

CITY OF OAK FOREST
City Council Meeting

Meeting Agenda

Tuesday, September 23, 2025 – 7:30 p.m.

City Council Chambers



15440 S. Central Avenue
Oak Forest, IL 60452
(708) 687-4050

MAYOR:	Jim Hortsman	ALDERPERSONS:
CLERK:	Nicole Tormey	1 st Ward – Kenneth Keeler
TREASURER:	JoAnn Kelly	2 nd Ward – Joe McCarthy
TAXPAYER ADVOCATE:	Grace Bardusk	3 rd Ward – Chuck Wolf
CITY ADMINISTRATOR:	Moses Amidei	4 th Ward – Curt Kunz
FINANCE DIRECTOR:	Colleen Julian	5 th Ward – Jim Emmett
FIRE CHIEF:	Garrick Kasper	6 th Ward – Jim Stuewe
POLICE CHIEF:	Scott Durano	7 th Ward – Denise Danihel
BUILDING COMMISSIONER:	Michael Forbes	
PUBLIC WORKS DIRECTOR:	Michael Salamowicz	
ASST. COMM. DEV DIRECTOR:	Paul Ruane	
EMA DIRECTOR:	David Rana	
CITY ATTORNEY:	Klein, Thorpe and Jenkins, Ltd.	

1. Pledge of Allegiance
2. Roll Call
3. Announcements
 - a. Arbor Day Proclamation
4. Citizen Participation ([Policy](#))
5. Motion to establish Consent Agenda
6. Consent Agenda
 - A. Consideration of the following list of bills dated:
 1. Regular Bills - FY 2025-2026
 2. Supplemental Bills - FY 2025-2026
 - B. Consideration of the following minutes:
 1. City Council Meeting - September 9, 2025
 2. Veterans Commission Meeting - August 21, 2025

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7. Administration

- A. General discussion and request for policy direction from the City Council related to City hosting potential Independence Day Celebration in 2026
- B. Approval of a proposal from Terracon Consultants, Inc. for water sampling and sewer inspection services related to the property located at 14723 Central Avenue and their participation in Illinois Site Remediation Program in an amount of \$13,950. See attached memorandum with supporting details from City Administrator Moses Amidei.
- C. Approval of Special Events Permit application – Clover’s Bar and Grill – Saturday, September 27, 2025. See attached memorandum with supporting details from City Administrator Moses Amidei.

8. Public Works

- A. Approval of proposal from HR Green in the budgeted amount of \$139,256.00 related to the 2026 Water Main Improvement Program for engineering design and bidding services. See attached memorandum with supporting details from Director of Public Works Mike Salamowicz.

9. IT

- A. Approval of purchase of thirteen (13) Cradlepoint R980 AVL Routers for frontline Fire Department vehicles through Verizon Wireless government pricing program in the amount of \$14,300 with approved 911 Board funds. See attached memorandum with supporting details from IT Director Tom Rieman.

10. Old Business

11. New Business

12. Adjournment

- A. Adjourn into Closed Session pursuant to 5 ILCS 120/2(c)
 - (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees;
 - (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.



*** OFFICIAL PROCLAMATION ***

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

WHEREAS Arbor Day is now observed throughout the nation and the world, *and*

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, _____, Mayor of the City of _____, do hereby proclaim _____ as **ARBOR DAY** In the City of _____, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, *and*

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS _____ day of _____, _____

Mayor _____

**To be celebrated on September 27, 2025 at Oak Forest Tree Planting event on Kilbourn Avenue and 166th Street. Forty-four trees will be planted alongside said roads.





Notice Agenda Item

City of Oak Forest

List of Bills Sept 23, 2025 FY 25 and 26

Report dates: 9/10/2025-9/23/2025

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
ACTSOFT Inc*	10387978	08/02/25	792.00	01-03-5305 TELEPHONE	Encore Essentials Licenses, Fleet bundle + Data		
ACTSOFT Inc*	10387978	08/02/25	648.00	02-17-5305 TELEPHONE	Encore Essentials Licenses, Fleet bundle + Data		
AIR ONE EQUIPMENT INC*	225634	09/04/25	3,774.00	01-02-5401 EQUIPMENT MAINTENANCE	TASK FORCE TIPS: VALVES, NOZZLE, SHIPPING AND HANDLING	3902	
AIR ONE EQUIPMENT INC*	225766	09/09/25	73.00	01-02-5314 FF PROTECTIVE GEAR	universal mask bag		
AIRGAS USA LLC*	9164636372	09/08/25	177.04	01-02-5317 EMS SUPPLIES	Payer: 3439471 FD1 Oxygen		
AIRGAS USA LLC*	9164636390	09/08/25	166.42	01-02-5317 EMS SUPPLIES	Payer: 3439471 FD2 Oxygen		
Align Networks Inc	GG0116546830 MW vchr 581	09/08/25	499.49	01-02-5517 WORKER'S COMP INSURANCE	WH-Work Hardening-8/18/25-MW-Claim# 250225W023-Voucher# 581		
Align Networks Inc	GG0116559851 MW Vchr 588	09/15/25	499.49	01-02-5517 WORKER'S COMP INSURANCE	WH-Work Hardening-8/20/25-MW-Claim# 250225W023-Voucher# 588		
Align Networks Inc	GG0116572585 MW Vchr 587	09/15/25	499.49	01-02-5517 WORKER'S COMP INSURANCE	WH-Work Hardening-8/22/25-MW-Claim# 250225W023-Voucher# 587		
Align Networks Inc	GG0116578544 MW Vchr 589	09/15/25	499.49	01-02-5517 WORKER'S COMP INSURANCE	WH-Work Hardening-8/25/25-MW-Claim# 250225W023-Voucher# 589		
Allegra Marketing Print Mail*	49603	09/11/25	985.00	01-01-5302 PRINTING	2000 Envelopes, regular #10		
AMAZON CAPITAL SERVICES INC*	11JH-J3YD-4G6P	09/11/25	12.65	01-01-5301 OFFICE SUPPLIES	pens		
AMAZON CAPITAL SERVICES INC*	14GC-DQ1N-C9JG	09/04/25	28.95	01-11-5301 OFFICE SUPPLIES	otterbox - Holke		
AMAZON CAPITAL SERVICES INC*	17W3-1P6D-4GXG	09/11/25	6.68	01-01-5301 OFFICE SUPPLIES	business card holder		
AMAZON CAPITAL SERVICES INC*	1946-7WJF-361V	09/08/25	46.98	01-01-5301 OFFICE SUPPLIES	phone case		
AMAZON CAPITAL SERVICES INC*	1GML-HWC3-31NC	09/08/25	24.98	01-03-5301 OFFICE SUPPLIES	phone case		
AMAZON CAPITAL SERVICES INC*	1GVW-3RWX-Q6CH	09/09/25	37.77	01-01-5301 OFFICE SUPPLIES	2026 calendars		
AMAZON CAPITAL SERVICES INC*	1J9W-KRWJ-6G6F	09/05/25	470.64	01-03-5301 OFFICE SUPPLIES	external hard drives-evidence storage drives		
AMAZON CAPITAL SERVICES INC*	1NFX-KH9V-4LVP	09/11/25	32.99	01-03-5114 DEPARTMENT HEADS	clock		
AMAZON CAPITAL SERVICES INC*	1TQ7-JGX1-CTQP	09/15/25	719.70	02-17-5404 COMPUTER MAINTENANCE	UPS for site computers-Water		
AMAZON CAPITAL SERVICES INC*	1YGW-9QR4-96K4	09/12/25	379.98	01-03-5114 DEPARTMENT HEADS	4pk chairs		
AMAZON CAPITAL SERVICES INC*	1YLM-HLLM-1YVM	09/15/25	94.02	01-01-5301 OFFICE SUPPLIES	file jackets, ink pads		
Aramark Refreshment Services LLC	0717179236	09/04/25	355.45	01-03-5399 MISC EXPENSE	Joffrey Divine donut		
BETTENHAUSEN AUTOMOTIVE	120080	09/12/25	1,184.40	01-03-5402 VEHICLE MAINTENANCE	pad kit - PD stock		
BlueCross BlueShield of Illinois*	OCT 2025	09/12/25	6,282.27	01-02-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 256231 HMO/PPO INSURANCE		
BlueCross BlueShield of Illinois*	OCT 2025	09/12/25	1,787.44	01-00-2107 INS DEDUCTION PAYABLE	ACT# 256231 HMO/PPO INSURANCE		
BlueCross BlueShield of Illinois*	OCT 2025	09/12/25	4,543.38	01-03-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 256231 HMO/PPO INSURANCE		
BlueCross BlueShield of Illinois*	OCT 2025	09/12/25	263,811.24	01-00-2107 INS DEDUCTION PAYABLE	ACT# 256231 HMO/PPO INSURANCE		
BURNETT, RYAN*	09052025 EXP Burnett	09/05/25	48.23	01-03-5303 GAS AND OIL	EXP reimbursement-gas for academy graduation trip		
C & M PIPE & SUPPLY CO INC	26893	09/10/25	4,383.02	01-04-5424 MAINTENANCE OF SEWERS	Sanitary/Drainage supplies and materials	3907	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	1,375.95	02-18-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	1,549.55	01-02-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	4,423.60	01-03-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	527.23	01-04-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	250.76	01-05-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	250.76	01-10-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	520.80	01-11-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	186.46	01-12-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	411.50	02-17-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8EQ7F	09/04/25	218.61	02-18-5404 COMPUTER MAINTENANCE	Annual Adobe renewal	3898	
CDW GOVERNMENT INC*	AF8RC2X	09/08/25	975.36	89-00-5405 911 SYSTEM MAINTENANCE	RHEL server, standard		
CHICAGO SOUTHLAND CONVENTION & VISITORS	09152025 Annual Meeting	09/15/25	40.00	01-01-5312 TRAINING & TRAVEL	Annual Meeting 2025 - Moses Amidei		
CHICAGO SOUTHLAND CONVENTION & VISITORS	August 25 HI	09/15/25	2,643.94	01-01-5512 OTHER SERVICES	HOTEL TAX REMIT AUGUST 2025 Holiday Inn Only		
CHICAGO SOUTHLAND CONVENTION & VISITORS	August 25 TM	09/12/25	303.12	01-01-5512 OTHER SERVICES	HOTEL TAX REMIT AUGUST 2025 Terrace motel ONLY		
CHICAGO SOUTHLAND CONVENTION & VISITORS	July 25 BW	09/12/25	1,309.22	01-01-5512 OTHER SERVICES	Hotel Tax Remit July Best Western Only		
CHICAGO SOUTHLAND CONVENTION & VISITORS	June 25 BW	09/12/25	294.80	01-01-5512 OTHER SERVICES	Hotel Tax Remit June Best Western Only		
Chicago Tribune Company	123125962000	08/31/25	261.00	01-01-5308 ADVERTISING	ACT# CU00038229 LEGAL NOTICE		
Cintas Corporation #21	4242689225	09/08/25	212.90	01-04-5406 BUILDING MAINTENANCE	Payer# 14485849 TOWELS, COVERS, MATS, UNIFORMS		
Cintas Corporation #21	4242689225	09/08/25	103.44	01-04-5313 UNIFORMS	Payer# 14485849 TOWELS, COVERS, MATS, UNIFORMS		
Cintas Corporation #21	4243416979	09/15/25	99.68	01-04-5313 UNIFORMS	Payer# 14485849 TOWELS, COVERS, MATS, UNIFORMS		
Cintas Corporation #21	4243416979	09/15/25	194.71	01-04-5406 BUILDING MAINTENANCE	Payer# 14485849 TOWELS, COVERS, MATS, UNIFORMS		
Cintas Corporation #21	9336688893	09/04/25	200.00	01-04-5327 SAFETY-OSHA REQUIREMENTS	Payer # 14485849 Gloves		
CITY OF OAK FOREST	09082025 PEDA MW Vchr 582	09/08/25	3,047.32	01-02-5517 WORKER'S COMP INSURANCE	PEDA-PEDA PAYMENTS 8/9/25-8/22/25 - MW Voucher #582		
CITY OF OAK FOREST	09082025 PEDA SS Vchr 583	09/08/25	3,213.79	01-02-5517 WORKER'S COMP INSURANCE	PEDA-PEDA PAYMENTS 8/12/25-8/24/25 - SS- Voucher #583		
College Students Landscaping	091125	09/11/25	3,641.25	01-11-5504 CONTRACTUAL SERVICES	2025 Nuisance Mowing01	3812	
COMCAST	251413262	09/15/25	679.84	01-01-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	583.26	01-02-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	1,665.07	01-03-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	198.46	01-04-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	94.38	01-05-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	94.38	01-10-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	196.04	01-11-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	70.19	01-12-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	154.89	02-17-5404 COMPUTER MAINTENANCE	Act# 932775069		
COMCAST	251413262	09/15/25	82.28	02-18-5404 COMPUTER MAINTENANCE	Act# 932775069		
Comcast	8771400960174714 Sept 25	09/02/25	10.92	01-04-5512 OTHER SERVICES	Act# 8771 40 096 0174714 Sept 25		
Comcast	8771400960363101 Sept 25	09/02/25	143.35	01-03-5305 TELEPHONE	Act# 8771 40 096 0363101 Sept 25		
Comcast	8771400960526533 Sept 25	08/27/25	219.90	01-02-5404 COMPUTER MAINTENANCE	Act# 8771 40096 0526533 Sept 25		
COMED	0387364000 Aug 25	09/08/25	708.01	02-17-5307 ELECTRICITY	Act# 0387364000 Aug 25		
COMED	1167911222 Aug 25	09/09/25	1,015.87	01-04-5307 ELECTRICITY	Act# 1167911222 Aug 25		
COMED	2846786000 Aug 25	09/02/25	848.36	01-04-5307 ELECTRICITY	Act# 2846786000 Aug 25		
COMED	3613948000 Aug 25	09/02/25	261.96	01-04-5307 ELECTRICITY	Act# 3613948000 Aug 25		

