Schmitt to discuss issues related to the extent of property that will be annexed to the village, requirements for sidewalks, street lighting, and upgrading the RSR lift station that the development will be impacting. Mr. Schmitt also expressed great concerns with the effect of the COVID-19 outbreak on the residential real estate market. However, he indicated that he would still continue with presenting his proposal to the PZC, but thereafter wait until there is a greater comfort level to proceed with final approvals. In light of that, he indicated that he would request the property owners to extend his contract to purchase the property.  
  
Later in the month, Mr. Greg Schmitt informed Community Development Director Saher that he would evaluate the effect of the current state of the economy on the real estate market. He intends to wait until May to determine moving forward on the project to develop duplex homes on the property.
7. Former Napa Auto Parts Building 201 S Old Rand Road. Early in the month, Village staff was notified of graffiti on two properties in the Village, one of which was the former Napa Auto Parts building at 201 S. Old Rand Road. Staff immediately contacted the property owner to notify them to remove the graffiti. Separately, Village staff had also been in discussion with the property owner seeking demolition by neglect of the building due to its severely deteriorated condition since 2017. Additionally, due to its deteriorated condition with its failed roof, and now having been identified as an attractive nuisance, staff required that the owner obtain a demolition permit by April 2 and demolish the building by April 17. However, later in the month, due to the onset of the COVID-19 outbreak, staff allowed the owner to defer the application submission to a later date.
8. Life Time Construction at 880 N Rand Road. Life Time informed the village that the company has temporarily ceased all US construction operations indefinitely as a health precaution. They have secured the Lake Zurich site for security and protection from the weather. At a minimum, the site will be closed for two weeks, but Life Time will monitor government mandates and precautions and advise the Village of their status when available. In the meantime Community Development staff will monitor the site for security.
9. Companion Animal Hospital in Lake Zurich. Steve Kardel, broker for Companion has informed staff that Companion was considering new locations within tenant spaces at either North Lake Commons or Deerpath Commons and intended to make a decision within a short time. They anticipate a Courtesy Review with the Village Board either in May or June depending upon when consideration of public business items resumes.
10. Costco delivery Hours. Community Development Director Saher was approached by Andrew Soerner, Warehouse Manager for Costco, requesting relief on the delivery hours to be able to cope with the increased demand of essential items at the store. They were normally allowed deliveries beginning at 6:00am until 8:00pm daily. Mr. Soerner had requested deliveries to commence at 4:00am and end at 11:00pm daily, with the condition that delivery vehicles not be kept unnecessarily idling at the store if possible. Due to the unusual circumstances related to the COVID-19 outbreak, staff also extended the flexibility to other grocery and department stores upon request.



#### **Upcoming Inspection activities of the Community Development Department**

**"Industrial & Commercial Inspection (ICI) Program"** The village is preparing to launch a program to inspect industrial and commercial properties for stormwater discharge into the Village's stormwater and drainage systems. The program, to be known as the "Industrial & Commercial Inspection (ICI) Program", will ensure that pollutants from such properties do not enter regulated open waters and drainage ways via the Village's storm sewers and storm water drainage systems. The ICI program is mandated by the State and Federal government in compliance with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) Permit program.

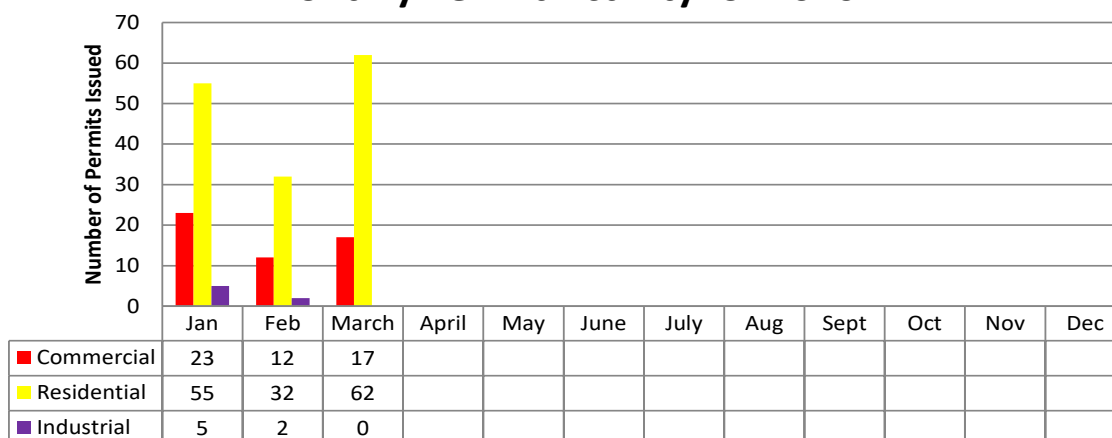
The Village of Lake Zurich is required to enforce the NPDES-MS4 permit program on a local level with oversight by the Illinois EPA. To properly educate and prepare all industrial and commercial property owners, the Village has prepared a packet of information containing details of the ICI program, requirements of property owners, responses to frequently asked questions, inspection forms and procedures, and requirements for compliance. On Friday, Public Works Director Mike Brown and Assistant Village Manager Witherow also met with members of the Lake Zurich Industrial Council to present the program, its procedures and requirements, answer any questions and obtain feedback.

When the program commences during the summer months, inspections of industrial and commercial properties will consist of an on-site walk-through of the premises by a Village representative to verify that potential pollutants are properly stored and contained. In the first year, all facilities will be inspected to determine if they should be placed in the "High", "Medium" or "Low" priority category. Each year, all of the "High Priority" sites and one-third (1/3) of the "Medium Priority" sites on the Facility Inventory will be inspected. "Low" priority sites will be removed from the Facility Inventory. The duration of each inspection is anticipated to be less than one (1) hour.

When prepared in final form, the Village plans to provide a copy of the ICI program information to all industrial and commercial property owners in advance of their inspections to facilitate their preparation and compliance. It is the Village's goal to achieve compliance through public outreach and education of the program and its facilitation rather than by enforcement and penalties.

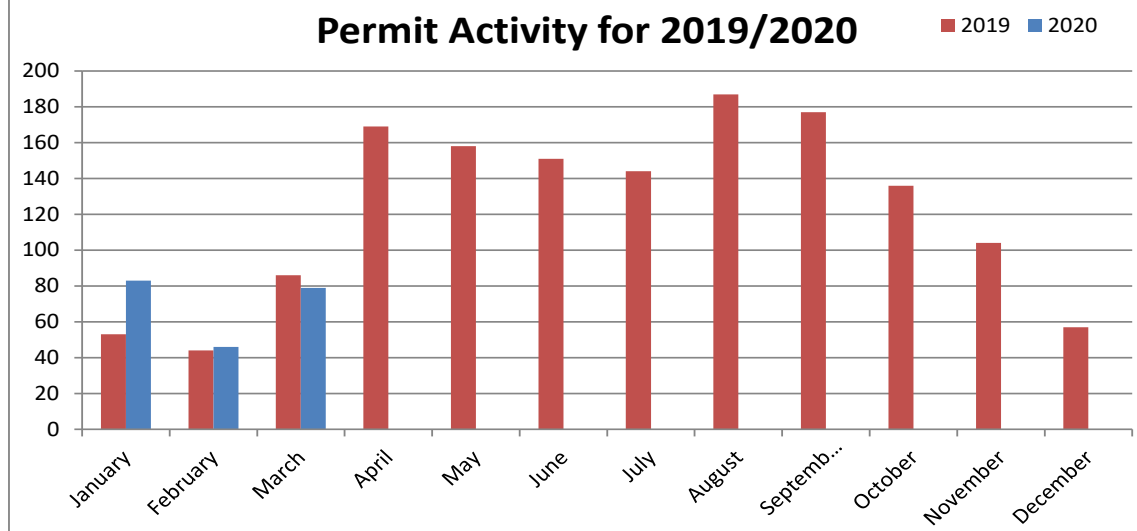
The Village does not plan to charge a fee for inspections. However, if a complaint response or violation requires clean-up and/or extensive investigation by Village staff, the responsible property owner will be required to reimburse the Village for costs incurred related to the violation.

### Monthly Permit Activity for 2020



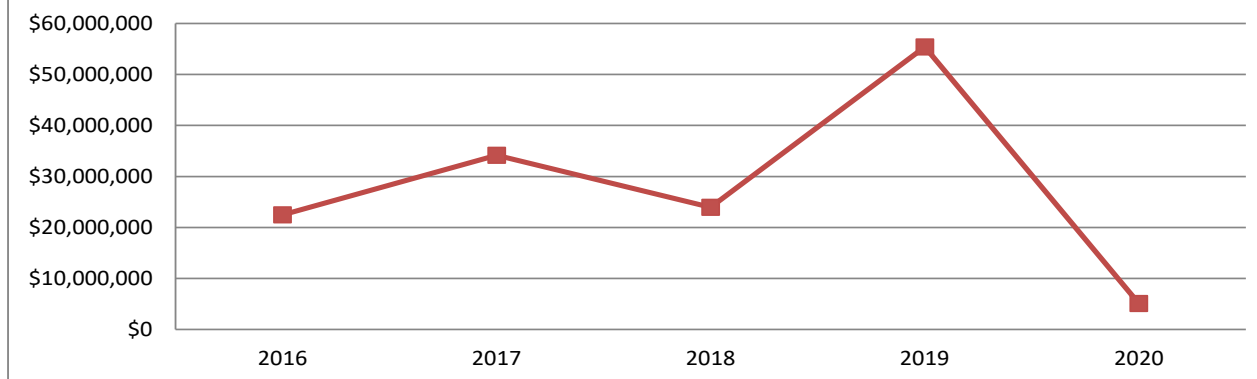
The chart above represents the total of permit activity for 2020.

### Permit Activity for 2019/2020



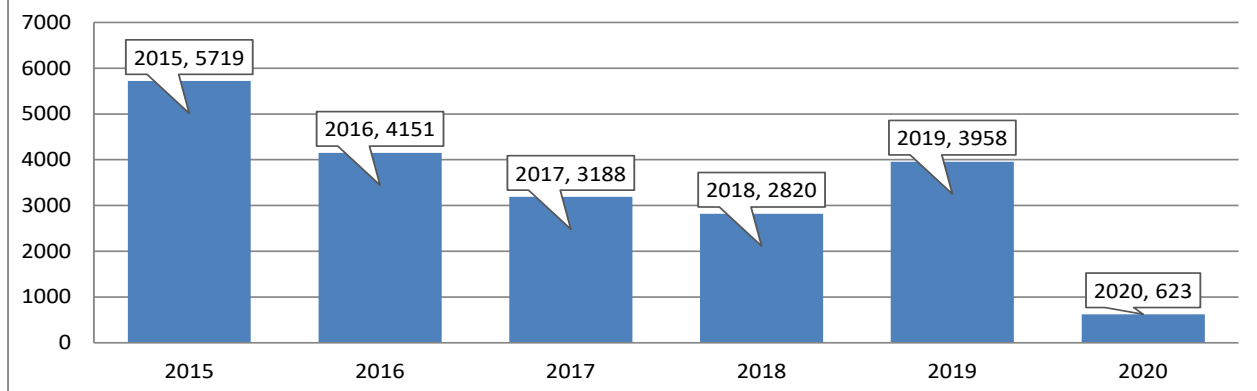
The chart above shows permit activity by month for 2020 compared to 2019.

### Construction Value of New Permits: January-December 2016-2020

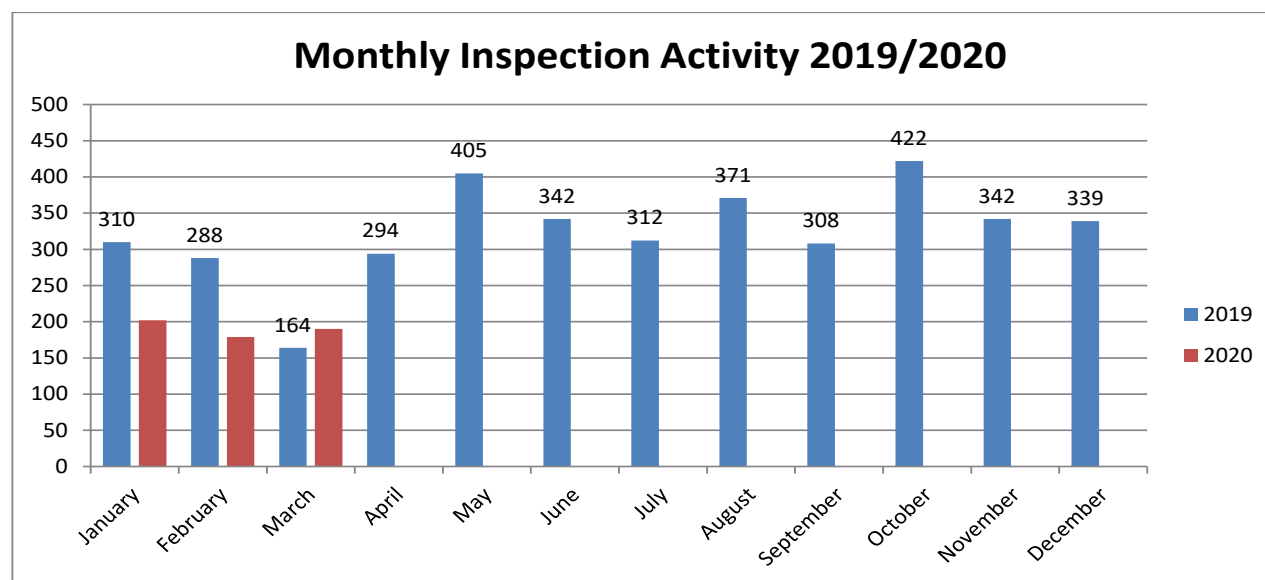


This chart tracks construction value of permit activity by year. Comparable data will not be available until the end of the year.

