

Village of La Grange



VILLAGE BOARD MEETING

MONDAY, MARCH 14, 2011

7:30 p.m.

Village Hall Auditorium

53 S. La Grange Road

La Grange, IL 60525

Elizabeth M. Asperger
Village President

VILLAGE OF LA GRANGE
BOARD OF TRUSTEES REGULAR MEETING

Village Hall Auditorium
53 South La Grange Road
La Grange, IL 60525

AGENDA

Monday, March 14, 2011 – 7:30 p.m.

1. CALL TO ORDER AND ROLL CALL
President Elizabeth Asperger
Trustee Bill Holder
Trustee Mike Horvath
Trustee Mark Kuchler
Trustee Mark Langan
Trustee Tom Livingston
Trustee James Palermo

2. PRESIDENT'S REPORT
This is an opportunity for the Village President to report on matters of interest or concern to the Village.
 - A. Appointment and Oath of Office — Village Clerk, Thomas Morsch

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS
This is the opportunity for members of the audience to speak about matters that are included on this Agenda.

4. OMNIBUS AGENDA AND VOTE
Matters on the Omnibus Agenda will be considered by a single motion and vote because they already have been considered fully by the Board at a previous meeting or have been determined to be of a routine nature. Any member of the Board of Trustees may request that an item be moved from the Omnibus Agenda to Current Business for separate consideration.
 - A. Award of Construction Contract – Energy Efficiency and Facility Improvements – Village Hall, Fire Department and Public Works

Award of Construction Contract – Asbestos Abatement

 - B. Purchase – Police Department / Replacement of Parking Enforcement Vehicle

 - C. Ordinance – Amending the La Grange Code of Ordinances Regarding Ambulance Fees

- D. For-Profit Solicitation – Galway Construction
 - E. Minutes of the Village of La Grange Board of Trustees Regular Meeting Monday, February 28, 2011
 - F. Consolidated Voucher 110314
5. CURRENT BUSINESS
This agenda item includes consideration of matters being presented to the Board of Trustees for action.
6. MANAGER’S REPORT
This is an opportunity for the Village Manager to report on behalf of the Village Staff about matters of interest to the Village.
7. PUBLIC COMMENTS REGARDING MATTERS NOT ON AGENDA
This is an opportunity for members of the audience to speak about Village related matters that are not listed on this Agenda.
8. EXECUTIVE SESSION
The Board of Trustees may decide, by a roll call vote, to convene in executive session if there are matters to discuss confidentially, in accordance with the Open Meetings Act.
9. TRUSTEE COMMENTS
The Board of Trustees may wish to comment on any matters.
10. ADJOURNMENT

The Village of La Grange 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/or 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 (708) 579-2315 promptly to allow the Village to make reasonable accommodations for those persons.

PRESIDENT'S REPORT

VILLAGE OF LA GRANGE
Administrative Offices

BOARD REPORT

TO: Board of Trustees and Village Attorney
FROM: Elizabeth M. Asperger, Village President
DATE: March 14, 2011
RE: **APPOINTMENT AND OATH OF OFFICE —
VILLAGE CLERK, THOMAS MORSCH**

As you are aware, Mr. Milne's resignation created a vacancy in the office of Village Clerk. I have discussed the process by which this vacancy is to be filled with the Village Attorney. Mr. Burkland advised that, because it was too late to place this matter on the next regular election ballot (April 5), the Village President is to appoint an individual to fill the unexpired term of the person who held the elective office.

To fill Mr. Milne's unexpired term, I hereby submit the appointment of Mr. Thomas Morsch for your approval.

Mr. Morsch resides at 301 S. Edgewood Avenue and has been a Village resident for more than 40 years. He has an extensive record of community service, including service to the Village as past-chair of both the Board of Fire and Police Commissioners and the Plan Commission.

Professionally, Mr. Morsch has enjoyed a long and prestigious career as an attorney. He is currently an emeritus professor at Northwestern University School of Law, and also an arbitrator and mediator for the American Arbitration Association.

I have discussed this appointment with Mr. Morsch and he graciously agreed to serve if appointed. The term will be until the first regular Village Board meeting in May 2013.

I have submitted Mr. Morsch's resume to you under separate cover.

I recommend that his appointment be approved.

Should you concur, I will invite Mr. Morsch to step forward so that the Deputy Village Clerk can administer the oath of office.

2-A

OMNIBUS VOTE

VILLAGE OF LA GRANGE
Department of Public Works

BOARD REPORT

TO: Village President, Village Clerk, Board of Trustees, and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager
Ryan Gillingham, Director of Public Works

DATE: March 14, 2011

RE: **AWARD OF CONSTRUCTION CONTRACT – ENERGY
EFFICIENCY AND FACILITY IMPROVEMENTS – VILLAGE HALL,
FIRE DEPARTMENT AND PUBLIC WORKS**

**AWARD OF CONSTRUCTION CONTRACT – ASBESTOS
ABATEMENT**

The Village owns and maintains three primary buildings used for municipal government operations. These buildings include the Village Hall facility (53 S. La Grange Road), Police and Fire Facility (300 W. Burlington), and Public Works Facility (320 East Avenue.) As these facilities age, various maintenance and capital improvement projects are necessary. Projects can vary from routine painting to complete replacement of HVAC systems to the reconfiguration of office space as needs change. Outside of emergencies, these projects are anticipated and planned for as part of the normal budgeting process each year. For equipment replacement, the Village sets aside specific amounts each year for the anticipated replacement of equipment that has reached the end of its useful life. The improvements to the various facilities that have been identified and are included in the proposed contract are as follows:

Village Hall Improvements

The largest of the projects is the complete replacement of the HVAC systems within the Village Hall facility. Village Hall was originally built c 1900 with heating, cooling and lighting systems as old as the 1950s. The existing HVAC is inefficient by current standards and does not provide proper temperature balancing within the building for staff and visitors. The building is typically in use from 8:00 am through 9:00 pm with unsophisticated controls that cannot zone, or provide set back for areas not in use. The replacement of the Village Hall HVAC system was planned for within the Equipment Replacement Fund, but had not moved forward since the specific project scope had not been determined and there was a lack of funding within the ERF based on the anticipated HVAC improvement costs. The preliminary engineering analysis determined that the Village's boiler, baseboard controls, chiller, condenser and air handling units were in need of replacement. The architectural and engineering plans and specifications were then developed based on this preliminary engineering assessment.