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COMED	7427962222 July/Aug 25	08/29/25	1,909.18	01-04-5307 ELECTRICITY	Act# 7427962222 Aug 25		
CONSERV FS	66065774	09/09/25	249.00	02-17-5418 LANDSCAPING REPAIRS	Sunny glamour coated 100LB		
CONSERV FS	66065818	09/12/25	32.00	01-04-5418 LANDSCAPING REPAIRS	staples 4" 1000 case		
CONSULTANTS IN PATHOLOGY SC	121819601P DD Vchr 590	09/15/25	9.89	02-18-5517 WORKER'S COMP INSURANCE	LAB-Laboratory-Claim # 250117W005-DD - 3/13/25-Voucher #590		
CORE & MAIN*	INV0020887	09/03/25	2,200.80	02-17-5423 HYDRANT REPAIRS	Hydro hitch fire hydrant flow flush HFF dechlorinating diffuser, mount bracket, fine screen strainer, water pressure gauge		
CORE & MAIN*	X634419	08/29/25	3,319.80	02-17-5421 MAINTENANCE OF WATER MAINS	hymax fittings	3903	
CORONA, MICHAEL*	09082025 TTD-MC-Vchr 585	09/08/25	2,988.68	01-03-5517 WORKER'S COMP INSURANCE	TTD-Temp. Total Dis-Claim#240212W030-MC-8/8/25-8/21/25 -Voucher# 585		
Dacra Adjudication System*	DT 2025-08-079	08/31/25	2,350.00	01-03-5509 COLLECTION SERVICE	DACRA MONTHLY SERVICE FEE		
DATA PEST CONTROL	53074	09/09/25	138.00	01-02-5406 BUILDING MAINTENANCE	Act# 100010 Pest Control for 2 FD, PW, Maintenance Bldg, Police Dept Bldg		
DATA PEST CONTROL	53074	09/09/25	138.00	01-04-5406 BUILDING MAINTENANCE	Act# 100010 Pest Control for 2 FD, PW, Maintenance Bldg, Police Dept Bldg		
DATA PEST CONTROL	53074	09/09/25	74.00	01-08-5406 BUILDING MAINTENANCE	Act# 100010 Pest Control for 2 FD, PW, Maintenance Bldg, Police Dept Bldg		
DESIGNSMART INC	13358	08/17/25	820.00	02-17-5313 UNIFORMS	Shirts for PW		
DMC SECURITY SERVICES INC	315178	09/09/25	535.00	01-02-5604 MISC EQUIPMENT	annual fire inspection, batteries, paperwork		
DONNELLY, JOSEPH*	09082025 EXP DONNELLY	09/08/25	762.39	01-03-5303 GAS AND OIL	EXP reimbursement - gas for police academy		
EMPLOYEE BENEFITS CORP*	5077619	09/15/25	727.50	01-01-5504 CONTRACTUAL SERVICES	BENNY CARD ADMIN FEE, FSA FEES		
EMS MANAGEMENT & CONSULTANTS INC*	EMS-018842	08/31/25	1,720.65	01-02-5509 COLLECTION SERVICE	August 2025 Payments		
ENCOMPASS SPECIALTY NETWORK LLC	C008565153 DD Vchr 591	09/15/25	1,221.26	02-18-5517 WORKER'S COMP INSURANCE	ANES-Anesthesiology - Claim #250117W005-DD-3/13/25-Voucher #591		
ENRIQUEZ, ELIZABETH*	09162025 EXP Enriquez	09/16/25	947.26	01-01-5312 TRAINING & TRAVEL	EXP Reimbursement - Civic Systems Annual Conference - 9/10-9/12/25		
ETP LABS INC*	25-137891	08/29/25	720.00	02-17-5503 PROFESSIONAL SERVICES	40 TOTAL COLIFORM TESTS		
ETP LABS INC*	25-137945	09/12/25	720.00	02-17-5503 PROFESSIONAL SERVICES	40 TOTAL COLIFORM TESTS		
FEDERAL SIGNAL CORP-SSG	9023988	09/10/25	20,236.00	01-05-5604 MISC EQUIPMENT	New Outdoor Warning siren for the West end of town per RFP	3849	
Ferguson Waterworks #1934	0435505	09/11/25	705.28	02-17-5421 MAINTENANCE OF WATER MAINS	Powerseal Water main repair clamps	2248	
Ferguson Waterworks #1934	0435505	09/11/25	9,000.00	02-17-5421 MAINTENANCE OF WATER MAINS	Powerseal Water main repair clamps	3908	
FLAG DESK INC*	31081	08/29/25	677.40	01-08-5336 FLAGS & DECORATIONS	6 x 1" Silver Aluminum Rotating Poles		
FULLERTON KIMBALL MEDICAL BILLING	130913214395 TW Vchr 592	09/15/25	434.90	01-03-5517 WORKER'S COMP INSURANCE	PT-Physical Therapy-Claim #250116W038-TW-1/29/25-Voucher#592		
FULLERTON KIMBALL MEDICAL BILLING	130913-214396 TW Vchr 593	09/15/25	339.19	01-03-5517 WORKER'S COMP INSURANCE	PT-Physical Therapy-Claim #250116W038-TW-2/4/25-Voucher#593		
GATSO USA*	25400460	08/31/25	22,020.00	01-03-5512 OTHER SERVICES	RED LIGHT CAMERA PROGRAM AUG 2025		
GRAINGER	9632177813	09/05/25	783.72	02-18-5425 LIFT STATION	DC power supply, relay, capacitors		
GUARDIAN PEST CONTROL	511356	07/30/25	200.00	01-04-5512 OTHER SERVICES	Hornet Nest Removal/Treatment		
GUARDIAN PEST CONTROL	514616	09/03/25	185.00	01-04-5512 OTHER SERVICES	BALD FACE HORNET TREATMENT		
GZA GEOENVIRONMENTAL INC	0909502	09/03/25	1,091.25	02-17-5503 PROFESSIONAL SERVICES	Huff & Huff Consultant work for former Aquamarine Dry Cleaners site contamination issue	3893	
Hawkins Inc*	7197826	09/15/25	30.00	02-17-5332 COMPRESSED GAS & CHEMICALS	Chlorine 150 lb Cylinder		

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
HOLKE, WILLIAM*	09172025 EXP HOLKE	09/17/25	93.80	01-11-5312 TRAINING & TRAVEL	EXP reimbursement - ICC Property maintenance training - gas mileage - Sept 8-9-Elgin		
HR Green Inc.	192129	09/02/25	16,680.00	08-00-5412 STREET RESURFACING	2025 MFT Road Program - Construction Engineering	3878	
ILCMA	90168-748-1-b587	09/10/25	35.00	01-01-5312 TRAINING & TRAVEL	Zoom Access-Metro Presentation-October ILCMA Luncheon		
ILLINOIS BONE & JOINT INSTITUTE	IB1038216050 ML Vchr 584	09/08/25	152.59	01-03-5517 WORKER'S COMP INSURANCE	OV-Office visit-Claim # 250619W015-ML-8/14/25-Voucher # 584		
ILLINOIS DEPT OF INNOVATION & TECH	T2600222	08/25/25	330.70	01-03-5305 TELEPHONE	Billing Act# T2220910, GUC #600044801 Communication Charges - LEADS - July 2025		
ILLINOIS OFFICE OF STATE FIRE MARSHAL	9715417	08/19/25	100.00	01-02-5406 BUILDING MAINTENANCE	B0141036 Boiler Certificates		
ILLINOIS STATE POLICE	20250806335	08/31/25	54.00	01-01-5399 MISC EXPENSE	Liquor License Fingerprinting Fee		
INTERSTATE BATTERY OF CENTRAL CHICAGO*	370363	09/16/25	166.21	01-03-5402 VEHICLE MAINTENANCE	MTP-65HD		
IPPFA - IL PUBLIC PENSION FUND ASSOC	09122025 2025 Emp Ben Conf	09/12/25	50.00	01-01-5312 TRAINING & TRAVEL	Registration - 2025 Employee Benefits Conference-B.P		
JAMES & ALICE LUZZI	09152025 REF LUZZI	09/15/25	217.54	99-00-1115 UTILITY CASH CLEARING	REFUND-OVERPAYMENT ON FINAL WATER BILL		0925
JOE RIZZA	453286	08/12/25	66.90	01-11-5402 VEHICLE MAINTENANCE	kit-tpms - #5		
JOE RIZZA	453632	09/02/25	483.84	01-11-5402 VEHICLE MAINTENANCE	display		
JOE RIZZA	453681	09/04/25	229.96	01-03-5402 VEHICLE MAINTENANCE	Kit-tpms-PD stock		
JOE RIZZA	739270	09/11/25	1,529.77	01-03-5402 VEHICLE MAINTENANCE	Vehicle repairs - PD #8		
Johnstone Supply	2219974	06/26/25	1,652.52	01-08-5406 BUILDING MAINTENANCE	control pcb, pcb assembly, IPM pcb, capacitor, active filter module, compressor		
Johnstone Supply	2220496	06/13/25	879.10	01-04-5406 BUILDING MAINTENANCE	nitrogen, acetylene, alloy, brazing kit		
Johnstone Supply	2222868	07/16/25	578.65	01-08-5406 BUILDING MAINTENANCE	control pcb, pcb assembly, brushless mot, control board		
KENOOTZ PIZZERIA	05042025 PD	05/04/25	130.00	01-03-5114 DEPARTMENT HEADS	Pizza-for PW		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	8,952.00	01-01-5506 LEGAL FEES-REGULAR	General		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	5,564.00	01-01-5506 LEGAL FEES-REGULAR	Labor		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	72.00	40-00-5506 LEGAL FEES-REGULAR	TIF no. 5		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	72.00	38-00-5506 LEGAL FEES-REGULAR	TIF no. 6		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	48.00	26-00-5506 LEGAL FEES-REGULAR	TIF no. 3		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	72.00	37-00-5506 LEGAL FEES-REGULAR	TIF no. 4		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	72.00	39-00-5506 LEGAL FEES-REGULAR	TIF NO. 7		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	2,744.50	01-01-5506 LEGAL FEES-REGULAR	PROPERTY MAINTENANCE LIENS		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	576.00	26-00-5506 LEGAL FEES-REGULAR	Deshe Development Agreement (157th & Cicero)		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	33.00	01-01-5506 LEGAL FEES-REGULAR	Oak Crest LLC Demolition Complaint		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	72.00	41-00-5506 LEGAL FEES-REGULAR	TIF No. 8 (Proposed)		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	165.00	38-00-5506 LEGAL FEES-REGULAR	Purchase and Development of Site 15541 S. Cicero		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	5,864.05	01-01-5506 LEGAL FEES-REGULAR	Merkle Lawsuit		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	5,171.44	01-01-5506 LEGAL FEES-REGULAR	Complaint for Injunctive Relief-16417 Blair Land		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	200.00	39-00-5506 LEGAL FEES-REGULAR	EM8 Lamon/157th Street		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	4,564.71	01-01-5506 LEGAL FEES-REGULAR	2025 Property Maintenance Lien Foreclosures		
KLEIN THORPE AND JENKINS LTD*	09172025	09/17/25	120.00	01-01-5506 LEGAL FEES-REGULAR	TIF no. 1 & 2		
LANDS' END BUSINESS OUTFITTERS*	SIN13335339	09/10/25	49.67	01-11-5313 UNIFORMS	fleece jacket		
LANDS' END BUSINESS OUTFITTERS*	SIN13340866	09/11/25	142.08	01-11-5313 UNIFORMS	polos, jacket		
LANGUAGE LINE SERVICES	11692949	08/31/25	42.07	89-00-5305 TELEPHONE	Account # 9020861058 Over-the-Phone Interpretations		