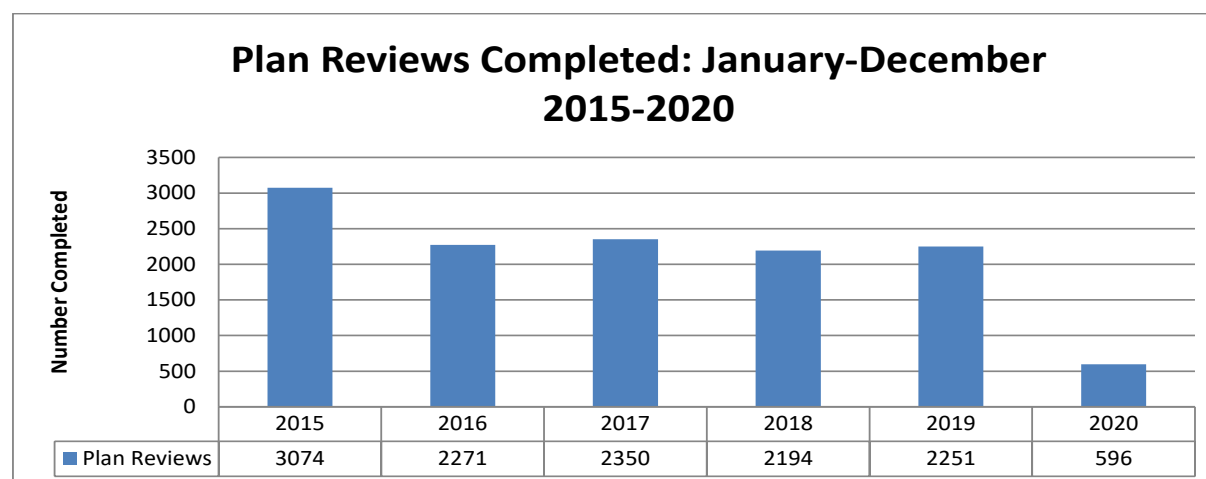
### Inspection Activity: January-December 2015-2020



This graph illustrates the number of inspections performed by year. Comparable data for 2020 will not be developed until the end of the year.

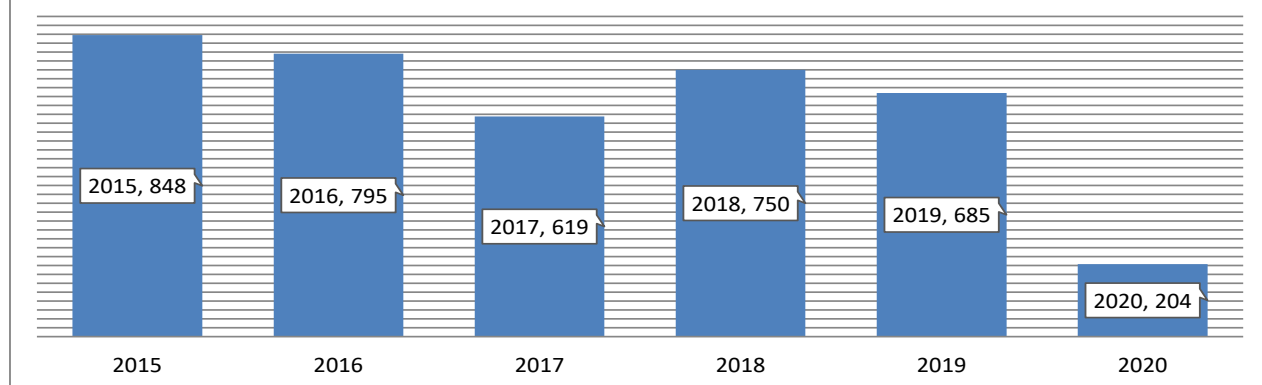


This chart indicates monthly totals of inspection activity comparable between 2020 and 2019.



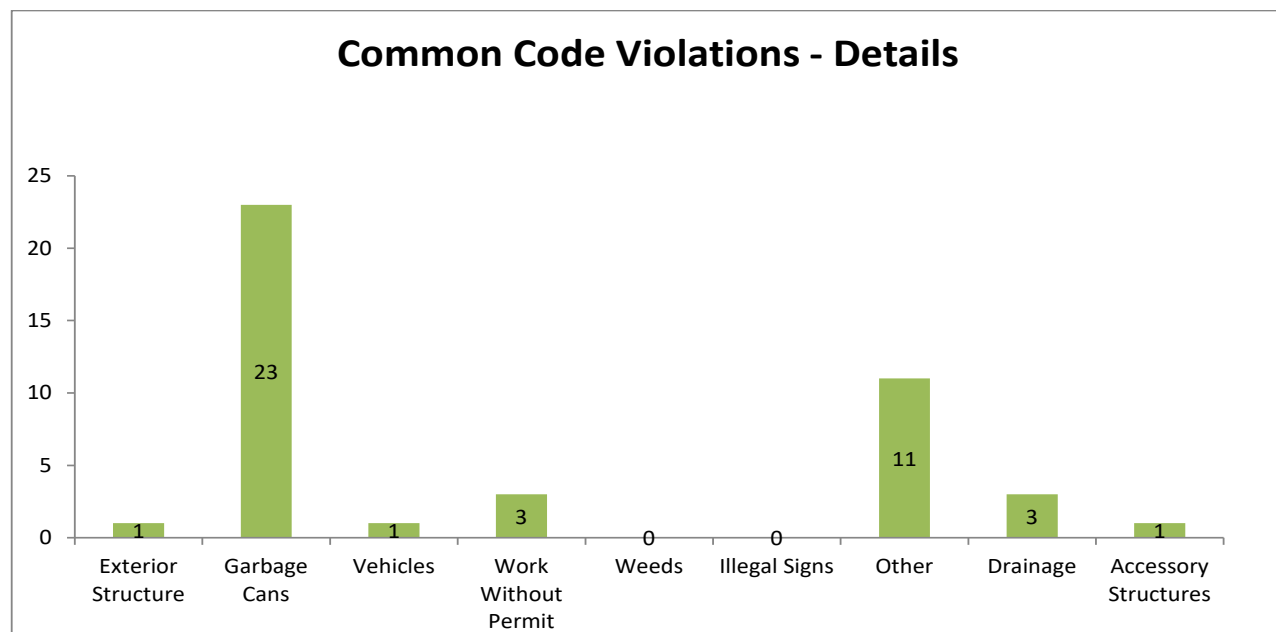
This graph illustrates the number of plan reviews performed by year. Comparable data for 2020 will not be developed until the end of the year.

### Contractor Registrations January-December (applied for) 2015-2020



The department will continue to have high numbers of contractor registrations either at or above the same numbers as the previous year (2019).

### Common Code Violations - Details



(note – The high number of garbage can violations was in response to a single lengthy written complaint received by the Community Development Department.



# PARKS & RECREATION DEPARTMENT

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## MONTHLY INFORMATION REPORT

**March 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047



### Departmental Narrative

Due to the Governor's Orders and restrictions on events, we canceled the Breakfast with the Bunny and Egg Hunt events that were to be held on Saturday, April 4<sup>th</sup>. These events will not be rescheduled for 2020. The Arbor Day Foundation recently sent notice to the Village that for this calendar year they are waiving the requirements in each of their recognition programs to hold an Arbor Day Observance. With the extension of the shelter in place restrictions announced Friday, March 27<sup>th</sup>, the Village decided to cancel the Arbor Day event scheduled to be held at Kuechmann Arboretum on Saturday, April 25<sup>th</sup>. All participants have been contacted and informed that we hope to reschedule the tree planting and park clean up efforts for late Summer or early Fall.

The 2020 Summer program guide is set to hit Lake Zurich household mid-April. (Some portions of Hawthorn Woods will receive our brochure this season. (The Village of Hawthorn Woods Park and Recreation Department had a mailing error which led them to mail outside of their boundaries to Lake Zurich residents. After speaking with their Director, he welcomed us this to mail to their residents for the season.) At this time, we are still planning on moving forward with summer events, programs, and services including day camp, aquatics, dance, and contracted programs. Overall summer program registration numbers for day camp as of end of March is still on course with years prior, although we have seen a decline in registrations the past couple of weeks. The Village of Lake Zurich is continuing to work closely with local, state and federal agencies to monitor the rapidly moving COVID-19 (Coronavirus) situation. As always, the health and safety of our community and staff team is our top priority. If the Governor's Orders were to continue into the summer or if participants feel uncomfortable leading up to the summer programming, we would honor a full refund of all program and service fees prior to the session beginning. Subtask force committees such as the Farmers Market and Rock the Block have recently met and the staff team is continuing to move forward with planning. The department has made contact with all farmers market vendors to assist with FB promotions of any new products or services during this time as all of their regularly scheduled events and markets have been put on hiatus. Please understand that this is a quickly evolving situation, and we will be communicating any updates with you as we receive them.

Dance classes were canceled from March 14<sup>th</sup>-April 13<sup>th</sup> (3 weeks of scheduled programming not including the week of Spring Break) and household credits good towards any future programming and services were issued. **For the last two weeks of paid classes April 13<sup>th</sup> and 20<sup>th</sup>**, APA Dance will be sending links for recorded classes or zoom classes depending on ages/levels. Each class participant will be emailed the link to access those class videos for continued learning opportunities. If you would like to see an example of the on line learning opportunities that the dance team is currently recording and offering, please let me know and I can send you a link. I am really impressed with the format, time, talents and passion that our team has to continue programming and connecting with their students during this time. Dance team photos scheduled for the week of April 20<sup>th</sup> and have been indefinitely postponed at this time. No fees were collected and need to be refunded at this time. Even though we have no new updates for Lake Zurich High School's Performing Arts Center, what we believe is that is unlikely that we will not be able to hold the recital **as** previously planned for May 9<sup>th</sup>. Once we receive an update from LZHS, we will send out communication. Staff has begun to shift gears

to plan for a rescheduled date, format, etc. for the recital if this is something we run up against. We realize that this is an important event for our dancers and their families and we will do our best to make additional arrangements.

The Yellow Brick Road Preschool program has been on hiatus since March 14<sup>th</sup>. Household credits god towards any future programming and services were issued for the 3 weeks of programming during the weeks of 3/16, 3/23 and 4/6. We have continued the program hiatus thru April 30<sup>th</sup> and will issue credits for the time missed once we know if we are able to wrap up the school year by end of May or if we need to cancel for the remainder of the year. Open Houses for current students and their families scheduled for April have been canceled. We are hopeful that we will be able to bring back the staff, both preschool and guest services, and resume regularly scheduled programming in May so that we are able to get back to learning and conduct the graduation ceremonies scheduled for the week of May 18<sup>th</sup>. In the meantime, Jenna has been sending weekly communication to our YBR parents with monthly class calendars, resources that parents can take advantage of for at home learning and the teachers have mailed hand written letters to each student.

Spring I contracted programs were canceled as of 3/13. All participants received a prorated household credit for any classes that were missed for the remainder session (3 weeks). Cricket Theatre will be wrapping up their winter program performance with a virtual dress rehearsal on 4/4 and virtual performance on 4/5.

Spring II contracted programs set to begin the week of 4/13 were canceled due to the extension of the Governor's shelter in place. Participants were notified and received a household credit for the canceled session. If restrictions are removed in May, we will work with our contractors and previously registered participants to put together a modified program schedule.

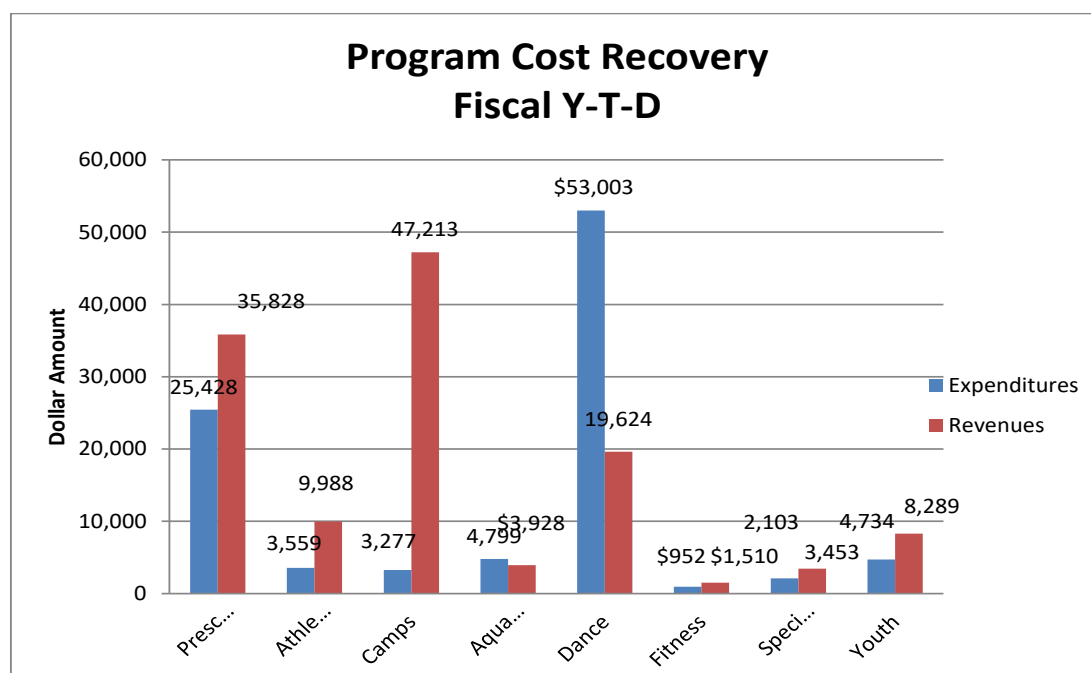
Paulus Park Barn/Trailers Progress continues! ServePro has wrapped up the clean-up efforts at the Paulus Park Barn. The 3-week process included stripping the interior of the building down to the studs, clearing away debris and getting the building ready for future reuse. The Village is now working on securing an architect to begin plans for the interior space that puts the building back into use without precluding the possibility of a future expansion.