4-A

Police and Fire Station Facility

The Police and Fire Station Facility was rehabilitated in the early 1990's. As part of this renovation new HVAC systems were installed throughout the facility. Unfortunately the HVAC within the second floor of the Fire Department does not provide the proper temperature balance. As recommended by the mechanical engineer, included in the proposed contract is the hiring of an HVAC balancing contractor to assess the operation of the equipment to ensure its proper operation. From the information obtained from the balancing contractor, the mechanical engineer will make recommendations for improvements to the operation of the existing equipment and any physical changes to the facility as required.

Public Works Facility

The Public Works administrative facilities were built in 1987. The administrative offices are in need of reorganization based on the current needs of the Department. Additionally the existing HVAC systems within the facility are inefficient and have reached the end of their useful life. Included in the contract plans is the replacement of the HVAC systems, renovations to the office space and replacement of lighting with more energy efficient units.

Funding

The Village budgeted for the replacement of the mechanical equipment at Village Hall and office improvements at the Public Works facility within its Equipment Replacement Fund (ERF.) Due to the anticipated costs of these projects, other funding sources were necessary to fund the balance of the improvements not covered by the funds set aside in the ERF.

Fortunately several grants for energy efficiency improvements were made available through the federal stimulus programs administered through the State of Illinois, Cook County, and Metropolitan Mayors Caucus. Based on the facility improvement projects identified in the budget, Village staff applied for several grants in order to offset the costs of the required repairs to all three of the Village's main facilities. The Village was awarded three separate grants in the total amount of \$442,017 as follows:

American Recovery and Reinvestment Act – Energy Efficiency and Conservation Block Grant Program (ARRA EECBG) – Metropolitan Mayors Caucus - \$363,555

Illinois Department of Community and Economic Opportunity - Public Sector Electric Efficiency Grant Program - \$5,695

American Recovery and Reinvestment Act – Energy Efficiency and Conservation Block Grant Program (ARRA EECBG) – Cook County - \$72,767

Based on the individual grant requirements, available funds and scope of work, the project

41-PA.1

Energy Efficiency and Facility Improvements
Construction Contracts and Engineering Agreements
Board Report – March 14, 2011 – Page 3

funding was divided between the individual projects as follows based on the preliminary cost estimate for the project:

LOCATION AND WORK REQUIRED	GRANT FUNDING			VILLAGE ERF FUNDING	TOTAL PER WORK ITEM
	DCEO- PSEE	ARRA- EECBG COOK COUNTY	ARRA- EECBG MAYORS CAUCUS		
VILLAGE HALL					
Construction	4,195	33,767	332,055	97,233	467,250
Architectural / Engineering Fees	1,500	8,500	31,500	5,000	46,500
Subtotal	5,695	42,267	363,555	102,233	513,750
PUBLIC WORKS					
Construction		20,000		75,000	95,000
Architectural / Engineering Fees		3,000		1,000	4,000
Subtotal		23,000		76,000	99,000
FIRE DEPARTMENT					
Construction		5,000		20,000	25,000
Architectural / Engineering Fees		2,500		1,000	3,500
Subtotal		7,500		21,000	28,500
TOTAL PROJECT COSTS	5,695	72,767	363,555	199,233	641,250

As noted above, the Village set aside funding for improvements to the Village's facilities in the Equipment Replacement Fund. Based on the preliminary estimates for the project, we anticipated the Village's share of the costs to be \$199,233. Therefore, the proposed FY2011-12 budget includes \$200,000 in funding for this project. A budget amendment would be required at year end to recognize any expenditure from the available ERF funds for this project that are incurred in the FY2010-11.

Construction Contract

After the grant and architectural / engineering agreements were approved by the Village Board in October, 2010, staff initiated the design and development of the detailed plans and specifications for the project with the architect and mechanical engineer. The contract documents were completed in late January and on February 3, 2011 the project was advertised for bidding. Due to the complexity of the work, a mandatory pre-bid meeting was held on February 10, 2011 for bidders interested in the project. On February 23, 2011, the bid opening for the project was held with the following results:

4-A.2

Energy Efficiency and Facility Improvements
 Construction Contracts and Engineering Agreements
 Board Report – March 14, 2011 – Page 4

Contractor	Base Bid Amount	Proposed Alternates	Total
DTS Enterprises, Inc.	\$469,000	\$74,500	\$543,500
Long's Corporation	\$626,000	\$59,009	\$685,009
Sumac	\$707,000	\$57,052	\$764,052
JDM, LLC	\$798,700	\$50,606	\$849,306
Continental Construction Company	\$948,000	\$30,308	\$978,308

The low bid amount including the proposal alternates for the project was submitted by DTS Enterprises, Inc. in the amount of \$543,500. Staff recommends including the alternates as part of the project due to the favorable bid prices submitted by DTS Enterprises and since the total bid amount is within the budgeted amounts as detailed below.

The Village's architect, Chicago Design Network, reviewed the bids and recommended awarding the contract to DTS Enterprises based on their low bid submitted and capability to complete the work. Their recommendation and a detailed breakdown of all the bids submitted is attached to this memorandum for your reference (Attachment 1.) Since the total of DTS Enterprise's base bid and alternates is the below the budget amount, staff recommends including the alternates as part of the project. We therefore recommend that the Village Board authorize a contract with DTS Enterprises for the energy efficiency improvement project in the amount of \$543,500.