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
MAHER, CHRISTINA*	09152025 EXP Maher	09/15/25	256.03	01-12-5309 COMMUNITY ADVERTISING	EXP REIMBURSEMENT - Retractable banners for Community Development		
MENARDS - CRESTWOOD	72506	08/21/25	157.81	01-08-5406 BUILDING MAINTENANCE	febreze, mr clean, lysol, tyd bol, softsoap, hefty, brawny, glass cleaner		
MENARDS - CRESTWOOD	73374	09/03/25	50.97	01-04-5418 LANDSCAPING REPAIRS	tri-twist-3		
MENARDS - CRESTWOOD	73448	09/04/25	64.94	01-08-5406 BUILDING MAINTENANCE	cultivator, fuel, brawny paper towels		
MENARDS - CRESTWOOD	73519	09/05/25	7.58	01-04-5399 MISC EXPENSE	lysol toilet cleaner		
MENARDS - TINLEY PARK	81679	09/10/25	139.25	01-02-5406 BUILDING MAINTENANCE	bounty, cascade, comet		
MENARDS - TINLEY PARK	81694	09/10/25	178.32	01-02-5406 BUILDING MAINTENANCE	softsoap, cascade, oxiclean, hose, charmin, brawny		
MENARDS - TINLEY PARK	81704	09/10/25	66.28	01-05-5399 MISC EXPENSE	soda, toilet cleaner		
MENARDS - TINLEY PARK	81728	09/11/25	129.99	01-02-5406 BUILDING MAINTENANCE	titebond wood glue, sediment filter, ultra filter, carbon block filter		
MENARDS - TINLEY PARK	81739	09/10/25	86.77	01-03-5399 MISC EXPENSE	maxpatch, triple grip, toggle, duplex, 18" Aiden 750L		
MENARDS - TINLEY PARK	81913	09/15/25	13.99	01-02-5406 BUILDING MAINTENANCE	drano max gel		
METROPOLITAN INDUSTRIES INC*	INV076784	09/10/25	8,349.00	02-18-5425 LIFT STATION	Repair of lift station pump.		3876
METROPOLITAN INDUSTRIES INC*	INV076784	09/10/25	2,340.00	02-18-5425 LIFT STATION	Install of repaired pump		3909
METROPOLITAN MAYORS CAUCUS	2024-182	12/31/24	1,236.51	01-01-5310 PROFESSIONAL DUES	2024-2025 Caucus Dues		
MIDAS AUTO SERVICE*	4253446	09/03/25	2,419.52	01-04-5402 VEHICLE MAINTENANCE	AC repairs-#4		
MIDAS AUTO SERVICE*	4253482	09/04/25	839.68	01-04-5402 VEHICLE MAINTENANCE	AC replace compressor-#4		
MIDLAND ORTHOPEDIC ASSOC	09082025 RH Vchr 586	09/08/25	1,550.00	01-03-5517 WORKER'S COMP INSURANCE	IME-Independent Medical-Claim# 231023W035-RH-7/14/25-Voucher #586		
MIDWEST ANES PARTNERS	992053130 SS Vchr 594	09/15/25	623.70	01-02-5517 WORKER'S COMP INSURANCE	ANES-Anesthesiology-Claim #250507W019-SS-Voucher #594 7/10/25		
MORAWA, WLADYSLAEW	25-03-0207	09/17/25	940.00	01-00-4824 COMMUNITY DEV. REIMBURSEMENT	RETAINER REFUND FOR 15601 LATROBE REMODEL PERMIT		0925
MUNICIPAL COLLECTION SERVICES	030696	08/31/25	56.64	01-03-5509 COLLECTION SERVICE	ACT# OFPT02 P tickets		
National Internal Affairs Investigators	6566	09/15/25	125.00	01-03-5310 PROFESSIONAL DUES	Membership Renewal Agency - Oak Forest Police Department thru December 31st, 2026		
NICOR GAS	94-28-74-5841 1 Aug 25	09/10/25	60.22	02-17-5306 NATURAL GAS	Act# 94-28-74-5841 1 Aug 25		
ODP Business Solutions/Office Depot	436750941001	09/08/25	266.41	01-11-5301 OFFICE SUPPLIES	cups, stapler, plates, ink, lced coffeehouse, battery, sticky notes, tape		
OFPKTS	09052025 REF ELA'S WINE	09/05/25	1,664.00	01-00-4108 LIQUOR LICENSES	REFUND-PARTIAL LIQUOR LICENSE-8 MONTHS		0925
O'REILLY AUTO PARTS	3380-175211	09/02/25	131.88	01-04-5402 VEHICLE MAINTENANCE	12oz R134A - stock		
O'REILLY AUTO PARTS	3380-175377	09/04/25	42.28	02-17-5402 VEHICLE MAINTENANCE	cabin air-stock for 5 tons		
O'REILLY AUTO PARTS	3380-175506	09/05/25	60.03	02-18-5402 VEHICLE MAINTENANCE	oil filters-stock for Ford trucks		
O'REILLY AUTO PARTS	3380-175945	09/09/25	40.85	02-17-5401 EQUIPMENT MAINTENANCE	fuel pump		
O'REILLY AUTO PARTS	3380-175978	09/09/25	40.85	02-17-5401 EQUIPMENT MAINTENANCE	CREDIT- return-fuel pump		
O'REILLY AUTO PARTS	3380-176081	09/10/25	4.07	02-17-5401 EQUIPMENT MAINTENANCE	PCV grommet		
O'REILLY AUTO PARTS	3380-176082	09/10/25	155.02	02-17-5401 EQUIPMENT MAINTENANCE	fuel valve, delphi automotive, dlh-hp10155		
OVERDOORS OF ILLINOIS INC*	4206663	09/12/25	218.50	01-04-5406 BUILDING MAINTENANCE	East elv salt gate-repairs		
OVERDOORS OF ILLINOIS INC*	4206695	09/12/25	91.00	01-04-5406 BUILDING MAINTENANCE	North gate repairs - PW		
PAHCS II/NORTHWESTERN MED OCC HEALTH	565562	08/29/25	2,522.88	01-01-5503 PROFESSIONAL SERVICES	PD/FD - pre employment physical/drug screen		

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
PAHCS II/NORTHWESTERN MED OCC HEALTH	566394	08/29/25	42.00	01-01-5503 PROFESSIONAL SERVICES	Drug Screen - Pre employment		
PEDERSEN, KEITH	09112025 REF PEDERSEN	09/11/25	8.75	09-00-4226 COMMUTER PARKING FEE	REFUND-METRA TOKENS		0925
Peerless Network Inc-Accounts Rec*	82815	09/15/25	373.68	01-01-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	289.73	01-02-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	672.62	01-03-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	149.47	01-04-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	18.68	01-05-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	65.39	01-10-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	242.89	01-11-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	65.39	01-12-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	436.48	02-17-5305 TELEPHONE	ACT# 1211798		
Peerless Network Inc-Accounts Rec*	82815	09/15/25	93.42	02-18-5305 TELEPHONE	ACT# 1211798		
PowerDMS Inc	INV-140870	07/18/25	9,332.20	01-03-5512 OTHER SERVICES	Policy and Accreditation software	3901	
PROVEN BUSINESS SYSTEMS*	1369175	09/15/25	107.04	01-01-5301 OFFICE SUPPLIES	Contract #13022-01 Canon DXC5860I - copies		
PUBLIC SAFETY DIRECT INC*	106005	09/09/25	40.00	01-08-5336 FLAGS & DECORATIONS	Full color digital print date coverup decals-banners		
PUBLIC SAFETY DIRECT INC*	106035	09/12/25	300.00	01-04-5401 EQUIPMENT MAINTENANCE	Whelen t-series lighthouse		
PURE WATER PARTNERS LLC*	2189336	09/11/25	175.00	02-18-5399 MISC EXPENSE	Contract #700-73524-1, Customer #700-73524 - 15722 Lorel		
QUILL CORPORATION	45470055	08/25/25	134.98	01-03-5301 OFFICE SUPPLIES	forks, paper plates		
RKON LLC	INV-RI-118391	08/31/25	287.40	01-01-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	323.63	01-02-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	923.89	01-03-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	110.12	01-04-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	52.37	01-05-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	52.37	01-10-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	108.77	01-11-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	38.94	01-12-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	85.94	02-17-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RKON LLC	INV-RI-118391	08/31/25	45.66	02-18-5404 COMPUTER MAINTENANCE	Annual Extreme Network renewal	3897	
RR Landscape Supply	133753	09/09/25	204.00	02-17-5418 LANDSCAPING REPAIRS	Pulverized topsoil - bulk 2000 pounds-6 cu yd		
Ruane, Paul*	09162025 EXP RUANE	09/16/25	500.00	01-12-5312 TRAINING & TRAVEL	EXP reimbursement - IML Conference - Hunter Heyman		
RUSH TRUCK CENTERS*	3043107770	09/05/25	1,196.87	01-04-5402 VEHICLE MAINTENANCE	Service on truck		
RUSSO POWER EQUIPMENT INC	SPI21277743	09/17/25	102.95	02-17-5401 EQUIPMENT MAINTENANCE	steel strainer		
RUSSO POWER EQUIPMENT INC	SPI21277744	09/17/25	43.92	01-04-5401 EQUIPMENT MAINTENANCE	assy filter, fuel, slide rail		
Ryan LLC*	825827	07/08/25	1,595.00	38-00-5503 PROFESSIONAL SERVICES	Engagement #585101400.003 EM8-157th Development		
Ryan LLC*	827105	09/08/25	1,160.00	39-00-5503 PROFESSIONAL SERVICES	Engagement #585101400.003 - TIF reports		
Ryan LLC*	827105	09/08/25	2,320.00	39-00-5503 PROFESSIONAL SERVICES	Engagement #585101400.003 - 157th Mobil Home park redevelopment		
Ryan LLC*	827105	09/08/25	507.50	39-00-5503 PROFESSIONAL SERVICES	Engagement #585101400.003 - 157th TIF Note issuance		
Ryan LLC*	827105	09/08/25	580.00	38-00-5503 PROFESSIONAL SERVICES	Engagement #585101400.003 - 156th accounting		
SAM'S CLUB/Synchrony Bank	09042025 9092 -CH	09/04/25	22.84	01-01-5301 OFFICE SUPPLIES	water bottles, lens wipes		
SANDENO EAST INC*	14253	08/29/25	406.69	01-04-5415 PATCHING MATERIALS	N-30 SURFACE 6 TONS		

