

- c. Consideration to Approve the Quote from Brieser Construction Company to Construct and Install Track and Industrial Curtain Around the Lime Feed Equipment at a Cost of \$17,163.00
- d. Consideration to Approve the Purchase of a Hach DR3900 Spectrophotometer from USA Bluebook at a Cost of \$6,777.42
- e. Consideration to Approve the Proposal from Seconds Matter Safety Solutions to Replace the Fire Alarms at the Water Reclamation Plant for a Total Cost of \$21,100
- f. Consideration to Approve the Purchase of a Booster Pump from USA Bluebook and the Electrical Installation of the Pump by Clennon Electric for a Total Cost of \$10,483.89
- g. Review and Recommend a Contractor to Replace the Roofs at the Water Reclamation Plant
- h. Other Pertinent Information

12. Personnel & Collective Bargaining

Co-Chairs Alderman Mietzner & Alderman Holmes

- a. Other Pertinent Information

13. Adjournment

The next Committee of the Whole meeting is scheduled for Tuesday, October 10, 2023, at 5:30 PM.

Minutes of the Committee of the Whole
Wilmington City Hall
1165 South Water Street
August 8, 2023

Call to Order

The Committee of the Whole meeting on August 8, 2023, was called to order at 5:30 p.m. by Mayor Dietz in the Council Chamber of Wilmington City Hall.

Roll Call

Upon Roll Call by the Clerk the following members of the corporate authorities answered “Here” or “Present”:

Alderspersons Present Kirwin, Jeffries, Knight, Vice, Mietzner, Holmes, Smith

Alderperson Absent Allred

Quorum

There were sufficient members of the corporate authorities in attendance to constitute a quorum, so the meeting was declared in order.

Other Officials in Attendance

Also, in attendance was the City Administrator Jeannine Smith, Finance Director Nancy Gross, Chief of Police Adam Zink, Director of Public Works James Gretencord, ESDA Director Dennis Housman, Deputy City Clerk Joie Ziller

Approve Previous Meeting Minutes

Alderperson Mietzner made a motion and Alderperson Kirwin seconded to approve the July 11, 2023 meeting minutes and have them placed on file. Upon the voice vote, 7 yes, the motion carried.

Public Comment

No public comment was made.

Mayor’s Report

Mayor Dietz provided a recap on the delay for the road project. Construction will now begin August 14, 2023- starting with N. Water Street, Kahler Road (blacktop), Daniels Street and Kahler Road (tar & chip).

Administrator’s Report

Discussion and Direction to Place the Heritage Corridor Destinations Convention and Visitors Bureau Invoice in the Amount of \$5,000 on the 08-15-2023 City Council Agenda for Approval

The Committee reviewed and discussed the memo included with the agenda packet. After their discussion, they agreed to move this to the August 15th Council agenda for full approval.

Discussion and Direction to Place the 2023 Powering Safe Communities Grant Acceptance Form on the 08-15-2023 City Council Agenda for Approval

The Committee reviewed and discussed the memo included with the agenda packet. After their discussion, they agreed to move this to the August 15th Council agenda for full approval.

Discussion and Direction to Place the American Rescue Plan Intergovernmental Agreement Related to the Subrecipient Grant for Dam Modifications with Will County on the 08-15-2023 City Council for Approval

The Committee reviewed and discussed the memo included with the agenda packet. After their discussion, they agreed to move this to the August 15th Council agenda for full approval.

Discussion and Direction on RFQs Received for Comprehensive Plan and Master Parks Plan

The Committee reviewed the qualifications as received. After some discussion, their direction was that these be discussed with the Planning & Zoning Commission, and from there the Commission can make their recommendation to the Council.

Route 66 National Historic Trail

Administrator Smith informed the Committee that communities along and adjacent to Route 66 are writing support letters to Congress to designate Route 66 a National Historic Trail to help preserve and promote the route itself as well as increase economic opportunities. The Committee was in favor of the City also sending a support letter.

Building Inspector's Report

July Report

The Committee reviewed the report as included in the agenda packet.

Discussion and Direction Regarding 313 N. Main Street

The Committee reviewed the letter included with the agenda packet and agreed that the property needs to be maintained by a professional contractor. Once the contractor has completed services, the City will place a lien on the property covering all costs the City paid to the contractor. The Committee was in favor of starting the foreclosure process.

Police & ESDA

Co-Chairs Alderpersons Mietzner & Alderman Allred

Chief of Police Monthly Summary Report

Chief Zink briefed the Committee on the happenings within the department and addressed his report that was included with the agenda packet.

Discussion and Consideration to Purchase a Drone for the Police Department

Chief Zink provided a memo and quotes regarding the purchase of a drone. The Committee agreed with Chief Zink's recommendation and that this be placed on the August 15, 2023, City Council agenda for full approval.

Director of ESDA Monthly Summary Report

The Committee reviewed the ESDA Report as prepared by Director Housman. No further discussion was had regarding the report.

Other Pertinent Information

No other pertinent information was discussed.

Ordinance & License Committee

Co-Chairs Alderpersons Kirwin & Alderman Knight

Discussion and Direction to Place Façade Improvement Program Grant Award to The Mar Theatre on the 08-15-2023 City Council Agenda

The Committee reviewed the memo and application provided in the agenda packet. The Committee was in favor of moving this to the August 15th Council meeting for a full vote.

Discussion and Consideration to Approve the Ordinance Amending Section 74.02 Regarding the Operation of Golf Carts Within the City

The Committee reviewed the draft ordinance provided in the agenda packet. The Committee was in favor of moving this ordinance to a Council meeting for a full vote. Mayor Dietz requested that this ordinance not be passed until after the warning signs and markings of the crossings are complete. This ordinance will be placed on a future Council agenda for approval.

Discussion and Consideration to Amend Section 91.03, Nuisance Greenery

The Committee reviewed the draft ordinance provided in the agenda packet. The Committee was in favor of moving this ordinance to the August 15th Council meeting for a full vote.

Discussion and Consideration to Amend Food Truck Permit Fee

The Committee reviewed the spreadsheet with permit fees gathered from surrounding communities. The Committee agreed that the annual fee should be \$250.00 per year. A draft amending the ordinance will be reviewed at the next Committee of the Whole meeting on September 12, 2023.

Discussion and Consideration to Amend Section, 30.09, Compensation of Certain Officers and Officials

After some discussion by the Committee, it was suggested that the spreadsheet with salaries gathered from surrounding communities be reviewed more closely and discussed at a future Committee meeting.

Discussion and Consideration to Amend Section, 31.143, Compensation of Deputy City Clerk

After some discussion by the Committee, this was tabled to a future Committee meeting.

Other Pertinent Information

No other pertinent information was discussed.

Buildings, Grounds, Parks, Health & Safety Committee

Co-Chairs Alderpersons Jeffries & Alderman Smith

Discussion and Consideration to Approve the Invoice in the Amount of \$16,088 Submitted by A.R. Brown Construction for the City Hall Rehab Project

The Committee reviewed the quote as provided in the agenda packet. After some discussion, the Committee agreed that this be placed on the August 15, 2023, City Council agenda for full approval.

Other Pertinent Information

No other pertinent information was discussed.

Water, Sewer, Streets and Alleys Committee

Co-Chairs Alderpersons Vice & Alderman Holmes

Director of Public Works Monthly Summary Report

The Committee reviewed Director Gretencord's monthly report included in the agenda packet.

Discussion and Consideration to Approve the Wesa Automation Proposal for \$20,312 to Reconfigure and Install the SCADA Improvements to the North Island Lift Station

The Committee reviewed the memo prepared by Director Gretencord regarding the North Island Lift Station. The Committee agreed to move forward with accepting the proposal from Wesa Automation and move it to August 15, 2023, City Council agenda for full approval.

Discussion and Consideration to Approve the Wesa Automation Proposal for \$8,950 for Improvements to the Riverwood Lift Station SCADA System

The Committee reviewed the memo prepared by Director Gretencord regarding the Riverwood Lift Station. The Committee agreed to move forward with accepting the proposal from Wesa Automation and move it to August 15, 2023, City Council agenda for full approval.

Other Pertinent Information

Alderperson Vice stated that the street name sign at Joliet and Lafayette are missing and also requested that the school zone speed limits signs on Main Street by St. Rose could be removed considering there is no school at that location anymore.

City Engineer Casey McCollum distributed three exhibits related to the Water Street parking markings. Once the paving project is complete the Committee agreed that the markings be added to the street as rendered in exhibit A.

Personnel & Collective Bargaining Committee

Co-Chairs Alderpersons Mietzner & Alderman Holmes

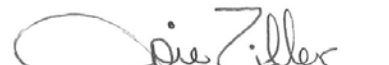
Other Pertinent Information

No other pertinent information was discussed.

Adjournment

The motion to adjourn the meeting was made by Alderperson Holmes and seconded by Alderperson Mietzner. **Upon the voice vote, the motion carried.** The Committee of the Whole Meeting held on August 8, 2023, adjourned at 7:28 p.m.

Respectfully submitted,



Joie Ziller, Deputy City Clerk



MEMO

Date: September 7, 2023

To: Honorable Mayor Dietz and City Council Members

From: Jeannine Smith, City Administrator

Cc: Joie Ziller, Deputy Clerk
Bryan Wellner, General Counsel
Department Directors

Re: RT66 Monument Sign Location Discussion

Budget Impact: None

History: In 2022, Staff applied for and received a RT66 Tourism Grant from Heritage Destinations Convention and Visitors Bureau to build a parking lot to support tourism along the corridor and in anticipation of the upcoming 100-year celebration of RT66 in the year 2026.

This year, the City again applied for and received a RT66 Tourism Grant from Heritage Destinations Convention and Visitors Bureau for signage. One of those signs is a monument sign and is the point of discussion for this meeting.

Staff Analysis: Staff has looked at the following locations for placement of the monument sign:

- 1) North Island at the point
- 2) South Island at the RT 66 entrance
- 3) Private Property at the southeast corner of RT66 and Water Streets

Attached are photos for your reference. Please be advised that the photo of location #3 was not provided as we have not been able to connect with the owner to determine his willingness to convey the property to the City.

The North Island has been in consideration for several months. There is a clear view of the sign once you pass the gate into the park; however, the sign is not visible from RT66. While placement on RT66 is not required, we would need to place wayfinding signs along the route to direct people to this attraction.

The South Island was a secondary location to the North Island point. Staff is of the opinion that this is a preferred location as it is clearly visible from RT66 at most angles and can be

incorporated into a park project as depicted on the last page of the handout allowing for ample parking for this RT66 attraction.

Staff Request: In consideration of the information before you and in anticipation of a lively discussion on the matter, Staff respectfully requests and recommends a location be decided for placement of the RT66 Monument Sign. Thank you for your consideration of this request. As always, please feel free to contact me with any questions you may have.

North
Island (at
the point)



South Island (at the entrance)







ISLAND PARK SITE DEVELOPMENT PLAN

KEY

1. **EXISTING TRAIL ROUTE CONNECTION**
IMPORTANT REGIONAL TRAIL CONNECTION TO NORTH ISLAND PARK AND DOWNTOWN WILMINGTON
2. **EXISTING CROSSING**
EXISTING CROSSING AND ROADWAY SIGNAGE ALLOWS USERS TO CROSS HISTORIC ROUTE 66 INTO SOUTH ISLAND PARK
3. **PROPOSED REGIONAL TRAIL**
FUTURE TRAIL CONNECTION THROUGH SOUTH ISLAND PARK
4. **PROPOSED PARKING LOT**
PARKING TO BE PROVIDED FOR EDUCATION INFORMATION AND WELCOME CENTER AND FOR THE BIKES, TRAIL AND PICNIC AREA
5. **PROPOSED TRAIL HEAD & PICNIC AREA**
PICNIC AREA VIEWABLE FROM HISTORIC ROUTE 66
6. **PROPOSED NATIVE PLANT RESTORATION**
WOODLAND NATIVE PLANTS AND FERNS AS A BACKDROP FOR THE BIKES, TRAIL AND PICNIC AREA
INTERPRETIVE SIGNS TO BE PROVIDED TEACHING USERS ABOUT THE IMPORTANCE OF WOODLAND NATIVE PLANTS
7. **PROPOSED ENTRANCE SIGN**
ENTRANCE SIGN TO SOUTH ISLAND PARK AND A COMMUNITY INFORMATION VISUAL BOARD
8. **PROPOSED KIOSK**
KIOSK TO PROVIDE MAPS, DIRECTIONS AND INFORMATION REGARDING SOUTH ISLAND PARK
9. **PROPOSED INTERPRETIVE SIGNS**
INTERPRETIVE SIGNS WILL HIGHLIGHT USERS ON THE HISTORY OF SOUTH ISLAND AND THE IMPORTANCE OF THE DESIGNATED OPEN SPACE
10. **BIKE RACKS**
BIKE RACKS TO BE PROVIDED ADJACENT TO PARKING LOT
11. **FITNESS STATION AREA**
FITNESS STATION COURSE WITH STATION AREAS AT VARIOUS POINTS THROUGHOUT THE PARK
12. **DRINKING FOUNTAIN**
DRINKING FOUNTAIN ADJACENT TO FITNESS STATION COURSE




Date: June 30, 2014



MEMO

Date: September 7, 2023

To: Honorable Mayor Dietz and City Council Members

From: Jeannine Smith, City Administrator 

Cc: Joie Ziller, Deputy Clerk
Bryan Wellner, General Counsel
Department Directors

Re: Department of Commerce and Economic Opportunity Grant Discussion

Budget Impact: Increase in Grant Revenue of \$345,000

History: The City of Wilmington recently received notice of two grant awards from the Department of Commerce and Economic Opportunity ("DCEO"). The first grant in the amount of \$95,000 is an appropriation from Representative DeLuca and the second is an Administrative Operations grant in the amount of \$250,000 awarded by the Governor.

Staff Analysis: On August 15, 2023, Staff received notice from the DCEO that the sum of \$95,000 was reappropriated from the Build Illinois Bond Fund to the DCEO for a grant to the City of Wilmington for costs associated with capital improvements. Staff has discussed potential uses for the grant which must be a bondable capital improvement provided that such expenditure purposes:

Are not recurring; are of a durable nature and not consumed in use; are not subject to inherent risk of failure, rapid technological obsolescence, or primarily intended to fulfill temporary requirements or needs; and appreciably increases, improves or enhances the interest of the State of Illinois, or its legally constituted subdivision, in the property, land, building or asset to be developed, constructed or improved.

Staff has identified two projects that would benefit from these funds; the first of which being the dam modification project and the second being the realignment of South Island entrance and parking lot structure and other amenities associated with the location of the RT66 Monument Sign.

On August 17, 2023, Staff received notice from the DCEO that the sum of \$250,000 was appropriated for a grant to the City of Wilmington for costs associated with operations in

nature-meaning that are used for operating costs. Examples include administrative costs (like personnel, supplies, consultants, etc.) that are for public safety and economic development.

Staff is considering the following expenses associated with public safety and economic development:

- Comprehensive Plan Consultant Fees
- Administrative Staff Time Associated with the Comprehensive Plan process
- Police Salaries
- Public Safety Equipment not exceeding \$5,000 per item pursuant to grant guidelines

The guidelines associated with this particular grant opportunity are not as specific as the Build Illinois Bond Fund Grant. Staff will need to get budgets approved by the DCEO prior to any expenditures being made and will keep you apprised of our progress.

Staff Request: Direction on placement of grant funds



Jeannine Smith <jsmith@wilmington-il.com>

DCEO Project # HD240086 City of Wilmington

13 messages

Lewis, Starlin A. <Starlin.A.Lewis@illinois.gov>

Tue, Aug 15, 2023 at 10:34 AM

To: "jsmith@wilmington-il.com" <jsmith@wilmington-il.com>

Cc: "Cheek, Derick" <Derick.Cheek@illinois.gov>, "Hoots, Jenny" <Jenny.Hoots@illinois.gov>

City of Wilmington - for costs associated with capital improvements

Good morning Jeannine Smith

I have been assigned as the Initial Grant Manager for Project #HD240086. This Grant opportunity is for \$95,000 to the City of Wilmington - for costs associated with capital improvements. Please fill out the application materials following the direction below. If you have questions or need assistance, please do not hesitate to email me at starlin.a.lewis@illinois.gov.

GRANT APPLICATION INSTRUCTIONS

Before completing and submitting the required application documents, please make sure that you are registered with SAM.gov and in the GATA portal (<https://grants.illinois.gov/portal/>) and are in good prequalification status. If not registered and need assistance, please contact CEO.GrantHelp@illinois.gov.

Grantees are welcome to attend external trainings hosted by the Office of Accountability.

- Pre-Qualification training will be offered on the 1st Wednesday of the month from 9AM-10AM (ideal for new Grantees)
- Trainings on varying Grant topics will be presented on the 3rd Wednesday of the month from 9AM-10AM
- Office hours are held every Tuesday from 2PM-3PM. This format is an informal question and answer session for Grantees.

Grantees can sign up for trainings by using this link: [Grant Management Training Invitation List \(smartsheet.com\)](#)

There are 12 total documents on the page (7 for completion and 5 informational).



Jeannine Smith <jsmith@wilmington-il.com>

DCEO Project # DG240089 Village of Wilmington

12 messages

Lewis, Starlin A. <Starlin.A.Lewis@illinois.gov>

Thu, Aug 17, 2023 at 4:31 PM

To: "jsmith@wilmington-il.com" <jsmith@wilmington-il.com>

Cc: "Cheek, Derick" <Derick.Cheek@illinois.gov>, "Hoots, Jenny" <Jenny.Hoots@illinois.gov>

Village of Wilmington - for grants and administrative expenses associated with public safety and economic development

Good afternoon Janine Smith

I have been assigned as the Initial Grant Manager for Project # DG240089. This Grant opportunity is for \$ \$250,000.00 Village of Wilmington - for grants and administrative expenses associated with public safety and economic development

Please fill out the application materials following the direction below. If you have questions or need assistance, please do not hesitate to email me at starlin.a.lewis@illinois.gov.