Asbestos Abatement Contract

As part of the project design, areas within Village Hall were tested for asbestos containing materials, so that if discovered the asbestos could be abated without delaying other project activities. Asbestos was discovered in several areas where project work activities are to occur including floor tile / mastic, thermal system insulation, and miscellaneous materials. Based on this information, plans and specifications for the asbestos abatement were developed by the Village's environmental engineer for this work, Environmental Services Inc (ESI.) Once the documents were completed, quotes for removing the asbestos from these areas were requested from firms known to be capable of performing this work with the following results:

Contractor	Quote
DEM Services	21,660
EHC Industries	22,890
Angel Abatement	24,200
Holian Industries	28,000

ESI recommends DEM Services based on their low quote of \$21,660, understanding of the project requirements, and capability to complete the work. ESI's recommendation for award is attached to this memorandum for your reference (Attachment 2.) Additionally, DEM Services successfully completed the asbestos abatement work for the office renovation activities within the Community Development Department. We therefore recommend that the Village Board waive the formal bidding requirements and authorize a contract with DEM Services for asbestos abatement in the amount of \$21,660.

4-A.3

Finally, an agreement with ESI in the amount of \$4,920 is also recommended to oversee the asbestos abatement contractor, perform air monitoring and sampling services, and submit necessary regulatory documentation.

Budget Summary

The following table provides a summary of the expenses and revenues for the project:

Energy Efficiency and Facility Improvement Project	
Expenses	
Architectural / Engineering / Construction Administration Services	54,000
Asbestos Abatement Contract	21,660
Engineering Services – Asbestos Abatement	4,920
Construction	543,500
Furniture (Estimate)	17,000
Total	641,080
Revenues	
ARRA – EECBG – Metropolitan Mayors Caucus	363,555
Illinois DCEO – Energy Efficiency Program	5,695
ARRA – EECBG – Cook County	72,767
Village – ERF – FY2011-12	200,000
Total	642,017

Due to cost savings from related professional services, the Community Development Department’s remodeling project, and this project as bid all coming in under budget, approximately \$100,000 in ERF reserves is available for additional work in the Village Hall. It would be appropriate to perform as much of this additional work at this time as collateral damage from construction mobilization and general disruption is occurring already. Examples of additional work to be considered, which was not able to be included as part of the base bid or alterations, are as follows:

- Weather stripping the windows for additional energy efficiency and temperature control;
- Upgrade lighting in the remaining half of the Finance Department;
- Remodel the Executive Secretary/AVM office area;
- File system efficiency and storage in the Village Manager’s office;
- Remodel the lower level hallway leading to the Finance Department;
- Re-upholster the first floor conference room chairs and replace table;
- Re-upholster chairs in the Village Manager’s office;

4-A.4

- Remodel the first floor men's and women's restrooms;
- Refresh the staircase leading up to the Village Hall auditorium;
- Remodel Public Works kitchen and bathroom facilities.

We plan to work with the consultant to estimate the cost of these proposed enhancements and return to the Village Board with a prioritized list for consideration. If approved, a change order to the base contract can be negotiated with the contractor.

Schedule

The overall schedule for this project is to complete the HVAC work required for cooling in the Spring 2011, and the heating work in the Summer 2011. Specifically the contract documents stipulate that the air conditioning and ventilation work at Village Hall be completed by May 15, 2011. The remaining work in the contract is to be completed by October 15, 2011. Since the HVAC work is the critical path for this project, the lighting, carpeting and other office reconfiguration work will occur as needed to support the HVAC work and as time permits. The contract documents also specify that some work, such as within the basement and first floor hallway, will occur during non-business hours. Also, we anticipate that the asbestos abatement work at Village Hall will be the first activity completed and will occur on a weekend so as to limit disruption to daily activities.

The improvements to the HVAC systems at the Fire Department are anticipated to start in the summer of 2011 since a balancing contractor is required to assess the facility before modifications to the systems are made. The work at the Public Works facility is anticipated to start this spring in conjunction with the work at Village Hall since the current offices can be relocated to a different area with separate heating and cooling equipment while improvements are made.

Summary

In summary, it is our recommendation that the Village Board approve a contract with DTS Enterprises in the amount of \$543,500 for the energy efficiency and facility improvements at Village Hall, Public Works and Fire Station facilities. We also recommend that the Village Board waive the formal bidding requirements and approved a contract with DEM Services, Inc. for asbestos abatement in the amount of \$21,660.

4-A.5



chicago design network

March 3, 2011

Mr. Ryan Gillingham, P.E.
 Director of Public Works
 Village of La Grange
 320 East Avenue
 La Grange, Illinois 60525

RE: Contract Awards for the Energy Efficiency Alterations

Dear Mr. Gillingham,

Chicago Design Network was contracted by the Village of La Grange to perform construction management services for the energy efficiency alterations project. As part of our scope of services, we were asked to review the bids, assess bidder qualifications, and make a recommendation for award. Based on our analysis, it is our recommendation that contracts for the subject project be awarded as follows:

Energy Efficiency Alterations

The project was advertised on for competitive bidding on February 3. Nine general contractors attended the mandatory pre-bid meeting on February 10; proposals were received from five bidders on February 23. In order to allocate expenditures in accordance with the budget and the terms of the grant funding, bidders were required to state a base bid price and include seven alternates in their proposals, plus unit pricing for additional energy-savings lighting upgrades at the Village Hall. The budget for the work included in this contract is \$562,250.00.