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
SAYOUNI, RAED	25-05-0480	09/17/25	150.00	01-00-4824	COMMUNITY DEV. REIMBURSEMENT	RETAINER REFUND FOR 15421 HICKORY POOL PERMIT	0925
SEMMER LANDSCAPE LLC*	46737	08/29/25	9,817.38	01-04-5510	LAWN CARE	Semmer Lawn Mowing Contract	3872
Shorewood Home & Auto	02-485743	09/11/25	47.97	01-03-5402	VEHICLE MAINTENANCE	pol-Key blanks	
SOROKAS, JEREMY	09152025 REF SOROKAS	09/15/25	185.21	99-00-1115	UTILITY CASH CLEARING	REFUND-OVERPAYMENT ON FINAL WATER BILL	0925
SOUTH SUBURBAN MAYORS & MANAGERS ASSN*	2025-164	05/21/25	8,400.00	01-12-5309	COMMUNITY ADVERTISING	GIS Consortium Membership 05-01-25 - 04-30-26	
STELMACH, DANIEL	09032025 REF STELMACH	09/03/25	300.00	01-12-5659	PROPERTY IMPROVEMENT FUND	REIMBURSEMENT-TREE REMOVAL ASSISTANCE PROGRAM	0925
Strolia, Paul	10232025 Sr Luncheon	09/05/25	175.00	01-01-5207	SR. CITIZENS COMMISSION	Senior Luncheon Entertainment	
TRAINING CONCEPTS INC	65014	09/16/25	27.00	01-11-5312	TRAINING & TRAVEL	1 Heartsaver CPR/AED online course code/card - Building dept training-Holke	
Underground Pipe & Valve Co.	076003	09/15/25	2,216.00	02-17-5421	MAINTENANCE OF WATER MAINS	ss repair clamps	
University of Illinois at Urbana-Champaign	UFIWC805	08/28/25	700.00	01-02-5312	TRAINING & TRAVEL	Act#@01279212 - Class #202600010-Fire Apparatus Engineer-Jakob Schuringa	
Verizon Wireless	6123134503	09/09/25	1,269.92	01-01-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	898.09	01-02-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	1,806.07	01-03-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	174.17	01-04-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	78.76	01-05-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	25.15	01-09-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	276.58	01-11-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	39.38	01-12-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	226.17	02-17-5305	TELEPHONE	ACT# 980507380-00001	
Verizon Wireless	6123134503	09/09/25	154.15	02-18-5305	TELEPHONE	ACT# 980507380-00001	
Village of Oak Lawn Regional Water Sys*	0000014209	08/29/25	26,963.01	02-17-5524	WATER PURCHASES-DEBT SERVICE	IEPA Harker L17-4590 -Principal	
Village of Oak Lawn Regional Water Sys*	0000014229	09/02/25	6,605.75	02-17-5524	WATER PURCHASES-DEBT SERVICE	IEPA Booster L17-5081 - Principal	
VISION MARKETING PASSPORT SYSTEM LTD*	2158	09/05/25	47.75	01-02-5399	MISC EXPENSE	nametags	
VITALSHRED*	5391781	08/31/25	54.37	01-03-5399	MISC EXPENSE	Cust# 48-0000365960 Service 96 Gallon Bin	
VITALSHRED*	5407890	08/31/25	54.37	01-01-5399	MISC EXPENSE	48-0000367441 Service 64 Gallon Bin	
W. G. N. FLAG & DECORATING CO	67597	09/10/25	1,715.00	01-08-5336	FLAGS & DECORATIONS	12 3'X5' nylon Oak Forest flags	
W. G. N. FLAG & DECORATING CO	67609	09/10/25	585.00	01-08-5336	FLAGS & DECORATIONS	2 3'X5' nylon flags - Custom	
WAREHOUSE DIRECT*	5972965-0	08/05/25	10.78	01-02-5301	OFFICE SUPPLIES	binder clips	
WARREN OIL CO INC*	W1780246	09/15/25	873.32	01-11-5303	GAS AND OIL	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	1,896.88	01-02-5303	GAS AND OIL	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	8,753.82	01-03-5303	GAS AND OIL	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	1,953.22	01-04-5303	GAS AND OIL	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	283.59	01-05-5303	GAS AND OIL	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	770.02	01-09-5303	GAS AND OIL	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	2,387.07	02-17-5303	GAS AND OIL	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	1,140.01	02-18-5303	GAS AND OIL	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	723.07	01-00-1305	DUE FROM PARK DISTRICT	Fuel	
WARREN OIL CO INC*	W1780246	09/15/25	1,257.21	01-02-5303	GAS AND OIL	FUEL (DIESEL)	

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
WARREN OIL CO INC*	W1780246	09/15/25	9.96	01-03-5303 GAS AND OIL	FUEL (DIESEL)		
WARREN OIL CO INC*	W1780246	09/15/25	902.67	01-04-5303 GAS AND OIL	FUEL (DIESEL)		
WARREN OIL CO INC*	W1780246	09/15/25	656.49	02-17-5303 GAS AND OIL	FUEL (DIESEL)		
WARREN OIL CO INC*	W1780246	09/15/25	205.15	02-18-5303 GAS AND OIL	FUEL (DIESEL)		
WARREN OIL CO INC*	W1780246	09/15/25	10.52	01-00-1305 DUE FROM PARK DISTRICT	FUEL (DIESEL)		
WILLE BROTHERS CO*	6345	09/10/25	1,669.00	01-04-5416 CONCRETE REPAIRS	YD 4000 PSI A/E READY MIX, Fuel Surcharge		
WRIGHT MATERIALS LLC	10852	09/04/25	20.00	01-04-5326 LANDFILL	1-4 wheeler concrete dump		
WRIGHT MATERIALS LLC	10870	09/05/25	20.00	01-04-5326 LANDFILL	1-4 wheeler concrete dump		
WRIGHT MATERIALS LLC	10903	09/04/25	20.00	01-04-5326 LANDFILL	1-4 wheeler concrete dump		
WRIGHT MATERIALS LLC	10995	09/15/25	20.00	01-04-5326 LANDFILL	1-6 wheeler concrete dump		
Z-Force Transportation Inc*	25-205842	09/03/25	1,080.00	01-04-5326 LANDFILL	Dumpfees		
Z-Force Transportation Inc*	25-205891	09/04/25	2,129.92	02-17-5421 MAINTENANCE OF WATER MAINS	CA7 BEDDING BACKFILL		
Z-Force Transportation Inc*	25-205961	09/09/25	2,700.00	01-04-5326 LANDFILL	Dumpfees		
ZOLL MEDICAL CORPORATION*	4315001	08/29/25	315.00	01-02-5317 EMS SUPPLIES	lithium battery packs-2		
Grand Totals:		268	598,750.27				



**Notice
Agenda Item**

Vendor	Merchant Name	Invoice #	Check #	Check Dt	Amount	GL Account	Account Descrip.	Gen Description	FY
FIFTH THIRD BANK CREDIT CARD 1204	FIFTH THIRD BANK CREDIT CARD 1204	08152025 2079997550	125612	M 08/15/25	1,188.00	01-01-5404	COMPUTER MAINTENANCE	HOOTSUITE INC - Annual renewal 8/15/25 to 8/14/26 - T.R.	0825
FIFTH THIRD BANK CREDIT CARD 1204	FIFTH THIRD BANK CREDIT CARD 1204	09032025 ADOBE	125613	M 09/03/25	79.99	01-01-5503	PROFESSIONAL SERVICES	Adobe Stock - 40 Assets a Month - C.M.	0925
FIFTH THIRD BANK CREDIT CARD 1204	FIFTH THIRD BANK CREDIT CARD 1204	09092025 6258161 ULI	125614	M 09/09/25	45.00	01-12-5312	TRAINING & TRAVEL	URBAN LAND INSTITUTE - Member Registration - HH	0925
Simplifile E-recording - Cook County	Simplifile E-recording - Cook County	09102025 ILTKMM	125611	M 09/10/25	112.25	01-11-5504	CONTRACTUAL SERVICES	Simplifile E-recording: Lien Release, Record Fees - M.P.	0925
Village of Oak Lawn Regional Water Sys*	Village of Oak Lawn Regional Water Sys*	01-9990010-00 Aug 25	21463	09/17/25	315,785.16	02-17-5525	WATER PURCHASES	Water purchase gallons=56,929	0925
Grand Totals:					<u>317,210.40</u>				

CITY OF OAK FOREST
City Council Meeting
Meeting Minutes

Tuesday, September 9, 2025 – 7:30 p.m.
City Council Chambers



15440 S. Central Avenue
Oak Forest, IL 60452
(708) 687-4050

MAYOR:	Jim Hortsman	ALDERPERSONS:
CLERK:	Nicole Tormey	1 st Ward – Kenneth Keeler
TREASURER:	JoAnn Kelly	2 nd Ward – Joe McCarthy
TAXPAYER ADVOCATE:	Grace Bardusk	3 rd Ward – Chuck Wolf
CITY ADMINISTRATOR:	Moses Amidei	4 th Ward – Curt Kunz
FINANCE DIRECTOR:	Colleen Julian	5 th Ward – Jim Emmett
FIRE CHIEF:	Garrick Kasper	6 th Ward – Jim Stuewe
POLICE CHIEF:	Scott Durano	7 th Ward – Denise Danihel
BUILDING COMMISSIONER:	Michael Forbes	
PUBLIC WORKS DIRECTOR:	Michael Salamowicz	
ASST. COMM. DEV DIRECTOR:	Paul Ruane	
EMA DIRECTOR:	David Rana	
CITY ATTORNEY:	Klein, Thorpe and Jenkins, Ltd.	

Meeting Packet Available at: <https://www.oak-forest.org/AgendaCenter>

The meeting was called to order at 7:31 p.m. by Mayor Hortsman.