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PERMIT #	DATE:	PROPEY ADDRESS:	PROJECT TYPE:	PERMIT VALUE:	PERMIT COST:	CONTRACTOR:
			Aug-23			
WI-23-141	8.3.23	1111 Chesson Ct	Roof/Gutter Replacement	21564.18	350	Elite
WI-23-142	8.3.23	405 S. Buchanan	UG Electric	1800	175	Goodberlet
WI-23-143	8.3.23	111 Margarett	Roof/Gutter Replacement	22287.02	350	Elite
WI-23-144	8.3.23	817 Laurel	Window/Door Repl	9915	200	Window Nation
WI-23-145	8.3.23	382 W. Baltimore	Roof/Soffit Replacement	15375	253.75	Greg & Sons
WI-23-146	8.8.23	1763 S. Water	Demo Barn	29700	50	Anthem Excavation
WI-23-147	8.8.23	414 River	Roof/Gutter Replacement	21848	350	AC Home Const
WI-23-148	8.8.23	217 McIntyre	Roof Replacement	20200	275	Shenberg
WI-23-149	8.8.23	1801 Roberts	Inground Pool	94500	1050	DesRochers
WI-23-150	8.8.23	843 Judy	Solar Installation	15390	250	Sunrun
WI-23-151	8.9.23	624 S Water	Roof/Storm Repair	1800	175	Owner
WI-23-152	8.14.23	29901 Graaskamp	Concrete Replacement	125564.54	1605.65	Briggs Paving
WI-23-153	8.14.23	804 Lexington Ct	Fence Replacement	9860	200	Americas Backyard
WI-23-154	8.14.23	452 Fulton	Roof Replacement	9436	350	Elite
WI-23-155	8.14.23	410 Daniels	Roof Replacement	24633.8	425	Elite
WI-23-156	8.14.23	423 River	Roof Replacement	26859.83	500	Elite
WI-23-157	8.14.23	511 East St	Roof,Siding, Gutter Repl	15611.98	350	Elite
WI-23-158	8.14.23	912 Judy	Roof & Gutter Repl	17621.76	350	Elite
WI-23-159	8.14.23	409 Daniels	Roof & Gutter Repl	15850.65	300	Elite
WI-23-160	8.14.23	1111 Fairchild	Roof Replacement	23303.01	400	Elite
WI-23-161	8.15.23	1297 Sunset	Sewer Repair	2800	135	Midwest Septic
WI-23-162	8.17.23	700 W Baltimore	Demo Cooler Box	1	50	Owner
WI-23-163	8.17.23	682 W Baltimore	Demo Laundromat	5000	50	Owner
WI-23-164	8.17.23	839 Cambridge	Fence Replacement	6000	150	Owner
WI-23-165	8.18.23	30260 S Graaskamp	Site Improvements	290370	4441.7	Quality Maintenance
WI-23-166	8.23.23	121 Robert P. Weidl	Roof/Gutter Replacement	65790	857.9	GME
WI-23-167	8.23.23	128 S First	Siding Replacement	2300	125	Owner
WI-23-168	8.23.23	817 S Joliet	Window Replacement	11772	200	Window World
WI-23-169	8.25.23	841 Wilshire Ct	Roof Replacement	30454.38	425	Elite
WI-23-170	8.29.23	817 Laurel	Deck/Covered Roof	5000	250	Owner
WI-23-171	8.29.23	313 Derby Ct	Fence Installation	797.22	125	Owner

WI-23-172	8.31.23	700 W Baltimore	Concrete Pads	76682	1016.82	Slager Cement
WI-23-173	8.31.23	700 W Baltimore	Roof Replacement	189980	2149.8	Apek
				1210067.37	17935.62	

PERMIT#	ADDRESS:	INSPECTION DATE:	PASS/FAIL:	INSPECTION TYPE:
	AUGUST			
WI-23-133	205 N Water	8.1.23	P	Framing/Electric Rough
WI-23-056	30350 S Graaskamp BLDG VI	8.4.23	P	Fire Alarm-East Offices Only
WI-22-204	30404 S Graaskamp Bldg VII	8.4.23	P	Elec Service
WI-23-137	1101 Fairchild	8.8.23	F	Water/Ice Barrier
WI-23-128	863 Winchester Green	8.3.23	P	Post Hole Fence
WI-23-124	814 Phyliss	8.3.23	F	Final Siding-Roof-See List
WI-23-138	910 Wabash	8.9.23	F	Water/Ice Barrier-Not Ready
WI-23-093	105 S First	8.7.23	P	Elec/
WI-22-201	502 S KKK	8.7.23	P	Final Re-inspection
WI-22-224	801 E KKK Rvr Dr	8.9.23	P	Hydro Test
WI-23-137	1101 Fairchild	8.9.23	F	Water/Ice Barrier
WI-23-137	1101 Fairchild	8.9.23	P	Water/Ice Barrier
WI-23-072	902 Mae	8.9.23	P	Post Hole Fence
WI-23-068	731 Kristin	8.10.23	P	Final
WI-23-133	205 N Water	8.10.23	P	Final
WI-22-167	801 E KKK Rvr Dr	8.14.23	F	Final Plumbing
WI-22-167	801 E KKK Rvr Dr	8.18.23	F	Final -See List
WI-23-142	405 S Buchanan	8.10.23	P	UG-Final Electrical
WI-23-138	910 Wabash	8.11.23	P	Water/Ice Barrier
WI-23-147	414 River	8.15.23	P	Water/Ice Barrier
WI-23-143	111 Margarete	8.15.23	P	Water/Ice Barrier
WI-23-014	801 E KKK Rvr Dr	8.18.23	P	Fire Alarm
WI-22-224	801 E KKK Rvr Dr	8.17.23	P	Re-Inspection Final Plumbing
WI-23-141	1111 Chesson Ct	8.21.23	P	Water/Ice Barrier
WI-23-056	30350 S Graaskamp BLDG VI	8.17.23	P	Above Ceiling- Sprinkler-Elec N Offices
WI-23-161	1297 Sunset	8.17.23	P	UG Wye
WI-23-150	843 Judy	8.22.23	F	Final Solar
WI-23-121	514 N Outer	8.24.23	P	Final Windows
WI-23-153	804 Lexington Ct	8.25.23	P	Post Hole Fence
WI-23-149	1801 Roberts	8.25.23	P	Underground Elec/Grounding
WI-23-093	105 S First St	8.28.23	P	Final

WI-23-114	115 Mitchell	8.26.23	P	Water/Ice Barrier
WI-23-056	30350 S Graaskamp BLDG VI	8.30.23	P	Fire Alarm-North Offices Only
WI-23-149	1801 Roberts	8.29.23	P	PrePour/Grounding
WI-23-138	910 Wabash	8.29.23	P	Roof Framing
WI-23-101	513 N. KKK	8.31.23	P	Final Deck



City of Wilmington Police Department

Departmental Memorandum

To: Honorable Mayor Dietz and City Council Members
From: Chief Adam Zink
Subject: Monthly Status Report – August 2023

During the month the patrol division had the following activity:

- 7 Pedestrian/Suspicious Stops were conducted
- 98 Business (Walk and Talk) Checks (officers entering businesses during normal hours)
- 5017 Premise Checks (officer checking cursory checks of businesses after hours)
- 8 misdemeanor and/or warrant arrests
- 2 felony arrests
- 70 written traffic citations
- 40 written traffic warnings
- 13 compliance/parking (local ordinance) tickets
- Officers handled an additional 255 calls for service and wrote 41 related reports.
- 13 trucks were weighed based on a suspicion of being overweight and fined accordingly

Investigations Division had the following activity:

- Closed (8) cases: 3 administratively, and 5 denied prosecution by S.A. office
- (5) Cases sent for review/charges from the State's Attorney, (2) awaiting lab results
- Added (5) new cases;
- Issues (1) subpoena; obtained and executed (4) search warrants
- Background investigations in process for (3) new applicants

Training:

- (9) officers received firearm training – 29 drills, and 2 range days were utilized by visiting agencies. Also, 2 new hires completed our new-hire firearm safety training.
- Each officer participated in 23 Lexipol daily training scenarios.
- All members have completed one PLI online training course (approximately two hours in length) on the topic of "Autism Awareness"

Administration:

- Sergeants Sullivan and Jurgens both returned to work, currently on Light-Duty status. Sullivan will continue with investigations, and Jurgens will be assisting with the accreditation process.
- Accreditation: ALL policies have been modified and issued. Now working with ILEAP to begin the approval process for accreditation.
- Drone was ordered, purchased jointly by us and the WFPD.
- Chiefs attended VMA training on Police Performance Management
- Chief attended US Secret Service event on Preventing Targeted Community Violence
- Continued the hiring process, sending 2 recruits to start their academy training, and working to find and hire our next 2 officers.

Truck Enforcement

<u>DATE</u>	<u>VIOLATION</u>	<u>LBS EXCESS</u>	<u>FINE/ BOND</u>	<u>TRAFFIC ASSESSMENT</u>	<u>LOCATION</u>	<u>CITATION TYPE</u>	<u>OFFICER</u>
8/1/23	OW - Registration	16,280	\$590	\$260	New River/ Boathouse	UTC	Rourke #109
8/1/23	OW - Gross	53,800	\$16,200	\$260	Lorenzo/ Graaskamp	UTC	Rourke #109
8/1/23	Expired Registration		\$100		I-55/ Lorenzo	NTA	Rourke #109
8/3/23	OW - Bridge	12,760	\$3,900	\$260	New River/ RT 53	UTC	Rourke #109
8/3/23	OW - Gross	13,500	\$4,050	\$260	Lorenzo/ Graaskamp	UTC	Rourke #109
8/8/23	Use Of Unsafe Tires		\$100		S Arsenal/Riley	NTA	Rourke #109
8/14/23	OW - Registration	9,540	\$590	\$260	Stripmine/ RT 53	UTC	Rourke #109
8/17/23	OW - Gross	2,660	\$330	\$260	Lorenzo/ Graaskamp	UTC	Rourke #109
8/17/23	OW - Axles	3,240	\$520	\$260	RT 53/ Daniels St	UTC	Rourke #109
8/21/23	O/L		\$175		Murphy/ Kavanaugh	NTA	Rourke #109
8/21/23	O/L		\$175		Murphy/ Kavanaugh	NTA	Rourke #109
8/21/23	OW - Axles	2,980	\$330	\$260	Lorenzo/ Graaskamp	UTC	Rourke #109
8/21/23	OW - Registration	41,460	\$1,490	\$260	Lorenzo/ I-55	UTC	Rourke #109
8/24/23	Use Of Unsafe Tires		\$100		Lorenzo/ I-55	NTA	Rourke #109
8/24/23	OW - Bridge	8,560	\$2,700	\$260	RT 53/ Wilmington-Peotone	UTC	Rourke #109
8/24/23	OW - Registration	12,180	\$342	\$260	Lorenzo/ I-55	UTC	Rourke #109
8/29/23	Improper Display Registration		\$100		Lorenzo/ I-55	NTA	Rourke #109
8/29/23	OW - Registration	7,520	\$590	\$260	Lorenzo/ Graaskamp	UTC	Rourke #109
8/31/23	OW - Registration	29,660	\$942	\$260	Lorenzo/ I-55	UTC	Rourke #109
8/31/23	O/L		\$175		Murphy/ Kavanaugh	NTA	Rourke #109
8/31/23	O/L		\$175		Murphy/ Kavanaugh	NTA	Rourke #109
TOTAL			\$33,674				

Code Enforcement

NEW Work orders created – 41

COMPLETED Work orders – 34 (some work orders have more than one issue)

Tall Grass – 15

Property Maintenance Complaints – 13

Garbage / debris – 3

Golf Carts - 3

Check for permits – 1

Citizen Assist – 3

Abandoned Vehicle complaint - 2

IN PROGRESS Work orders – 7

WO2092 - Tall grass behind Berkots

WO2119 - Tall Grass – Vacant lot on School St

WO2120 - Tall Grass / Abandoned vehicles – Grass has been cut and vehicles have been removed. 10 Citations issued. Court date 09/28/23.

WO2168 - Tall grass vacant lot #131 Deer Creek. Second letter sent. 10 days to comply or citation will be issued.

WO2169 - Tall grass /weeds, 560 Davy Ln. Letter requesting compliance sent on 08/25/23

WO2185 - Tall grass, 812 Judy Dr, Posted on 08/29/23. Citation issued 09/05/23

WO2118 - 205 School St – Assigned to Jayson, but I think it would be a duplicate to my WO1244 which is in progress from November 2022. No longer being used as a parking lot, but gravel is still there.

Radar Trailer Report

8/24 – 8/31/23: E/B Baltimore at S. Island



Start: 2023-08-24
 End: 2023-08-31
 Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
 High Risk Threshold: Speed Limit + 20
 Speed Range: 1 to 150
 Time View: By Hour (Total Volumes)

Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	30	Single Message	160	113	4	0	277
1:00	30	Single Message	117	100	7	0	224
2:00	30	Single Message	100	51	4	4	159
3:00	30	Single Message	110	121	7	0	238
4:00	30	Single Message	296	274	16	0	586
5:00	30	Single Message	583	725	18	0	1326
6:00	30	Single Message	611	881	36	0	1528
7:00	30	Single Message	848	965	26	2	1841
8:00	30	Single Message	1139	951	12	0	2102
9:00	30	Single Message	1391	900	16	1	2308
10:00	30	Single Message	1512	811	14	1	2338
11:00	30	Single Message	1614	894	15	0	2523
12:00	30	Single Message	1892	913	15	0	2820
13:00	30	Single Message	1874	918	17	0	2809
14:00	30	Single Message	1808	974	15	0	2797
15:00	30	Single Message	1738	985	25	0	2748
16:00	30	Single Message	1769	995	19	1	2784
17:00	30	Single Message	1459	1075	16	0	2550
18:00	30	Single Message	1320	945	25	0	2290
19:00	30	Single Message	1243	701	10	1	1955
20:00	30	Single Message	1077	524	12	0	1613
21:00	30	Single Message	582	396	12	0	990
22:00	30	Single Message	403	239	9	0	651
23:00	30	Single Message	224	173	10	1	408
Total			23870	15624	360	11	39865



Start: 2023-08-24
 End: 2023-08-31
 Times: 0:00:00-23:59:59

Compliance & Risk Report

South Island (Eastbound), EB

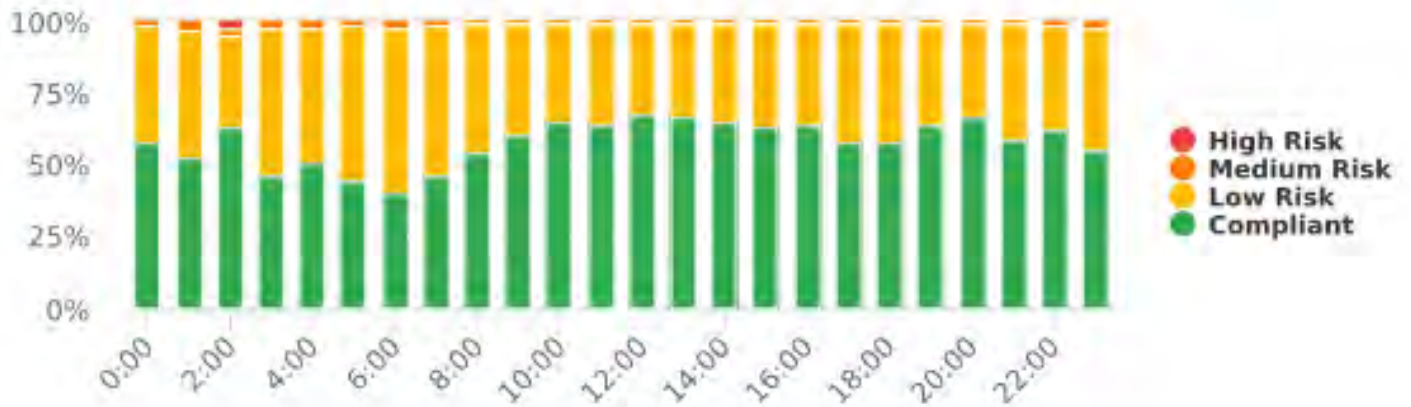
Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

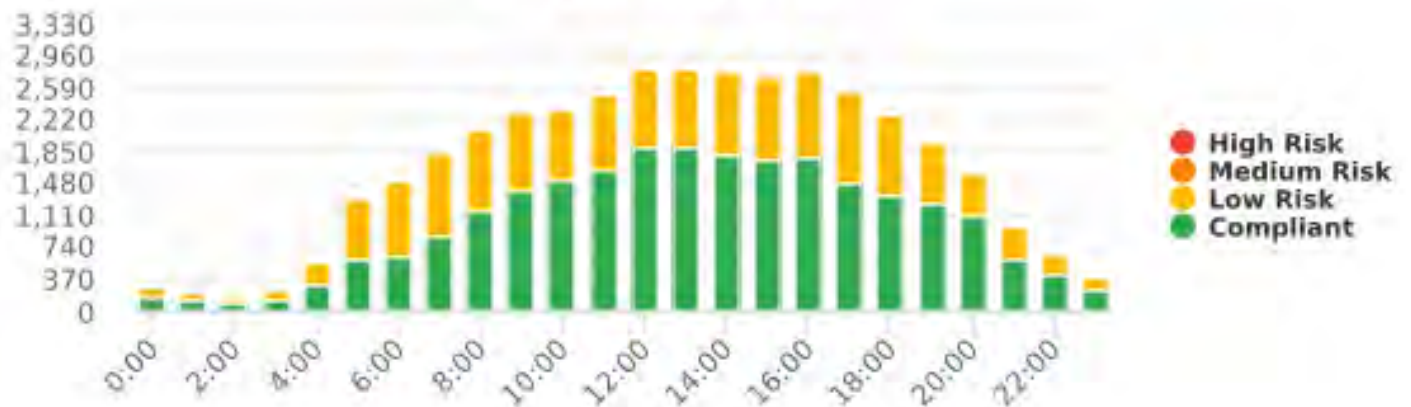
Speed Range: 1 to 150

Time View: By Hour (Total Volumes)

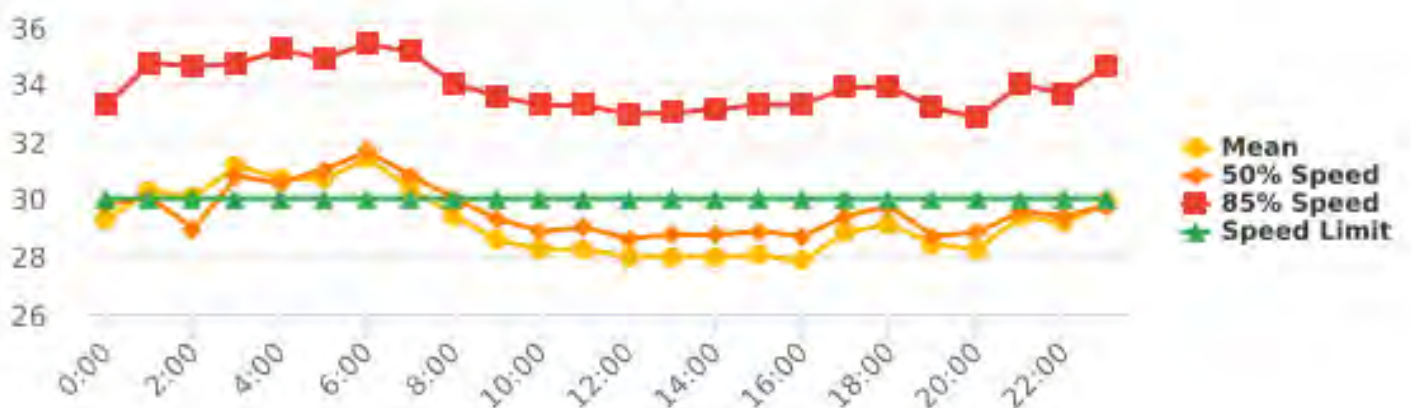
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds



WILMINGTON POLICE DEPARTMENT



Sunday, October 1st
2:00 pm to 5:00 pm
Wilmington High School
209 Wildcat Court
Wilmington, IL 60481



In the spirit of National Night Out, we invite everyone to join us for this family friendly event to support our community and stand against crime with a Halloween Theme!