The lowest qualified bidder for the base bid and any combination of alternates was DTS Enterprises. The tabulation of all bids is attached for your reference. We recommend that the contract be awarded to DTS Enterprises, Inc. as follows:

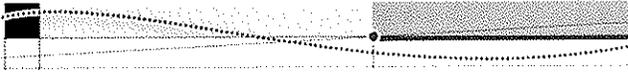
ITEM	DESCRIPTION	TOTAL AMOUNT
Base Bid		\$ 469,000.00
Alternate No. 1	Village Hall, Carpet and Paint rooms 114, 115, 116, 117	\$ 8,000.00
Alternate No. 2	Village Hall, Paint Walls, first floor corridor	\$ 8,000.00
Alternate No. 3	Village Hall, Construction in basement conference room	\$ 12,000.00
Alternate No. 4	Village Hall, Alternate ceiling for first floor corridor	\$ 12,000.00
Alternate No. 5	Public Works, Rubber Flooring in Corridor 107	\$ 8,000.00
Alternate No. 6	Public Works, VCT Flooring in Corridor 107 (not required- see Alt. No. 5)	-----
Alternate No. 7	Public Works, Work indicated in Conference Room 108	\$ 13,500.00
Unit Pricing No. 1	Village Hall, Replace 44 additional fixtures at \$250.00 each	\$ 11,000.00
Unit Pricing No. 2	Village Hall, Install 8 additional Occupancy Sensors at \$250.00 each	\$ 2,000.00
Total Recommended Contract Award		\$ 543,500.00

Additionally, we have contacted references and verified the contractor's capabilities to complete the work.

Asbestos Abatement

Based on field testing, asbestos must be abated in certain areas affected by construction. This contract is outside of the contract work by Chicago Design Network. However, it is included in this letter since it relates to the overall award

4-A.6



chicago design network

and cost of the project. Proposals were received from four abatement contractors for this work. A tabulation of all bids is attached. Since the construction in Alternate No. 1 is included in the DTS Enterprises contract recommended above, Alternate No. 1 for the abatement contract would also be required.

We recommend that the contract be awarded to DEM Services, Inc. for the base bid, plus Alternate No. 1 for a contract amount of \$21,660.00, based on the recommendation of award by Environmental Services, Inc. In addition, air sampling and professional services will be required from ESI, the Village's asbestos management contractor, at a cost of \$4,920.00. The total cost of this work will be \$26,580.00. The budget for this portion of the work is \$25,000.00.

Sincerely,

Dorothy McCarty, LEED AP
312-491-3066
dorothy.mccarty@chicagodesignnetwork.com

ATTACHMENTS

4-A.7

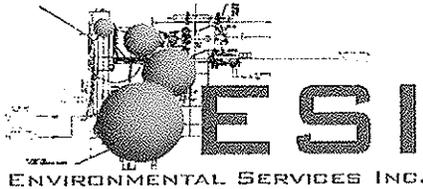
VILLAGE OF LA GRANGE
ENERGY EFFICIENCY ALTERATIONS

FEBRUARY 23, 2011

H-A-8

CONTRACTOR	BOND	ADDENDA		BASE BID	ALTERNATES							UNIT PRICES	
		1			NO.1	NO.2	NO.3	NO.4	NO.5	NO.6	NO.7	NO.1	NO.2
Continental Construction Company	Y	Y		\$948,000	\$6,000	\$2,000	\$10,000	\$3,000	\$3,000	\$2,000	\$4,000	\$45	\$41
DTS Enterprises, Inc.	Y	Y		\$469,000	\$8,000	\$8,000	\$12,000	\$12,000	\$8,000	\$4,000	\$13,500	\$250	\$250
JDM, LLC	Y	Y		\$798,700	\$3,900	\$2,300	\$1,200	\$5,100	\$3,650	\$1,450	\$15,500	\$395	\$197
Long's Corporation	Y	Y		\$626,000	\$8,163	\$2,580	\$9,868	\$5,070	\$6,468	\$3,480	\$12,380	\$280	\$270
Sumac	Y	Y		\$707,000	\$13,970	\$5,130	\$6,800	\$1,830	\$4,920	\$1,600	\$14,390	\$187	\$223
ALTERNATES:													
VILLAGE HALL													
ALTERNATE NO. 1: CARPET AND PAINT IN ROOMS 114, 115, 116 AND 117													
ALTERNATE NO. 2: PAINT WALLS, FIRST FLOOR CORRIDOR 100													
ALTERNATE NO. 3: CONSTRUCTION IN BASEMENT CONFERENCE ROOM 009													
ALTERNATE NO. 4: ALTERNATE CEILING TILE FOR FIRST FLOOR CORRIDOR CEILING													
PUBLIC WORKS													
ALTERNATE NO. 5: FLOORING IN CORRIDOR 107													
ALTERNATE NO. 6: VOT FLOORING IN CORRIDOR 107													
ALTERNATE NO. 7: ALL WORK INDICATED IN ROOM 108													
UNIT PRICES:													
VILLAGE HALL													
NO. 1: REPLACE EXISTING LIGHT FIXTURE IN EXISTING LOCATION (Price per fixture)													
NO. 2: INSTALL OCCUPANCY SENSOR FOR LIGHTING CONTROL (Price per sensor)													

02 March 2011



Village Hall - La Grange, Illinois

Abatement Contractor Recommendations

via email: RGillingham@VillageofLaGrange.com
dorothy.mccarty@chicagodesignnetwork.com

Ryan Gillingham, P.E.
The Village of La Grange
Department of Public Works
350 East Avenue
La Grange, IL 60525-6813

ENVIRONMENTAL SERVICES, INC. recommends that the President and the Village Board of **La Grange, Illinois** authorize **DEM Services, Inc.** to proceed with the safe removal of asbestos-containing floor tile / mastic, thermal system insulation, and miscellaneous materials as specified for the **Base Bid and Alternate 1** project scope as delineated by the project specifications 25 February 2011.

The lowest qualified bid from **DEM Services, Inc.** is for the total amount of **\$21,660.00** including the EPA Notifications and Cook County Permit Fees. We have reviewed the bid proposal, project scope, schedule and site conditions with the responsible personnel of **DEM Services, Inc.** They have committed to completing the project for their bid amount and per the project design, the project schedule, and the Village requirements.

Should the Village Board decide to contract for only the **Base Bid** project scope, ENVIRONMENTAL SERVICES, INC. recommends **EHC Industries** for the total amount of **\$17,450.00**.

Please contact me if there are any questions or if addition information is requested. Thank you for this opportunity to continue to provide our professional environmental engineering and analytical services.

Sincerely,
ENVIRONMENTAL SERVICES, INC.