WillScot wrapped up the installation of the modular office and program units this week. The following is to continue thru the next few weeks: Electrical: Waiting on a schedule from Com Ed to install a new transformer that is required to support total electrical needs; Program Space Modular Ramp Installation; TBD: Sanitation Install (pending completion of electric connections); TBD: Relocation and repair to the lightning protection/Paulus Park notification system that was housed at the Paulus Park Barn

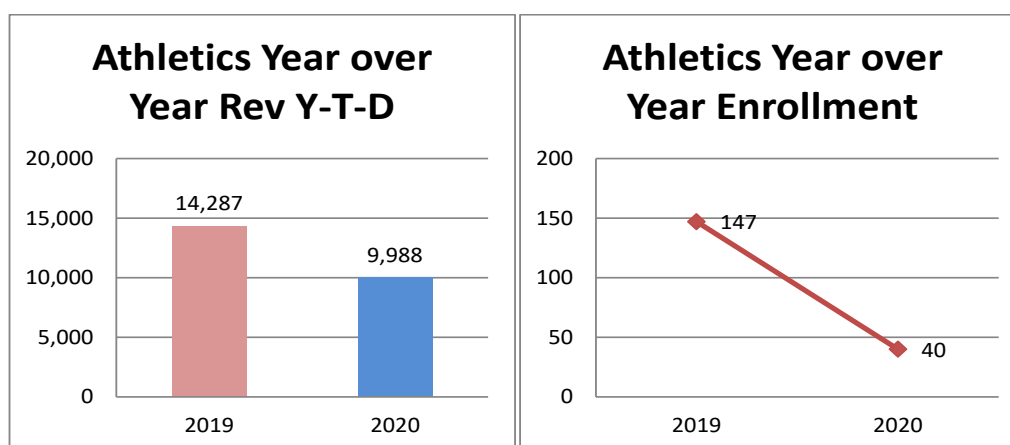
Per the Governor's Order, the Village of Lake Zurich has decided to close our park amenities specifically our playgrounds. Signage was placed at each park that contained a playground as of Monday 3.30.20. The Village does still allow usage of parks, especially those that do not contain tempting playground equipment for walking/running purposes respecting social distancing restrictions.

Other items the department is continuing to work on is program/event sponsors for 2020, updating our program community analysis forms (comparisons to like programs in the area) to be utilized when making program decisions and budgeting FY21, updating independent contractor annual background checks/agreements/COIs, working with Public Works to schedule the removal of Breezewald playground equipment the week of April 13<sup>th</sup> and Play IL to install no later than June 15<sup>th</sup>, promotion of Paulus Park Beach field trips, trailer/summer program preparation (space set-up, CampDoc, orientations, purchasing, contracts, promotions, etc.). The department is still waiting to hear back on the status of our PARC grant application with the IDNR approved by the Village Board and submitted on January 20<sup>th</sup>.

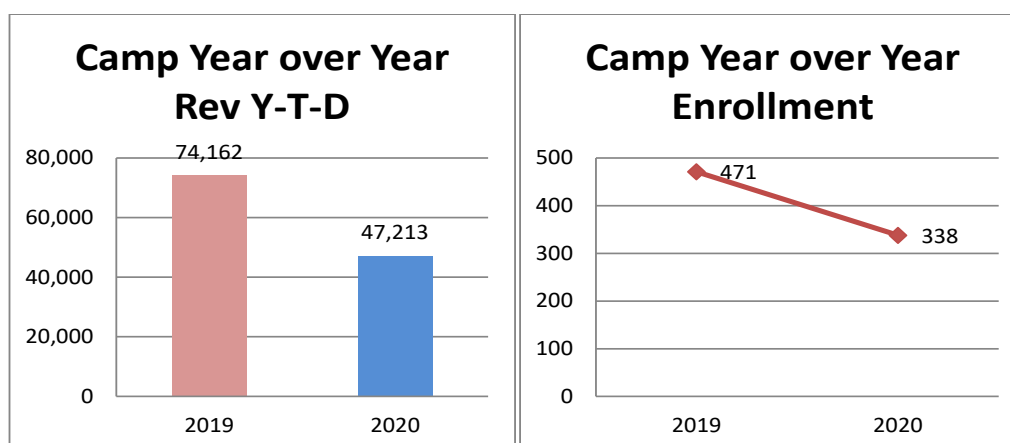
Please note that the Lake County Winter Indoor Farmers Markets are continuing to run at the Elia Township Community Center (rental) the 1<sup>st</sup> and 3<sup>rd</sup> Sunday of every month thru April 2020 (relocated from Barn after the fire). The department has received and approved 2020 applications for the remainder of the year to include: Art by the Lake (5/30-5/31), the Stephen Siller Tunnel to Towers 5K (6/14), LZ Tri (7/12), Boys Scout Overnight (8/22-8/23), Ancient Oaks Mighty Oaks Celebration (9/19) and Alpine Races (9/27- still deciding on location, either Paulus or Retired Firefighters Association Hall). The department will continue their collaboration with Cruise Nights (moving to the former KMART parking lot this May- Oct, Fishing Derby (date to be determined by IDNR free fishing weekend in June), and the Ancient Oaks Foundation quarterly community events. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.



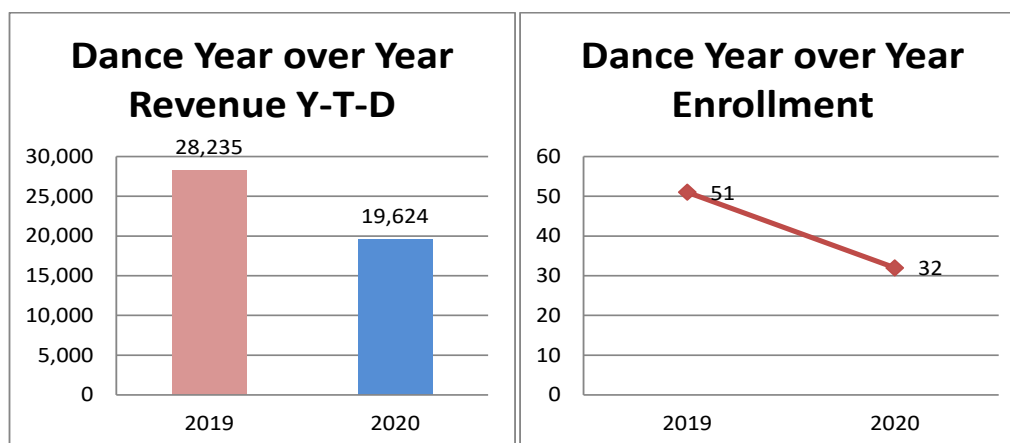
Dance expenses are higher than revenue due to recital costume ordering of approximately \$25K for the season. Revenue across all program departments is down due to COVID-19 cancelations/program hiatus.



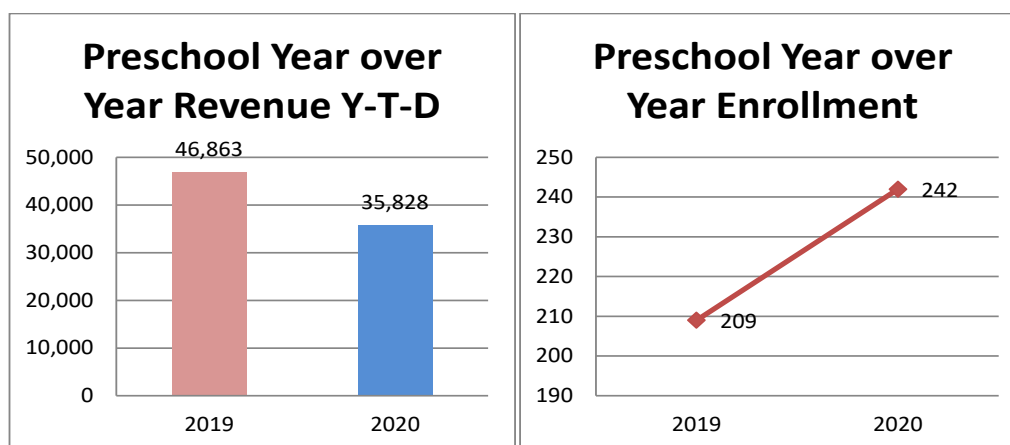
Athletic programs include the following independent contractors: tennis, karate, tae kwon do, golf, soccer, parent child sports and tee ball. COVI-19 refunds for March were \$2,200.



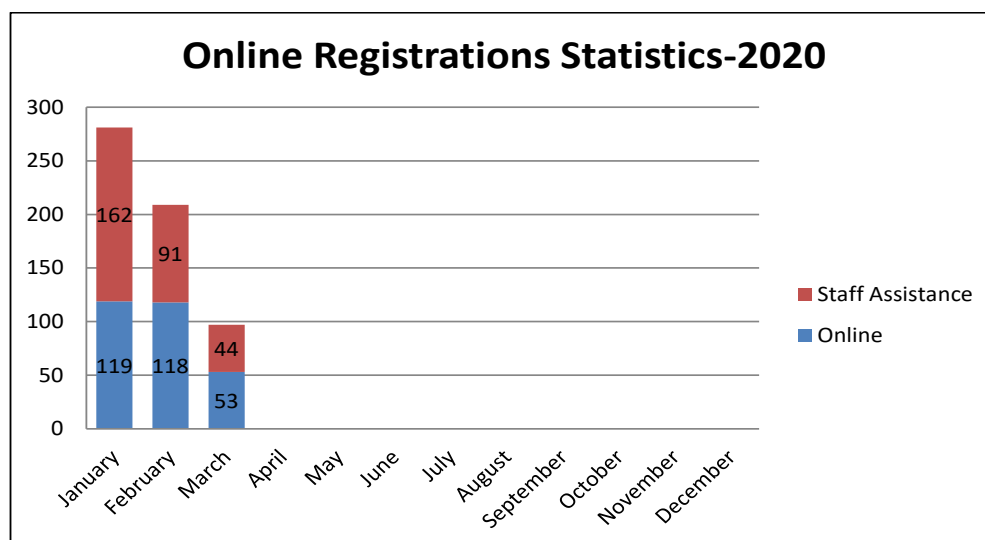
Camp programs include Kamp Kiddie camp, Camp Alpine, Teen camp, build a camp options, weekly Variety camps, the lunch punch program and Safety Town Camp. Registrations stopped as of mid-March due to COVID-19/shelter in place. We anticipate increased enrollments when restrictions are lifted.



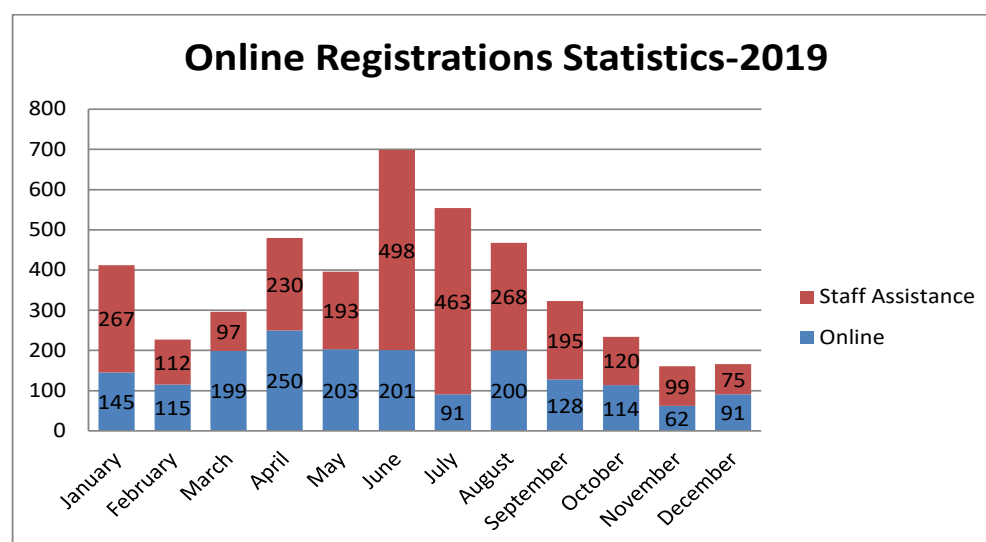
Dance programs include Ballet/Tap, Pointe, Jazz, Company, Lyrical, Hip Hop, Mom & Me classes, etc. The Academy of Performing Arts also offers winter and summer camp/class options. COVI-19 refunds for March were \$10,000.



Preschool includes Terrific Twos, Lunch Bunch, Preschool (3yrs-4yrs). Classes take place in three locations: The Barn, St. Peter's Church and Buffalo Creek. COVI-19 refunds for March were \$14,700. (Enrollment is up year over year which includes registrations for the FY20-21 school year.)



Online registration is available to all residents and non-residents enrolling in programs. Beach membership and facility rentals must be made in person at the Barn. Payments made at the beach are NOT included in these numbers. Decrease in registrations is attributed to lower enrollment due to COVID/shelter in place.







# FIRE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**March 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION-MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

## Departmental Narrative

### General Operations:

The Department responded to **311** calls for service in March, which averaged **10** calls per day and required **429 separate vehicle responses** to provide the required number of personnel for each incident. Twenty-seven percent (**27%**) of the responses occurred while another call was in progress. Twenty-one (**21%**) of calls required a response from the non-primary engine, ambulance, or mutual aid department due to multiple calls in progress. Our current staffing model increases response times when simultaneous calls occur as the department is only structured to handle a single response per station. We staff two vehicles with only three personnel using what is called a jump company. If the call is for the ambulance the personnel jump on the ambulance, and if it is a fire call, the personnel jump on the engine. One of the vehicles remains in the station unstaffed on every call we respond to due to the limited personnel we have on shift. Once a station is committed on a call, the next call for service requires another station or mutual aid to handle the incident.

### YTD Value/Save/Loss



Lake Zurich responded to a fire in the 21000 block of Old Barn Lane. (pictured above)

### Department Updates

During March, the following vehicles were out-of-service for a variety of reasons:

- Ambulances – 60.25 hours
- Engines – 62 hours
- YTD–
  - Ambulances: **103 hours**
  - Engines: **1,140 hours**

As of March 31, 2020 – 21.19 % of the overtime account (*all divisions*) has been spent.