Join Us For

Wilmington Park District's



See Police Vehicles
ESDA & Wilmington Fire
Local 150, and much more!

Hot Dogs
Cotton Candy
Popcorn
DJ Music & Dancing
Face Painting
Custom Balloonist
Library Corner



Halloween Costume Contest
Judy's Bozo Buckets
Games and Prizes
Inflatable Jumpers
Will County S.W.A.T.
National Guard
Sensory Area



And Thanks To Our Event Partners



Wilmington
SCHOOL DISTRICT 209-U



Christian
Life Assembly



Our Caring Closet

BERKOT'S
SUPER FOODS

Robert H Bolser
COUNTRY
FINANCIAL

FIRST
CHRISTIAN
CHURCH

Love God • Follow Jesus • Love People
fccwilmington.org

VALLE'S
PRODUCE MARKET



WILMINGTON EMERGENCY SERVICES & DISASTER AGENCY

WILMINGTON ESDA

COMMITTEE REPORT

SEPTEMBER 12, 2023

Call outs:

8-4-23	Traffic	St. Jude's charity run through city.
8-5-23	Special Event	Traffic/Sharefest
8-16-23	Rehab	Mutual Aid/ Mazon Fire/Gas Leak
8-23-23	Rehab	Mutal Aid / Shorewood Fire/House Fire

ORDINANCE NO. DRAFT

**AN ORDINANCE AMENDING THE REGULATION OF MOBILE FOOD VENDORS
WITHIN THE CITY OF WILMINGTON**

WHEREAS, Section 11-20-2 of the Illinois Municipal Code (65 ILCS 5/11-20-2) provides authority to the City of Wilmington to regulate the sale of all beverages or food for human consumption;

WHEREAS, “Chapter 114- Food Dealers” of Title XI of Wilmington Code of Ordinances regulates the issuance of licenses and permits to people and businesses that sell food;

WHEREAS, the City of Wilmington finds and determines it is in the best interest of the city and its residents' health, safety, and welfare to raise the annual permit fee and revise the definitions to better regulate mobile food vendors.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILMINGTON, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: AMENDMENT TO ARTICLE 5 OF CHAPTER 114

That Article 5 of Chapter 114—FOOD DEALERS of Title XI – Business Regulations of the Code of Ordinances of the City of Wilmington is hereby amended to state as follows:

Article 5. – Mobile Food Vendors

114.20 – Definitions.

For purposes of this article, the following terms shall have the meanings indicated:

"Event." See Chapter 99, Event, for the definition of an event and for event approval.

"Itinerant Restaurant." Any person or company traveling from place to place upon the public highways and within the City who or which shall operate as a mobile restaurant or vendor that sells hot food items and that may also sell cold or frozen items.

"Mobile food service." Preparing or selling food, beverages, or other products from a mobile food vehicle/truck, pushcart, or itinerant restaurant.

"Mobile food vehicle/truck." A vehicle or trailer-mounted food service is used to conduct a mobile food service and is designed to be readily movable.

"Mobile food vendor." Any person conducting mobile food services in a mobile food vehicle/truck, pushcart, or itinerant restaurant within the city.

"Owner." Any person, corporation, partnership, or any other entity that controls and/or operates a mobile food vendor, including but not limited to any individual applying for the mobile food vendor permit.

"Pushcart." A nonmotorized unit limited to serving non-potentially hazardous foods or commissary-wrapped food maintained at proper temperatures.

114.21 Permit required.

- A. All owners of mobile food vendors that operate within the City of Wilmington must submit an application for a mobile food vendor permit to the city administrator. The application for a mobile food vendor permit must be made on a form made available at Wilmington City Hall.

114.22 Conditions of approval and operation.

After submitting a completed application, if the owner and the mobile food vehicle/truck meet the conditions of approval and operation, the city of Wilmington will issue a mobile food vendor permit to operate. All permits to operate are conditional upon the owner and mobile food vehicle/truck remaining in compliance with all conditions of approval and operation and not violating any provisions of Section 114.26—Suspension or Revocation of license. Unless otherwise exempt, the owner applying for and who is issued the permit to operate is subject to the following conditions:

- A. All applicable fees shall be paid upon application for a permit.
- B. Mobile food vehicles/trucks shall not park in fire lanes, handicapped parking spaces, or in any other location that will impede traffic flow or create unsafe conditions for pedestrians or motor vehicle traffic.
- C. Mobile food vendors may not operate in a residential zoning district without a permit.
- D. Mobile food vehicles/trucks must comply with all noise regulations of the city.
- E. Mobile food vehicles/trucks must provide receptacles for refuse and properly dispose of all waste.
- F. The mobile food vendor's Illinois business tax (IBT) number shall be provided to the city of Wilmington accounting department upon application. The mobile food vendor's point of sale shall be noted as Wilmington for sales tax.
- G. Owners of mobile food vendors must carry, at its own cost and expense, comprehensive and general liability and casualty insurance related to its operation within the city of Wilmington, including food service, restaurant operation, and vehicle operation, with minimum policy limits of one million dollars (\$1MM). A certificate of insurance must be provided upon application.
- H. Upon application to the city of Wilmington, owners of mobile food vendors must provide proof of a presently valid and must maintain a valid mobile food vendor operating permit and food establishment permit/license from the division of environmental health at the Will County Health Department, shall comply with the Will County food service and retail food store sanitation ordinances, and shall display its certifications and permits/licenses on the mobile food vehicle/truck in an area plainly visible to customers at all times during operation.
- I. Owners must at least annually pass a food establishment safety inspection by the Division of Environmental Health at the Will County Health Department.
- J. Owners must notify the city of Wilmington if the mobile food vehicle/truck fails to be certified, fails to be approved by, or fails an inspection from the division of environmental health at the Will County Health Department.
- K. Owners must maintain records of all inspections, permits, and certifications related to this article, records of sales, hours of operation, and any other operational-related records.
- L. Owners must provide the city of Wilmington with all records required by this article, as requested.

114.23 – Permit Fees.

- A. Mobile Food Vendor Annual license fee (January 1 through December 31) - \$250.

- B. All fees required pursuant to this Article shall be paid to the City of Wilmington prior to issuance of the permit.

114.24 Exemptions.

- A. Mobile food vendors may be exempt from permit fees under one or more conditions if the mobile food vehicle/truck is operating:
 - (1) at an event, as defined under Chapter 99; or
 - (2) under contract with one of the following:
 - (i) An educational institution operating solely on the educational institution's property;
 - (ii) The City of Wilmington operating solely on city property; or
 - (iii) An Illinois-registered not-for-profit organization.
- B. All mobile food vendors must apply for a permit regardless of whether they meet one or more of the exceptions above.
- C. To apply for an exemption, the request must be made in writing to the city administrator and the exemption must be approved by a majority of the then-existing corporate authorities at a city council meeting.

114.25 Denial of license.

An applicant may be denied a mobile food vendor license under any of the following conditions:

- A. The applicant failed to properly complete the permit application.
- B. The applicant failed to comply with Section 114.22 - Conditions of approval.
- C. The applicant violated any provision of this article.
- D. The applicant failed to qualify for any other license, permit, or certification required by this article.

114.26 Suspension or revocation of license.

The mayor of the City of Wilmington may suspend or revoke any issued mobile food vendor license under any of the following conditions:

- A. The owner or mobile food vendor violated any provision of this article, or any ordinance, law, code, or regulation of the City of Wilmington, State of Illinois, or County of Will relating to public health, safety, or fire protection.
- B. The owner made a false material statement in the application.
- C. The owner or mobile food vendor failed to comply with the terms or conditions of the permit issued pursuant to this article.
- D. The property owner notifies the city in writing that the mobile food vehicle/truck no longer has permission to operate on the permitted property.

114.99 Penalty.

Any person, firm or corporation violating any provision in this title, for which another penalty is not provided, shall for a first conviction be fined not less than \$25 nor more than \$750, for a second conviction within one year thereafter, the person, firm or corporation shall be fined not less than \$100 nor more than \$750 and for a third or subsequent conviction within one year after the first conviction, the person, firm or corporation shall be fined not

less than \$250 nor more than \$750. A separate offense shall be deemed committed on each day during or which a violation occurs or continues.

SECTION 2: REPEALER

All ordinances or parts of ordinances conflicting with any provisions of this ordinance are hereby repealed.

SECTION 3: SEVERABILITY

If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 4: EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED this _____ day of _____, 2023 with _____ members voting aye, _____ members voting nay, the Mayor voting _____, with _____ members abstaining or passing and said vote being:

Kevin Kirwin	_____	Ryan Jeffries	_____
Dennis Vice	_____	Ryan Knight	_____
Leslie Allred	_____	Jonathan Mietzner	_____
Todd Holmes	_____	Thomas Smith	_____

Approved this _____ day of _____ 2023

Ben Dietz, Mayor

Attest:

Joie Ziller, Deputy City Clerk



City of Wilmington

1165 S. Water Street
Wilmington, IL 60481
Tel: (815) 476-2175
Email: jsmith@wilmington-il.com

REQUEST FOR PROPOSALS

FOR

CLEANING SERVICES

Issued on: July 10, 2023

Pre-Bid Meeting: August 10, 2023 at 10:00 A.M.

Proposal Due Date: August 29, 2023 at 10:00 A.M.

Administered by: Jeannine Smith, City Administrator

NOTICE TO BIDDERS

**CITY OF WILMINGTON
REQUEST FOR PROPOSALS
CLEANING SERVICES**

The City of Wilmington will receive sealed proposals from experienced vendors who specialize in CLEANING SERVICES.

A pre-bid meeting is scheduled for August 10, 2023, at 10:00 A.M. at Wilmington City Hall with tours of locations.

Proposals will be accepted until August 29, 2023, at 10:00 A.M. upon which time they will be opened and read aloud publicly at Wilmington City Hall located at 1165 S. Water Street, Wilmington, IL 60481.

Proposal documents may be obtained from Wilmington City Hall located at 1165 S. Water Street or downloaded from the City's website at www.wilmington-il.com.

Questions should be directed to: Jeannine Smith, City Administrator
jsmith@wilmington-il.com

CITY OF WILMINGTON
REQUEST FOR PROPOSAL
CLEANING SERVICES

INTRODUCTION:

The City of Wilmington, IL (the “City”) seeks proposals for Cleaning Services for a period from October 1, 2023 – October 31, 2026. Such services will include maintenance of the City’s General Properties.

Bidders must submit written proposals presenting the Bidder’s qualifications and understanding of the work to be performed. The Bidder’s proposal should be prepared simply and economically and should provide all the information it considers pertinent to its qualifications for the Specifications listed herein. Emphasis should be placed on the completeness of services offered and clarity of content. Awarded bidders must complete a background check, at their expense, of all employees working under this contract and they must pass the check to clean all facilities.

INSTRUCTIONS TO CONTRACTORS:

All proposals must be addressed to:

Jeannine Smith, City Administrator
City of Wilmington
1165 S. Water Street
Wilmington, IL 60481

All proposals must be in a sealed envelope and clearly marked “Sealed Bid – Cleaning Services”. The name and address of the proposed business must be shown on the face of the envelope.

Proposals will be accepted until August 29, 2023, at 10:00 A.M. upon which time they will be opened and read aloud publicly at Wilmington City Hall located at 1165 S. Water Street, Wilmington, IL 60481. No facsimile, electronic, verbal, or telephone proposals will be accepted. Proposers are cautioned that failure to comply may result in non-acceptance of the offer.

CLEANING SERVICES REQUEST FOR PROPOSAL SCHEDULE:

July 10, 2023	RFP Issued
August 10, 2023	Pre-Bid Meeting with tours of properties at 10:00 AM
August 17, 2023	Deadline for questions, and clarification, 4:00 PM
August 21, 2023	Answers provided to questions.
August 29, 2023	Proposals are Due with Bid Opening at 10:00 AM
September 13, 2023	Proposals Reviewed at Committee-of-Whole Meeting
September 20, 2023	Contract Awarded by City Council
October 1, 2023	Work Commences

GENERAL CONDITIONS AND FINANCIAL PROVISIONS:

CONTRACTOR QUALIFICATIONS: The successful Contractor must be properly registered and authorized to perform cleaning services with all appropriate federal and State entities and licensed

to do business within the City of Wilmington. The Contractor shall have a person available during normal business working hours to address any problems or complaints.

TERMS OF CONTRACT: The initial contract term will be from October 1, 2023, through October 31, 2026.

CONTRACT AGREEMENT: All subsequent contract agreements as a result of an award hereunder, shall incorporate all terms, conditions, and specifications contained herein, and in response hereto, unless mutually amended in writing.

SIGNED PROPOSAL CONSIDERED AN OFFER: Receipt of a signed proposal shall be considered an offer on the part of the Contractor. The terms, conditions, and specifications of this proposal will become part of the contract if the proposal shall be deemed approved and accepted by Wilmington City Council. In the event of a default on the part of the Contractor after acceptance, the City may take such action as it deems appropriate including legal action for damages or specific performance.

PAYMENT TERMS: Payment terms are NET 30 days following receipt of the correct invoice. Invoices must be submitted to:

City of Wilmington
Attn: Accounts Payable
1165 S. Water Street
Wilmington, IL 60481

The City of Wilmington is responsible for all payments to the Contractor under this contract.

SUBCONTRACTING: The Contractor shall not have the right or power to assign, subcontract, or transfer interest in this contract. The Contractor is prohibited from subcontracting any services covered in the scope of work.

CHANGES: The City of Wilmington shall have the right, at any time, to alter the specifications to meet increased or decreased needs. If any such changes cause an increase or decrease in the cost or the time required for the performance or otherwise affect any other provision of this agreement, an equitable adjustment shall be made and this agreement shall be modified in writing accordingly.

AVAILABILITY OF FUNDS: Any and all payments to the Contractor shall be deemed binding only to the extent of appropriated funds for the purpose set forth in this proposal.

NON-DISCRIMINATION: The Contractor shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

GOVERNING LAWS: This contract is made under and shall be governed and construed in accordance with the laws of the State of Illinois.

ADVERTISING: In submitting a proposal to the City of Wilmington, the Contractor agrees not to use the results of their proposal as a part of any commercial advertising without prior approval of the City of Wilmington Government.

CONFIDENTIALITY OF PROPOSALS: In submitting a proposal the Contractor agrees not to discuss or otherwise reveal the contents of the proposal to any source outside of the City of Wilmington Government until after the award of the contract. Contractors not in compliance with the provision may, at the option of the City of Wilmington, be disqualified from contract award. Only discussions authorized by the issuing agency are exempt from this provision.

ELABORATE PROPOSALS: Elaborate proposals in the form of brochures or other presentations beyond what is necessary to present a complete and effective proposal are not desired.

COST FOR PROPOSAL PREPARATION: Any costs incurred by Contractors in preparing or submitting proposals are the Contractors' sole responsibility. The City of Wilmington will not reimburse any Contractor for any costs incurred prior to the award of this contract.

TIME FOR ACCEPTANCE: Each proposal shall state that it is a firm offer that may be accepted within a period of 60 days following the submittal date. Although the contract is expected to be awarded prior to that time, the 60-day period is requested to allow for unforeseen delays.

RIGHT TO SUBMITTED MATERIAL: All responses, inquiries, or correspondence relating to or in reference to this Request for Proposals, and all other reports, charts, displays, schedules, exhibits, and other documentation submitted by the Contractors shall become the property of the City of Wilmington when received.

COLLUSIVE BIDDING: The vendor's signature on the City of Wilmington "Request for Proposal (RFP)" is a guarantee that the prices quoted have been arrived at without collusion with other eligible Contractors and without effort to preclude the City of Wilmington Government from obtaining the lowest possible competitive price.

GENERAL INDEMNITY: The Contractor shall save, hold harmless, and indemnify the City of Wilmington, its Mayor, City Council, and its officers, agents, and employees (herein after collectively referred to as "Wilmington"), and shall pay on behalf of, protect, defend, and assume entire responsibility and liability for losses, expenses, damages, demands and claims in connection with or arising out of any injury, alleged injury, or death to any person, damage or alleged damage to property of the City of Wilmington or others sustained or alleged to have been sustained in connection with, arising out of, resulting from, proximately caused by, directly or indirectly attributable to, or due to some act, error, omission, or activity of Contractor, the Contractor's performance, or the intended performance of any work, service, or obligations stated in or resulting from this request for proposal or agreement subsequent to this request for proposal, performed by the Contractor, their employees, agents, and representatives. The Contractor further agrees to defend any suit or action brought against Wilmington based on any such alleged injury, death, or damage indemnified above and to pay all damages, costs, and expenses in connection therewith or resulting therefrom. This indemnity shall be binding on the heirs, executors, administrators, legal representatives, successors, and assigns of the Contractor. As an integral part of this agreement, the Contractor agrees to purchase and maintain, during the life of this contract, contractual liability insurance in the amounts required in the general liability insurance requirements. The obligations of the Contractor pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation,

or benefits payable under any policy of insurance or self-insurance maintained by or for the use and benefit of the Contractor.

CONFLICT OF INTEREST: All Contractors must disclose in writing with their proposal the name of any owner, officer, director, or agent who is also an employee of the City of Wilmington Government. All Contractors must also disclose in writing with their proposal the name of any employee of City of Wilmington Government who owns, directly or indirectly, an interest of five percent (5%) or more in the Contractor's firm or any of its branches or subsidiaries. By submitting a proposal, the Contractor certifies that there is no relationship between the Contractor and any person or entity which is or gives the appearance of a conflict of interest related to this RFP.