Nicholas J. Malone, P.E.
IDPH License #100-00182

NJMab1LGV2011

ESICHICAGO.COM
P.O. Box 688, La Grange, IL 60525-0688
708 354 7121 Fax 708 354 7142

4-10-10

Village of La Grange, IL

ENVIRONMENTAL SERVICES, INC.

Village Hall Energy Efficiency Improvements - Abatement Bid Tabulation

www.ESChicago.com

Bids Opened Tuesday 01 March 2011, 14:00 hours

Contractor	Base Bid \$	Village Manager Offices - Alternate 1 Bid \$	Total Base Bid and Alternate 1	Comments
Angel Abatement	\$18,000.00	\$6,200.00	\$24,200.00	
DEM Services	\$19,100.00	\$2,560.00	\$21,660.00	Apparent Low Bid: Base Bid and Alternate 1
EHC Industries	\$17,450.00	\$5,440.00	\$22,890.00	Apparent Low Bid: Base Bid Only
Holian Industries	\$23,000.00	\$5,000.00	\$28,000.00	
Averages	\$19,387.50	\$4,800.00		

LGVabiSum1_2011

4-A.11

24 February 2011



Village Hall - La Grange, Illinois

Abatement Professional Services

via email: Rgillingham@VillageofLaGrange.com
dorothy.mccarty@chicagodesignnetwork.com

Ryan Gillingham, P.E.
The Village of La Grange
Department of Public Works
350 East Avenue
La Grange, IL 60525-6813

ENVIRONMENTAL SERVICES, INC. has prepared the following project proposal for the Illinois Department of Public Health licensed professional and accredited laboratory services for the Village Hall 2011 Energy Efficiency Improvements Abatement project.

Illinois Department of Public Health Licensed and Accredited:

- Daily Project Management/Air Sampling Professional Services
- Background and Daily Ambient Air Monitoring and Analysis
by Phase Contrast Microscopy (PAT accredited)
- Air Clearance Analysis
by Transmission Electron Microscopy (NVLAP accredited)
- Electronic Format Project Summary and Data Reporting

Total Estimate \$4920.00

Thank you for the opportunity to continue to provide our professional environmental health engineering, monitoring, and analytical services to you and the people of **The VILLAGE of LA GRANGE**.

Sincerely,
ENVIRONMENTAL SERVICES, INC.

A handwritten signature in black ink, appearing to read "N. Malone", is written over a faint, larger signature.

Nicholas J. Malone, P.E.
IDPH License #100-00182

NJMpro2011

ESICHICAGO.COM
P.O. Box 688, La Grange, IL 60525-0688
708 354 7121 Fax 708 354 7142

4-A.12

VILLAGE OF LA GRANGE
Police Department

BOARD REPORT

TO: Village President, Village Clerk,
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager and
Michael A. Holub, Chief of Police

DATE: March 14, 2011

RE: **PURCHASE – POLICE DEPARTMENT / REPLACEMENT OF PARKING
ENFORCEMENT VEHICLE**

The FY 2010-11 and FY 2011-12 budgets provide for the replacement of our two (2) Westward Industries GO-4 Interceptor III Parking Enforcement Vehicles for the Police Department. The vehicles are 5 and 6 years old and have reached the end of their projected useful life. It is in the Village's best interest to replace these vehicles at this time before we incur any major maintenance expenses which, from our experience, tend to occur after five years of operation.

Westward Industries is the only manufacturer of a three-wheeled vehicle suitable for parking enforcement. However, these vehicles have become increasingly expensive and have been priced out of the market reaching the \$23,000 price range.

We have researched numerous replacement options including alternative fuel vehicles and discovered that the most economical and practical parking enforcement vehicle is the SMART car which is manufactured by Daimler – Mercedes Benz.

The SMART car is the smallest vehicle available that will provide maneuverability in the Central Business District as well as the ability to navigate throughout other areas of the village. The Police Department recently had the opportunity to test drive the SMART car and had the vehicle inspected by the Village mechanic. Although it is not an alternative fuel vehicle it is rated to receive 33 MPG in the city. The SMART car is distributed by only two dealerships in Illinois, Knauz Motor Sales in Lake Bluff, IL. and Loeber Motors in Lincolnwood, IL. Knauz Motor Sales has quoted us a price of \$14,500 per SMART car and Loeber Motors has quoted us a price of \$14,400 per SMART car.

With this being close to the end of the FY 2010-11 budget year and the beginning of the FY 2011-12 budget year we are asking for consideration to purchase both SMART cars. Doing so will provide the Village with a price advantage when placing an order for the vehicles. If we wait to place the order until after May 1, we will be subject to a scheduled eight percent (8.0%) cost increase for these vehicles.

4-B

The quote of \$14,400 per SMART car we received from Loeber Motors includes all options and delivery. An additional cost of approximately \$2,400 per SMART car is necessary to transfer and replace equipment (radio, light bars, decals, etc.) The total cost of the vehicles will be offset by selling the current units at auction. This will bring the total cost well below the FY 2010-11 budget of \$25,000 and the FY 2011-12 budget of \$26,000. If approved, a budget amendment will be prepared at year end to recognize the additional cost of the second vehicle in FY 2010-11 which is currently scheduled for replacement in FY2011-12.

It is our recommendation that the Village Board waive the formal competitive bidding process and authorize staff to purchase two (2) 2011 SMART for two Passion Coupes from Loeber Motors of Lincolnwood, Illinois and to sell the two (2) 2005 and 2006 Westward Industries GO-4 Interceptor III vehicles through E-bay. Total cost of the purchase is not to exceed \$33,600. .

4-13-1

VILLAGE OF LA GRANGE
Fire Department

BOARD REPORT

TO: Village President, Village Clerk, and
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager and
William J. Bryzgaliski, Fire Chief

DATE: March 14, 2011

RE: **ORDINANCE – AMENDING THE LA GRANGE CODE OF
ORDINANCES REGARDING AMBULANCE FEES**

The Village has been billing for ambulance service fees since 2004 for residents and non-residents. On mutual aid calls to other towns the fees have not been collected. As our call volume has increased so has our mutual aid ambulance calls. It is allowable to bill for these calls and many municipalities have started this process which include our adjoining neighbors.