- Overtime Budgeted: \$394,812.00
- Overtime Spent: \$83,659.29

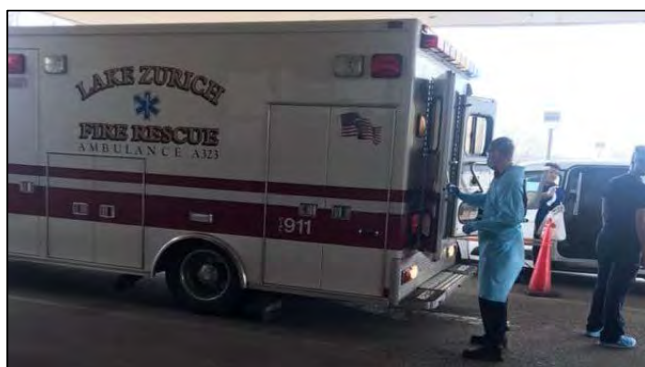
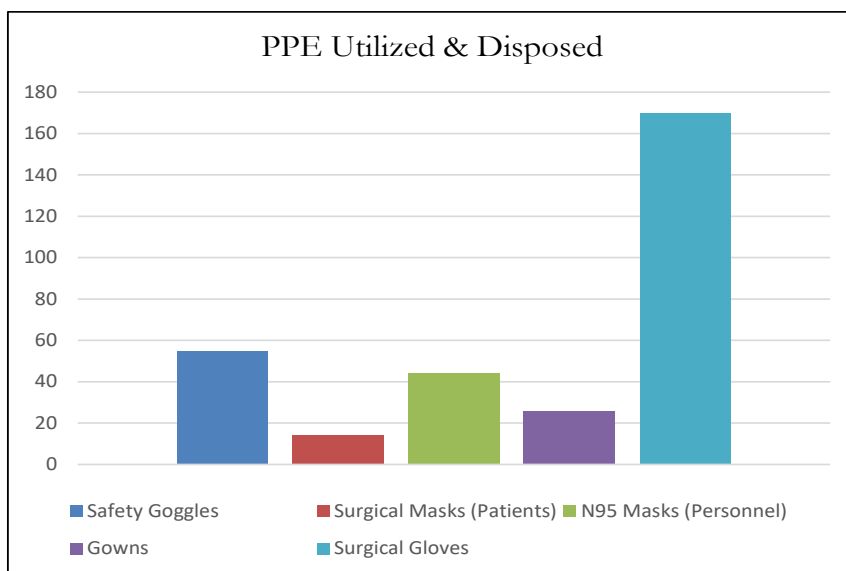


## COVID-19

Along with the rest of the world, The Lake Zurich Fire Department has had to adapt and change our procedures and daily routines due to the COVID-19 pandemic.

The Department is the Emergency Management Agency (EMA) lead and have coordinated Personal Protective Equipment (PPE) with other village departments and the County. We have provided the Lake Zurich Police Department with N95 masks and gloves. We continue as the liaison with the Lake County EMA working to secure additional supplies. Also, we are assisting long term care facilities to slow down the spread of the pandemic, by finding them resources and partnering with them and other agencies like the Lake County Health Department and Elia Township social services. Assistance provided includes, backstopping shortages in PPE to work on slowing the spread of the disease in our communities.

We are currently tracking the PPE that members are using and disposing of due to this pandemic. From March 25 – 31, we have issued 55 pairs of safety goggles, used 14 surgical masks on patients, 44 N95 mask for our personnel, 26 gowns, and 170 pairs of surgical gloves. (Please see chart & photo below)



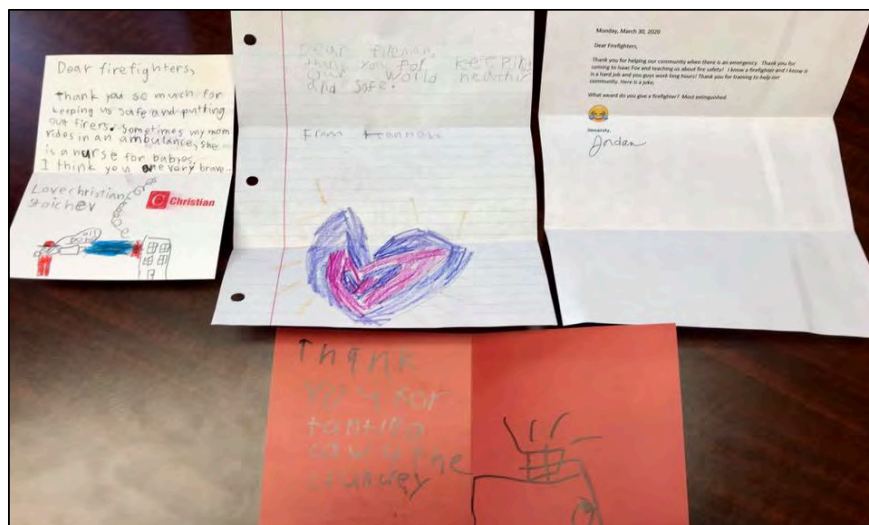
As of March 31, 2020, we had 7 personnel in self-quarantine per guidance provided to us by the Lake County Health Department due to a high-risk exposure to COVID-19. All personnel have subsequently returned to full duty.

As you'll see from the photo on the left, we are taking every precaution and extra measure with cleaning/sanitizing our equipment & apparatus.

**We ask that everyone remember - we are all in this together.  
You stay home, so we can work. One Team, One Fight!**

### Community Access/Focus:

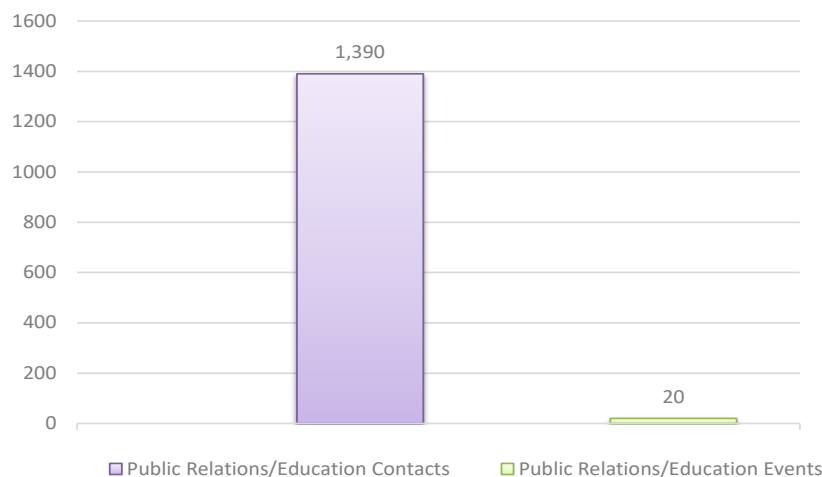
We want to express gratitude for the extra community-wide support shown to the department during this COVID-19 pandemic and give a shout out to all of the residents and businesses that have donated miscellaneous PPE, mailed us well wishes, or simply had food delivered to the stations. We truly appreciate it.



Be sure to **“Like Us”** on Facebook at @LakeZurichFire and **“Follow Us”** on Twitter and Instagram at @LakeZurichFD

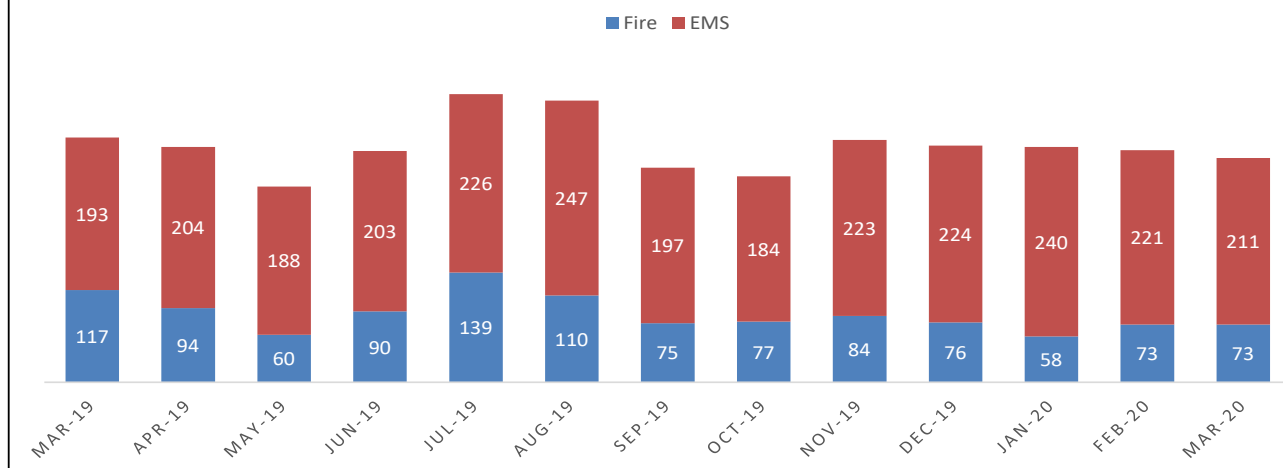
Fire safety and risk reduction education visits are both public relations and public education. Public relations events are primarily events where the fire department has a presence to answer general questions from the public and to explain or demonstrate our capabilities. A public education event has a fire safety or other educational message as the prime objective. Examples of public education include; school talks and station tours where a safety message such as stop, drop, and roll is covered. We monitor fire and severe weather drills in schools and educate children about fire safety. Also, we teach exit drills in the home to middle school students.

Fire Safety Risk Reduction - Year-To-Date



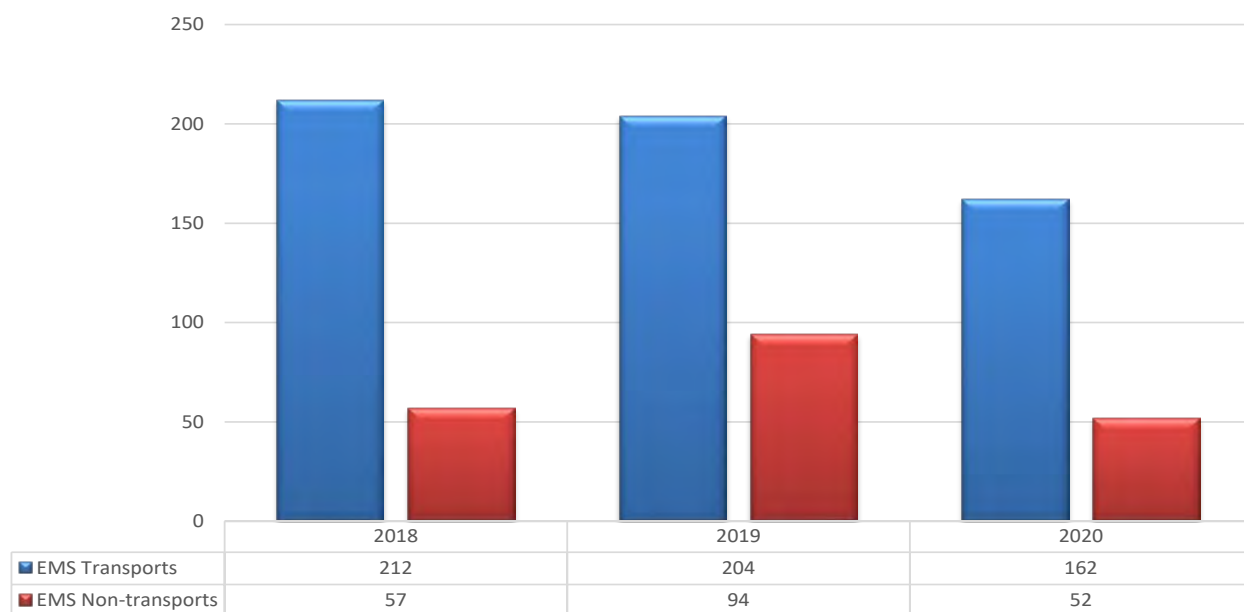
Below is the breakdown of Fire versus EMS incidents – minus aid given. It should be noted that our fire calls include structure fires, car fires, grass fires, dumpster fires, wires down, and other types of service calls.

### FIRE RESCUE DEPARTMENT - MONTHLY CALLS BY TYPE (MINUS AID GIVEN)



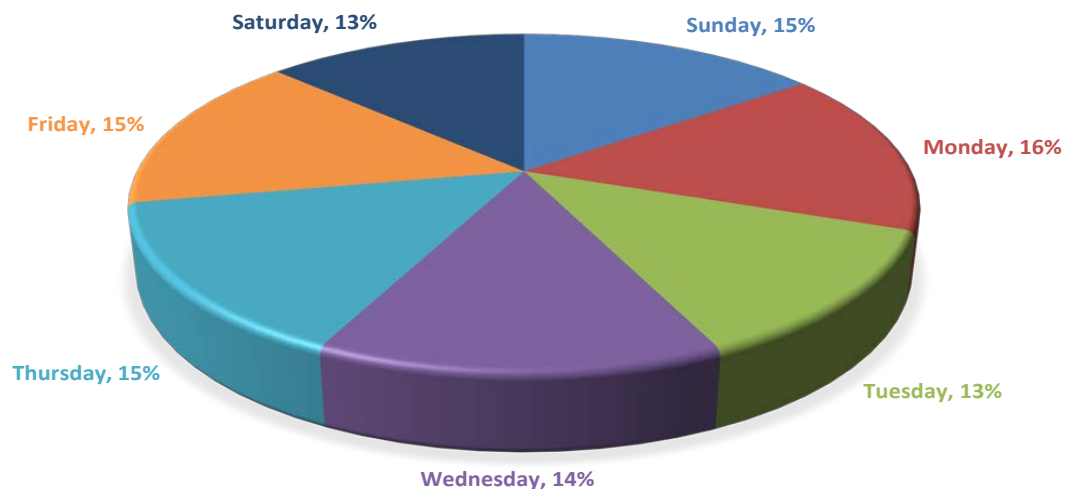
This next chart reflects activity related to emergency medical services, a core function of the fire department — not every EMS call results in transport. A prime example of this is an automobile accident where several victims refuse transport. EMS transports always outpace refusals. This chart compares the month of March across 3 years. The trend is consistent with the data period. These numbers represent the patients seen.

### EMS Transports vs Non-Transports - (Patients) Monthly 3 year - Comparison

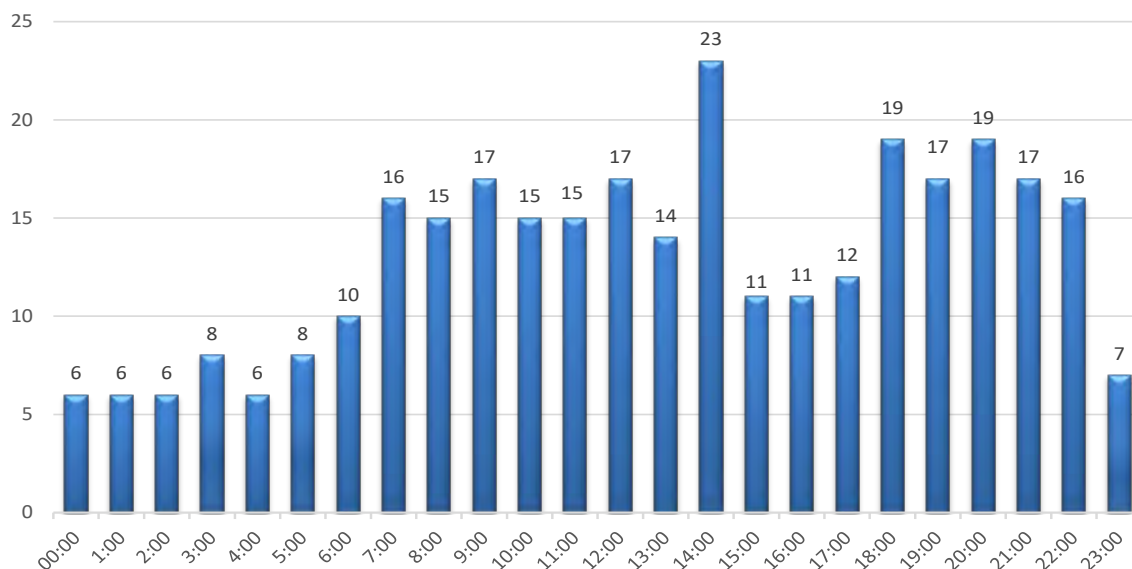


The next two charts breakdown calls by the day-of-week and hour-of-day. Overall calls are evenly distributed across the week.