ERRORS AND OMISSIONS: The Contractor shall not take advantage of any errors or omissions in this RFP. The Contractor shall promptly notify City of Wilmington Government of any omissions or errors found in this document.

INSURANCE COVERAGE: During the term of the contract, the Contractor at their sole cost and expense shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. At a minimum, the Contractor shall provide and maintain the following coverage and limits:

- **Worker's Compensation** - The Contractor shall provide and maintain Worker's Compensation Insurance, as required by the laws of Illinois, as well as employer's liability coverage with minimum limits of \$500,000 for bodily injury per accident. This insurance must include and cover all of the Contractor's employees who are engaged in any work under this contract.
- **General Liability** – The Contractor shall provide and maintain General Liability Coverage at a rate no less than \$1,000,000 per occurrence for bodily injury, personal injury, and property damage.
- **Automobile** - Automobile Liability Insurance to include liability coverage, covering all owned, hired, and non-owned vehicles used in connection with this contract. The minimum combined single limit shall be \$150,000 for bodily injury and property damage; \$150,000 for uninsured/underinsured motorists; and \$1,000 for medical payment.

INSURANCE REQUIREMENTS: Providing and maintaining adequate insurance coverage is a material obligation of the Contractor and is of the essence of this contract. All such insurance shall meet all laws of the State of Illinois. Such insurance coverage shall be obtained from companies authorized to provide such coverage and authorized by the Commissioner of Insurance to do business in Illinois. The Contractor shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing Illinois laws or this contract. The limits of coverage under each insurance policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability and obligations under the contract.

OTHER INSURANCE PROVISIONS: The policy or policies are to contain, or be endorsed to contain, the following provisions:

- A. Contractor's insurance is to be considered primary for losses that occur as a direct result of the Contractor's actions.
- B. Coverage shall state that the Contractor's insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after 30 days written notice.

Upon award of this contract, the Contractor must provide a copy of their insurance certificate as a condition of this contract. The selected Contractor shall add the City of Wilmington as a Certificate Holder to their insurance policy.

PROPOSAL OPENING: The proposal deadline is 10:00 A.M. on August 29, 2023. On that date and time, the package containing the proposals from each responding Contractor will be publicly opened. At that time the name of the Contractor(s) and the cost(s) offered will be announced. This is an open and public meeting. Interested parties may attend. However, it must be noted that these costs and their components are subject to further evaluation for completeness and correctness. Therefore, the cost(s) announced at that time may not be an exact indicator of the Contractor's pricing position. Neither can the assumption be made that the Contractor with the lowest price offered will be awarded the contract. See "**EVALUATION CRITERIA**" and "**AWARD OF BID**" for further explanation of the components involved with the award of this contract. After opening each bid, the name of the bidder, the amount of the bid, and the full terms of the bid shall be open to public inspection.

EVALUATION CRITERIA: The City of Wilmington Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Contractor. The proposals will be evaluated on a "best overall value" basis including, but not limited to, completeness and content of the proposal, pricing, quality, the Contractors ability to follow the specifications, the Contractors' ability to provide a team of skilled, trained employees, the Contractors experience with similar projects and the Contractors responses to "Mandatory Issues". In addition to these considerations, the evaluators may request additional information, oral presentations, or discussions with any or all of the responding Contractors to clarify elements of their proposal or to amplify the materials presented in any part of the proposal. However, Contractors are cautioned that the evaluators are not required to request clarification; therefore, all proposals should be complete and reflect the most favorable terms available from the Contractor.

The City of Wilmington reserves the right to make independent investigations as to the qualifications of the Contractor. Such investigations may include contacting existing customers. Contractors should keep in mind that this is a Request for Proposals and not a request to contract. The City of Wilmington reserves the unqualified right to accept or reject any and all proposals, and to waive any irregularities as may be permitted by law when it is deemed that such action will be in the best interest of the City of Wilmington.

REFERENCE TO OTHER DATA: Only information which is received in response to this Request for Proposals will be evaluated. Reference to information previously submitted shall not be evaluated.

AWARD OF BID: The City of Wilmington, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Contractor. Price will be a major consideration but will not be the determining factor in our selection. The award of this contract will be based and granted on "**BEST VALUE.**" "**BEST VALUE**" will allow the City of Wilmington to consider factors beyond pricing such as whether the responsible Contractor is able to meet and/or exceed the required specifications. "**BEST VALUE**" will permit and reflect prudent stewardship of public funds and trust. Award of the contract to one Contractor does not mean that the other proposals lacked merit. The award of the contract signifies that after all factors have been considered, the selected proposal was deemed most advantageous to the City of Wilmington.

NOTIFICATION OF AWARD: After all prerequisites and specifications have been met by the Contractor and the award for Cleaning Services has been made, the successful Contractor will be notified within ten (10) working days of this award. The City of Wilmington will notify the successful Contractor in writing, either by a LETTER OF AWARD, a PURCHASE ORDER, or both. VERBAL NOTIFICATION OF THE AWARD OF THIS CONTRACT IS NOT CONSIDERED A RELIABLE MODE OF NOTIFICATION AND, THEREFORE, WILL NOT BE RECOGNIZED AS AN OFFICIAL NOTIFICATION.

TERMINATION FOR CAUSE: The City of Wilmington reserves the right to terminate this contract at any time for cause. The violation of any provision or condition contained in this contract, or the refusal, failure, or inability to carry out any provisions of this contract shall constitute sufficient grounds to terminate this contract for cause. Should the City of Wilmington elect to terminate this contract for cause, The City of Wilmington will notify the Contractor 30 days prior to the termination date and shall specify the cause for termination as well as the date the termination shall be effective. This termination notice will be issued via a written letter sent by certified U.S. mail. Immediate dismissals may be executed if deemed necessary by the City of Wilmington.

TERMINATION WITHOUT CAUSE: The City of Wilmington and the Contractor may terminate this contract without cause. Written notice of termination must be sent via certified U.S. mail no later than thirty (30) days prior to the termination date.

EMPLOYEE GUIDELINES:

DRUG POLICY: The Contractor certifies that it maintains a drug-free workplace environment to ensure worker safety and workplace integrity. The Contractor further agrees their employees shall comply with the City of Wilmington’s Drug-Free Workplace Policy.

AUTHORIZED PERSONNEL: While engaged in the performance of these Cleaning Services, only authorized employees of the Contractor are allowed at the City of Wilmington location where the work is being performed. During the performance of these services, the Contractor employees are not to be accompanied in the work area by acquaintances, family members, associates, or any other person(s) who are not a current, authorized employee(s) of the Contractor. The Contractor shall provide the Wilmington Police Department with all employee names and dates of birth for background checks. Background checks are at the expense of the awarded bidder.

EMPLOYEE GUIDELINES: The Contractor shall use only qualified personnel to provide the required services. The Contractor shall be responsible for ensuring that employees abide by all rules and regulations set forth for the buildings and grounds.

SAFETY: The Contractor and any persons employed by the Contractor shall be required to adhere to all OSHA requirements and regulations that apply while performing any part of the work listed under the title “Scope of Work”. The Contractor and any persons employed by the Contractor shall be required to wear items as required by OSHA regulations while performing any part of the work listed under the title “Scope of Work”.

STATE AND FEDERAL REGULATIONS: The Contractor shall perform all work in accordance with State and Federal safety regulations in regard to work zones, work areas, equipment, vehicles, tools, and supplies. The Contractor shall provide all necessary and required work zone protective devices and traffic channeling devices as required under State and Federal safety regulations.

PUBLIC SAFETY: The Contractor shall protect the safety and convenience of the general public. The Contractor shall perform work as needed and necessary to protect the general public from hazards.

CONTRACTOR SUPERVISION: The Contractor or the Contractor's authorized agent shall make sufficient routine inspections to ensure the Cleaning Service work is performed as required by the contract. The Contractor and the Contractor's authorized agent must comprehend the English language, because of the necessity to read chemical labels, job instructions, and signs, as well as the need for conversing with management personnel.

PROPOSAL INFORMATION:

Proposals for CLEANING SERVICES will be received by the City of Wilmington Government until 10:00 A.M. on August 29, 2023. Proposals may be submitted by mail or delivered in person. NO facsimile, electronic, verbal, or telephone proposals will be accepted. The City must receive all proposals at the following location PRIOR to the date and time specified. Any proposal received after the date and time prescribed shall NOT be considered for award and the proposal shall be returned to the Contractor.

Each proposal must be submitted in a sealed envelope, addressed to:

City of Wilmington
Attn: Jeannine Smith, City Administrator
1165 S. Water Street
Wilmington, IL 60481

- Each sealed envelope containing a proposal must be plainly marked with the "CONTRACTOR'S NAME", "RFP TITLE", and the "RFP OPENING DATE & TIME".
- All proposals must be submitted on the required forms. All blank spaces for bid prices must be completed in ink or typewritten. Proposals must consist of one (1) original and one (1) copy. These proposals shall be marked as such – Original and Copy.
- Questions regarding this RFP must be submitted in writing directly to Jeannine Smith, jsmith@wilmington-il.com.
- The successful Contractor shall be responsible for having taken steps reasonably necessary to ascertain the nature and location of the work, and the general and local conditions, which can affect the work or the cost thereof. Accuracy of the Contractors proposal should be based on information provided during the pre-proposal meeting, site visitations, and a careful review of the RFP specifications including any addenda. After proposals have been submitted, the Contractor shall not assert there was a misunderstanding concerning the quantity or nature of the work to be performed in an effort to alter their responsibility to successfully perform the work without additional expense to the City of Wilmington.
- The Contractor to whom this project is awarded shall execute a written contract with the City of Wilmington Government to perform the work as outlined in these specifications and in accordance with all the conditions as described in this RFP.

- Each Contractor and their employees are expected to be trained and experienced in CLEANING SERVICES on a large scale.
- The City of Wilmington may make such investigations deemed necessary to determine the ability of the Contractor to perform the services outlined in these specifications. If requested, the Contractor shall provide the City of Wilmington with all such information and data for this purpose. The City of Wilmington reserves the right to reject any proposal if the evidence submitted by or derived from an investigation of such Contractor fails to satisfy the City of Wilmington that the Contractor is properly qualified to carry out the obligations of the contract and to complete the work specified in this RFP.

SCOPE OF PROPOSAL

The bidder shall be held to have examined the premises and site and specifications and to have satisfied themselves as to the condition of the premises, obstructions, the actual levels, and other factors necessary for carrying out the work before the delivery of their proposal. The bidders shall also acquaint themselves with the character and extent of the City's operations in the area of the work, so that they may plan their services accordingly. No allowances or extra payment will be made to a Contractor for or on account of costs or expenses occasioned by failure to comply with the provisions of this paragraph or by reason of error or oversight on the part of the bidder or on account of interference by the City's or other Contractor's activities. It shall be expressly understood that the City's operations will take precedence over any other activity.

SPECIFICATIONS

The specifications outline the requirements for cleaning services for three (3) City buildings. A list of each building and address to assist you in your quote.

- City Hall 1165 S. Water Street
- Wilmington Police Department 129 Robert P. Weidling Drive
- Wilmington Police Department 29745 Elion Boulevard

RESPONSIBILITIES OF CONTRACTOR

The following cleaning instructions are outlined by building, cleaning location within the building, and cleaning schedule.

EQUIPMENT AND CLEANING CHEMICALS

The City of Wilmington will supply all cleaning equipment, chemicals, trash bags, paper towels, hand soaps, and toilet paper. Restocking of cleaning equipment and chemicals will be coordinated with the City Administrator. The Contractor will submit a list of supplies needed prior to services being performed, and the City will purchase all supplies.

DAMAGE

The contractor shall report to the City Administrator any damaged facilities and/or broken items that need to be replaced on a weekly basis.

CITY HALL

to be cleaned once per week with the option for the Contractor to provide listed services Friday after 4:30 PM up until 8:00 AM Monday

ENTRANCES, LOBBY, RECEPTION AREA, HALLWAYS

WEEKLY DUTIES:

- Empty all trash receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Empty all paper recycle bins and remove contents to the recycling dumpster located outside.
- Thoroughly vacuum all carpeting, taking care to get into corners, along edges, and beneath the furniture.
- Vacuum walk-off mats and traffic lanes.
- Clean both sides of all glass doors removing prints and smudges; wipe frames.
- Clean both sides of all glass partitions removing prints and smudges; wipe frames.
- Thoroughly dust all horizontal and vertical surfaces, including windowsills, ledges, moldings, pictures, office furniture, and manner of furnishings.
- Clean & sanitize drinking fountain(s) or water cooler(s) removing watermarks and splashes on sides, fronts, and surrounding walls.
- Clean & sanitize all countertops and tables.
- Clean & sanitize all door handles and light switches
- Dust mop all hard surfaces.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Spot treat soiled carpet areas.

MONTHLY DUTIES:

- Spot wipe walls, light switches, and doors removing fingerprints, smudges, and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.
- Damp mop surface floors under walk-off mats.
- Damp mop and sanitize the backs of walk-off mats.

QUARTERLY DUTIES:

- Thoroughly wash windows (interior and exterior on ground level).
- Damp wipe all window/glass frames.
- Dust horizontal and vertical blinds.

GENERAL OFFICES, COUNCIL CHAMBERS, WORK AREAS

WEEKLY DUTIES:

- Empty all trash receptacles, replace liners, and remove trash to the dumpster located outside.
- Empty all paper recycle bins and remove contents to the recycling dumpster located outside.
- Thoroughly vacuum all carpeting, taking care to get into corners, along edges, and beneath the furniture.
- Clean both sides of all glass doors removing prints and smudges; wipe frames.

- Clean both sides of all glass partitions removing prints and smudges; wipe frames.
- Thoroughly dust all horizontal and vertical surfaces, including windowsills, ledges, moldings, desktops, files, chair bases, telephones, computers, pictures, office furniture, and manner of furnishings.
- Clean & sanitize all door handles and light switches
- Dust mop all hard surfaces.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Spot treat soiled carpet areas.

MONTHLY DUTIES:

- Spot wipe walls, light switches, and doors removing fingerprints, smudges, and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.
- Sweep floor in mechanical/janitors' room

QUARTERLY DUTIES:

- Thoroughly wash windows (interior and exterior on ground level).
- Damp wipe all window/glass frames.
- Dust horizontal and vertical blinds.

RESTROOMS

WEEKLY DUTIES:

- Empty all trash and sanitary napkin receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Stock towels, tissue, and hand soap. Wipe/polish dispensers as needed.
- Toilets and urinals to be cleaned and sanitized inside and outside. Polish bright work.
- Toilet seats to be wiped clean and sanitized on both sides.
- Remove splash marks from walls and around basins.
- Dust horizontal surfaces, including partitions, top mirrors, and frames.
- Clean and polish mirrors.
- Sweep and dust mop hard surface floors.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Wipe all restroom partitions on both sides.
- Scour and sanitize all basins, Polish bright work.
- Clean & sanitize all countertops.
- Spot wipe walls, light switches, and doors removing fingerprints, smudges and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.
- Report any restroom repairs needed to the City Administrator.

BY WEEKLY (EVERY TWO WEEKS) DUTIES:

- Remove used urinal screen deodorizers and replace them with new urinal screen deodorizers.
- Pour fresh water down floor drains to refresh the water in the sewer line.

KITCHEN AREA

WEEKLY DUTIES:

- Empty all trash receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Empty all paper recycle bins and remove contents to the recycling dumpster located outside.
- Stock towels, tissue, and hand soap. Wipe/polish dispensers as needed.
- Clean & sanitize countertops and table.
- Clean & sanitize all door handles and light switches
- Clean and sanitize the sink. (Client responsible for dishes)
- Spot clean cabinets and exterior appliances to present a neat appearance.
- Dust mop all hard surfaces.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Spot wipe walls, light switches, and doors removing fingerprints, smudges and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.

QUARTERLY DUTIES:

- Thoroughly wash windows (interior and exterior on ground level).
- Damp wipe all window/glass frames.
- Dust horizontal and vertical blinds.

POLICE DEPARTMENT AT 129 R.P. WEIDLING DRIVE

to be cleaned once per week, with a preference for Monday or Thursday between the hours of 7 AM to 4 PM

ENTRANCES, LOBBY, RECEPTION AREA, HALLWAYS

WEEKLY DUTIES:

- Empty all trash receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Empty all paper recycle bins and remove contents to the recycling dumpster located outside.
- Thoroughly vacuum all carpeting, taking care to get into corners, along edges, and beneath the furniture.
- Vacuum walk-off mats and traffic lanes.
- Clean both sides of all glass doors removing prints and smudges; wipe frames
- Clean both sides of all glass partitions removing prints and smudges; wipe frames.
- Thoroughly dust all horizontal and vertical surfaces, including windowsills, ledges, moldings, telephones, pictures, office furniture, and manner of furnishings.
- Clean drinking fountain(s) or water cooler(s) removing watermarks and splashes on sides, fronts, and surrounding walls.
- Dust mop all hard surfaces.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Spot treat soiled carpet areas.

MONTHLY DUTIES:

- Spot wipe walls, light switches, and doors removing fingerprints, smudges, and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.
- Sweep floor in mechanical rooms.

QUARTERLY DUTIES:

- Thoroughly wash windows (interior and exterior on ground level) and partition glass on both sides. Damp wipe all window/glass frames (weather permitting).
- Dust horizontal and vertical blinds.

GENERAL OFFICES, CONFERENCE/TRAINING ROOM, WORK AREAS

WEEKLY DUTIES:

- Empty all trash receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Empty all paper recycle bins and remove contents to the recycling dumpster located outside.
- Thoroughly vacuum all carpeting, taking care to get into corners, along edges, and beneath the furniture.
- Clean both sides of all glass doors removing prints and smudges; wipe frames.
- Clean both sides of all glass partitions removing prints and smudges; wipe frames.

- Thoroughly dust all horizontal and vertical surfaces, including windowsills, ledges, moldings, desktops, files, chair bases, telephones, computers, pictures, office furniture, and manner of furnishings.
- Clean drinking fountain(s) or water cooler(s) removing watermarks and splashes on sides, fronts, and surrounding walls.
- Dust mop all hard surfaces.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Spot treat soiled carpet areas.
- Spot wipe walls, light switches, and doors removing fingerprints, smudges, and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.