In 2010, the Fire Department responded to 131 mutual aid ambulance calls. This would be a source of revenue in the amount of \$50,000.00 annually. Our fee structure will remain the same as listed in our current ordinance.

Attached for your consideration is an ordinance which directs this change in the La Grange Code of Ordinances, as prepared by Village Attorney Mark Burkland.

It is our recommendation that the ordinance be approved.

4-C

VILLAGE OF LA GRANGE
ORDINANCE NO. _____

AN ORDINANCE AMENDING
THE LA GRANGE CODE OF ORDINANCES
REGARDING AMBULANCE FEES

WHEREAS, the President and Board of Trustees of the Village of La Grange, have determined that it is in the best interests of the Village to provide for payment of emergency ambulance service fees by all individuals using such services regardless of residency or location of those individuals;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of La Grange, Cook County and State of Illinois, as follows:

Section 1. Recital. The foregoing recital is incorporated into this Ordinance as a finding of the President and Board of Trustees.

Section 2. Amendment of Code of Ordinances Section 37.30. Section 37.30, titled "Ambulance Service Fees," is hereby amended in its entirety so that Sections 37.30 will hereafter be and read as follows:

§ 37.30 AMBULANCE SERVICES FEES.

All persons to whom ambulance services are provided by the Village shall pay fees for such services in the amounts established in Section 37.31, regardless of the residency of those persons or the location or locations where the ambulance services are provided. All such fees are due and payable on receipt of an invoice therefor and must be paid not later than 30 days after that receipt.

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

PASSED this ____ day of _____ 2011.

AYES: _____

NAYS: _____

ABSTAIN: _____

APPROVED this ____ day of _____ 2011.

Elizabeth M. Asperger, Village President

ATTEST:

Ellie Elder, Deputy Village Clerk

4-C.1

VILLAGE OF LA GRANGE
Administrative Offices

BOARD REPORT

TO: Village President, Village Clerk,
Board of Trustees, and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager

DATE: March 14, 2011

RE: **FOR-PROFIT SOLICITATION – GALWAY CONSTRUCTION**

The Village Code provides that whenever a for-profit organization desires to solicit in the Village of La Grange, their application for a license must be reviewed by the Village Board.

The following for-profit solicitor license application has been submitted by Galway Construction to solicit in the Village of La Grange and is presented for your consideration:

Galway Construction
811 N. Harlem Avenue
Oak Park, IL 60302

Business President: Brendan Carroll
Phone: (708) 383-8600
Business Activity: Construction and home remodeling services.

Galway Construction is requesting permission to solicit in La Grange for the purpose of securing construction and home remodeling projects. They have provided the Village with references from municipalities where they have previously solicited. These references have been contacted and did not produce any adverse comments. Solicitation will be door-to-door, for a 15 day period yet to be determined. Additional regulations governing for-profit solicitation, which include a background clearance process, are attached for your reference.

We recommend that the above listed for-profit organization be approved to solicit in the Village of La Grange.

Village of La Grange



GALWAY
CONSTRUCTION
SIDING & WINDOW SPECIALISTS

811 N. HARLEM AVE
OAK PARK, IL 60302
TEL: 708.383.8600
FAX: 708.383.3990

BRENDAN CARROLL
PRESIDENT



"PROTECT THE INTEGRITY OF
YOUR HOME WITH GALWAY"

FOR-PROFIT SOLICITOR LICENSE APPLICATION

Please complete the following information in detail and return to the Village Clerk's Office at the address below. **PLEASE PRINT OR TYPE.**

Name of Business GALWAY CONSTRUCTION

Current Business Address 811 N. HARLEM, OAK PARK IL 60302

Business Owner BRENDAN CARROLL

Business Phone (708) 383-8600 Home Phone _____

Description of product or services to be solicited Free estimate on home REMODELING

Will solicitors be paid? NO If so, how? _____

Do you have a permit to solicit in another community? Yes

If yes, where? OAK PARK, ELK GROVE, SCHAUMBURG...

Please provide two references from the municipality where you have previously solicited. Include names and addresses of persons listed.

- VILLAGE of OAK PARK
- VILLAGE of SCHAUMBURG

If no, please provide three references, including names and addresses, from persons who are not related to the applicant or who are not otherwise in any way connected with the business operation of the organization seeking a solicitation permit.

- _____
- _____
- _____

RECEIVED
MAR 20 2001

List the complete names and addresses of those individuals who will be soliciting.

- ADRIAN LAGO, 3146 MAPLE, BERWYN, IL 60402
- VINCE AMBROSE, 2375 W. MONTANA 2B, CHICAGO, IL 60647
- COLIN JENSEN, 2337 W. ROSCOE APT 1, CHICAGO, IL 60618

I/we, the undersigned, further state that I/we am/are familiar with the ordinances of the Village of La Grange relating to the business or businesses covered by this application.

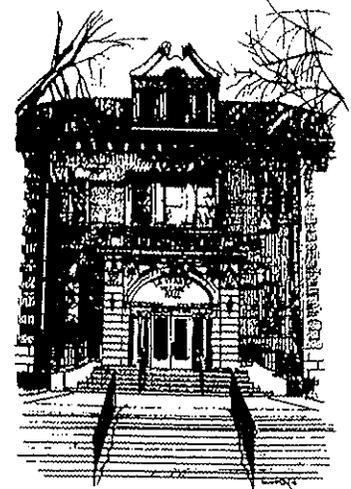
Signed Adrian Lago Signed [Signature]

53 South La Grange Road P.O. Box 668 La Grange, Illinois 60525 (708) 579-2300 Fax (708) 579-0980

4-D.1

Village of La Grange

SOLICITOR/PEDDLER REGULATIONS FOR-PROFIT ORGANIZATIONS



Anyone wishing to solicit/peddle goods or services for profit in residential and/or commercial areas of the Village of La Grange must:

1. Complete an application for a solicitor/peddler license, available at the Village Clerk's Office at the address below.
2. Submit solicitor/peddler fee of \$25; the fee of \$15 per employee or volunteer may be submitted after Village Board approval.
3. Submit a list of the name, address and phone number of each solicitor/peddler.
4. Have the solicitor/peddler license approved by the Village President and Board of Trustees.