1. Pledge of Allegiance: All in attendance recited the Pledge of Allegiance.
2. Roll Call: **Present** – Mayor Hortsman, Alderman Keeler, Alderman Emmett, Alderman Stuewe and Alderman Danihel; **Absent** – Alderman McCarthy, Alderman Wolf, Alderman Kunz and Clerk Tormey. **Also present** were Administrator Amidei, Police Chief Durano, Public Works Director Salamowicz and Assistant Community Development Director Ruane.
3. Moment of Silence: Mayor Hortsman asked for a Moment of Silence for all who died and for those families who were impacted during the September 11, 2001 attacks.
4. Announcements: Mayor Hortsman read his announcements aloud:
 - State Representative Bob Rita is hosting an ice cream meet and greet on Thursday, September 11 at the Oak Forest Park District;
 - Acorn Public Library is hosting a Halloween Costume Swap on September 18 and 19;
 - The senior luncheon season begins on Thursday, September 25;
 - A community tree planting event will take place on Saturday, September 27 near South Suburban College’s Oak Forest campus;
 - Bremen High School District will host a community wellness clinic on October 10 at Oak Forest High School;
 - The Oak Forest-Crestwood Chamber will host a community expo on Saturday, October 18 at Arbor Park Middle School.

CITY OF OAK FOREST
City Council Meeting
Meeting Minutes

Tuesday, September 9, 2025 – 7:30 p.m.
City Council Chambers



15440 S. Central Avenue
Oak Forest, IL 60452
(708) 687-4050

-
5. Citizen Participation: None this evening.
6. Motion to establish Consent Agenda: Motion by Daniel, Second by Emmett to establish Consent Agenda for the following items noted below. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

A. Consideration of the following list of bills dated:

- | | | |
|-----------------------|---|--------------|
| 1. Regular Bills | - | FY 2025-2026 |
| 2. Supplemental Bills | - | FY 2025-2026 |

B. Consideration of the following minutes:

- | | | |
|----------------------------------|---|--------------------------|
| 1. Fire and Police Commission | - | July 24 & August 5, 2025 |
| 2. Civil Service Commission | - | July 22, 2025 |
| 3. Emerg. Telephone System Board | - | July 1 & August 5, 2025 |

- C. Approval of the establishment of 2025 Halloween Trick or Treat Date and Time of Friday, October 31, 2025 from 3 p.m. until 8 p.m.

Motion to approve Consent Agenda Items: Motion by Danihel, Second by Stuewe to approve said Consent Agenda Items. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

7. Police

- A. Approval of Resolution 2025-09-0498R, Authorizing Acceptance of an Office of the Illinois Attorney General Grant in the Amount of \$20,000. The grant will cover half of the City's annual fee for its Flock Safety Cameras. Motion by Danihel, Second by Stuewe to approve said Resolution. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

- B. Approval of authorizing contract award to McWilliams Electric Co., Inc. in the amount of \$456,470.00 for a natural gas generator for the Police Department and 911 Operations Center. Motion by Emmett, Second by Danihel to authorize contract award. The Mayor noted that the City is looking into grant funding (at the federal and state levels) to assist with the unbudgeted portion (\$256,470) of contract amount. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

CITY OF OAK FOREST
City Council Meeting
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City Council Chambers



15440 S. Central Avenue
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8. Public Works

- A. Approval of Pay Estimate Number 2 in the amount of \$446,509.33 payable to M&J Asphalt Paving Co. related to the 2025 MFT Road Program. Motion by Danihel, Second by Stuewe to approve said Pay Estimate Number 2. Director Salamowicz noted that final inspections and creation of project punch list will commence soon. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

- B. Approval of a Revised Intergovernmental Agreement with the Forest Preserve District of Cook County Regarding Temporary and Permanent Easements to Construct Roadway Improvements at 147th Street and Oak Park Avenue. Motion by Emmett, Second by Danihel to approve said revised Intergovernmental Agreement with the Forest Preserve District of Cook County. Director Salamowicz discussed updates to agreement, including the change where the City does not have to pay for required easements. Roll Call: Ayes all, Nays none – **motion carried.**

- C. Approval of the purchase of equipment to upfit the Department’s new 2025 Western Star Vactor Truck in the budgeted amount of \$18,690.79. Motion by Danihel, Second by Stuewe, to approve purchase of Vactor Truck equipment. Director Salamowicz noted that that these attachments did not come with truck purchase and clarified that purchase (funds) are included within the truck’s overall budget amount. No additional equipment is needed at this time, aside from normal (wear and tear) attachment replacements. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

9. Administration

- A. Approval of Ordinance 2025-09-11120, Amending the Code of Oak Forest Regarding the Establishment of a Quality Based Selection (QBS) Policy and Procedure. Motion by Stuewe, Second by Keeler to approve adoption of QBS Policy and Procedure. The City will be receiving federal funding to repave Oak Park Avenue from 147th to 159th Street. Further, the City will also be receiving federal funding related to the Central Avenue path construction project. In light of same, the City is in need to adopt a QBS policy that will guide its selection of a consulting engineering for said projects. Alderman Emmett and Alderman Danihel commented about the flooding that takes place on Oak Park Avenue and expressed hope that the flooding issue can be rectified as part of said project – which is tentatively scheduled for 2027. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

CITY OF OAK FOREST
City Council Meeting
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- B. Approval of comprehensive health benefits renewal contracts with Blue Cross Blue Shield of Illinois for employee and retiree health insurance, dental, vision and life insurance. Motion by Emmett, Second by Stuewe to authorize health benefits renewal contracts, with all plans (health, dental, vision, life) under the Blue Cross Blue Shield umbrella. Following the discussion that took place at the August 26 Committee of the Whole Meeting, City Administrator Amidei solicited feedback from the City's five employee unions related to moving all insurance plans under the Blue Cross/Blue Shield (BCBS) umbrella (note: no changes to the City's health insurance plans are being considered due to contractual reasons). Amidei reported that he did not receive any major comments and that staff recommends that the dental, life and vision plans be transitioned to the BCBS umbrella in efforts to achieve some costs savings with the City's health insurance premiums. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**
- C. Approval of Legal Representation Engagement with Dwight Pancottine, Esq. in conjunction with upcoming negotiations for a successor collective bargaining agreement between the City of Oak Forest and its Firefighters' Union, IAFF Local 3039. Motion by Danihel, Second by Stuewe, to approve engagement with Mr. Pancottine. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**
- D. Approval of Special Event Permit – Oak Forest High School Cross Town Mad Dash – October 11, 2025. Motion by Danihel, Second by Keeler to approve Special Event Permit for said event. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**
- E. Approval of Special Event/Parade Permit – Oak Forest High School Homecoming Parade – September 19, 2025. Motion by Danihel, Second by Stuewe to approve Special Event/Parade Permit for said event. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

10. Community Development

- A. Approval of Agreement 2025-09-0312A - Approving an Intergovernmental Agreement with Illinois Department of Transportation for an Invest in Cook application for Natalie Creek Trail along the east side of Central Avenue from 159th Street to 151st Street. Motion by Emmett, Second by Danihel to approve Intergovernmental Agreement with IDOT. Assistant Community Development Director Ruane provided the Council with an overview of the project – a new ten-foot trail will be installed along the east side of Central Avenue from 151st Street to 159th Street. Following installation, the City will be required to maintain said trail. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**

CITY OF OAK FOREST
City Council Meeting
Meeting Minutes

Tuesday, September 9, 2025 – 7:30 p.m.
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15440 S. Central Avenue
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- B. Approval of authorizing execution of a Letter of Intent from EM8 Properties, LLC to purchase city-owned property at 5100 West 159th Street. Motion by Danihel, Second by Emmett to approve said LOI with EM8 Properties. A potential developer of the property, EM8, and the City have negotiated a letter of intent to allow said developer to perform additional due diligence to determine the total economics in developing the site to include two residential buildings as well as business use out-lots. Currently, project is estimated to cost approximately \$38M. The zoning entitlement process for the property has not commenced as of yet; economic review of the site must take place first. Roll Call: Ayes all, Nays none (4-0) – **motion carried.**
11. Old Business: Discussion ensued regarding the use of e-bikes/e-scooters in town. A public communication regarding the City’s policies was posted on the City’s e-briefs and notice will also be going out to all water billing customers. Staff is currently monitoring actions of other communities as well as potential updates from the State. The notion of parental responsibility is important at this time in terms of communicating rules to the community’s youth; it was also suggested that the City engage with the school districts. As it stands now, e-scooters are not permitted in town except upon one’s private property.
12. New Business
13. Executive Session: Not needed this evening.
14. Adjournment: Motion by Danihel, Second by Stuewe to adjourn the meeting. Ayes all, nays none (4-0) – **motion carried.** The meeting adjourned at 8:19 p.m.

By: _____
Moses Amidei, City Administrator

CITY OF OAK FOREST

Veterans Commission

Meeting Thursday, August 21, 2025, at 19:30
Blue Room – Conference Room



15440 S. Central Avenue
Oak Forest, IL 60452
(708) 687-4050

CHAIRPERSON: Joe Pilch

LIASION:

MEMBERS:	(A) Christopher Adams	(A) John Perales
(A) = Absent	Ralph Chichester	Jim Pioth
	Dennis Mitzner	Don Snedden
	Dave Moore	(A) Tom O’Neill
	Paul Selman	(A) Richard Wojtowicz
	(A) Mayor Jim Hortsman	

Honorary Member: James (Jim) Watson

Guest: James Hanlon

- Pledge of allegiance
- Roll Call
- Approval of Minutes
 - Approval of July Minutes by Jim Pioth 2nd by Dennis Mitzner. All members present approved.
- Old business:
 - Independence Day 2026 are we ready to do it again? Planning starts NOW.
 - Starting time of first entertainer is 6:00 PM and the main band starts at 8:00 PM.
 - Trucking for Veterans was upset and may not return.
 - All vendors need to be emailed the correct starting time of event and access to set-up time.
 - All vendors need to be listed on flyers.
 - Need how many food vendors do we need?
 - Concrete medallions need to be given away. Should we raffle them off, pick a deserving member or display them somewhere. We don’t have space force medallions yet.

CITY OF OAK FOREST

Veterans Commission

Meeting Thursday, August 21, 2025, at 19:30

Blue Room – Conference Room



15440 S. Central Avenue
Oak Forest, IL 60452
(708) 687-4050

- New business
 - Veterans day November 11 is Council meeting night. We will plan a presentation and short video.
 - Community Expo October 18 at Arbor Park school 9-12.

- Once around the Table
 - Jim Pioth – Going on Honor Flight 2025.
 - Dave – Has VA approval
 - Paul – Norfolk USS Philippines is being decommissioned
 - Dennis – Retired from Abe Lincoln. Presented flag to Dennis too with Military honors
 - Joe – Rotary Golf outing. I’m also going on Honor Flight 2025 and Jim Pioth is my buddy.

Adjournment at 20:20, motion by Dennis Mitzner 2nd by Don Snedden.

Our next meeting is Thursday September 18, 2025, at 19:30 in **the Blue Room**.

Dates and times could change with the approval of the committee.

Meeting dates for 2025 meetings start at 19:30.