### RESPONSE BY DAY OF WEEK - MARCH 2020

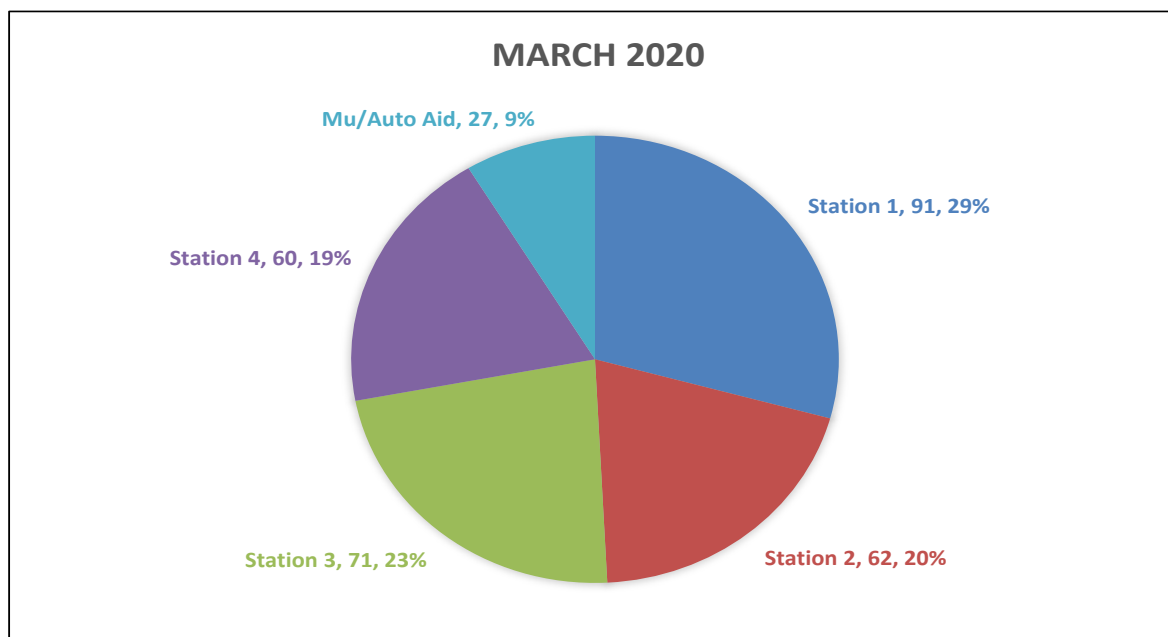


### RESPONSE BY HOUR OF DAY - MARCH 2020

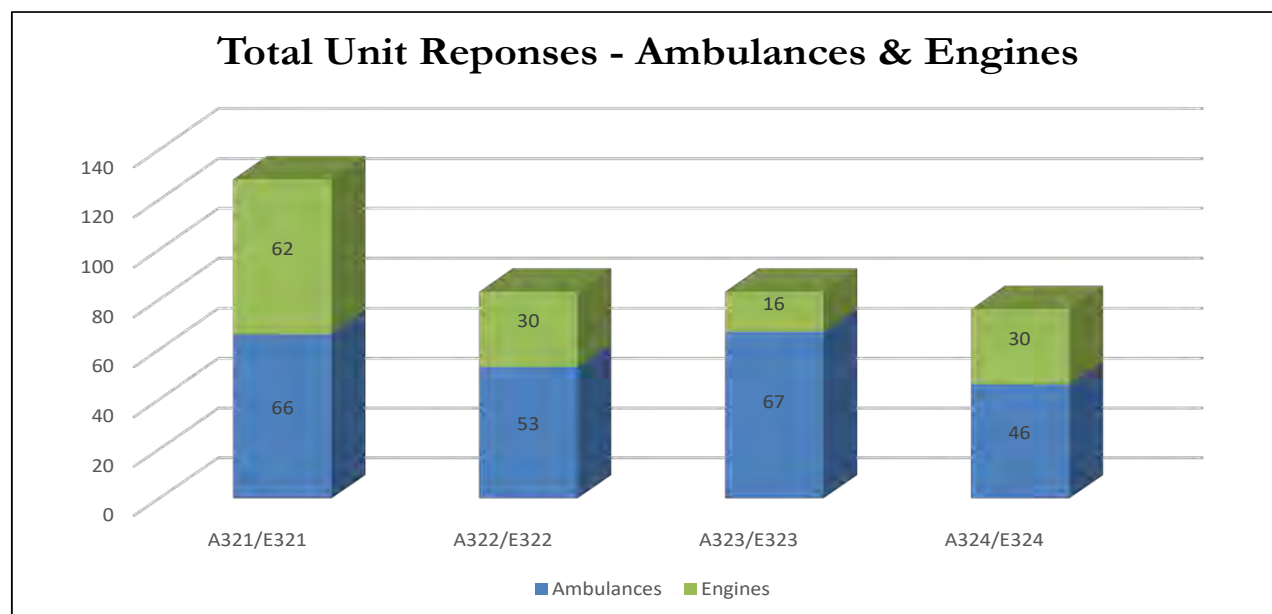




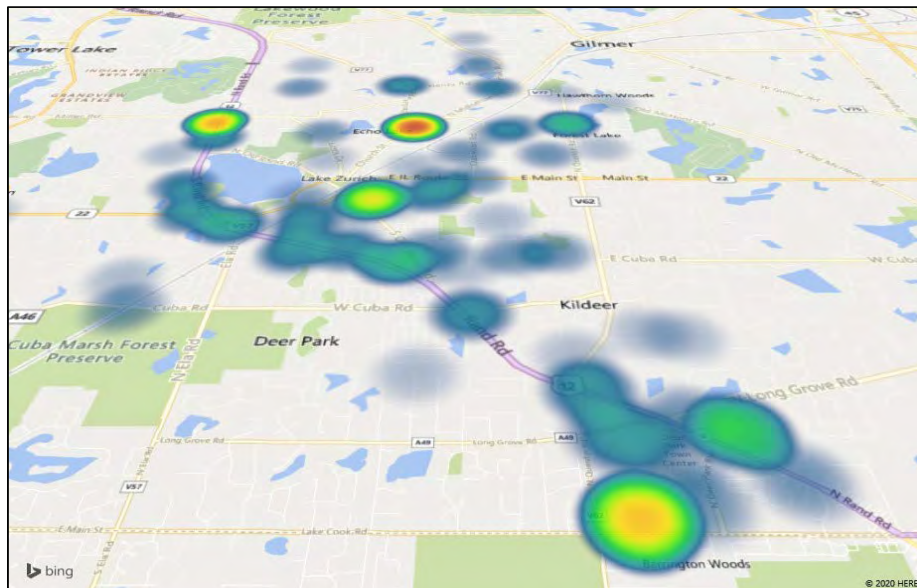
The service area of the Lake Zurich Fire Department contains the Village of Lake Zurich and the Lake Zurich Fire Protection District. The placement of the four fire stations allows division of the service area into first response areas. The graph below represents the percentage of calls by each station along with mutual/auto aid for March 2020. The graph does not represent the station that responded as the primary resource to the area – it represents where the call originated from. Station 1 is historically the busiest district.



The graph below shows the responses by each unit – Ambulances & Engines – in March 2020.



The next graphic is a visual representation of call distribution for March. As visually displayed, the assisted living/memory care facilities are a large portion of calls for our department and are consistently within the top ten locations responded to each month. In addition, we frequently respond to doctor offices and health clinics, along with automobile accidents near the Route 12 corridor.



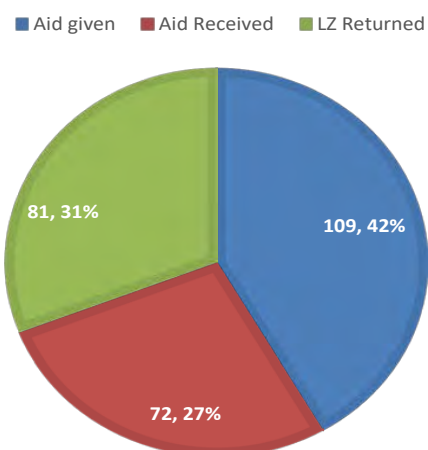
#### Frequent Call Locations:

- 777 Church Street – Cedar Lake Assisted Living & Memory Care – 27 responses
- 795 N. Rand Road – Azpira Place Assisted Living – 22 responses
- 21840 Lake Cook Road – Solana Senior Living – 15 responses
- 250 Mohawk Trail – Zurich Meadows – 9 responses
- 900 S. Rand Road – Lexington Healthcare – 6 responses

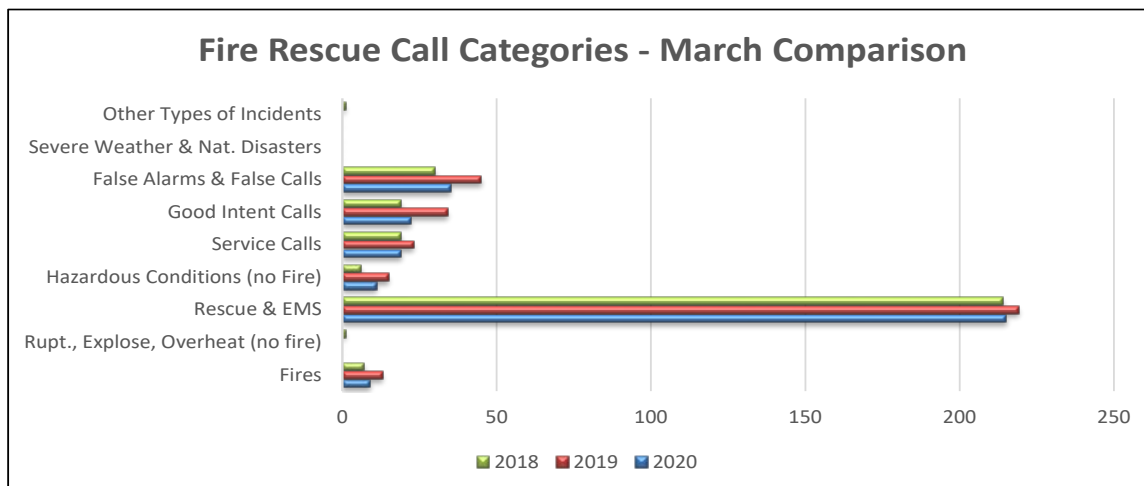
#### Mutual/Auto Aid Response Year to Date –

The mutual aid agreements are designed not to overburden any one agency and will be looked at closely for any necessary adjustments. Run cards for the department have changed and our partners are responding to assist us more often. In March, we responded to **27 calls** for mutual-aid and were **returned 20 times** prior to our arrival. The chart to the right shows YTD Aid Given/Received and how many times LZ was returned before their arrival. Through the automated dispatching system and resource sharing, many of our response incidents do not require intervention from the LZPD 911 center. They are completely handled by the agency requesting our response — direct cost savings to our budget and an added benefit of the automated dispatch system.

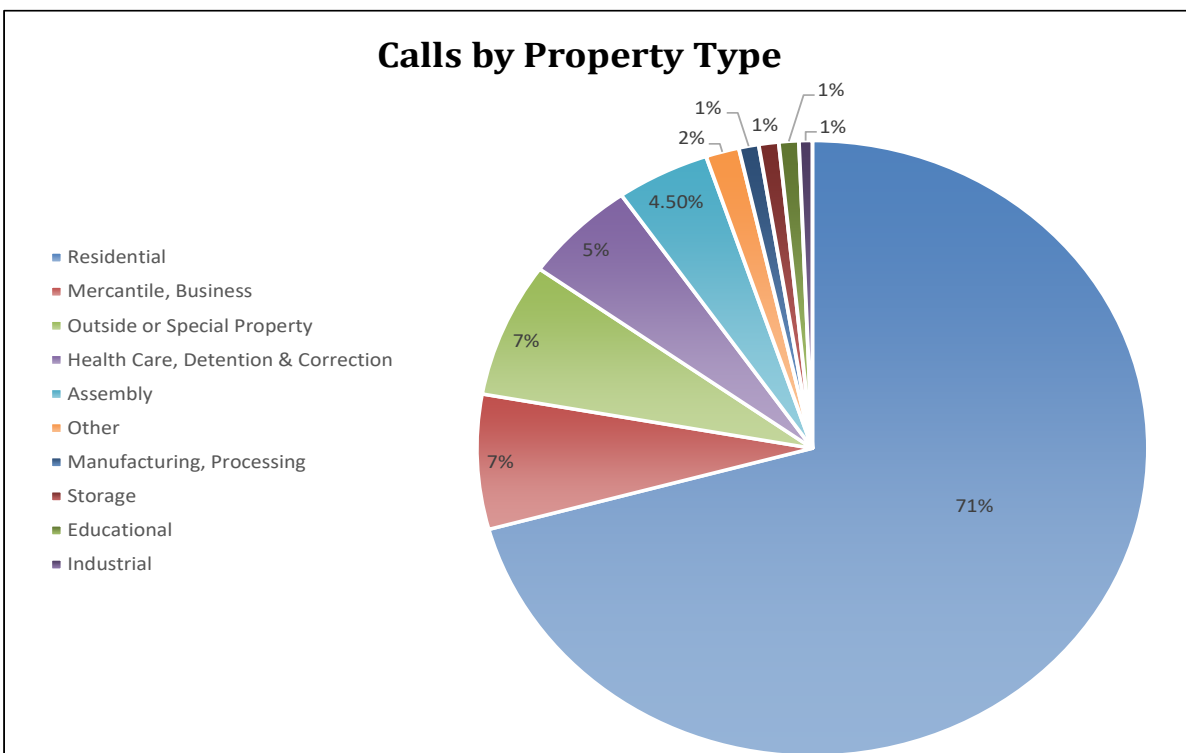
#### AID GIVEN/RECEIVED - YTD TOTALS



All calls we respond to as a department are coded within the guidelines of the National Fire Incident Reporting System (NFIRS). The codes all relate to the text categories noted in the chart below. As indicated below, you will see across the three years that the trends remain essentially the same. Rescue and EMS incidents account for the majority of calls we respond to and continue to increase, as indicated below.