QUARTERLY DUTIES:

- Thoroughly wash windows (interior and exterior on ground level) and partition glass on both sides. Damp wipe all window/glass frames (weather permitting).
- Dust horizontal and vertical blinds.

RESTROOMS

WEEKLY DUTIES:

- Empty all trash and sanitary napkin receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Stock towels, tissue, and hand soap. Wipe/polish dispensers as needed.
- Toilets and urinals to be cleaned and sanitized inside and outside. Polish bright work.
- Toilet seats to be wiped clean on both sides.
- Remove splash marks from walls and around basins.
- Dust horizontal surfaces, including partitions, top mirrors, and frames. Clean and polish mirrors.
- Sweep and dust mop hard surface floors.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Wipe all restroom partitions on both sides.
- Scour and sanitize all basins, Polish bright work.
- Spot wipe walls, light switches, and doors removing fingerprints, smudges, and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.
- Report any restroom repairs needed to the Chief of Police.

BY WEEKLY (EVERY TWO WEEKS) DUTIES:

- Remove used urinal screen deodorizers and replace them with new urinal screen deodorizers
- Pour fresh water down floor drains to refresh the water in the sewer line.

KITCHEN AREA

WEEKLY DUTIES:

- Empty all trash receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Empty all paper recycle bins and remove contents to the recycling dumpster located outside.
- Clean & sanitize counters and table.
- Stock and wipe. Polish dispensers as needed.
- Clean and sanitize the sink. (Client responsible for dishes)
- Spot clean cabinets and exterior appliances to present a neat appearance.
- Dust mop all hard surfaces.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Spot wipe walls, light switches, and doors removing fingerprints, smudges, and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.

QUARTERLY DUTIES:

- Thoroughly wash windows (interior and exterior on ground level) and partition glass on both sides. Damp wipe all window/glass frames (weather permitting).
- Dust horizontal and vertical blinds.

HOLDING ROOMS AND BOND LOBBY

WEEKLY DUTIES:

- Spot wipe partition glass removing prints and smudges.
- Thoroughly dust all horizontal and vertical surfaces, including windowsills, ledges, moldings, furniture, and all manner of furnishings.
- Clean drinking fountain(s) removing watermarks and splashes on sides, fronts, and surrounding walls.
- Dust mop all hard surface floors.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.

SALLY PORT

WEEKLY DUTIES:

- Empty all trash receptacles, replace liners, and remove trash to the dumpster located outside.
- Thoroughly sweep the floor.

MONTHLY DUTIES:

- Brush down walls.
- Thoroughly water spray the floor.

POLICE DEPARTMENT AT 29745 ELION BOULEVARD

to be cleaned once per month, with a preference for Monday or Thursday

GENERAL OFFICE AREA

MONTHLY DUTIES:

- Empty all trash receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Empty all paper recycle bins and remove contents to the recycling dumpster located outside.
- Thoroughly vacuum all carpeting, taking care to get into corners, along edges, and beneath the furniture.
- Clean on both sides of all glass doors removing prints and smudges; wipe frames.
- Clean both sides of all glass partitions removing prints and smudges; wipe frames.
- Thoroughly dust all horizontal and vertical surfaces, including windowsills, ledges, moldings, desktops, files, chair bases, telephones, computers, pictures, office furniture, and manner of furnishings.
- Clean drinking fountain(s) or water cooler(s) removing watermarks and splashes on sides, fronts, and surrounding walls.
- Dust mop all hard surfaces.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Spot treat soiled carpet areas.
- Spot wipe walls, light switches, and doors removing fingerprints, smudges, and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.

RESTROOM

MONTHLY DUTIES:

- Empty all trash and sanitary napkin receptacles, replace liners and wipe receptacles clean and remove trash to the dumpster located outside.
- Stock towels, tissue, and hand soap. Wipe/polish dispensers as needed.
- Toilets and urinals to be cleaned and sanitized inside and outside. Polish bright work.
- Toilet seats to be wiped clean on both sides.
- Remove splash marks from walls and around basins.
- Dust horizontal surfaces, including partitions, top mirrors, and frames. Clean and polish mirrors.
- Sweep and dust mop hard surface floors.
- Damp mop hard surface floors, taking care to get into corners, along edges, and beneath the furniture.
- Wipe all restroom partitions on both sides.
- Scour and sanitize all basins, Polish bright work.
- Spot wipe walls, light switches, and doors removing fingerprints, smudges, and spills.
- Complete all high dusting, including exhaust fans and air ventilators within reach.
- Report any restroom repairs needed to the Chief of Police.

WORKMANSHIP

The performance will be evaluated with the exception of a neat, professional-looking appearance on the grounds.

Where not more specifically described in any of the various sections of these specifications, workmanship shall conform to all the methods and operations of best standards and accepted practices of the trade or trades involved and shall include all items required for completion of the services. Personnel skilled in their respective lines of work shall execute all work.

The City may request a meeting with the Contractor at any time for the purpose of evaluating the Contractor's performance. Item not completed to the satisfaction of the City will be corrected by the Contractor within a mutually agreed upon timeframe. Failure by the Contractor to remedy concerns of the City may result in the termination of this contract.

COST PROPOSAL/EXECUTION OF PROPOSAL:

By submitting this proposal, the potential Contractor certifies the following:

This proposal is signed by an authorized representative of the firm.

The Contractor can obtain insurance certificates as required within 10 calendar days after notice of award.

The cost and availability of all equipment, materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost.

All labor costs, direct and indirect, have been determined and included in the proposed cost.

The Contractor is aware of prevailing conditions associated with performing these services.

The potential Contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions. If exceptions exist, they must be listed on a separate numbered sheet.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees to perform the services in accordance with the specifications and conditions in this RFP at the prices quoted, if this proposal is accepted within 60 days from the date of the opening.


Contractor: UNI-MAX MANAGEMENT CORP

Address: 921 BRIAN DR #D

City, State, Zip: CRESI WIL, VI 60403

Telephone: 815-714-2200 Fax: 815-630-5133

Email: EVA@UNIMAXMANAGEMENTCORP.COM

By: 
Signature

EWA AMBROZ
Printed Name

OWNER
Title

8/25/23
Date

**Proposal Form
Request for Proposals for Cleaning Services**

I will meet all of the requirements and provide all of the services for amounts listed as outlined in this bid proposal

Properties:

City Hall, 1165 S. Water Street
Wilmington Police Department, 129 Robert P. Weidling Drive
Wilmington Police Department, 29745 Elion Boulevard

Annual Lump Sum:

Year One	\$ <u>16,200</u>
Year Two	\$ <u>16,800</u>
Year Three	\$ <u>17,400</u>

Company: UNI-MAX MANAGEMENT CORP

Address: 921 BRIAN DR #D

City, State, Zip: CREST MM, WI 60403

Telephone: 815-714-2200 Email: 815-630-5133

By: 
Signature

EVA AMBROS
Printed Name

OWNER
Title

8/25/23
Date

Worker's Compensation Certification

I hereby certify that effective the date of my Contract with the City of Wilmington and at all times in the performance of such Contract that:

I have and will maintain in full force and effect the Workers Compensation Insurance in compliance with the laws of the State of Illinois, and will provide a Certificate of Insurance to the City upon request, with the following insurance company:

LIBISCO FINANCIAL GROUP
Company Name

5 REVERS DR # 370 Northbrook, IL 60062
Agent's Name, Address, and Telephone Number

83 SBA AD 9741 01/03/23
Policy Number and Effective Date

OR

I will perform said Contract myself and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Illinois to obtain and maintain a Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have, or will execute, with the City of Wilmington.

8-25-23
Date


Signature of Contractor



THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

August 25, 2023

City of Wilmington
1165 S WATER ST
WILMINGTON IL 60481

Account Information:

Policy Holder Details :	UNI-MAX MANAGEMENT CORPORATION
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Contact Us

Need Help?

Chat online or call us at
(866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,
Your Hartford Service Team



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/25/2023

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

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

PRODUCER LIBSCO FINANCIAL GROUP LLC 83550097 5 REVERE DRIVE SUITE 370 NORTHBROOK IL 60062	CONTACT NAME:		
	PHONE (847) 673-4900 (A/C, No, Ext):	FAX (A/C, No):	
	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		
INSURED UNI-MAX MANAGEMENT CORPORATION 921 BRIAN DR STE D CREST HILL IL 60403-2368	INSURER A : Sentinel Insurance Company Ltd.		11000
	INSURER B : Hartford Fire Insurance Company		19682
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY	X		83 SBA AD9741	01/03/2023	01/03/2024	EACH OCCURRENCE	\$2,000,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
	<input checked="" type="checkbox"/> General Liability						MED EXP (Any one person)	\$10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$2,000,000
	POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$4,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	\$4,000,000
A	AUTOMOBILE LIABILITY			83 SBA AD9741	01/03/2023	01/03/2024	COMBINED SINGLE LIMIT (Ea accident)	
	ANY AUTO						BODILY INJURY (Per person)	
	ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/>						BODILY INJURY (Per accident)	
	HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/>						PROPERTY DAMAGE (Per accident)	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB			83 SBA AD9741	01/03/2023	01/03/2024	EACH OCCURRENCE	\$4,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						AGGREGATE	\$4,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		N/A	83 WEC PX4548	01/03/2023	01/03/2024	<input checked="" type="checkbox"/> PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)							
	If yes, describe under DESCRIPTION OF OPERATIONS below							
							E.L. EACH ACCIDENT	\$1,000,000
							E.L. DISEASE -EA EMPLOYEE	\$1,000,000
							E.L. DISEASE - POLICY LIMIT	\$1,000,000
A	EMPLOYMENT PRACTICES LIABILITY			83 SBA AD9741	01/03/2023	01/03/2024	Each Claim Limit	\$10,000
							Aggregate Limit	\$10,000

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

Those usual to the Insured's Operations. Certificate holder is an additional insured per the Business Liability Coverage Form SS0008 attached to this policy.

CERTIFICATE HOLDER

City of Wilmington
 1165 S WATER ST
 WILMINGTON IL 60481

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Susan S. Castaneda

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PRIME CONTRACTOR'S CERTIFICATION

I, EWA AMBEROZ, an Authorized Officer or Agent for
(Print Name of Authorized Officer or Agent)

UNI-MAX MANAGEMENT CORP, which is the Prime Contractor for
(Print Name of Prime Contractor)

JANITORIAL SERVICES
(Name or Description of Contracted)

do hereby certify under oath that said Prime Contractor is not barred from contracting with any unit of State or local government as a result of a violation of either §33E-3 (Bid Rigging) or 33E-4 (Bid Rotating) of 720 ILCS 5/ Criminal Code of 2012. **NOTE: A person who makes a false statement, material to this certification, commits a Class 3 Felony.**

33E-3. Bid-rigging. A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent non-collusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid rigging is a Class 3 felony. 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 as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

33E-4 Bid rotating. A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. Bid rotating is a Class 2 felony. 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 as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

Possible violations of Section 33E can be reported to the Office of the Will County State's Attorney at (815) 727-8453 or the Wilmington Police Department at (815) 476-2811.

[Signature]
Signature of Authorized Officer or Agent

8/25/23
Dated

Account Manager
Title of Authorized Officer or Agent

Confidentiality Statement

The Contractor agrees to treat as confidential all information that may be derived from or be obtained in the course of this contract or which may come into the possession of the contractor or an employee as a result or in connection with this contract. The Contractor will provide all necessary precautions to ensure that all such information is treated as confidential by the contractor and the contractor's employees. All employees of the Contractor will be required to agree to and sign a confidentiality statement when they come to any facilities owned by the City of Wilmington where they may see or have access to confidential, personal, and/or business information.

Confidential information includes all information related to the business of the City of Wilmington and its employees.

I understand that I am bound by confidentiality and agree to adhere to the conditions within the Contract.

Name of Organization UNI-MAX MANAGEMENT CORP

Print Name EWA AMBROS

Signature  Date 8/25/23

Client References
Request for Proposal for Cleaning Services

Please list three (3) client references. The City reserves the right to contact the references set forth below and references other than, and/or in addition to, those being furnished below.

1. Name: City of Wilmington
Address: Joie Ziller
Phone Number: 815-476-2175

2. Name: Village of Western Springs
Address: 5 location Western Spgs. IL
Phone Number: 708-246-1800

3. Name: Elmhurst Park District
Address: 184 East St Elmhurst IL
Phone Number: 630-993-8189 Joyce Sica

CONTRACTOR CHECKLIST

The following items must be completed and submitted with the bid packet:

COST PROPOSAL/EXECUTION OF PROPOSAL (Signed & Dated)

BID PROPOSAL COST WORKSHEET

WORKER'S COMPENSATION CERTIFICATION

PRIME CONTRACTOR'S CERTIFICATE (Signed & Dated)

CONFIDENTIALITY STATEMENT

CLIENT REFERENCES



MEMO

Date: September 12, 2023

To: Honorable Mayor Dietz and City Council Members

From: James Gretencord, Director of Public Works

Cc: Jeannine Smith, City Administrator
Nancy Gross, Finance Director

Re: City Hall Parking Lot Seal Coating

Budget Impact: \$9,350 Line Item 01-02-6530 Maintenance Buildings and Grounds

Request: Approve the quote from Wolf's Sealcoating to seal coat and crack seal the City Hall parking lot.

Discussion: The City Hall parking lot is in need of seal coating and crack sealing. City staff has reached out to three contractors requesting quotes to do the work. Wolf's Sealcoating INC. responded with the least expensive quote at a price of \$9,350.00. This is a budgeted request.

Motion: Approve the quote from Wolf's Sealcoating Inc. to sealcoat and crack seal the City Hall parking lot for the cost of \$9,350.00.

Thank you in advance for your consideration of this request.

1-24
Celebrating 30 Years 1991

WOLF'S SEALCOATING INC.

815-774-WOLF



PARKING LOT & DRIVEWAY MAINTENANCE

1952 Elgin Avenue • Joliet, IL 60432 • WolfsSealcoating.com

TO SCHEDULE SERVICES CALL: 815-774-9653

Email: office@WolfsSealcoating.com

Office Cell: Text or Call **815-406-6356**

Ref. By: Previous Customer Trucks Job Sign Int/Soc Media Adv OPC BC Expo WOM Bus Assoc Customer Employee

Directions: _____

FOR OFFICE USE ONLY

1. X _____ = _____ SEALER 1 2 Dry Rough New Never

2. X _____ = _____ EDGING 1 2 A Lot Diff Apron Edge

3. X _____ = _____ Concrete P-Blocks Fence Building Grass

4. X _____ = _____ OIL SPOTS/TIRE CLEANERS No Yes 1 2 3 Several Bad Fresh Small Big

5. X _____ = _____ CLEAN UP 1 2 Dirty Severely Dirty OMG

6. X _____ = _____ SHADE No Yes 1 2 A LOT NORTH

7. X _____ = _____ GRASS/WEEDS No 1 2 3 In Cracks Edges OMG

Account Name: Wilmington City hall #

Service Address: 1105 S. Water St

City: Wilmington IL Zip: _____

CELL: Text Call 779-801-2127

MAIN PHONE: _____ Ext.: _____

Email: lgretford@wilmington-il.com
 Please provide email when scheduling

Contact Person: James Gretford

Billing Name: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

COMM
MGMT
RES

REPAIR TYPE: <input checked="" type="checkbox"/>	QUESTIONS ABOUT THE DIAGRAM, PLEASE CALL OFFICE
CO=Cut Out	
IR=Infra-Red	
TNC=Throw in Compact	
RG=Ramp Garage	
LTC=Level to Concrete	
LHA=Level Heaved Area	
EXT=Extension	
SB=Speed Bump	
PAD=Asphalt Pad	
GP=Gator Patch	
N/A= Not Applicable	
JOB NOTES	

47328 SEALCOATING OF ASPHALT

Sq. Ft. Parking Lot Path Driveway(s) Spray Applied Brush Squeegee Applied
 Seal In: All One Day Half & Half _____ Sections

\$ 6500.00 ADD YES / NO

Approx. Jp To 3200 Ln. Ft.

CRACK SEALING 1/8" TO 3/4" See Back Page

Cold Applied Sealant Up To 2 Gal. Sand LG/Deep 3/8 or Less Gator/Map Gator Patch Up To _____ Bucket/s

Hot Applied Sealant Up To 16 30 LB Boxes = To 780 Lbs. of Hot Rubberized Material **Recommended for parking lots, very noticeable on small driveways**

BAND AID Applied \$2080.00 ADD YES / NO

Up To _____ Ton/s Max **THROW-IN-TAMP** Clean Out, Throw In Hot Asphalt & Compact in _____ Holes Cold Patch- Tamped in _____ Bags

REPAIR/S

1. X X _____ 2. X X _____ 3. X X _____ 4. X X _____

5. X X _____ 6. X X _____ 7. X X _____ 8. X X _____

total # of Burns **INFRARED REPAIR** 3'x4' IR _____ = _____ 1.5'x 8' IR _____ = _____ \$ _____ ADD YES / NO

p To 200 Ln. Ft. **STRIPING:** Same New Layout YLW WHT 105 Lines 3 H-Cap W/BUE BG \$ 770.00 ADD YES / NO

Arrows LG / SM No Parking Reserved Visitors

FRONT 33375 (\$5000.00) BACK 13953 (2500.00)
67% of Cost 33% of Cost

Customer Request/Notes: IF SEPERATE - SHANNON WILL EXPLAIN

TOTAL \$ 9350.00
 CIRCLE YES AND ADD UP ALL SERVICES YOU CHOOSE WOLF'S TO PERFORM FOR YOUR TOTAL COST.