January 16	February 20	March 21	April 17	May 15	June 19
July 17	August 21	September 18	October 16	November 20	
Dec 19 No meeting					



ALL GOOD THINGS CLOSE TO HOME

CITY COUNCIL AGENDA MEMO

Date: September 23, 2025

To: Mayor Hortsman, City Council

From: Moses Amidei, City Administrator

Subject: Approval of a proposal from Terracon Consultants, Inc. for water sampling and sewer inspection services related to the property located at 14723 Central Avenue and their participation in Illinois Site Remediation Program in an amount of \$13,950

Background

In late spring of this year, the City responded to a water main break located on the east side of 14723 Central Avenue. The main break was caused by drilling operations of a contractor working at the site in conjunction with the property's participation in the Illinois EPA Site Remediation Program in efforts to cleanup site contamination from dry cleaning solvent that was previously used at the property. During the City's response operations, the cleaning solution that was used to treat the site contamination was observed in the City's adjacent sanitary sewer and within the trench of excavation. Upon observing same, the City then contacted the Illinois EPA and the Metropolitan Water Reclamation District to come onsite and provide guidance/directives. Both agencies at that time did not provide the City with any directives or concern. However, the City then retained an environmental consultant to provide additional professional guidance especially in light of the location of the site contamination being adjacent to City infrastructure (water/sewer) as the cleaning agent may be corrosive thereby potentially affecting the integrity of said infrastructure. It has been recommended to the City that at this time, additional testing and sampling of water and sump drains be done at four adjacent homes as a precautionary measure as well as the inspection of the gaskets of the adjacent water and sewer infrastructure. Based upon the results of said testing and inspection, the City's environmental consultant will then be able to opine on further directives, if warranted. The City obtained the names of three firms that can perform such testing and inspection services and asked all three to provide a proposal to perform same. Only two provided the City with a proposal:

Terracon Consultants, Inc.	\$13,950
Brownfield Environmental Engineering	\$20,050

Recommendation and Action Requested

Though only two proposals were received by the City, with one being over \$20,000, and due to the specialty nature of this work, staff is recommending that the City Council waive the competitive bidding requirements pursuant to the City's purchasing policy (Section 33.101) and award a contract to Terracon Consultants, Inc. It shall be noted that it is the intent of staff that all fees, costs, etc. the City incurs as a result of the City's response to said water main break, use of consultants, testing activities, etc. shall eventually be reimbursed by the Responsible Party (property/business owner).

September 19, 2025



City of Oak Forest
15440 S. Central Avenue
Oak Forest, Illinois 60452

Attn: Mr. Moses Amidei
P: (502) 415-3934
E: mamidei@oak-forest.org

Re: Proposal for a Potassium Permanganate (KMnO₄) Support
14723 Central Avenue
Oak Forest, Illinois 60452
Terracon Proposal No.: P11257229

Dear Mr. Amidei:

Terracon Consultants, Inc. (Terracon) is pleased to provide the City of Oak Forest (Client) with the proposal for water and sewer inspection services near the above property. The following sections provide an outline of the project and Terracon's scope of service, compensation, and schedule. If we have misunderstood an aspect of the work, please let us know as soon as possible so we can evaluate our scope and make necessary adjustments.

1.0 PROJECT INFORMATION

The project involves support related to an active release site enrolled in the Illinois Site Remediation Program (SRP). The purposes of this proposal are (1) to sample and submit one sample from a requested manhole for potassium permanganate (KMnO₄) indicator chemicals (K & Mn), (2) to sample four residential sumps and/or footing drains and four potable water supplies for tetrachloroethylene (PCE), trichloroethylene (TCE), cis-1,2-dichloroethylene, and vinyl chloride, and (3) hire a sewer inspection contractor to visualize sewer line gaskets and comment on possible gasket degradation.

2.0 SCOPE OF SERVICES

2.1 Health & Safety Plan

Terracon is committed to the safety of all its employees. As such, and in accordance with our Incident and Injury Free® safety goals, Terracon will update a safety plan for use by our personnel during field services. Terracon anticipates performing fieldwork in a United States Environmental

Terracon Consultants, Inc. 192 Exchange Blvd Glendale Heights, IL 60139
P (630) 717-4263 F (630) 357-9489 www.terracon.com

Environmental



Facilities



Geotechnical



Materials

Proposal for KMnO₄ Support

14723 Central Avenue ■ Oak Forest, Illinois

September 19, 2025 ■ Terracon Proposal No.: P11257229



Protection Agency (USEPA) Level D work uniform consisting of a hard hat, safety glasses, long sleeves, protective gloves, and steel-toed boots. Should we encounter chemical constituents in water or vapors that present an increased risk for personal exposure we will discuss cost implications to do so prior to proceeding.

2.2 Site Access and Special Safety Considerations

Terracon will be responsible for supervision and site safety measures for its own employees but shall not be responsible for the supervision or health and safety precautions for third parties, including Client's contractors, subcontractors, or other parties present at the site. In addition, Terracon retains the right to stop work without penalty if we believe it is in the best interests of Terracon's employees or subcontractors to reduce the risk of incident and/or injury, we will do so.

Terracon assumes access to each residential building will be coordinated by others. When completed, manhole sampling will be made using methods at the ground surface. No confined space entry will be completed for this project.

2.3 Water Sampling

At the Client's request, Terracon has budgeted to collect water samples from one manhole located near the above site and four client-determined residential property locations. At each residential property, we will collect one potable water sample from a faucet location and one sump or footing drain water sample. Samples will be collected weekly for one month and then monthly for two months for a total of six sample events. The presence of accessible sumps or footing drains inside each residence is unknown at this time.

Terracon professional staff will collect grab water samples for this project using disposable polyethylene bailers or a peristaltic pump with disposable tubing if sample locations will not accommodate bailers.

Additional sampling may be requested depending upon the initial sampling results (costs not included herein). Each set of samples will be submitted to the laboratory on individual chains of custody to for data privacy purposes for this project.

2.4 Analytical Testing

Terracon will collect six (6) potassium (K) and manganese (Mn) samples from the Manhole location. PCE, TCE, cis-1,2-dichloroethylene, and vinyl chloride samples will be collected during each sampling event from the sumps/footing drains and water supplies at each residence for a total of 8 samples per event and a total of 48 project samples from these locations.

Proposal for KMnO₄ Support

14723 Central Avenue ■ Oak Forest, Illinois

September 19, 2025 ■ Terracon Proposal No.: P11257229



Terracon has developed the table below with sampling details for this project.

<u>Sample Locations</u>	<u>Matrix</u>	<u>Lab Method(s)</u>
Manhole 1	Wastewater	Mn and K by EPA 6010
Property 1	Wastewater / Sump Water / Potable Water	VOCs by 8260
Property 2	Wastewater / Sump Water / Potable Water	VOCs by 8260
Property 3	Wastewater / Sump Water / Potable Water	VOCs by 8260
Property 4	Wastewater / Sump Water / Potable Water	VOCs by 8260

2.5 Sewer Line Inspection & Televising Services

Terracon contacted several local plumbing contractors to inquire about sewer line inspection and televising services. Multiple contractors informed us that to properly quote this type of work, an initial site visit would be needed to review and gain access to the sewer line. Terracon proposes to complete one sampling event at the nearby properties and schedule the sewer inspection meeting on the same day to reduce consulting costs. Terracon anticipates and has included \$1,000 for this scope of work item.

2.6 Reporting and Schedule

After a meeting to discuss results, Terracon will prepare a brief letter report within approximately 15 business days after receipt of the last analytical report. Laboratory analysis will be performed on standard 10 business day turnaround time. The letter report will contain a brief project background, sampling and analytical methods, the analytical results of the sampling and comparison of the analytical results to IEPA Tier 1 groundwater remediation objectives. Recommendations can be made if requested by the client but are not planned to be part of this letter report.

3.0 COMPENSATION

Terracon is ready to begin working on this project upon receipt of authorization to proceed. Work will be scheduled upon our receipt of an executed copy of this proposal. Based on the scope of services outlined above, our lump sum fee of **\$13,950**. The lump sum fee includes field supplies and sampling by an environmental technician, six sampling events as described above, and a deliverable that presents the results from the samples for the scope of project work.

This proposal and cost estimate were prepared based on the following assumptions:

Proposal for KMnO₄ Support

14723 Central Avenue ■ Oak Forest, Illinois

September 19, 2025 ■ Terracon Proposal No.: P11257229



- Potassium and manganese are likely present in wastewater, and it may be difficult to distinguish between the concentrations of these elements in typical wastewater compared to those concentrations that might originate specifically from potassium permanganate.
- Client will provide to Terracon, prior to mobilization, legal right of entry to the site to conduct the scope of services. Access will be provided to the areas of proposed sampling.
- Access to the sampling locations is possible without specialized equipment.
- Client will notify Terracon, prior to mobilization, of restrictions, special site access requirements, or known potentially hazardous conditions at the site (e.g., hazardous materials or processes, specialized protective equipment requirements, unsound structural conditions, etc.).
- Traffic services are not required.
- There will be one mobilization for each sampling event.
- Work can be performed Monday through Friday 8:00 am to 5:00 pm.
- Analytical testing will be conducted on standard turnaround basis (10-business days) from receipt of the samples by the laboratory. If expedited results are needed, please communicate that need and we will revise our price.

If these assumptions are not accurate or change during the project, the stated fee is subject to change. Please contact us immediately if you are aware of inaccuracies so we can confirm our proposed scope of work and fee.

4.0 LIMITATIONS

Terracon's services will be performed in a manner consistent with accepted practices of the professional undertaken in similar studies in the same geographic area during the same period. Terracon makes no warranties, expressed or implied, regarding its services, findings, conclusions or recommendations. Please note that Terracon does not warrant the work of laboratories, regulatory agencies or other third parties supplying information used in the preparation of the report.

Proposal for KMnO₄ Support

14723 Central Avenue ■ Oak Forest, Illinois

September 19, 2025 ■ Terracon Proposal No.: P11257229



5.0 AUTHORIZATION

This scope of work will be conducted for the exclusive use of our client, The City of Oak Forest, under the attached Supplemental Agreement for Services. This proposal may be accepted by signing the Agreement and returning an executed copy to Darin Albrecht via email to darin.albrecht@terracon.com.

We appreciate the opportunity to submit this proposal and we look forward to working with you. If you have questions or would like to further discuss our scope of service, please contact us.

Sincerely,

Terracon Consultants, Inc.

A handwritten signature in brown ink that reads "Darin R. Albrecht".

Darin R. Albrecht, P.G.
Project Manager

A handwritten signature in brown ink that reads "Richard O'Brien".

Richard O'Brien, P.E.
Senior Environmental Engineer

Attachments: Agreement for Services

AGREEMENT FOR SERVICES

This **AGREEMENT** is between City of Oak Forest IL (“Client”) and Terracon Consultants, Inc. (“Consultant”) for Services to be provided by Consultant for Client on the Oak Forest KMnO4 Support project (“Project”), as described in Consultant’s Proposal dated 09/19/2025 (“Proposal”), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

- 1. Scope of Services.** The scope of Consultant’s services is described in the Proposal, including but not limited to the Scope of Services section (“Services”), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant’s Services do not include the investigation or detection of, nor do recommendations in Consultant’s reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant’s findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
- 2. Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client’s request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
- 3. Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client’s review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
- 4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant’s current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
- 5. Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client’s sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties other than those who have executed Consultant’s reliance agreement, subject to the prior approval of Consultant and Client.
- 6. LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT’S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$25,000 OR CONSULTANT’S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT’S SERVICES OR THIS AGREEMENT. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION IN THE FORM OF A SURCHARGE TO BE ADDED TO THE AMOUNT STATED IN THE COMPENSATION SECTION OF THE PROPOSAL. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S), OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT’S COMMERCIAL GENERAL LIABILITY POLICY.**
- 7. Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant’s Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant’s substantial completion of Services on the project.
- 8. Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT’S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
- 9. Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers’ compensation insurance in accordance with the laws of the states having jurisdiction over Consultant’s employees who are engaged in the Services, and employer’s liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$2,000,000 occ / \$4,000,000 agg); (iii) automobile liability insurance (\$2,000,000 B.I. and P.D. combined single limit); (iv) umbrella liability (\$5,000,000 occ / agg); and (v) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.