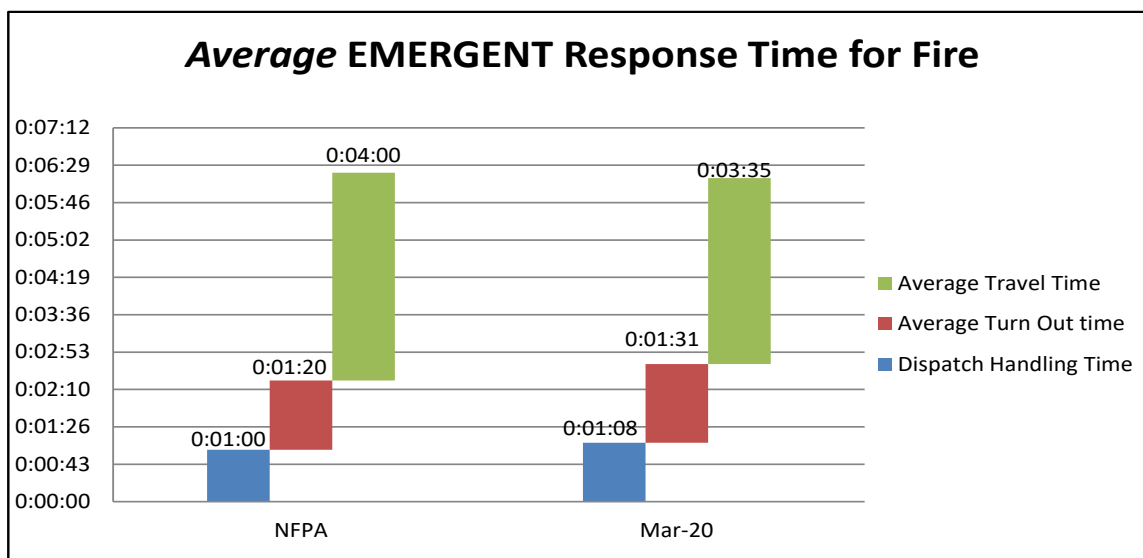
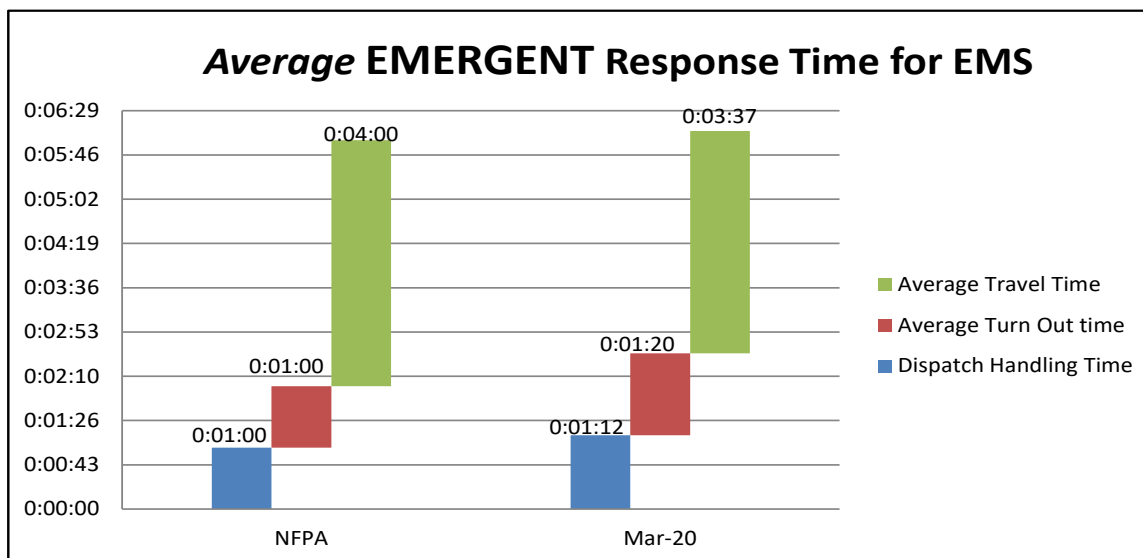


As previously mentioned, there is a national standard for coding the type of property use. How is this relevant? We see trends in various types of occupancies and use this to determine the impact on our service demand. As an example, the healthcare category would see an increase if additional assisted living or nursing homes open. As shown below, we continue to respond to Residential Properties more than any other (71%) and Mercantile, Business & Outside Properties were second (7%) of all calls.



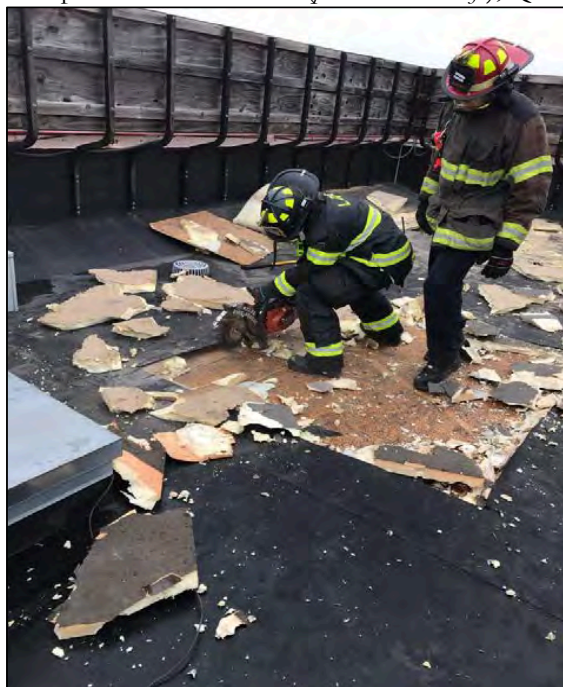
Response time is made up of three key factors: dispatch handling time, turnout time, and travel time. Dispatch handling time is the time for dispatch to take in information and then dispatch personnel. The turnout time is the time the crews receive the call to the time they get into the vehicles and hit the en-route button. Travel time reflects the time from en route to the time they arrive at the scene of the incident. Construction, speed limits, weather, and train traffic can impact response times. The overall goal for arrival at an emergency fire call is a total of 6 minutes and 20 seconds from the time of notification until the first unit arrives on the scene. For a response to an EMS incident, this time is 6 minutes.

The next two graphs compare the average emergency response times for both Fire and EMS calls within our primary response area of the first arriving unit. These times will vary based in part on the location of the first responding unit, multiple calls, weather, and time of day and traffic conditions. \*Dispatch handle times have increased after switching to the new CAD system and delays caused by processing an alarm. The ETSB and Infor continue to work the issue.



### Training Initiatives:

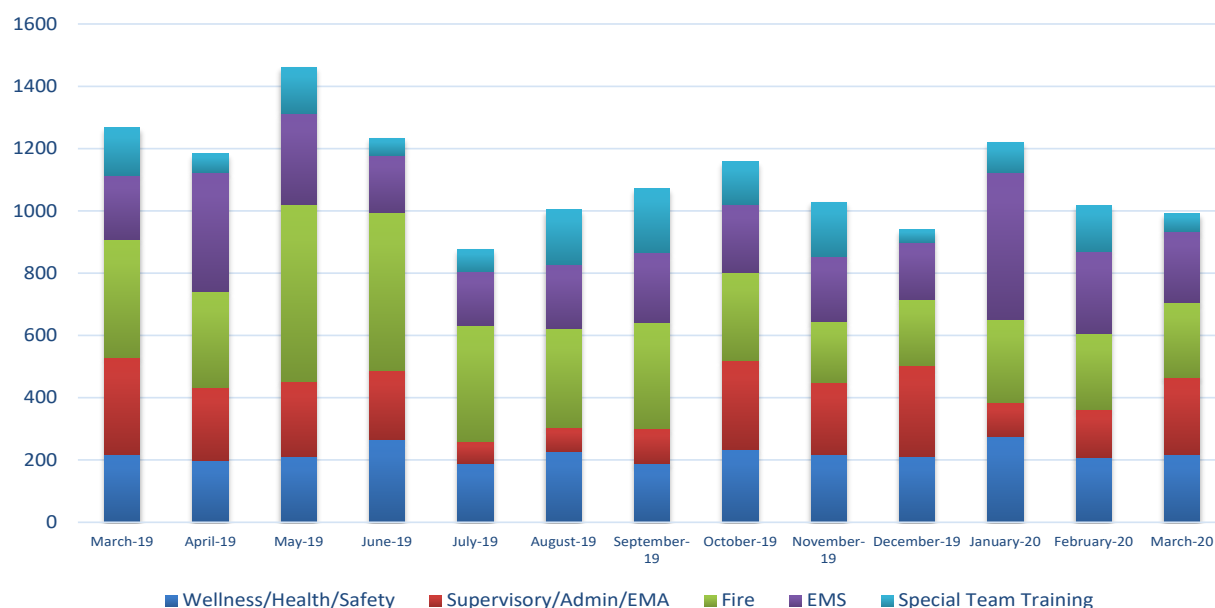
Our training hours were down this month due to canceling some of our in-house and outside trainings due to the COVID-19 pandemic. However, personnel still managed to train on the following: Standpipe Operations completed at the Reserve of Deer Park (*pictured below right*), EMS Instation – Behavioral Emergencies / Suicide Assessment (Last 2 classes canceled due to Covid-19), District Familiarization – Review operations in our new subdivisions, Fitness Training, Gas Monitor Operations, Roof Operations completed at McDonalds (*pictured below left*), Quarterly Intubations and Review of Flat Roof Operations.



The following personnel attended additional training:

- D/C Kelly - 6 hour IPELRA Seminar
- D/C Pilgard - 8 hour Fireground Size-up class
- FF/PM Johnson & FF/PM Stapleton - 8 hour Functional Fire Company class

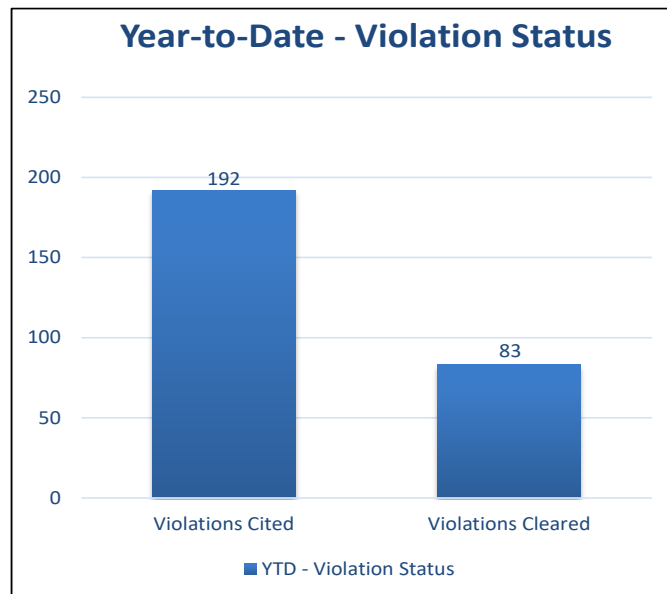
### Training Time (in Hours)



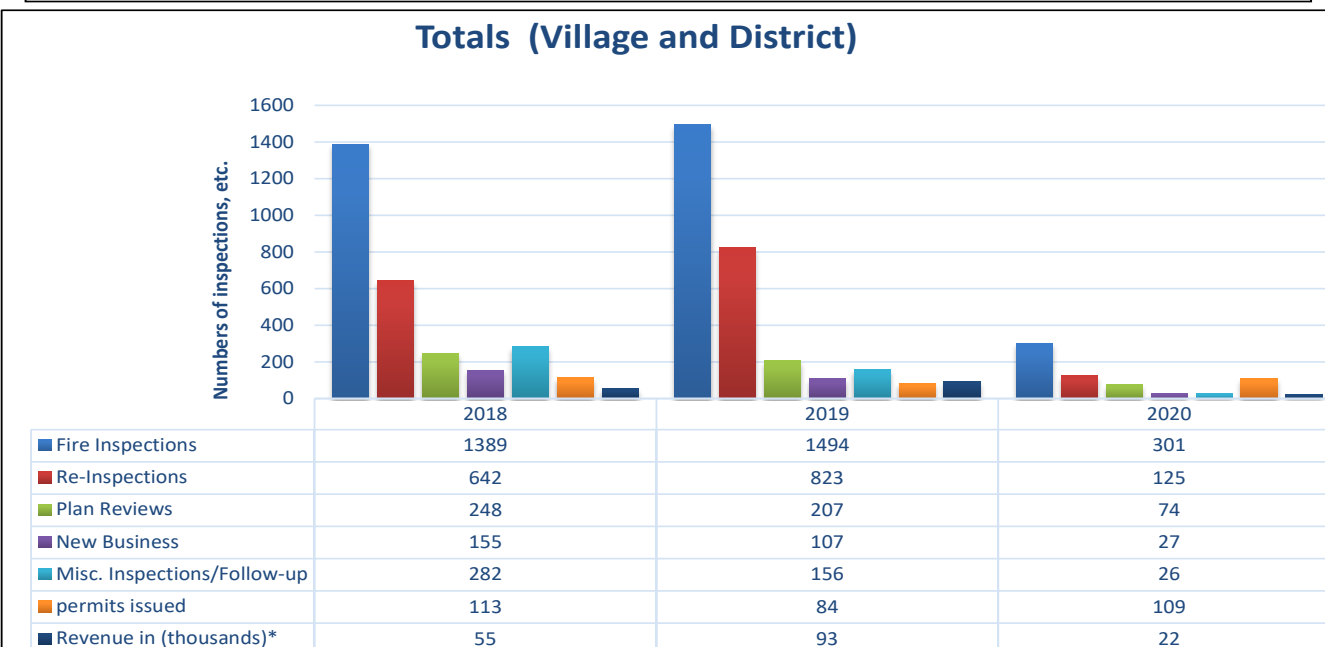
## Inspectional Services:

Fire Prevention personnel conduct annual fire inspections, special event inspections, and review and monitor construction projects in the Village and the Lake Zurich Rural Fire Protection District (LZRFPD). During March, the Fire Prevention Bureau participated in the following:

- Construction meetings:
  - May Whitney
  - Life Time Fitness
  - McDonald's pre-construction meeting
  - 35 West Main
  - Altar'd State
  - Paulus Park trailers – multiple meeting
- NIFIA Board meeting
- NIFIA General meeting
- FSS and Dispatch meeting
- Daily Covid-19 staff “zoom” meeting
- Inspections
  - Pump testing at Whole Foods
  - Tent inspection for Polar Plunge
- Residential Inspections for Building Department
  - 14 South Shore
  - 11 Beech
- Underground Flush
  - Village of Deer Park – new Village Hall
  - Numerous meetings at Life Fire Alarm Training class



Data will be added to the below chart each month in the 2020 column to show growing Year – To – Date numbers







# POLICE DEPARTMENT

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## MONTHLY INFORMATION REPORT

**MARCH 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

## Departmental Narrative

### General

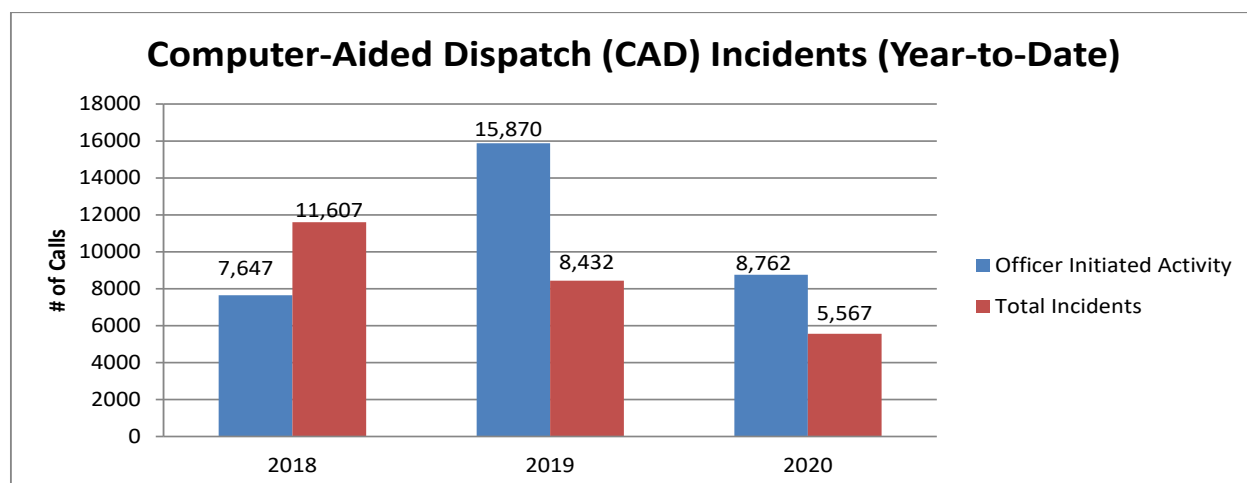
- Due to COVID-19, our Department has been modifying procedures, activities, training, and general interaction with the public when possible, while also practicing social distancing ordered by the Governor. This pandemic has impacted every aspect of our operations and will be reflected throughout this report.
- On March 21<sup>st</sup>, the Police Department was awarded National Accreditation by the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). This followed a multi-year electronic remote assessment phase and a meticulous site-based assessment of community engagement, policy, procedures, equipment and facilities by CALEA assessors in December, 2019. This is the fourth reaccreditation award for the Department after achieving initial accreditation in 2006.
- The Police Department processed 14 Freedom of Information requests this month.

### Patrol and Communications

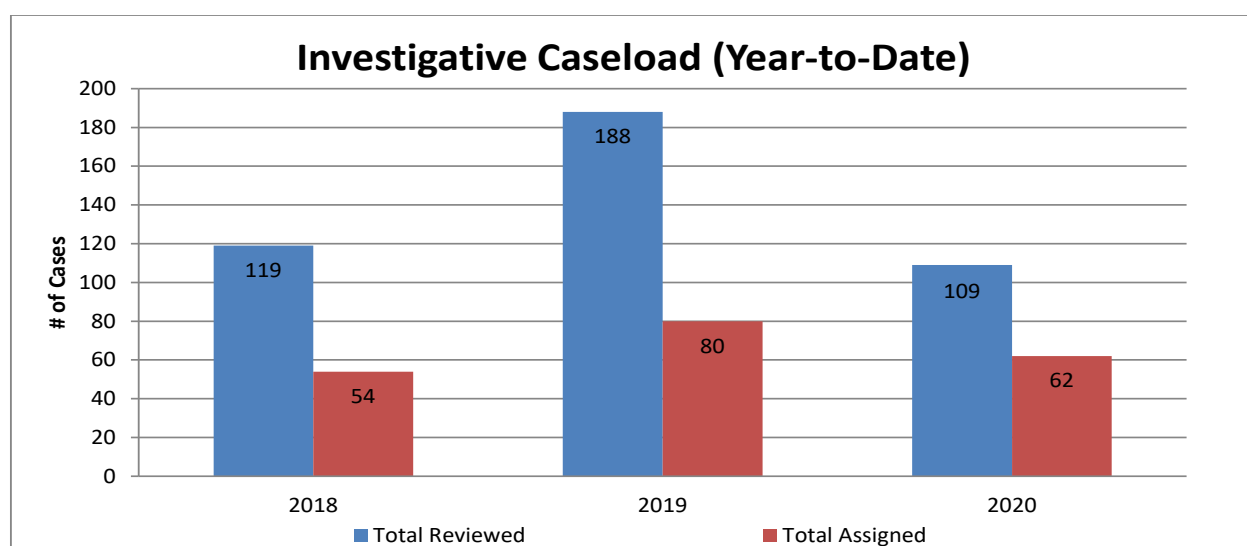
- Officer Brendan Arden retired on March 2, 2020, after 31 years of service.
- Officer Angela Lonski successfully completed her field training and was released to solo patrol.
- The Lake Zurich Dispatch Center provided backup service to CenCom on March 18<sup>th</sup> when their system lost power. Our dispatch center handled Barrington's 911 calls and dispatched for Barrington's Police and Fire Departments for about 2 hours.
- Child Safety Seat technicians inspected one child safety seat this month. Inspections were suspended as of March 13<sup>th</sup> due to COVID-19.
- Since January 1st, officers conducted 1131 traffic stops and issued 505 traffic citations.
- Our agency participated in the I.D.O.T. St. Patrick's Day Grant, which was scheduled to run from 03/12/2020 through 03/18/2020; however, our agency suspended grant operations on 03/13/2020. 12 hours of occupant restraint hours were worked prior to grant suspension. The grant yielded the following results: 5 seat belt citations, 2 speeding citations, 2 distracted driving citations, and one other citation.
- During March, Dispatch handled 1355 9-1-1 calls and 4544 administrative calls.
- Officers Young and Bereza assisted neighboring towns with 2 MCAT calls in March. LZPD personnel were part of a drone team searching for a missing person, and also assisted in a fatal motor vehicle crash investigation.

### Investigations

- There are a total of 92 active investigations in CID, averaging 30 cases per detective.
- There were no solicitation permit requests this month. Three raffle permits approved in March. Due to the COVID-19 Virus, requests for permits have been suspended until further notice.
- Sergeant Witt completed three revoked Firearm Owner Identification Card (FOID) investigations. These residents had their cards revoked by the state and turned their cards in without incident.
- Detective Butler and Sergeant Witt met with St. Francis de Sales employees to discuss security improvements to the church and the campus.

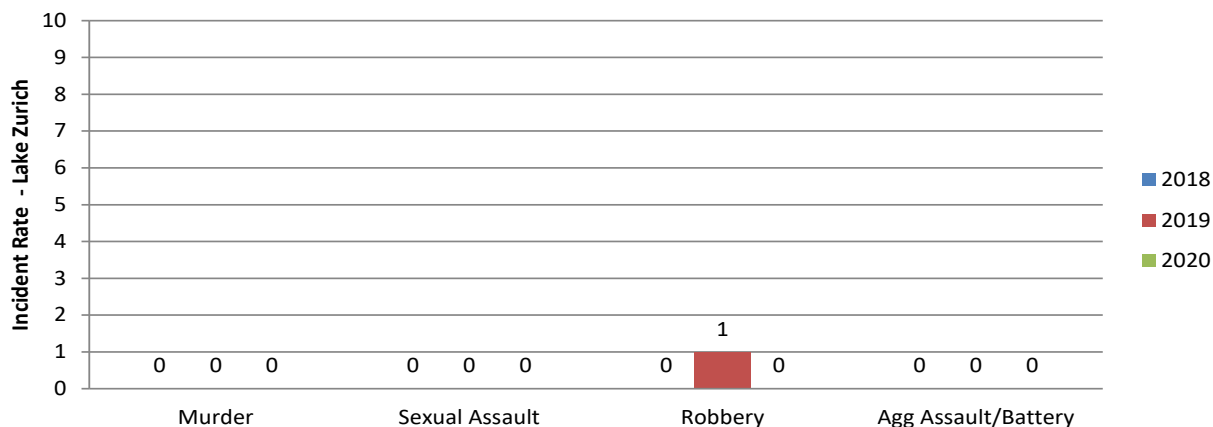


Officer initiated activity includes; DUI Arrests, Vehicle Violation Citations, Non-Vehicle Violation Citations, Driving while License Suspended/Revoked, Crime Prevention Notices, Criminal Arrests, Traffic Citations, Traffic Stops, Extra Watches conducted, and Zero Tolerance enforcement. Total incidents are all CAD incidents. Reports are incidents that receive a sequential case number and generally a written report. Beginning in 2019, Frontline data including vacation watches and directed patrols are now listed under officer-initiated activity and are no longer CAD incidents.



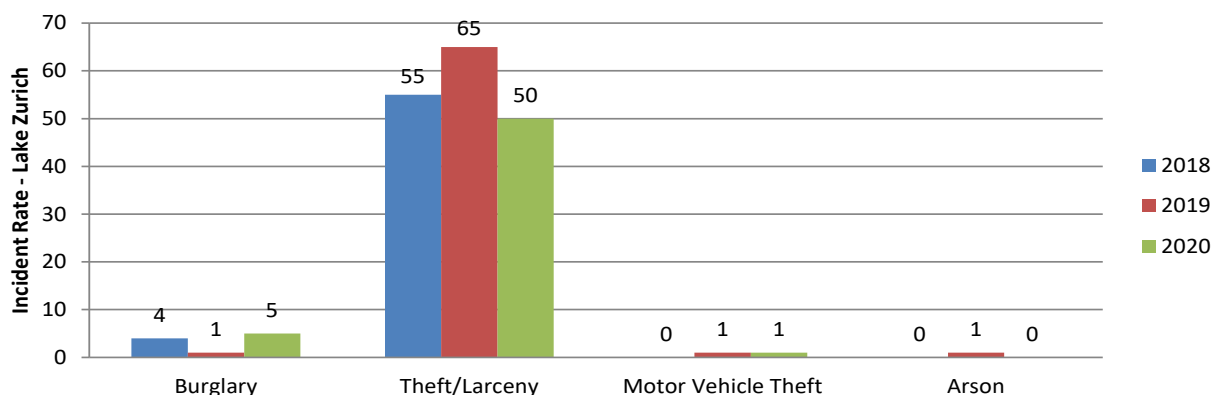
Original criminal reports, generally taken by Patrol section personnel, are reviewed by the Investigations Commander and assigned to Investigative personnel based on Solvability Factors.

### Crime Rate for Violent Crimes (Year-to-Date)

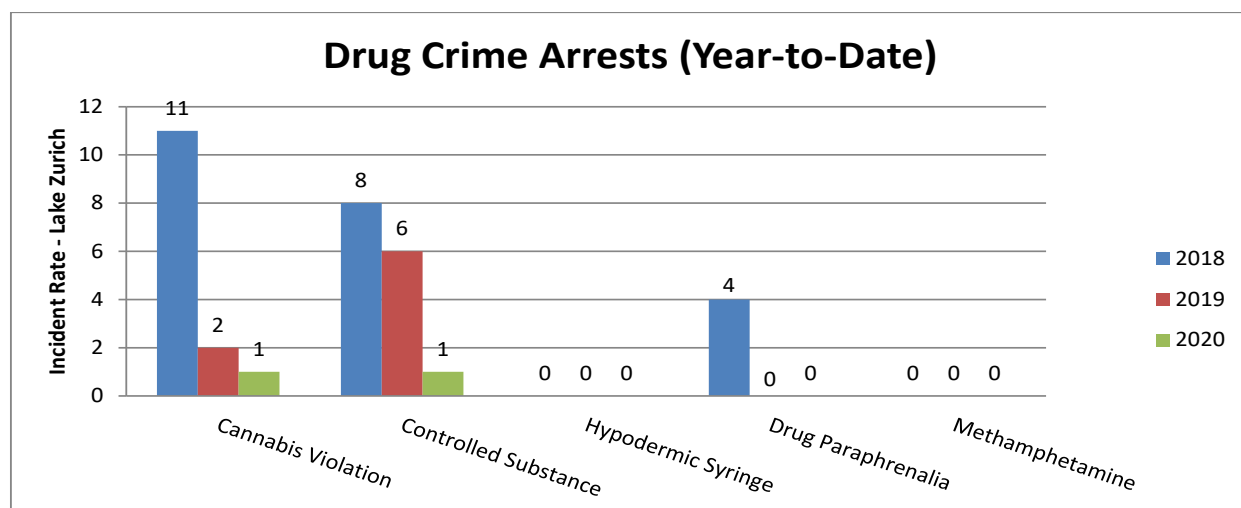


The Federal Bureau of Investigation requires four different Crimes against Persons offenses be reported for statistical purposes based on identified criteria. This information is provided to the Illinois State Police (Illinois Uniform Crime Report (I-UCR)) and passed through to the FBI. Generally, this information is converted to incidents per 100,000, although the actual numbers are used for this report.