Once the solicitor/peddler license has been granted by the Village, the solicitor/peddler must:

1. Submit photographs of the individuals who will be soliciting/peddling in the Village. (Photos can also be taken at the La Grange Police Department, 304 West Burlington Avenue.) Identification cards will be prepared by the Village.
2. Have fingerprints taken at the La Grange Police Department.
3. Register in the registration book provided in the La Grange Police Department.
4. Receive from the La Grange Police Department a list of homes where no soliciting is permitted.

Solicitors/peddlers may only operate in the Village of La Grange as specified below:

1. No solicitation/peddling shall take place on Sundays, nor shall any solicitation/peddling exceed a maximum of 15 days in a 12-month period.
2. Solicitation/peddling shall be permitted only between the hours of 10:00 a.m. to 5:00 p.m. and from 7:00 p.m. to 9:00 p.m. on weekdays and Saturdays.

(over)

Solicitor/Peddler Regulations

Those businesses or persons exempt from this procedure include:

- (1) Any person soliciting for, or selling tickets for, any approved religious, charitable, school, educational, veteran's or governmental organization.
- (2) Fraternal organizations having established local chapters.

However, all organizations are requested to register at the La Grange Police Department prior to soliciting/peddling.

08/02

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MINUTES

VILLAGE OF LA GRANGE
BOARD OF TRUSTEES REGULAR MEETING
Village Hall Auditorium
53 South La Grange Road
La Grange, IL 60525

Monday, February 28, 2011 - 7:30 p.m.

1. CALL TO ORDER AND ROLL CALL

The Board of Trustees of the Village of La Grange regular meeting was called to order at 7:35 p.m. by President Asperger. On roll call, as read by Administrative Secretary Ellie Elder, the following were present:

PRESENT: Trustees Holder, Horvath, Kuchler, Langan, Livingston, and Palermo

ABSENT: None

OTHERS: Village Manager Robert Pilipiszyn
Assistant Village Manager Andrianna Peterson
Village Attorney Mark Burkland
Finance Director Lou Cipparrone
Community Development Director Patrick Benjamin
Public Works Director Ryan Gillingham
Fire Captain Don Gay
Police Chief Mike Holub

2. PRESIDENT'S REPORT

President Asperger invited the public to attend and participate in the discussion at the Board's budget workshop scheduled for Saturday, March 12 at 8:00 a.m. in the lower level conference room of the Village Hall. The proposed budget document will be available at the Village Hall, La Grange Public Library and posted on the Village website on Friday, March 4. President Asperger indicated that this is the final step in the budget process and encouraged residents to review the document in particular the Manager's message which summarizes the Village's financial condition.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

None

4. OMNIBUS AGENDA AND VOTE

W-E

- A. Ordinance (#O-11-04) – Design Review Permit (DRP) #81, Amendment to Design Review Permit #79, 600-604 and 620 West Burlington, First National Bank of La Grange
- B. Minutes of the Village of La Grange Board of Trustees Regular Meeting Monday, February 14, 2011
- C. Minutes of the Village of La Grange Board of Trustees Special Meeting –Capital Projects Workshop Monday, February 14, 2011
- D. Consolidated Voucher 110228 – (\$793,889.06)

It was moved by Trustee Langan to approve items A, B, C, and D of the Omnibus Agenda, seconded by Trustee Holder.

Approved by roll call vote.

Ayes: Trustees Holder, Horvath, Kuchler, Langan, Livingston and Palermo
Nays: None
Absent: None

5. CURRENT BUSINESS

- A. Ordinance (#O-11-05) –Amending Various Sections of the La Grange Code of Ordinances Related to the Sales and Service of Alcoholic Liquor: Referred to Trustee Langan

Trustee Langan provided background information on the liquor code which was amended in 2009 and indicated that the Liquor Commission has evaluated the need for additional proposed amendments. Trustee Langan noted that six amendments are being recommended for approval in order to provide flexible yet specific liquor regulations that enhance local business competitiveness. Trustee Langan explained that liquor control is taken very seriously and the sale of liquor in La Grange is a privilege.

Trustee Langan detailed each of the six amendments to the liquor code which include a new Class D-3 Wine Club Event License for restaurants; clarification on definitions for wine, beer and wine club event; license fees for the new Class D-3; change in the initial application fee; and a new subsection regarding standards for licensed premises. Trustee Langan added that if approved each current liquor license holder would be notified of the amendments and given ample time to be compliant with the new operational standards.

4-E.1

It was moved by Trustee Langan to approve an Ordinance Amending Various Sections of Chapter 111 of the La Grange Code of Ordinances and Creating One New Class D-3 Liquor License, seconded by Trustee Holder.

Trustee Holder requested clarification regarding Bacinos who currently holds a Class A-2 Restaurant liquor license and the issuance of a new Class D-3 Wine Club Event License for Restaurants. It was noted that the new Class D-3 Wine Club liquor license will also allow them to sell bottled wine at retail.

Trustee Palermo inquired if the new higher non-refundable liquor license application fee, of which a portion would be applied to the actual cost of the liquor license, would be returned if a business was awarded a liquor license, but did not open and was informed it would not.

Approved by roll call vote.

Ayes: Trustees Holder, Horvath, Kuchler, Langan, Livingston, and Palermo
Nays: None
Absent: None

6. MANAGER'S REPORT

Village Manager Robert Pilipiszyn indicated that residents should have received renewal notices for their 2011 vehicle and animal licenses and explained that the increase in vehicle license fees will be utilized toward street maintenance and repair. Mr. Pilipiszyn provided information regarding the new online purchase system as well as the ability to pay in person or mail in options. Extended Village Hall hours are scheduled for Friday April 29 until 7:00 p.m. and Saturday, April 30 from 9:00 a.m. to noon to accommodate residents who choose to pay in person.