- 10. CONSEQUENTIAL DAMAGES. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**
- 11. Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Kansas law.
- 12. Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
- 13. Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client shall cause all tests and inspections of the site, materials, and Services performed by Consultant to be timely and properly scheduled in order for the Services to be performed in accordance with the plans, specifications, contract documents, and Consultant's recommendations. No claims for loss or damage or injury shall be brought against Consultant by Client or any third party unless all tests and inspections have been so performed and Consultant's recommendations have been followed. Unless otherwise stated in the Proposal, Client assumes sole responsibility for determining whether the quantity and the nature of Services ordered by Client is adequate and sufficient for Client's intended purpose. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by Services not performed due to a failure to request or schedule Consultant's Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods. The extension of unit prices with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the Services. The quantities, when given, are estimates based on contract documents and schedules made available at the time of the Proposal. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost.
- 14. Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of the testing procedures (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Materials unless specifically provided in the Services, and that Client is responsible for directing such disposition. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site and Consultant shall not be responsible for any claims, losses, or damages allegedly arising out of Consultant's performance of Services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
- 15. Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
- 16. Utilities.** Unless otherwise stated in the Proposal, Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
- 17. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any third parties, including Client's contractors, subcontractors, or other parties present at the site. In addition, Consultant retains the right to stop work without penalty at any time Consultant believes it is in the best interests of Consultant's employees or subcontractors to do so in order to reduce the risk of exposure to unsafe site conditions. Client agrees it will respond quickly to all requests for information made by Consultant related to Consultant's pre-task planning and risk assessment processes.

Consultant: **Terracon Consultants, Inc.**
By: _____ Date: **9/19/2025**
Name/Title: **Richard O'Brien, P.E. / Senior Project Engineer**
Address: **192 Exchange Blvd**
Glendale Heights, IL 60139-2089
Phone: **(630) 717-4263** Fax: _____
Email: **Rich.O'Brien@terracon.com**

Client: **City of Oak Forest IL**
By: _____ Date: _____
Name/Title: **Moses Amidei / City Administrator**
Address: **15440 S Central Ave**
Oak Forest, IL 60452
Phone: **(708) 444-4802** Fax: _____
Email: **mamidei@oak-forest.org**



ALL GOOD THINGS CLOSE TO HOME

CITY COUNCIL AGENDA MEMO

DATE: September 18, 2025
TO: Mayor Hortsman, City Council
FROM: Moses Amidei, City Administrator
SUBJECT: Approval of Special Event – St. Baldrick’s at Clover’s Bar and Grill

Background

Pursuant to City Code 114.053 Major Special Events, “A request for a major special event permit shall be submitted to the City Council by the Special Events Coordinator for review and consideration. The City Council, taking into consideration whether the event is to be held for a lawful purpose, whether there is a reasonable basis to believe that it will tend to cause a breach of the peace or unduly interfere with the public use of public right-of-way or other public property, or whether it will unduly interfere with the peace and quiet of the residents of the city, may approve the permit, deny the permit, or approve the permit subject to such conditions or restrictions as it deems appropriate.”

Therefore, please consider the special events permit application on behalf of Julia’s Legacy and Clover’s Bar and Grill for a St. Baldrick’s event on Saturday, September 27 from 6 to 11 p.m. The event is a fundraiser supporting cancer research. Attendance is expected to be approximately 55 people.

Clover’s Bar and Grill has applied for a temporary liquor license for a tent in its parking lot.

Recommendation and Action Requested

Staff recommends approval of the special events permit application.

From: noreply@civicplus.com
To: [Chrissy Maher](#)
Subject: Online Form Submittal: Special Events Permit Application
Date: Tuesday, September 16, 2025 11:30:14 AM

Special Events Permit Application

Special Events

Before completing this application, please read the city's [Special Events ordinance](#) (114.050) to determine if your event is considered a **major or minor event**. If you are still unsure which category your event falls into, contact the city's [special events coordinator](#) at 708-444-4823.

Applications for major events must be received at least **60 days in advance** and require City Council approval. Applications for minor events require **21 days notice**.

Please complete this application as thoroughly as possible.

Today's Date	9/16/2025
Event Name:	St. Balderick's
Sponsor Organization:	Julias Legacy
Event Location:	15548 S. Cicero
Approximate Number of Attendees:	55
Event Date(s):	09/27/2025
Event Hours:	6:00 PM - 11:00 PM
Event Description:	Fundraiser supporting St. Baldrick's cancer research. Setting up on Saturday morning around noon and tearing down on Sunday morning around 9AM.
Is your event a car wash?	No
Contact Name:	Lisa Visvardis
Contact Phone:	708-289-4895
Contact Email:	cloversoakforeat@gmail.com

Entertainment:	Live music from the hours of 8PM to 11PM.
Outdoor Entertainment:	N/A
Entertainment Setup/Tear Down:	N/A
Carnival:	N/A
Liquor will be provided by:	<i>Field not completed.</i>
Liquor License Vendor:	Liquor will be served under current liquor license.
Food Vendors:	N/A
Merchandise Vendors:	N/A
Tents:	Cabrera Tent Rental 708-691-3436
Garbage Removal Plan:	Homewood Disposal 708-798-1004. Pickup will be Friday and Monday morning.
Portable Restrooms:	NA
Water	
To request access to a fire hydrant, contact Public Works at 708-535-4090. A hydrant meter requires a deposit of \$830 payable at City Hall.	
Street & Parking Lot Closures:	N/A
Traffic Control	<i>Field not completed.</i>
Resident Notification:	N/A
Event Promotion:	Social; Media
Safety, Security and City Assistance:	<i>Field not completed.</i>
Safety, Security and City Assistance:	N/A
Upload	<i>Field not completed.</i>
Upload	<i>Field not completed.</i>

Upload *Field not completed.*

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Email not displaying correctly? [View it in your browser.](#)



ALL GOOD THINGS CLOSE TO HOME

CITY COUNCIL AGENDA MEMO

DATE: September 23, 2025
TO: Mayor Hortsman, City Council
FROM: Michael Salamowicz, Director of Public Works
2026 Water Main Improvement Program – Engineering Design and Bidding Services
SUBJECT: Approval of the Proposal from HR Green in the Budgeted Amount of \$139,256.00.

Background

As the City Council knows, the City's water infrastructure is aging. As a result, the City is experiencing an increased number of water main breaks. These repairs are not only costly to the City, in both man hours and material, but also increases the lost or unaccounted for water, for which the City does not receive revenue for, and which the Illinois Department of Natural Resources requires the City to track and report annually. In an effort to try to address these issues, the Public Works Department recently issued a Request for Proposals for Design Engineering Services for the 2026 Water Main Improvement Program. The following areas are proposed to be included in the 2026 Water Main Improvement Program:

Location No.1 - Sunset Court

The existing water main, for the homes along Sunset Court, is located in the rear yards, under sheds, pools, decks, etc., making future repairs extremely difficult. Public Works is looking to install a new water main loop within Sunset Court. The existing water services lines, which are located in the rear of the homes, will need to be rerouted and connected to the new water main. The existing water main will be abandoned.

As there are multiple businesses located on the east side of Central Avenue with services connected to the existing water main in the rear alley. This water main will need to remain in place, but with a new connection at the south end to allow the existing main to be looped.

Location No.2 - Victoria Drive & Central Avenue

The existing 10-inch water main, that runs north-south across Victoria Drive at Central Avenue needs to be removed and replaced due to previous water main breaks. In order to isolate this section of the water main, a new valve will need to be installed at the south side of the intersection. In addition, it should be noted that there are multiple large diameter storm sewers that cross this main and the intersection.

Location No.3 - Laramie Avenue (153rd Street to 157th Street) & 155th Street (Lockwood Avenue to LeClaire Avenue)

Removal and replacement of existing 6-inch water main along Laramie Avenue, from 153rd Street to 157th Street and existing 6-inch water main along 155th Street, from Lockwood Avenue to LeClaire Avenue.

On August 1, 2025, Public Works issued an RFP for the Engineering Design and Bidding Services for the City of Oak Forest 2026 Water Main Improvement Program. On September 3, 2025 three proposals were received and opened. Below is a summary of the proposals:

Hancock Engineering	\$107,690.00*
HR Green	\$139,256.00**
BLA, Inc.	\$159, 838.50

*Due to irregularities with their proposal, Public Works does not recommend accepting the proposal from Hancock Engineering.

**The proposal as submitted from HR Green was \$139,256.00, which includes a Soils Survey. The soils survey would be beneficial to the City, as part of the project is located within the remediation limits of the former Aquamarine Dry Cleaners site. Any contaminated soils identified would need to be removed and disposed of, in accordance with IEPA requirements. In addition, the survey could determine the location of any potential structurally unsuitable material within the project limits, which would also need to be included in the engineering plans, specifications and bid documents.

The City is accepting the bid proposal pursuant to the City’s Home Rule Authority. The work shall be paid from the CIP budget item No. 02-17-5652.

Recommendation

Approval of the Engineering Services Proposal, for the 2026 Water Main Improvement Program, from HR Green, in the budgeted amount of \$139,256.00.

Action Requested

Staff recommends approval of the Engineering Services Proposal, for the 2026 Water Main Improvement Program, from HR Green, in the budgeted amount of \$139,256.00.



**REQUEST FOR PROPOSALS (RFP)
ENGINEERING DESIGN & BIDDING SERVICES
FOR THE CITY OF OAK FOREST
2026 WATER MAIN IMPROVEMENT PROGRAM**

**Issued By:
City of Oak Forest
Department of Public Works
15722 Lorel Avenue
Oak Forest, IL 60452**

**Issue Date: August 1, 2025
Deadline for submittals: August 19, 2025 @ 1:30 pm**

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Section I:	Request for Proposal
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Section I: Request for Proposal

The City of Oak Forest ("City"), a home rule community, is seeking proposals from qualified and experienced engineering firms that specialize in Civil Infrastructure, to provide engineering design and bidding services, as described in this Request For Proposals (RFP), for the City's 2026 Water Main Improvement Program ("Program"), demonstrating previous experience with similar projects.

Section II: Introduction

The City of Oak Forest Public Works Department is a dynamic organization serving a community of approximately 28,000 residents in the south western suburbs of Chicago. The Department is responsible for maintenance and improvement of approximately 157 lane miles of streets, 117 miles of water main, 102 miles of sanitary sewer main, over 51 miles of storm sewer, transit and parking facilities, and a multitude of appurtenances associated with this infrastructure.

Section III: General Requirements

The consultant will be expected to provide a full range of engineering services and accept project management responsibility at all levels. All work shall be completed using the latest AASHTO, IDOT, IEPA, City of Oak Forest and Cook County design and construction standards, guidelines, practices and procedures.

Project Standards, Guidelines and Specifications: The following is a general list of technical references that may be applicable to this project. The Consultant will be responsible for complying with the current editions of the listed references.

- Illinois Department of Transportation – Standard Specifications for Road and Bridge Construction.
- ADA Accessibility Guidelines.
- Manual on Uniform Traffic Control Devices (MUTCD).
- Standard Specifications for Water & Sewer Main Construction in Illinois.
- Illinois Urban Manual.
- Oak Forest City Code

Submittals: Items submitted to the City shall be in a format that is usable by the City.