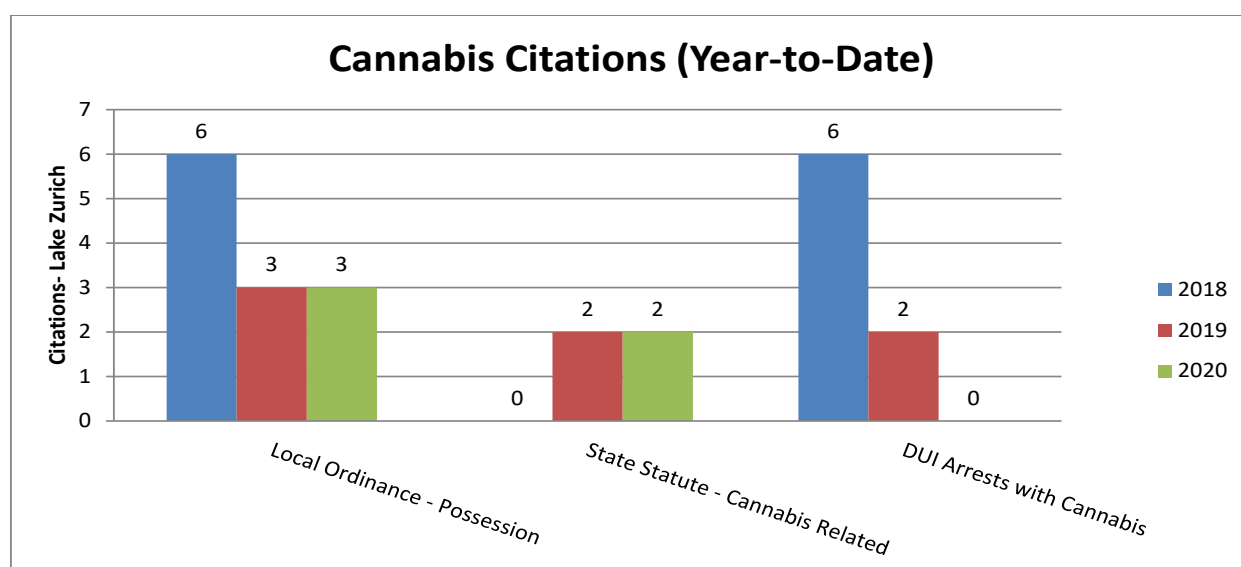
### Crime Rate for Property Crimes (Year-to-Date)



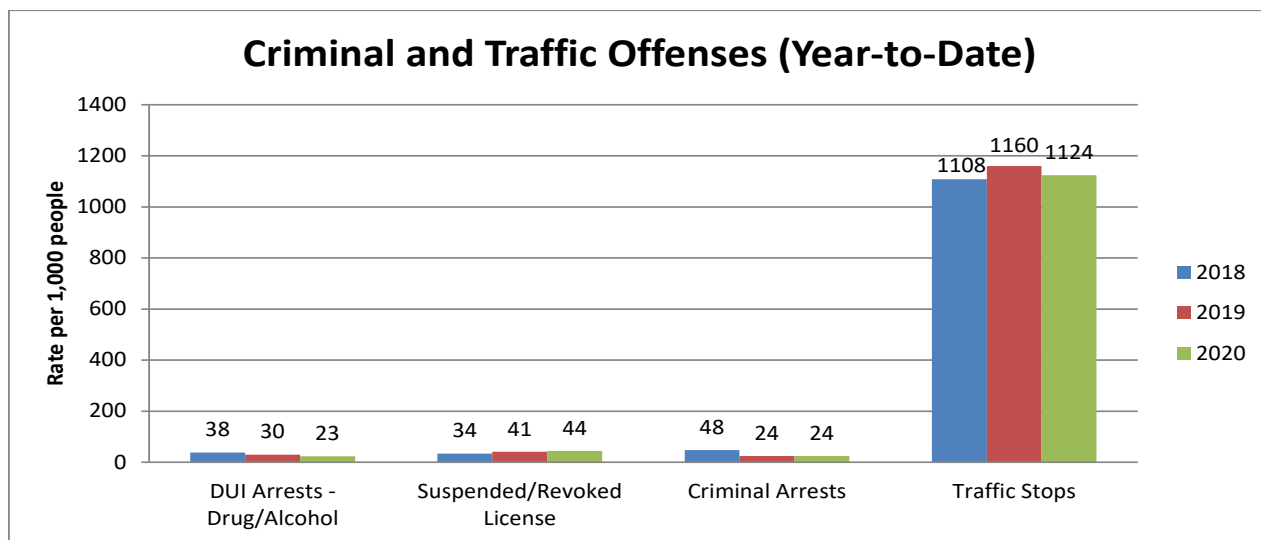
This information is provided to the Federal Bureau of Investigation via the Illinois State Police. These are Crimes against Property and the actual numbers reported are provided. Generally, this information is converted to incidents per 100,000. More information about this can be found at the Illinois State Police website: (<http://www.isp.state.il.us/crime/ucrhome.cfm>). Crime in Illinois provides crime information throughout Illinois.



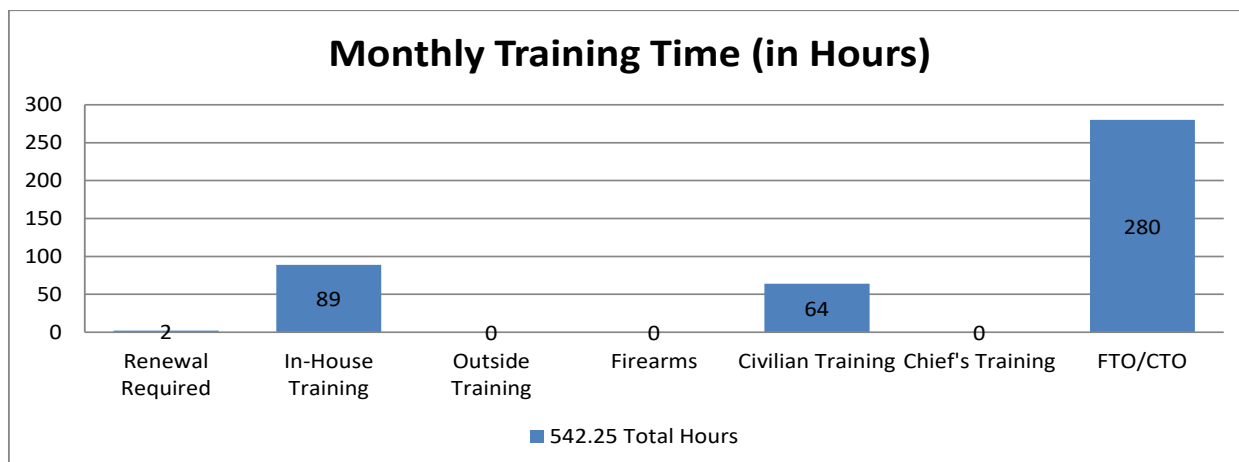
The Department is required to report Drug Crime Arrests to the Illinois State Police. The violations reported are related to the Cannabis Control Act, Controlled Substances Act, Hypodermic Syringe Act, Drug Paraphrenalia Act, and the Methamphetamine Act.



Illinois passed new cannabis rules and regulations that went into effect on January 1, 2020. Information was gathered from previous years to compare what effect the new laws have made on cannabis citations. These citations include local ordinance cannabis possession citations, state statute cannabis related citations (includes possession, delivery, paraphernalia, and DUI), and DUI arrests with cannabis as the primary or contributing factor.



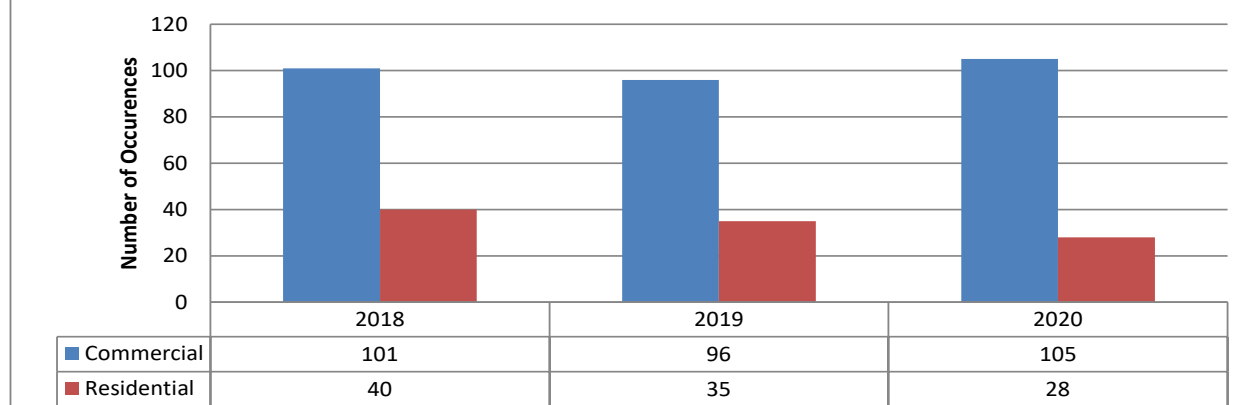
Information depicted in this graph relates to Driving Under the Influence of Alcohol/Drug arrests, Driving while Driver's License Suspended/Revoked arrests, various criminal arrests (Domestic Battery, Retail Theft, Drug Offenses, etc.), and traffic stops conducted by Department personnel.



Training is an important element to maintain or improve skills/knowledge/ability. Most outside and in-house training (other than on-line training) was cancelled due to COVID-19.

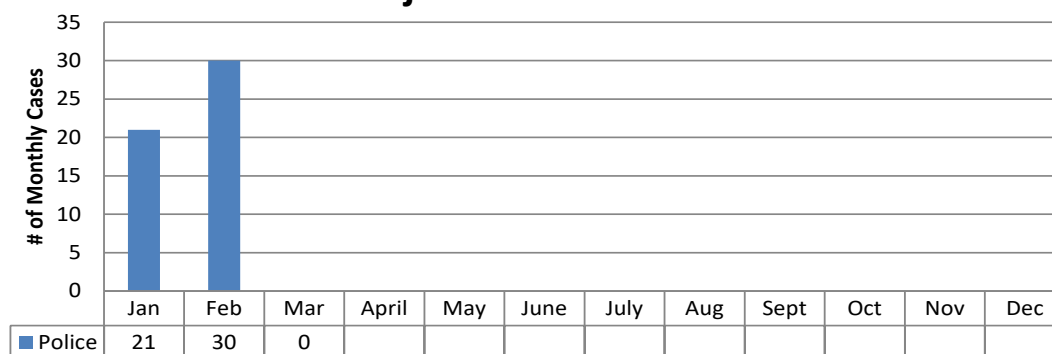


### Alarm Occurences (Year-to-Date)

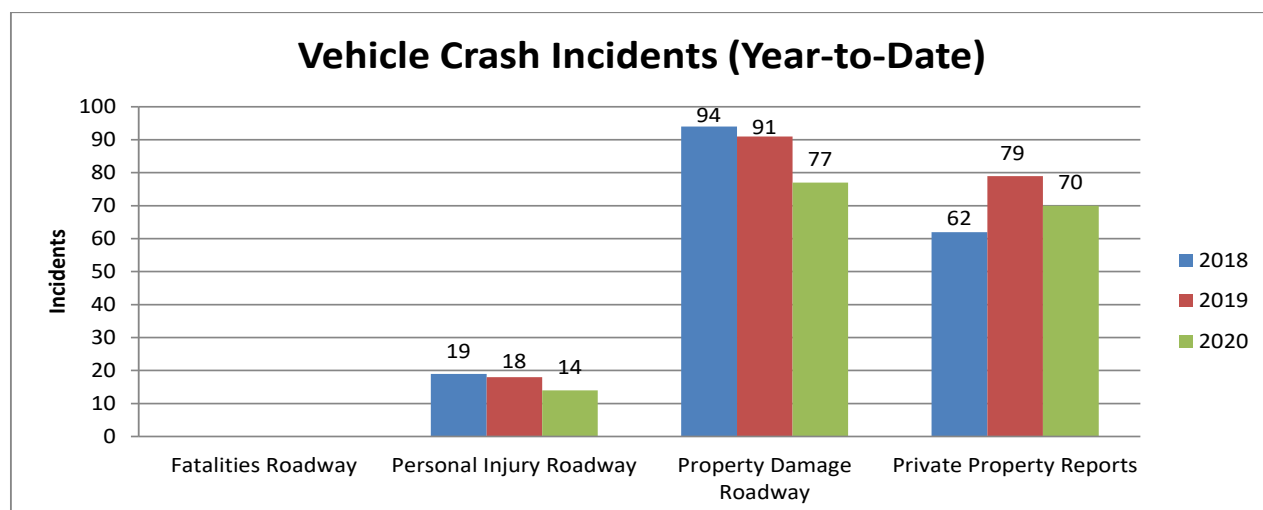


The Crime Prevention/Community Relations function monitors the number of alarms to which Patrol personnel respond – many of the alarms are false.

### Administrative Adjudication Caseload 2020



The Administrative Adjudication process was originally put in place to address automated traffic enforcement citations. This program has been expanded to review vehicle equipment compliance citations, administrative tows, and parking citations. The March adjudication was postponed due to the COVID-19 pandemic.



The Department conducts traffic crash investigations on both public roadways and private property (primarily parking lots). The traffic crashes are broken down into four categories: fatal, personal injury, property damage, and private property. Routine traffic crashes are taken by Patrol personnel. Traffic Safety personnel investigate fatal, serious personal injury, and commercial motor vehicles.

### Red Light Camera Violations and Accidents (Year-to-Date)

2020	Red Light Violations		Adjudication for Red Light Violations				Accidents at Red Light Intersections		
	Citations	Net Received	Hearings	Liabe	Not Liabe	Non-Suit	12/ Miller Road	12/ Route 22	12/ June Terrace
January	258	\$16,110.00	8	4	3	1	0	4	2
February	172	\$13,040.00	9	8	1	0	2	2	2
March	435	\$6550.00	0	0	0	0	0	0	3
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	865	\$35,700.00	17	12	4	1	2	6	7

Information depicted in this chart relates to red light camera violations, adjudication (court) for those contesting their violation, and accidents that have occurred at intersections with red light cameras.