Mr. Pilipiszyn announced that effective May 1, 2011 the cost of a general refuse sticker and yard waste sticker for La Grange residents will increase by \$.25 from \$3.95 to \$4.20. This is the scheduled price increase pursuant to the five-year contract approved in 2007, with Allied Waste. Mr. Pilipiszyn identified alternative services available to residents and provided contact information. Mr. Pilipiszyn noted that the Village is one of a very few municipalities who still utilize the volume based system. The Village will soon begin refuse contract negotiations and research options of joint agreements with neighboring municipalities.

A. Staff Informational Presentation – Traffic Enforcement / Operational and Staffing Considerations

Village Manager Robert Pilipiszyn noted that recently the Village Board held a series of capital improvement-oriented workshops wherein questions and concerns were raised by the Village Board and the public related to traffic

4-E.2

enforcement. In order to provide a better understanding and factual data concerning traffic enforcement specifically in the 47th Street corridor, Mr. Pilipiszyn provided a syllabus of this evening's presentation and requested Public Works Director Ryan Gillingham begin.

Mr. Gillingham identified engineering, enforcement and education as key items for traffic safety. Providing clarification to the traffic study prepared by KLOA from the 47th Street speed study, Mr. Gillingham provided information via a power point presentation. He noted the following:

- there is a high percentage of traffic compliance to the speed limit within the 47th Street corridor; highest distribution falls within the range of 30-34 mph
- 85 percent of the traffic drives at or below 38.5 mph
- National studies show that speed limits are set at the 85th percentile because that is a level at which driver safety is highest. However, speed limits are routinely reduced in urban areas due to population density, curb cuts, pedestrian movements, etc.

Seeing that a majority of traffic is within the speed limits, Mr. Gillingham added that perception of moving traffic is deceiving.

The presentation continued with Police Chief Holub providing detailed information and data concerning calls for service and police operations, specifically traffic enforcement.

Chief Holub described how resources are deployed towards traffic enforcement (time, manpower and use of speed display signs). He also noted the division of responsibilities between full-time and part-time police officers, with part-time personnel supplementing full-time personnel on occasion.

Chief Holub concluded with a review of state law governing rules of the road for motorists and pedestrians.

Discussion ensued. Trustees inquired as to staffing hours and Chief Holub responded, adding that supervisors are also utilized as necessary. Trustees inquired about increased activity in the Central Business District, reduced funding for the part-time police officer program, and methodologies used for pedestrian safety enforcement, and Chief Holub responded.

Explaining the various methods and equipment used to control and enforce traffic Chief Holub noted the primary goal of traffic enforcement is to produce voluntary compliance with traffic laws while keeping traffic moving safely and smoothly. He also indicated the need for more public education and awareness.

4-E.3

Chief Holub expressed his satisfaction with the department's ability to deliver effective services with the resources available.

The last segment of the presentation was made by Finance Director Lou Cipparrone who identified costs associated with adding full-time staff and/or restoring funding for the part-time police officer program. Mr. Cipparrone explained the financial impact on the budget and cost containment plan.

Village Manager Robert Pilipiszyn complimented Chief Holub and departmental staff with their performance and effective delivery of core public safety services including traffic enforcement. Village Manager Robert Pilipiszyn summarized the presentation as follows:

- increasing resources for traffic enforcement may not be the best and right answer at this time
- engineering solutions are still required within the 47th Street corridor
- increased funding for traffic enforcement would have a negative impact on Village finances
- staff will work on developing public education material and a plan

7. PUBLIC COMMENTS REGARDING MATTERS NOT ON AGENDA

None.

8. EXECUTIVE SESSION

9. TRUSTEE COMMENTS

Trustee Kuchler commented on his approval of the enhancements to the First National Bank of La Grange. Trustee Kuchler added his compliments to staff on the enlightening presentation and information provided regarding traffic enforcement. He would like to see more of these type of presentations from Department Heads.

President Asperger concurred with Trustee Kuchler regarding the First National Bank of La Grange and enhancement for the West End Business District.

Trustee Horvath added his compliments to staff for the informative presentation and concurred with Trustee Kuchler regarding Department Head presentations.

10. ADJOURNMENT

At 9:15 p.m. it was moved by Trustee Langan to adjourn, seconded by Trustee Palermo. Motion approved by voice vote.

H-E-4

Elizabeth M. Asperger, Village President

ATTEST:

Ellie Elder, Deputy Clerk

Approved Date:

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4-E.5

VILLAGE OF LA GRANGE

Disbursement Approval by Fund

March 14, 2011

Consolidated Voucher 110314

<u>Fund No.</u>	<u>Fund Name</u>	<u>03/14/11 Voucher</u>	<u>03/04/11 Payroll</u>	<u>Total</u>
01	General	54,937.45	290,341.01	345,278.46
21	Motor Fuel Tax			0.00
22	Foreign Fire Insurance Tax	975.05		975.05
24	ETSB	1,928.25		1,928.25
40	Capital Projects	487,463.67		487,463.67
50	Water	132,186.67	42,032.54	174,219.21
51	Parking	2,174.96	23,282.97	25,457.93
60	Equipment Replacement	135,348.00		135,348.00
70	Police Pension			0.00
75	Firefighters' Pension			0.00
80	Sewer	9,832.46	11,040.67	20,873.13
90	Debt Service			0.00
91	SSA 4A Debt Service			0.00
93	SAA 269			0.00
94	SAA 270			0.00
		<u>824,846.51</u>	<u>366,697.19</u>	<u>1,191,543.70</u>

We the undersigned Manager and Clerk of the Village of La Grange hereby certify that, to the best of our knowledge and belief, the foregoing items are true and proper charges against the Village and hereby approve their payment.

Village Manager

Village Clerk

President

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

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