PAYMENT TERMS & OPTIONS: Cash / Check or
 Buy Online at WWW.WOLFSSEALCOATING.COM Go to Home Page Click BUY NOW and follow prompts. A 3% processing fee will be applied for credit card or electronic payments

Service must be paid in full PRIOR TO OR AT TIME OF ARRIVAL or services will not be performed. Leave check in door/Mail in prior to service

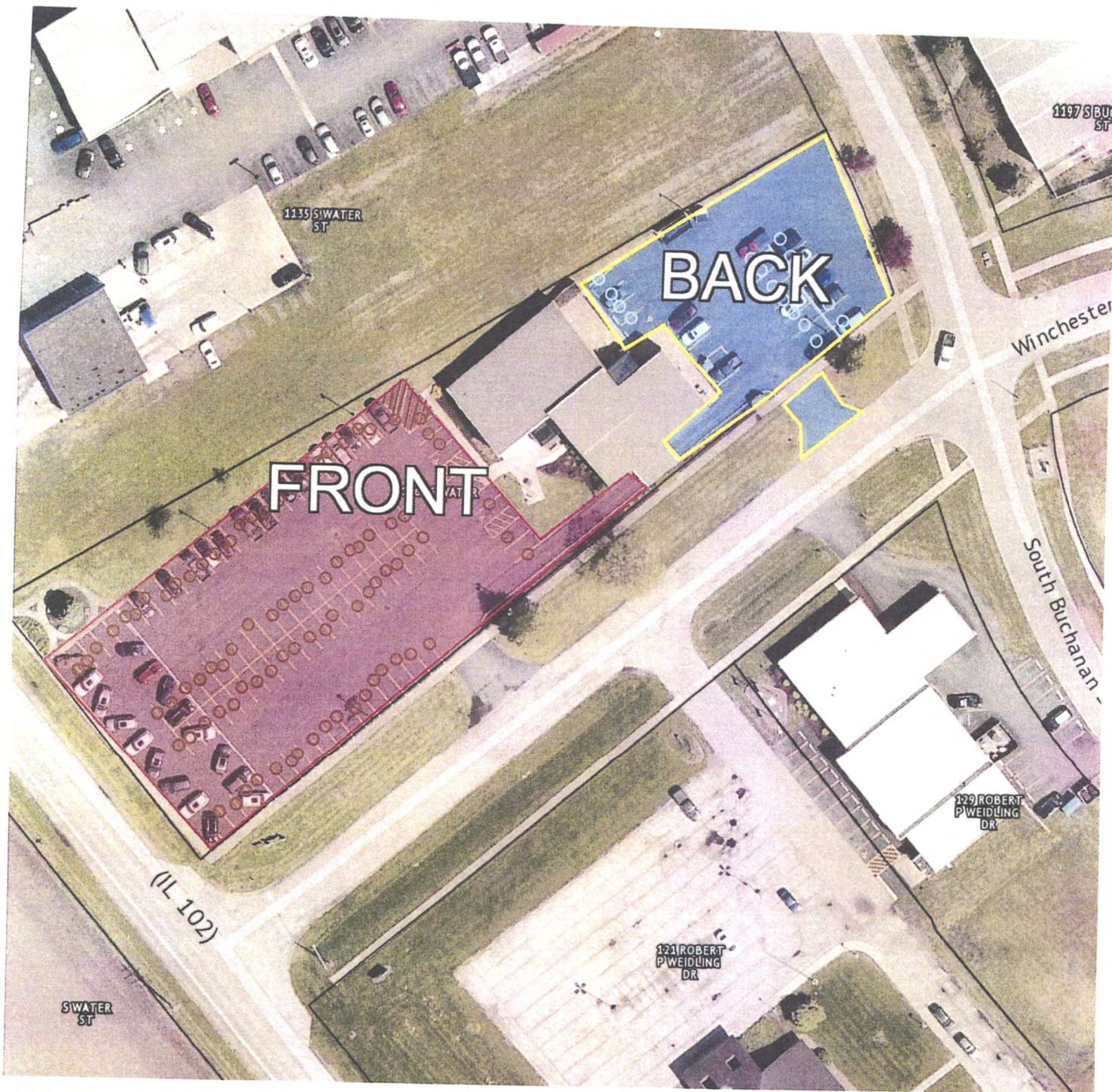
COMMERCIAL: To be paid in full upon completion. To be paid in full 30 days upon completion.

\$ _____ Wolf's initial SW Cust. Initial _____ Paid In Full 1/2 Down 1/3 Down upon agreement.

Balance to be paid in full at time of completion. 815999-9653

I accept Wolf's Sealcoating to perform the above service(s) that I have agreed to. I agree to the pricing and payment terms as stated above. This proposal may be withdrawn by Wolf's if not accepted by this date of contract. **SEE REVERSE SIDE FOR DETAILS & WARRANTIES.**

CUSTOMER ACCEPTANCE SIGNATURE & PRINT NAME DATE Shannon D. Wolf 2/8/22



315 n. 506, 1165 S Water St

Template: Custom Template

To change template, delete measurements

- Wilmington City Hall** 33,375.10 ft²
- 1165 S. WATER ST** 13,953.18 ft²
- Sealcoat Area 1** 9,374.57 ft²
- Striping Lines 2nd Lot** 126.68 ft 87 objects
- Striping Lines 3rd Lot** 64.21 ft 18 objects



875 GRAMERCY TURN
 UNIT 10
 BOURBONNAIS, IL 60914

Estimate

Date	Estimate #
8/18/2023	E329

Name / Address
City of Wilmington 1165 S Water Street Wilmington, IL 60481

Service Address
City of Wilmington 1165 S Water Street Wilmington, IL 60481

Terms	Date
	8/18/2023

Other

Qty	Item	Description	Rate	Total
1	Sealcoating	Clean, Prepare & Sealcoat Parking Lot (Approx 47,300sf)	7,950.00	7,950.00
1	Crack Fill	Crack Fill Where Necessary	3,800.00	3,800.00
1	Re-Striping	Restripe Parking Lot	500.00	500.00
			Total	\$12,250.00

Pavement Maintenance Proposal

Wilmington Public Works

James Gretencord

Project:

City Hall / Sealcoating Project

1165 S. Water Street
Wilmington, Illinois 60481



Joe Ruffolo
Sales

Your asphalt and concrete resource!

Company Info



Maul Paving Inc / Maul Enterprise Inc
10201 Clow Creek Road
Plainfield, IL 60585

P: 630-420-8765
F: 630-922-3871
<http://maulasphalt.com>

Contact Person

Joe Ruffolo
Sales
joeruffolo@maulasphalt.com
Cell: 630-803-5916
Office 630-420-8765 Ext 105

About Us

"Let Maul Give Your Parking Lot the Respect it Deserves!"

Maul Paving / Concrete / Sealcoating Is a full service asphalt and concrete company located in Naperville, IL since 1986. Our service area include the entire Chicagoland area, Northwest Indiana, and Southern Wisconsin.

Each and every one of our projects is completed by a highly trained and professional staff of Maul employees. We pride ourselves in performing all our work with equipment that represents the latest technology available. When you hire Maul your work is planned, managed and completed by our experienced project management team. Our ultimate goal is to deliver a quality product, with no interruption to your business, and in a timely manner.

Please feel free to visit our website to learn more about us. <https://maulasphalt.com/>

Line Striping

1. We propose to stripe the parking lot in the designated color meeting or exceeding Illinois State Specifications M-122-96. with the following quantities:
2. 109 Yellow Stripes / 340 linear feet of Yellow striping / 2 Handicap Symbol(s) / 2 Van Access.
3. Our firm will complete this project in trip(s). In the event that cars are not moved, sprinklers are left on or any other reason we are not able to complete the work on the scheduled day, there will be an addition trip charge of \$ per required trip. (we will not wait for cars ect. to be move or for the pavement to dry due to sprinklers).
4. All work will be performed so that there is minimal interruption to your facility.
5. **Restripe over Sealcoat**

Total Price: \$1,200.00

Crackfill

1. The area under consideration for hot pour crack sealing comprises approx.**3,200** Linear Feet of cracks to be sealed.
2. Clean all dirt, loose gravel and weeds from cracks in preparation.
3. Material will be heated with oil jacketed crack sealing system. Material is then applied into base of the crack by speed bander to ensure material seals the base of the crack (material may potentially bend over the top / surface of the pavement).
4. Includes major transverse and reflective cracks 1/4" wide and greater. NO FAILED PAVEMENT AREAS / Alligatorred or Spidered Areas (INCLUDES NEW PAVING SEEMS) / driveway surfaces only / no joints.
5. **Material Design:** Sealmaster TM Supreme or comparable product.
6. Estimated linear footage of cracksealing will provide a thorough coverage: Not every crack will be sealed.

Total Price: \$2,080.00

Sealcoating

1. The area under consideration comprises approx. **48,783 square feet**.
2. It is the owners responsibility to have all material, cars, equipment etc removed from the area where the work will take place.
3. Power blow parking surface with power blowers to remove dirt / debris prior to sealcoating. Remove vegetation from cracks.
4. **Oil Spots** will be wire broomed and treated with Petro Seal to help prevent oil & gas bleeding up through the freshly applied sealant if necessary.
5. **Sealant Material:** Our firm will install premium grade sealer made by Sealmaster Chicago meeting federal specifications RP-355e. Product mix includes Sealmaster Masterseal Asphalt Based Sealer or Sealmaster Coal Tar Pavement Sealer, curing and bonding additives, and fortified with 2-4 lbs silica sand.
6. We will install your sealant by **2 coats spray or 1 coat squeegee** application.
7. Blockade newly sealed areas.
8. Our firm will complete this project in **1** trip(s) (**Saturday**).

Total Price: \$7,805.00

Map: Site Map



Notes:

Price Breakdown: City Hall / Sealcoating Project



Please find the following breakdown of all services we have provided in this proposal.

This proposal originated on August 18, 2023. **Job Number:** 1725

Item	Description	Cost
1.	Line Striping	\$1,200.00
2.	Crackfill	\$2,080.00
3.	Sealcoating	\$7,805.00
Total:		\$11,085.00

Authorization to Proceed & Contract

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

Please see all attachments for special conditions that may pertain to aspects of this project.

Acceptance

We agree to pay the total sum or balance in full 30 days after the completion of work.

I am authorized to approve and sign this project as described in this proposal as well as identified below with our payment terms and options.

Date: _____

James Gretencord | Director of Public Works
Wilmington Public Works
1165 S Water St
Wilmington, Illinois 60481
jgretencord@wilmington-il.com
C: 815-476-3104
O: 779-801-2127

Joe Ruffolo | Sales
Maul Paving Inc / Maul Enterprise Inc
10201 Clow Creek Road
Plainfield, IL 60585
E: joeruffolo@maulasphalt.com
C: 630-803-5916
P: 630-420-8765 Ext 105
F: 630-922-3871
<http://maulasphalt.com>

Please click any of the links below to view and print all documents.

Company Attachments

[Maul Paving / Concrete / Sealcoating - Photo Book](#)

[Sealcoating Terms](#)

[Sealmaster - Asphalt Based Material](#)

[Sealmaster - Crack Seal 3405 material](#)

[Sealmaster - Yellow / White "fast dry" Traffic Paint](#)



City of Wilmington Public Works

To: Honorable Mayor Dietz and City Council Members
From: James Gretencord, Director of Public Works
Subject: August Director's Report
Date: September 12, 2023

City Crew:

- Completed 66 work orders
- Cleaned all manholes and catch basins on N. Kankakee St. from Rte. 53 to Chicago St.
- Completed 3 sidewalk share programs
- Repaired 2 water main breaks
- Repaired 1 water service leak that resulted in the entire replacement of a galvanized water service
- Entire town branch/brush pickup following 7/29 windstorm
- Repaired 2 sinkholes

Sewer Department:

- 68 Utility Locates
- Drained, cleaned and maintained the East Clarifier
- Hosted Illinois Rural Water Association for a plant tour
- Checked manholes and valve boxes before and after FY23 Street Program
- Mapped and graded all manholes and catch basins on N. Kankakee St. from Rte. 53 to Chicago St.

Water Department:

- 11 service orders
- New Era Spreading has completed the lime removal to the East and West Lagoons
- Completed 6 work orders
- Intown fire hydrants have been coded for flow rates

Other:

- City staff began working with Chamlin & Associates to put together project scope for the storm and sanitary rehabilitation on N. Kankakee Street.
- FY23 Street Program is complete--less the final punch list (10 items)
- I attended the American Public Works Association-Public Works Expo taking 20 classes totaling 16 CEU's.
- The Illinois EPA has upgraded my Water License from Class A (in training) to Class A.
- The Wesley 4H Hustlers have adopted N. Kankakee Street from Jennifer to North River Road to keep it clean and free of litter.



MEMO

Date: September 12, 2023

To: Honorable Mayor Dietz and City Council Members

From: James Gretencord, Director of Public Works

Cc: Jeannine Smith, City Administrator
Nancy Gross, Finance Director

Re: 2013 Falcon Hot Patch Trailer Rehabilitation

Budget Impact: \$6,657.81 Line Item 01-05-6510 Maintenance Equipment Public Works

Request: Approve the rehabilitation of the 2013 Falcon RME Hot Patch Trailer

Discussion: The City's 2013 Falcon RME Hot Patch Trailer uses two burners to heat pothole patch and keep hot mix asphalt at temperature. This machine is used very frequently for pothole maintenance as well as asphalt patching. Recently the top (recycler) burner quit working and Midwest Paving Equipment diagnosed the issue. MPE found that the top burner is in need of a rebuild. In addition to this, they found the combustion chambers for both the top and bottom burners are ready to be replaced. MPE also informed us that it is typical to get 10 years out of a machine before it needs a total rehab. A total rehab includes rebuilding of both the top and bottom burners and replacement of the top and bottom combustion boxes and heat exchangers. The cost of this rehab is \$6,657.81. This rehabilitation will extend its life an additional 10 years. The cost of a new similar machine is approximately \$38,000. \$32,500 was budgeted for equipment maintenance; though the rehabilitation of this machine was not specifically budgeted for.

Motion: Approve the quote from Midwest Paving Equipment Inc. to rehabilitate the 2013 Falcon RME Hot Patch Trailer for the cost of \$6,657.81.

Thank you in advance for your consideration of this request.



Midwest Paving Equipment, Inc.
 757 DuPage Blvd Suite 2387
 GLEN ELLYN, IL 60137 US
 (630) 453-0772

Midwest Paving Equipment, Inc.

Estimate

ADDRESS

Wilmington Public Works
 Department
 1165 South Water St
 Wilmington, IL 60481

SHIP TO

Wilmington Public Works
 Department
 747 Widows Home Road
 Wilmington, IL 60481

ESTIMATE # 1668

DATE 07/19/2023

EXPIRATION DATE 08/18/2023

ACTIVITY	QTY	RATE	AMOUNT
80KT2011H BURNER SYSTEM KIT INCLUDES HEAT EXCHANGER, NEW INSULATION ON BURNER BOX AND COMBUSTION CHAMBER. MAIN BURNER.	1	2,320.51	2,320.51
80AS31405 UPPER COMBUSTION CHAMBER	1	1,093.95	1,093.95
80KT33179 RECYCLER TUNE-UP KIT-NO PREHEA	1	318.35	318.35
Labor INSTALL UPPER AND LOWER BURNER SYSTEM KITS, INSTALL TUNE UP KIT ON UNIT AS WELL.	22	125.00	2,750.00
Shipping estimated	1	175.00	175.00

SUBTOTAL	6,657.81
TAX	0.00
TOTAL	\$6,657.81

Accepted By

Accepted Date



Midwest Paving Equipment, Inc.
 757 DuPage Blvd Suite 2387
 GLEN ELLYN, IL 60137 US
 (630) 453-0772

Midwest Paving Equipment, Inc.

Estimate

ADDRESS

Wilmington Public Works
 Department
 1165 South Water St
 Wilmington, IL 60481

SHIP TO

Wilmington Public Works
 Department
 747 Widows Home Road
 Wilmington, IL 60481

ESTIMATE # 1669

DATE 08/05/2023

EXPIRATION DATE 09/05/2023

ACTIVITY	QTY	RATE	AMOUNT
80AS31405 UPPER COMBUSTION CHAMBER	1	1,093.95	1,093.95
80KT33179 RECYCLER TUNE-UP KIT-NO PREHEA	1	318.35	318.35
Labor Repair upper flu area. Install upper combustion chamber. Install Tune up kit on unit.	6	125.00	750.00
Shipping estimated	1	80.00	80.00

SUBTOTAL	2,242.30
TAX	0.00
TOTAL	\$2,242.30

Accepted By

Accepted Date

Burner System Kit
 New Heat Exchanger
 Fire Box INSULATION COMBUSTION CHAMBER \$6,657.



MEMO

Date: September 12, 2023

To: Honorable Mayor Dietz and City Council Members

From: James Gretencord, Director of Public Works

Cc: Jeannine Smith, City Administrator
Nancy Gross, Finance Director

Re: Lime Equipment Encapsulating Curtain

Budget Impact: \$17,163.00 Line Item 02-17-7322 Water Capital Projects

Request: Approve the quote from Brieser Construction to construct and install a track and industrial curtain around lime feed equipment.

Discussion: The City of Wilmington's Water Treatment Plant uses hydrated lime in the treatment process which has previously escaped our lime feed equipment. Since the Water Treatment Plant building replacement in 2022, staff has resealed the equipment in order to drastically reduce this issue. However, as a redundant safety measure in the event lime begins to aerate once again, I am requesting approval for Brieser Construction to construct and install tracking and an industrial curtain to encapsulate the lime feed area. This curtain will help direct the lime dust that cannot be contained to our industrial air purifier which will not only contain the issue, but keep our building in pristine condition. This is a budgeted request.

Motion: Approve the quote from Brieser Construction company to construct and install track and industrial curtain around the lime feed equipment at a cost of \$17,163.00.

Thank you in advance for your consideration of this request.



Brieser
CONSTRUCTION



General Contractor - P(815)521.0900 - F(815)521.0999 - 24101 S Municipal Dr. Channahon, IL 60410 - www.BrieserConstruction.com

May 18, 2023

City of Wilmington

Attn: Ryan Foster

Re: Water Department – Furnish & Install Containment Curtain.

Brieser Construction Company will provide all labor, material, equipment, and supervision needed to complete our scope of work per the lump sum price of: \$17,763.00.

Scope of Work:

1. Furnish & Install Uni-Strut Spanning Two Girts.
2. Furnish & Install Top Track to Uni-Strut.
3. Furnish & Install 14 OZ. Laminated Vinyl Curtain to Track.
4. Field Cut Curtain & Fasten to PVC Pipe Using Vinyl Tape
5. 18 OZ Chain Sewn into Bottom of Curtain to Top Air Flow.
6. See Included Curtain & Track Break Down.

Clarifications :

1. This proposal includes cost to Install Track & Curtain Using Ladders.
2. This proposal does not include structural engineer analysis on metal building to support curtain weight.
3. This proposal assumes current building structure will support weight of curtain & track.
4. This proposal does not include cost to fill gap between Uni-Strut, Top Track & Ceiling Insulation.
5. This proposal does not include cost to move lights, piping, electrical or hvac.
6. This proposal does not include cost to install man door in curtain.
7. This proposal does not include cost to install air filtration system.
8. This proposal includes June 1st 2023 labor escalation.

We look forward to working with you on this project. If you have any questions, please do not hesitate to contact me.

Regards,

Mike Masulis

Estimator/Project Manager

Phone: 815.521.0900

Cell: 815.405.6621

E-mail: mmasulis@brieserconstruction.com

"Built To Last"



Sold to:

Brieser Construction
Mike Masulis
 815-405-6621
mmasulis@brieserconstruction.com

Ship to:

City of Wilmington, IL

Date: May 10th, 2023

Quote #: JK-3407-01

e-mail: sales@amcraftonline.com

website: [Go to our website](#)

Sales Rep.: John Kirkman

Qty.	Description	Retractable	Curtain Wall	cost p/ft.	Line Total
17.90	<p>Section A Opening: 27' 2" H x 16' 0" W</p> <p>Location: "U" Shaped 27' 2"H x 16"W x 12"W x 16"W with (2) 90 degree corners.</p> <p>Top of Track must be installed 26' 0" above the floor.</p> <p>Heights: 25' 9" 3" deducted from height: 2" for track/trolley height, 1" for floor space.</p> <p>Width: 16' 9" 5% added to width to allow the curtain to close completely at both ends. 1' added for Overlap/Pass through</p> <p>Panels: 17' 10" width comes in 2 panels. Standing outside of the enclosure:</p> <p>A-1 25' 9" H x 8' 11" W left side: Hemmed right side: Hemmed</p> <p>A-2 25' 9" H x 8' 11" W left side: Hemmed right side: Velcro B-1</p> <p>Curtain Description</p> <p>Material: 14 oz. Laminated vinyl with leather grain finish, Fire retardant 20 mil. Clear vinyl, Fire retardant</p> <p>Color: From bottom to top: TBD / Clear / TBD</p> <p>Top Edge: Reinforced, with grommets 12" on center</p>				
12.80	<p>Section B Opening: 27' 2" H x 12' 0" W</p> <p>Location: "U" Shaped 27' 2"H x 16"W x 12"W x 16"W with (2) 90 degree corners.</p> <p>Top of Track must be installed 26' 0" above the floor.</p> <p>Heights: 25' 9" 3" deducted from height: 2" for track/trolley height, 1" for floor space.</p> <p>Width: 12' 8" 5% added to width to allow the curtain to close completely at both ends.</p> <p>Panels: 25' 9" width comes in 1 panel. Standing outside of the enclosure:</p> <p>B-1 25' 9" H x 12' 8" W left side: Velcro A-2 right side: Velcro C-1</p> <p>Curtain Description</p> <p>Material: 14 oz. Laminated vinyl with leather grain finish, Fire retardant 20 mil. Clear vinyl, Fire retardant</p> <p>Color: From bottom to top: TBD / Clear / TBD</p> <p>Top Edge: Reinforced, with grommets 12" on center</p>				
16.90	<p>Section C Opening: 27' 2" H x 16' 0" W</p> <p>Location: "U" Shaped 27' 2"H x 16"W x 12"W x 16"W with (2) 90 degree corners.</p> <p>Top of Track must be installed 26' 0" above the floor.</p> <p>Heights: 25' 9" 3" deducted from height: 2" for track/trolley height, 1" for floor space.</p> <p>Width: 16' 9" 5% added to width to allow the curtain to close completely at both ends.</p>				

	Panels:	16' 9" width comes in 1 panel. <u>Standing outside of the enclosure:</u>		
	C-1	25' 9" H x 16' 9" W left side: Velcro B-1 right side: Hemmed		
	Material:	Curtain Description 14 oz. Laminated vinyl with leather grain finish, Fire retardant 20 mil. Clear vinyl, Fire retardant		
	Color:	From bottom to top: TBD / Clear / TBD		
	Top Edge:	Reinforced, with grommets 12" on center		
47.6	Floor Sweep:	Options: To stop air flow through 1" gap from bottom of curtain to the floor. Made with 18oz. coated vinyl, in BLACK .		
47.6	Weighted Bottom:	Chain sewn into the bottom hem		
1	Overlap:	1 lin. ft. of fabric added		
		Threaded Rod Mounting System		
5	PC-K38	Plain connector		
7	THRS-K84	Threaded rod split support		
2	THRA-K85	Threaded rod 90 degree corner connector Set screws		
9	THR2	2ft. threaded rods (w/ 3 each hex nuts)		
6	S-1000H3-6	6' section of P1000H3 Strut with slots on 3 sides		
24	S-2785	Clamp with U bolt to attach Unistrut to strut		
18	TRO2DS	Threaded rod hardware package		
1	VPT-675-W	Roll of 6"W x 75' White vinly tape		
4	TR-K12	5ft. track section		
4	TR-K13	6ft. track section		
50	NY-K42	Nylon roller with 1" hook		
1	OLT-K72	Overlap trolley		
6	ESA-K31A	Adjustable end stop		

Order & Payment Terms:

- * Please talk to your sales associate for options on this.

Notes:

- * Prices quoted herein are subject to change to the prices in effect at the time of order.
- * Pricing does not include applicable sales taxes, shipping cost, or installation.
- * Depending on the surface you are attaching it to, the adhesive Velcro may not adhere/stick very well. We recommend reinforcing the bond between your surface and the adhesive Velcro whenever possible. For instructions and recommendations about this please consult with your sales representative.

Thank you for considering AmCraft! If you have any questions or concerns, you are welcome to contact us directly. We would be more than happy to provide assistance to you!

Regards,
John Kirkman



MEMO

Date: September 12, 2023

To: Honorable Mayor Dietz and City Council Members

From: James Gretencord, Director of Public Works

Cc: Jeannine Smith, City Administrator
Nancy Gross, Finance Director

Re: Spectrophotometer Purchase and Service

Budget Impact: \$6,777.42 Line Item 02-21-7320 Water Capital Equipment Purchase
\$2,000.00 Line Item 02-21-6510 Water Maintenance Equipment

Request: Approve the purchase of a new spectrophotometer at a cost of \$6,777.42 and service the existing spectrophotometer at a cost not to exceed \$2,000.00.

Discussion: The Water Treatment Plant uses a spectrophotometer to do the majority of the testing in the water treatment process. The current unit is in need of service. The results of the testing done with this unit are reported directly to the EPA. This unit alone is used to do over 25 tests on a daily basis. I am requesting the approval to purchase a new spectrophotometer. Once the new unit is received, the existing one will be sent in for service. The older unit will then be used as a spare for the Water Treatment Plant as well as the Water Reclamation Plant. In my experience, it is good practice to have a spare spectrophotometer due to it being such a critical piece of equipment. This is a budgeted request.

Motion: Approve the purchase of a Hach DR3900 Spectrophotometer from USA Bluebook at a cost of \$6,777.42.

Thank you in advance for your consideration of this request.

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www.usabluebook.com
 FAX: (847) 689-3030
 TOLL FREE : (800) 548-1234
 F.E.I.N : 75-2007383

QUOTE

DATE	8/2/2023
QUOTE	QUOT1018804-1
ACCOUNT NUMBER	222839
QUOTED TO	Ryan Foster
QUOTED BY	Yarely
PAGE NUMBER	1 of 1

USE THIS QUOTE# QUOT1018804-1 ON PO's!

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 1165 S WATER ST
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WILMINGTON CITY OF
 1165 S WATER ST
 WILMINGTON, IL 60481
 USA

CUSTOMER PO #	EXPIRES	SALES PERSON	TERMS	SHIP FROM	SHIP VIA
08/02/23	9/1/2023	Lisa	Net 30 days	IL	FEDEXGRND

ITEM #	DESCRIPTION	QTY	U/M	PRICE	EXTENSION
203706	(LI)DR3900 Spectrophotomer wit RFID, LPV440.99.00012 In stock when the quote was created.	1	ea	\$6,750.00	\$6,750.00

MERCHANDISE	MISCELLANEOUS	FREIGHT	TAX	TOTAL
\$6,750.00	\$ 0.00	\$ 27.42	\$0.00	\$6,777.42

Authorized Signature _____

PO (If Required) _____

Please note that your order may be subject to applicable taxes based on current rates at the time your order is completed.

This quote and all sales by HD Supply Facilities Maintenance, LTD. d/b/a USABlueBook shall be governed exclusively by the Terms of Sale available at usabluebook.com/termsofsale

TO ORDER: For your convenience, you may simply sign and return via email to customerservice@usabluebook.com. We will process your order promptly and email a confirmation so you know we have it. If you prefer to call your order in or have additional questions or concerns, you may contact our Customer Service Department at (800) 548-1234. Please note any changes to the quantities or shipping address.

Thanks for choosing USABlueBook.



MEMO

Date: September 12, 2023

To: Honorable Mayor Dietz and City Council Members

From: James Gretencord, Director of Public Works

Cc: Jeannine Smith, City Administrator
Nancy Gross, Finance Director

Re: Replacement of the Fire Alarm System at the Water Reclamation Plant.

Budget Impact: \$21,100 Line Item 04-00--6530 Miscellaneous Capital Projects.

Request: Approve the Proposal from Seconds Matter Safety Solutions to replace the Fire Alarms at the Water Reclamation Plant.

Discussion: The fire alarm system at the Water Reclamation Plant has not been operational for approximately one year. Every two to three years, the Simplex (Johnson Controls) mother board in the head works building needs to be replaced due to the atmosphere the control system is located in. The current cost to replace the board alone is \$9,000 from Simplex. The cost from Simplex to upgrade the fire system and move just the headworks panel to a location that this will no longer be a recurring problem is \$24,088. The existing fire system we have is designed to serve much larger facilities. City staff requested a proposal from three companies to replace the existing fire alarm system with one more catered to our needs. I am recommending we move forward with the quote from Seconds Matter Safety Solutions. The new system will not be composed of proprietary parts like our current system — resulting in lower maintenance costs. The total cost for Seconds Matter Safety Solutions to replace the entire alarm system at all 4 locations at the Water Reclamation Plant and also move the control panel is \$21,100. \$30,000 was budgeted to remedy this issue.

Motion: Approve the proposal from Seconds Matter Safety Solions to replace the fire alarms at the Water Reclamation Plant for a total cost of \$21,100.

Thank you in advance for your consideration of this request.

SECONDS MATTER
SAFETY SOLUTIONS

City of Wilmington
1165 So, Water Street
Wilmington, IL 60481
Attn: Patrick Nugent pnugent@wilmington-il.com

Project: WASTE WATER TREATMENT PLANT
601 E. Kankakee River Dr
Wilmington, IL

May 30, 2023

Thank you for giving me the opportunity to offer pricing for replacing the existing Simplex fire alarm system.

The plan would be to install a new, state-of-the-art, addressable fire alarm system manufactured by Kidde an EDWARDS Company. The Kidde family of fire alarm products has a reputation for providing superior equipment throughout the world. This will replace the Simplex model 4100 panel.

All devices will be replaced and installed by our factory trained technicians.

A Document Cabinet will be installed by the Fire Alarm Control Panel containing installation records.

This quotation is based upon review of existing equipment at facility. The Simplex model 4010 sub panels will be removed from service.

Please feel free to contact me with any questions.

Thank You,

John Raiger
708-417-2550

SECONDS MATTER
SAFETY SOLUTIONS

PRELIMINARY
PROPOSAL
SUBJECT TO CHANGE

Thank you for allowing Seconds Matter Safety Solutions, LLC the opportunity to provide you with the following proposal for the fire alarm system at Waste Water Treatment Plant. The equipment to be used and scope of work is as follows:

This quotation is based upon the existing system design.

Kidde Addressable Fire Alarm Control Panel Model VS-4RD

- 4 Remote power supply A/V control cabinet to replace model 4010
Provide addressable manual pull station.*
Smoke Detectors replace as required.
Heat Detectors as required.*
Wall Mounted Horn Strobes as required.*
Wall mounted Strobe lights as required.
Connect to existing PROTECTOWIRE thermal sensors.
Connect to Duct detectors.
Surge Suppressor on power and data circuits as required.
- 1 Circuit Breaker Lock
- 1 Provide wire and as required.
- 1 Document Cabinet at Fire Alarm Panel.
Approved Fire rated cable as required.

- Note: Explosion proof devices installed where applicable.

Perform programming of FACP

Conduct final test and inspection with AHJ

Total Cost equipment and programming:

\$ 21,100.00

Twenty-one thousand one hundred dollars.

MONITORING is required and existing. The new panel will be connected to the existing radio.

TERMS **Progressive payments as AHJ submittals and equipment installation.**
10% Balance upon programming and acceptance

All material in this contract is to be specified as above and the entire job to be done in a neat, workmanlike manner during regular business hours. Any variations from the plan or alterations requiring extra labor will be performed only upon written approval and billed in addition to the above sum covered in this contract. Agreements made with our workman are not recognized. No additional work can be performed without a written change order.

This quotation includes one WILMINGTON Fire Department inspection and tests. Additional tests are billed at hourly rate. Plan Review and Permit fees, if required, are not included.

Seconds Matter Safety Solutions agrees to honor equipment manufacturers' warranty from the date of installation. Labor performed by us is warranted for one year. Service shall include repair or replacement of defective equipment and such adjustments as are required to keep the system in satisfactory working condition but does not include changes or additions or repairs or replacement of equipment damaged through accident, misuse, abuse, acts of God or other reasons beyond the control of Seconds Matter Safety Solutions.

ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OF FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY EXCLUDED.

In the event Seconds Matter Safety Solutions incurs any expenses, attorney's fees or court costs as a result of customer's failure to comply with any of the terms or conditions of this agreement, including but not limited to payment, the customer shall be solely and exclusively responsible for, and shall pay and defray, in its entirety, all expenses, attorney's fees and costs.

Seconds Matter Safety Solutions

Offered By: John R. Raiger

John R Raiger

THIS PROPOSAL IS VOID 30 DAYS FROM THE DATE UNLESS SIGNED COPY IS RETURNED UPON WHICH A CONTRACT WILL BE ISSUED.



January 26, 2023

**RE: Wilmington Water Treatment Plant
Fire Alarm System Replacement**

Dear Jack,

Thank you for the opportunity of presenting this proposal for the fire alarm system for the project referenced above. Our proposal is based on our interpretation of information we received from you. The following is a description of the equipment to be supplied, and work to be performed. The system proposed is addressable of the FireLite brand.

Qty	Part Number	Description
4	ANN-80-W	80 CHARACTER LCD SERIAL ANNUNCIATOR-WHITE
13	BG-12LX	ADDRESSABLE PULL STATION
4	CMF-300	ADDRESSABLE CONTROL MODULE
2	D355PL	ADDRESSABLE PE DUCT DETECTOR
1	ES-200X	ENDURANCE 198PT ADDRESSABLE FIRE ALARM CONTROL/COMMUNICATR
5	PSE-6	6AMP REMOTE POWER SUPPLY INTEGRAL BATTERY CHARGER
5	H365R	ADDRESSABLE R-O-R HEAT DET. WHITE
6	MMF-300	MONITOR MODULE
5	MMF-301	MINI-MONITOR MODULE
1	SD365	ADDRESSABLE PE SMOKE DETECTOR FOR LS PROTOCOL-WHITE
3	SRL	LOW CURRENT 12/24V STROBE RED WALL MOUNT
8	P2RL	LOW CURRENT 2W 12/24V HRN/STRB RED WALL MOUNT
4	RTS151KEY	REMOTE TEST STATION W/KEY
10	YUA NP712	NP7-12-187 12V 7AH BATTERY W/.187 TERMINALS
2	UPG UB12180	12V 18AH LEAD ACID BATTERY 46025
18	SAE SSUMR201CR	RELAY CAB RED 24VAC/DC120V/24VAC
2	302-ET-135	FIRE-LITE EXPLOSION PROOF 135 FIX TEMP HEAT DETECTOR
2	DST-3	3' DUCT DETECTOR SAMPLING TUBE

The total sell price for the above-listed equipment is \$26,900.00 Sales tax is excluded. Will need to provide current tax-exempt letter. AHJ permit and review fee is not included. 50% payment required prior to work and the remaining 50% payment due upon completion.

This price includes all equipment listed above, engineering, and the removal / disposal of all existing fire panels, addressable field devices, NAC devices. All wiring will be reused. This includes a 2023 fire alarm test and inspection report.

The system will consist of one fire alarm control panel serving all the buildings with individual NAC panels per building for notification. Surge protection will be on the circuits between buildings. New addressable devices, surge protection and NAC devices will be installed.

NOTE: Our price does not include any associated connection or monitoring charges of the completed system.

Our proposal will be adjusted if any unseen additional equipment is needed. The equipment list is based off the fire alarm test and inspection report and existing fire alarm drawings we received from you.

If you have any questions or require any additional information, please do not hesitate to contact us. We look forward to working with you on this project and appreciate your careful consideration of this proposal.

DISCLAIMER: All material and equipment installed prior to final payment is considered property of ALVS. Any funds not received and legal action is required to obtain unpaid funds will result in the customer paying all legal fees.

Robert W. Chase, SET
Owner

REQUESTORS INFORMATION

Company Name _____
Customer Name _____
Address _____
City _____
State _____ Zip Code _____
Signature _____
Date _____

BILLING INFORMATION

Company Name _____
Customer Name _____
Address _____
City _____
State _____ Zip Code _____
Signature _____
Date _____

5412 Alice Ct. Plainfield, IL. 60586
779.233.7819
www.AmericanLVS.com
Robert@AmericanLVS.com



Head water mg

Johnson Controls Fire Protection LP
91 N Mitchell Court
Addison, IL 60101

Johnson Controls Fire Protection LP Quotation

To:
Wilmington Waste Water Treatme
601 E KANKAKEE RIVER DR
WILMINGTON, IL 60481-0000

Project: Wilmington WWTP Bar Screen bldg. 4010 upgrade -
CPQ-195169
Johnson Controls Reference: 650195169
Proposal #: 1
Date: 03/03/2022
Page: 1 of 8

Johnson Controls is pleased to offer for your consideration this quotation for the above project

Scope of Work

Summary.

Provide budget pricing for a new fire alarm control panel.

Scope

Provide and install one new 4007ES fire alarm control panel in a Nema 3R enclosure with heater and blower on the exterior of the building.

Remove existing fire alarm control panel in office area.

Install 2 new AC circuits from office area to new fire alarm panel location.

Extend IDnet data, system network and notification circuits from office area to new fire alarm panel location.

Provide revisions to existing fire alarm drawings.

Provide programming, test and certification of new fire alarm control panel.

Clarifications

This proposal is subject to AHJ approval.

Permit fees are not provided for within this proposal.

Fire, Security, Communications, Sales & Service
Offices & Representatives in Principal Cities throughout North America



These fees will be assessed at the start of project and will be presented to the customer for payment.

All other existing devices and cabling are to remain and be reused. These devices are assumed to be in good working condition. If these devices and cabling are found to be defective a change order will be provided to the customer to repair and or replace the defective devices and or cabling.

Existing fire alarm control panel is a Simplex 4010 and is end of life.

This proposal does not include premium time. Overtime or holiday work required (as a result of project delays created by others) will be justification for a Change Order.

Delays, Costs and Extensions of Time.

JCI's time for performance of the Work shall be extended for such reasonable time as JCI is delayed due to causes reasonably beyond JCI's control, whether such causes are foreseeable or unforeseeable, including pandemics such as coronavirus (provisionally named SARS-CoV-2, with its disease being named COVID-19) including, without limitation, labor, parts or equipment shortages. To the extent JCI or its subcontractors expend additional time or costs related to conditions or events set forth in this provision, including without limitation, expedited shipping, hazard pay associated with site conditions, additional PPE requirements, additional time associated with complying with social distancing or hygiene requirements, or additional access restrictions, the Contract Sum shall be equitably adjusted.

This proposal is valid for 30 days.

This proposal does not include procurement or coordination of monitoring service for the fire alarm/security system.

This proposal includes a one (1) year standard parts and labor warranty in accordance with Johnson Controls terms and conditions.

Terms and conditions of customer's purchase order/contract shall be subject to Johnson Controls review. Final agreement to terms shall be by written agreement between customer and Johnson Controls.

Please contact Craig Penzien at 630-327-0538 with any questions you have regarding this proposal.



QTY	MODEL NUMBER	DESCRIPTION
Equipment		
1	4007-9102	4007ES HYBRID FACP, PLATINUM
2	4007-9813	WIRED NETWORK MEDIA CARD
1	4007-9810	4007ES MODULAR NIC
2	2081-9275	BATTERY 18AH
Enclosure		
1	DPFA	DP FIRE ALARM
Prof Services		
Install		
ESC		
1	ESCMAT	MATERIALS ESCALATION COST

Total net selling price, FOB shipping point, \$24,088.00



MEMO

Date: September 12, 2023

To: Honorable Mayor Dietz and City Council Members

From: James Gretencord, Director of Public Works

Cc: Jeannine Smith, City Administrator
Nancy Gross, Finance Director

Re: Water Treatment Plant Booster Pump

Budget Impact: \$10,483.89 Line-Item Water Equipment Purchases 02-21-7320

Request: Approve the purchase of a booster pump from USA Bluebook and the electrical installation by Clennon Electric.

Discussion: Our Water Treatment Plant high service pumps have to start against a pneumatically-actuated closed valve to reduce pressure spiking and water hammer. When this valve closes, our Water Treatment Plant loses water pressure. In order to resolve this issue, I am requesting the purchase of a booster pump which City Staff will plumb into our Water Treatment Plant service. Once the booster pump is plumbed, Clennon Electric will run the conduit and wire the pump. This is a budgeted request.

Motion: Approve the purchase of a booster pump from USA Blue Book and the electrical installation of the pump by Clennon Electric for a total cost of \$10,483.89.

Thank you in advance for your consideration of this request.

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 TOLL FREE : (800) 548-1234
 F.E.I.N : 75-2007383

QUOTE

DATE	8/2/2023
QUOTE	QUOT1018911-1
ACCOUNT NUMBER	222839
QUOTED TO	Ryan Foster
QUOTED BY	Neil
PAGE NUMBER	1 of 1

USE THIS QUOTE# QUOT1018911-1 ON PO's!

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 WILMINGTON, IL 60481
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WILMINGTON CITY OF
 1165 S WATER ST
 WILMINGTON, IL 60481
 USA

CUSTOMER PO #	EXPIRES	SALES PERSON	TERMS	SHIP FROM	SHIP VIA
	9/1/2023	Lisa	Net 30 days	IL	FDXFRTPRY

ITEM #	DESCRIPTION	QTY	U/M	PRICE	EXTENSION
R01: Special	R01: Special Special Order Item Number:A3U-32-12350T3C BOOSTER PUMP Special Order Item Name:BOOSTER PUMP SYSTEM Special Order Item Description:AA3U-32-12350T3C BOOSTER PUMP 3U-32-12350T3C BOOSTER PUMP 1 EA 7681SYSTEM 3HP 230V/1PH ESTIMATED LEAD TIME 4-6 WEEKS BOOSTER SYSTEM INCLUDES: EBARA PUMP MODEL 3U-32-125 3HP, VFD (NEMA 4 W/INTEGRAL DISCONNECT) SUCTION AND DISCHARGE ISOLATION VALVES 2" SUCTION AND DISCHARGE LINES, ALL SS. DISCHARGE CHECK VALVE, DWYER PRESSURE TRANSMITTER SS PRESSURE GAUGE, MOUNTED ON A PAINTED BASEPLATE Special Order Item Notes:ESTIMATED DELIVERY 8 WEEKS	1	ea	\$7,681.50	\$7,681.50

MERCHANDISE	MISCELLANEOUS	FREIGHT	TAX	TOTAL
\$7,681.50	\$ 0.00	\$ 172.39	\$0.00	\$7,853.89

Any special order items are considered non-returnable and non-refundable unless it is determined to be defective and covered under the manufacturer's warranty.

 Authorized Signature

 PO (If Required)

Please note that your order may be subject to applicable taxes based on current rates at the time your order is completed.

This quote and all sales by HD Supply Facilities Maintenance, LTD. d/b/a USABlueBook shall be governed exclusively by the Terms of Sale available at usabluebook.com/termsofsale

TO ORDER:For your convenience, you may simply sign and return via email to customerservice@usabluebook.com. We will process your order promptly and email a confirmation so you know we have it. If you prefer to call your order in or have additional questions or concerns, you may contact our Customer Service Department at (800) 548-1234. Please note any changes to the quantities or shipping address.

Thanks for choosing USABlueBook.



PO Box 368
 Wilmington, IL 60481
 Phone: (815) 476-7741
 Cell: (815) 482-0394
 Fax: (815) 476-7475
 Email: jfield@clennonelectric.com

August 30, 2023

Attn: Ryan Foster

Quote # 23-146

RE: Booster Pump

We are pleased to provide you with our quote for the electrical work as requested. Below you will find a list of what our proposal includes.

Our Scope of Work includes the following:

- Clennon Electric to provide all tools, material, equipment, labor, and supervision necessary to complete above referenced project.
- Furnish and install (1) 3/4" rigid conduit from existing panel to location of new Booster Pump. (Booster Pump provided by others.)
- Furnish and install (1) 2-pole 35 amp GE breaker in existing panel to feed Booster Pump.
- Pull (2) #10 THHN and (1) # 12 ground wire from existing panel to Booster Pump.
- Make all terminations and test.

General and Electrical Clarifications:

- All work performed during normal working hours, 7:00am-3:30pm. Monday-Friday.
- Overtime is not included in this proposal.
- Sales Tax, payment and performance bonds, permits, and inspection fees are not included in this quote.
- Proposal does not include costs for delays due to scheduling conflicts or stacking of trades.
- Proposal is valid for 30 days from date of quote.
- Proposal carries a one-year warranty.

Lump Sum Price: **\$2,630.00**

Justin Field

Justin Field
 Clennon Electric, Inc. Representative

The contents of this Proposal are highly confidential in nature and intended only for the purposes of evaluating and negotiating business opportunities with Clennon Electric Inc.. This Proposal must only be used for this purpose only. Any misuse or divulging of material beyond its intended use or to a third party without prior written consent from Clennon Electric may be subjected to penalties under applicable laws. Further, none of the contents in this Proposal may be reproduced in part or in whole without a written consent from Clennon Electric.



MEMO

Date: September 12, 2023

To: Honorable Mayor Dietz and City Council Members

From: James Gretencord, Director of Public Works

Cc: Jeannine Smith, City Administrator
Nancy Gross, Finance Director

Re: Water Reclamation Plant Buildings Shingle Replacement

Budget Impact: To be determined, \$58,000 budgeted, Line Item 04-00-6530 Maintenance Sewer-Buildings and Grounds

Request: Review the quotes to have the Water Reclamation Plant Roof's replaced and give staff direction.

Discussion: The roofs on the four Water Reclamation Plant buildings need to be replaced. One of the roofs has developed a leak during driving rains. The cause of the roofs deteriorating so quickly is partially due to an inadequate amount of venting. To remedy this issue, staff requested three quotes from different roofing contractors to include replacing the shingles, adding traditional vents in lieu of the ridge vents that were previously installed, and replacing roof sheeting as needed. \$58,000 was budgeted for this request.

Contractor	Price	Sheet Replacement Per	Warranty Labor	Warranty Material
Mueller Roofing Inc.	\$48,500.00	\$ 47.00	20 Year	Limited Lifetime
Pro Builders	\$46,800.00	\$ 65.00	10 Year	Limited Lifetime
Adler Roofing	\$49,600.00	\$ 144.00	2 Year	40 Year Commercial
Langlois Roofing	\$72,500.00	\$ 240.00	2 Year	Limited Lifetime

Motion: Recommend a contractor to replace the roofs at the Water Reclamation Plant.

Thank you in advance for your consideration of this request.



City of Wilmington

1165 S. Water Street ■ Wilmington, IL

Phone: 815-476-2175 ■ Fax: 815-476-2276 ■ www.wilmington-il.com

9-5-2023

James Gretencord

601 E. Kankakee River Dr.
Wilmington, IL 60481

Re: Roof conditions at sewer plant

Main building:

- Lots of granular loss off shingles and worn shingles, possible cause too much heat being trapped in roof.
- Soft sheeting on west side of roof next to exhaust fan.
- Damaged shingles below ridge on east side to the north.
- Soft sheeting on east side below plumbing stack, possible roof leak around plumbing stack vent.
- Soft sheeting around exhaust vent on east side, possible roof leak or loose sheeting.
- No heat escaping thru ridge vent.

Garage building:

- Lots of granular loss off shingles and worn shingles, possible cause too much heat being trapped in roof.
- Torn shingles on south side.
- Loose sheeting throughout.
- No heat escaping thru ridge vent.
- Holes in ridge cap shingles.
- Buckled shingles on north side.

Press Building:

- Lots of granular loss off shingles and worn shingles, possible cause too much heat being trapped in roof.
- Holes in ridge cap shingles.
- No heat escaping thru ridge vent.
- Nails coming thru shingles on south side.
- Loose sheeting throughout.
- Soft sheeting on south side below vent, possible roof leak or loose sheeting.



City of Wilmington

1165 S. Water Street ■ Wilmington, IL

Phone: 815-476-2175 ■ Fax: 815-476-2276 ■ www.wilmington-il.com

Headworks building:

- Lots of granular loss off shingles and worn shingles, possible cause too much heat being trapped in roof.
- Exposed nails and damaged shingles on west side around south exhaust vent.
- No heat escaping thru ridge vent.
- The main exhaust fan on west side is very loud and squealing.

Recommend having the roofs replaced and a larger volume of roof ventilation added or power vents added.

Thanks, Jayson Walinski

Building Official



Mueller Roofing Inc

2827 Manhattan Rd
Joliet, IL 60433
Phone: 815-726-0730
Fax: 708-590-0700

Company Representative
JR Phil
Phone: (815) 412-0830
wiehecphillip@gmail.com

Full Roof Replacement

01/25/2023

Pat Nugent
801 E Kankakee River Dr
Wilmington, IL 60408
(815) 693-0327

Job: Pat Nugent

Shingle Roof Section

We hereby submit specifications and estimates for:IL Roofing Lic # 104016228

- > Prep structure for replacement of roof , protect all landscaping , windows and doors
- > Complete tear off of existing shingles, down to the roof deck
- > Re secure all loose decking
- > Install Ice & Water Shield along all eaves, valleys, protrusions per local code
- > Install all new outer drip edge aluminum , color to match per code
- > Foreman will be onsite at all times during this project
- > Roof will be Installed by Atlas Pro Rated Installers
- > Six nail all Shingles to upgrade Atlas Wind warranty
- > Four nail all hip & ridge shingles per Atlas Wind warranty
- > Cover all substrate using Synthetic underlayment
- > All soil stacks will receive new lead flashings
- > Re roof using Atlas Lifetime architectural shingles, your choice of color
- > Cancel out all current Ridge Vent
- > Install all new Mushroom Vents
- > Locate and install roof exhaust vents to accommodate any bathroom fans
- > Install new roof vents to match per manufacture requirements
- > Clean out & secure gutters / install hangers where needed

- * Clean up and remove all debris / secure all building and disposal permits
- * All labor will carry a 20 yr. warranty * All material will carry a Limited Lifetime warranty
- * Note: All roof sheeting wood replacement will be an additional charge of \$47.00 / sheet

Building #1 - (9,800.00\$)
Building #2 - (13,900.00\$)
Building #3 - (9,800.00\$)
Building #4 - (15,000.00\$)

Payment to be made as follows: >>>> 0.00 Deposit & Balance Upon Completion Of Each Service

TOTAL

\$48,500.00

Starting at \$484/month with Acorn • [APPLY](#)

PRO BUILDERS
1198 VISTA DR
WILMINGTON, IL 60481
(815)509-3041

ESTIMATE #

23-064
09-05-2023

City of Wilmington
601 E. KANKAKEE RIVER DR.
WILMINGTON, IL 60481

ROOF REPLACEMENT AT SEWER PLANT

We propose to furnish materials, labor, permits, and all equipment necessary to perform the following:

- Protect landscaping, doors, and windows.
- Remove existing shingles down to roof sheathing.
- Renail loose sheathing.
- Install 6' of water & ice barrier @ all eaves, & around pipe stacks.
- Install synthetic felt underlayment on all sheathing.
- Install aluminum drip edge & gutter apron @ roof edges. (Color to match)
- Install starter shingles @all eaves and rakes.
- Install lead flashings @ all soil stacks.
- Install dimensional lifetime architectural shingles & ridge cap. (Color TBD)
- Shingles to be 6 nailed for a 130 mph wind uplift warranty.
- Cut in @ install adequate mushroom vents per code, based on square foot.
- Repaint & reseal flue pipe flashing.
- Clean out gutters & remove all debris from job site.
- 10 year warranty on labor & limited lifetime warranty on material.
- Additional charges for roof sheathing replacement will be \$65 sheet.

<u>Main Building</u>	\$14,400
<u>Garage Building</u>	\$16,200
<u>Press Building</u>	\$8,100
<u>Headworks Building</u>	\$8,100

TOTAL \$46,800

THANK YOU FOR CONSIDERING US AND WE HOPE TO WORK WITH YOU SOON!



Since 1962
1850 Grinnell Road
P.O. Box 2448 • Kankakee, IL 60901
(815) 933-8040 • fax (815) 933-2818

Attn: City of Wilmington
Patrick Nugent

Date: August 1, 2023

Re: ROOFING PROPOSAL
Water Reclamation Plant
601 E Kankakee River Dr
Wilmington, IL

PROPOSAL-Buildings 1,2,3,&4

All Labor and Materials as follows for Shingle Re-Roof:

- Remove (1) layer of shingles down to the deck
- Eliminate existing ridge vent and cut holes in decking, in preparation for the installation of new Lomanco Slantback exhaust vents
- Install Ice and Water barrier at the eaves
- Install synthetic felt over remaining deck
- Install new metal gutter apron at the gutter edges and new metal drip edge on the rake edges
- Remove all old pipe penetration flashings and replace with new pipe penetration flashings
- Re-shingle with new Owens Corning Duration architectural shingles
- Remove all roofing debris from jobsite
- Building permit not included-Fees waived per building inspector
- Upon completion of contract and receipt of final payment, furnish owner a two (2) year labor warranty and a manufacturer's limited lifetime material warranty.

Total Contracted Price.....\$72,500.00
(SEVENTY-TWO THOUSAND FIVE HUNDRED DOLLARS AND 00/100)

**NOTE: If deteriorated or spaced decking is found, new decking shall be installed at an add to contract price of \$7.50 per square foot. If damaged rafters or fascia board is found, new shall be installed at an add to contract price of \$7.50 per linear foot.*

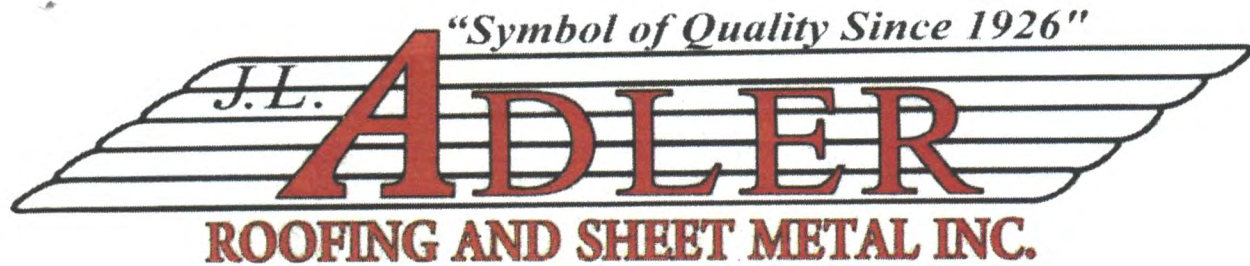
Sincerely,

Bryan Watters
Project Manager/Estimator
815-933-8040

"WE'RE ON TOP OF OUR WORK"

www.langloisroofing.com

"Symbol of Quality Since 1926"



J.L. ADLER
ROOFING AND SHEET METAL INC.

Date: 08/07/2023
Attention To: Patrick Nugent
Project: City of Wilmington Water Reclamation Plant

J.L. Adler Roofing and Sheet Metal propose to complete the following scope of work:

- Demo existing asphalt shingles down to wood deck
- Replace deteriorated decking at \$4.50/sqft in addition to contract price, if required.

Provide and Install:

- Ice and water shield 6' at all eaves, 3' in valleys and penetrations.
- Synthetic felt over remainder of roof area.
- GAF Timberline HDZ asphalt shingle roof system with all components.
- Cover ridge vents, cut in and install proper amount of roof vents per building.
- Lead flashings for all plumbing vents.
- Prefinished aluminum drip edges at all perimeter edges.
- All hoisting of materials.
- Lifts for our work.
- Haul away all debris, we recycle all shingles.
- 2-year workmanship warranty.
- GAF's 40 year commercial warranty.
- All work performed by UNION roofers.
- All work performed by OSHA regulations.

We will complete the above scope of work for: \$49,600.00

Thanks,
Lucas Vanisko
J.L. Adler Roofing and Sheet Metal
Office: 815.773.1200



NRCA

www.adlerroofing.com



MIDWEST
ROOFING
CONTRACTORS
ASSOCIATION