- Drafting – AutoCAD LT 2023
- Plotting - Adobe PDF
- Word Processing - Microsoft Word 2016
- Spreadsheets - Microsoft Excel 2016

All materials submitted regarding this RFP become the property of the City of Oak Forest, unless otherwise noted in the RFP.

The City reserves the right to cancel this RFP at any time, without penalty.

Section IV: Scope of Work

The City of Oak Forest wishes to contract with an experienced engineering firm that specializes in Civil Infrastructure and is able to provide the labor, material, equipment, supervision, and related services necessary to complete the work.

The City of Oak Forest has budgeted \$2.0 million dollars for water main improvements as part of the 2026 Water Main Improvement Program. This includes design engineering, construction and construction engineering costs (construction and construction engineering are not part of this RFP). The City is seeking the completion the engineering design, bid documents and any necessary permitting, in time for a Spring of 2026 letting.

Engineering Services

Engineering Services required as part of this RFP shall include, but not be limited to:

1. Meetings with Public Works Department staff to determine what sections/lines of the water system are to be included in the 2026 Water Main Improvement Program.
2. Any/all research, field survey(s) and data collection necessary for the preparation of engineering plans.
3. The design and preparation of engineering plans for the City's 2026 Water Main Improvement Program.
4. Prepare bid documents, specifications, etc. for the purpose of soliciting bids for the construction of the 2026 Water Main Improvement Program.
5. Preparation and submittal of necessary permits, including but not limited to IEPA, Illinois Historic Preservation Division and Cook County.
6. Assist the City with the competitive bidding process, including but not limited to:
 - Answer technical and engineering questions from contractors during the bidding process.
 - Issue Addendums, as needed.
 - Attend and manage bid opening.
 - Review the references of the first low bidder and second low bidder.
 - Review the bidder's cost tabulation sheet for errors.
 - Review the bidder's work history and availability.
 - Review the bidder's bid bond(s).
 - Prepare a tabulation of the bids received.
 - Make a lowest responsible bidder award recommendation to the City.

Section V: Deliverables

Proposals are to be submitted in a sealed Package to:

Office of the City Clerk
City of Oak Forest
15440 S. Central Avenue
Oak Forest, IL 60452
(708) 535-4090

With the following on the outside of the envelope:

- Company Name
- RFP Title
- Due Date and Time

Questions regarding this RFP should be submitted to Michael Salamowicz, Director of Public Works at msalamowicz@oak-forest.org. Questions shall be submitted no later than August 11, 2025. Any questions, comments or revisions to this RFP will be posted on the City's website. It is the applicant's responsibility to check the City's website for any information or updates related to this RFP, including addendums to the RFP.

Section VI: Evaluation and Selection Process

All proposals submitted in response to this RFP will be evaluated by City Staff. The consultant with the proposal that is deemed to be the most advantageous to the City will be selected. Evaluation criteria that will be used are as follows, listed in order of relative importance:

1. Recent Experience with Similar Projects
 - Firm's recent, relevant project history (City, Other Communities, County, IDOT, etc.)
 - References
2. Project Control
 - Cost Control.
 - Scheduling Method.
 - Quality Control.
3. Proximity to Project Location
4. Proposed Scope and Fee
 - Does the Scope of Work align with the identified scope and the City's Goals?
 - Is the fee commensurate with the scale and type of work?

Section VII: Additional Terms of Qualification

The following additional terms must be met in the firm's preparation of and the City's consideration of each submittal.

1. Compliance with Laws:
 - a. All services of any qualifying firm shall comply with all Federal and State of Illinois laws, county and municipal codes, ordinances, rules and regulations that in any manner affect the services to be provided or the operations of the firm, including, but not limited to, the Prevailing Wage Act, the Illinois Procurement Code, and all laws governing employment.
 - b. A qualifying firm shall certify that it shall not discriminate against any worker, job applicant, employee, or member of the public, because of race, creed, color, sex, sexual orientation, age, handicap, or national origin, and shall not otherwise commit any unfair employment practice, and that it shall comply with all requirements of the Illinois Human Rights Act, as amended (775 ILCS 5/101, et. seq.), and all rules and regulations of the Illinois Department of Human Rights and the Equal Opportunity Commission.
 - c. A qualifying firm shall further certify that it has not been barred from being awarded a contract or subcontract under the Illinois Procurement Code (30 ILCS 500/1-1, et. seq.); and further certifies that it has not been barred from contracting with a unit of State or local government as a result of any violation of Sections 33E-3 or 33E-4 of the Illinois Criminal Code {720 ILCS 5/33E-3, 33E-4}. Furthermore, qualifying firms must submit a completed and signed Non-Collusion Certificate (Appendix B).
 - d. A qualifying firm shall also certify that its workplace complies with the Drug Free Workplace Environment Act {30 ILCS 580/1, et. seq.}, and that it provides a written program for prevention of substance abuse among employees and testing of employees for substance abuse, in accordance with the Substance Abuse Prevention Act (820 ILCS 265/1, et. seq.).
 - e. A qualifying firm shall have the ability to obtain all necessary licenses, permits and approvals, whenever applicable.
 - f. A qualifying firm shall submit a completed and signed Certifications and Assurances form (Appendix A).
2. Insurance and Indemnification:
 - a. A qualifying firm shall provide evidence of insurance coverage.
 - b. To the fullest extent permitted by law, the qualifying firm shall, if awarded a contract with the City, agree to indemnify and hold harmless the City, its officers,

employees, agents and volunteers from and against all claims, damages, losses and expenses, including but not limited to legal fees (attorneys' and paralegals' fees and court costs), arising out of or resulting from the performance of the services to be provided; provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, and including the loss of use resulting therefrom; and (ii) is caused in whole or in part by any wrongful or negligent act or omission of the firm or anyone directly or indirectly employed by the firm or anyone for whose acts it may be liable, except to the extent it is caused in whole or in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described herein. A qualifying firm shall similarly agree to protect, indemnify and hold and save harmless the City, its officers, employees, agents and volunteers against and from any and all claims, costs, causes, actions, and expenses, including but not limited to legal fees incurred by reason of such firm's breach of any of its obligations under, or default of, any provision of any contract entered with the City for such services.

c. Insurance Requirements

1) Commercial General and Umbrella Liability Insurance (CGL):

- A. \$1 million per occurrence
- B. \$2 million aggregate

2) Professional Liability Insurance

- A. \$1 million per occurrence
- B. \$1 million annual aggregate

3) Auto Liability

- A. \$1 million per occurrence Combined Single Limit or
- B. \$1 million bodily injury per occurrence
- C. \$500,000 property damage

All Certificates of Insurance shall include the City of Oak Forest as additional named insured, as well as the City's officers, agents, employees and volunteers.

d. Worker's Compensation Insurance: Worker's compensation and employers' liability insurance shall be provided as statutorily required items.

1. The right is reserved to reject any or all proposals, to waive technicalities or to advertise for new proposals, if in the judgment of the City, their best interests will be promoted thereby.

Section VIII: Anticipated RFP Schedule (subject to change)

The following schedule is projected for the RFP selection process: It is the City’s intent to review proposals immediately following the proposal due date/time and recommend approval at an upcoming City Council meeting. The selected firm shall commence work immediately upon execution of a Contract and Notice of Award. The following is a tentative schedule subject to change (meetings are at City’s discretion):

Oak Forest issues RFP for 2025 Water Main Improvement Program	August 01, 2025
Questions due	August 11, 2025
Proposals due to Oak Forest	August 19, 2025 by 1:30 pm
Professional Service Agreement on City Council Agenda	August 26, 2025
Consultant tentative start date	August 27, 2025

Section IX: Contract

The City reserves the right to make an award without further discussion of the proposal submitted or to not make any award. The proposal must be submitted initially on the most favorable terms which the firm can propose. The firm shall enter into a written contract, which shall be submitted to the Corporate Authorities of the City for approval. Final acceptance of the proposal shall only be complete under Corporate Authorities acceptance of a contract executed by the firm.

The Firm should be prepared to accept a contract resulting from this RFP. It is understood that the proposal will become a part of the official file on this matter, without obligation to the City.

This RFP does not obligate the City to contract for services specified herein.

Section X: Proposal Form

Complete, verify and sign the section below that represents the proposal to provide engineering services for the City of Oak Forest's 2026 Water Main Improvement Program. Proposals are due no later than 1:30 pm August 19, 2025.

_____ (Name of Firm) proposes to provide Engineering Services for the City of Oak Forest's 2026 Water Main Improvement Program, as outlined herein; for the not to exceed cost of \$ _____. This includes all services, labor, material, equipment, supervision, and any other items considered a billable expense. See Sections 1 and 4 for further information.

Anticipated schedule to start the project? _____

Estimated schedule to be ready to advertise for bids? _____

Signed:

Printed Name:

Title:

Address:

City/State/Zip:

Phone:

Email:

Dated:

Section XI: Notice

1. This RFP is not a contract or offer of employment.
2. The cost of preparation of proposals shall be the sole obligation of the respondent firm.
3. All submitted proposals, whether accepted or rejected, are the property of the City of Oak of Oak Forest.
4. The firm selected to perform the work must enter into a standard contract, as written by the successful firm, in consultation with the City.

**APPENDIX A
CERTIFICATIONS AND ASSURANCES**

I/we make the following certifications and assurances as a required element of the proposal to which it is attached, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract(s):

1. The attached proposal is a firm offer for a period of 60 days following receipt, and it may be accepted by the City without further negotiation at any time within the 60-day period.
2. In preparing this proposal, I/we have not been assisted by any current or former employee of the City whose duties relate (or did relate) to this proposal or prospective contract, and who was assisting in other than his or her official public capacity. Neither does such a person nor any member of his or her immediate family have any financial interest in the outcome of this proposal. (Any exceptions to these assurances are described in full detail on a separate page and attached to this document.)
3. I understand that the City will not reimburse me/us for any costs incurred in the preparation of this proposal. All proposals will become the property of the City, and I/we claim no proprietary right to the ideas, writings, items, or samples.
4. I/we warrant that, in connection with this procurement:
 - a. The price and/or cost data have been arrived at independently, without consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any competition.
 - b. Unless otherwise required by law, the prices and/or cost data which have been submitted have not knowingly been disclosed by him/her prior to opening, in the case of a proposal directly or indirectly to any other competitor
 - c. No attempt has been made or will be made by the consultant to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

Consultant _____
Signature _____
Title _____

Date _____

**APPENDIX B
NON-COLLUSION CERTIFICATE**

The Undersigned Bidder is not barred from bidding for this Contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Chapter 38 of the Illinois Revised Statutes concerning bid rigging, rotating, kickbacks, bribery and interference with public contracts.

(Printed Name of Contractor)

Address

City State Zip Code

Signature of Authorized Representative

Title Date

**CITY OF OAK FOREST, ILLINOIS
GOVERNMENTAL CONTRACT COMPLIANCE CERTIFICATIONS**

I, _____ (name), certify that I am employed as the _____ (title) of _____ (company), a party to the Agreement to which this certificate is attached, and I hereby certify that I am authorized to make this certificate and that I have personal knowledge of the matters certified to herein, and that following certifications are true and correct:

1. Payments to Illinois Department of Revenue

The Company is not delinquent in payment of any taxes to Illinois Department of Revenue or the City of Oak Forest, Illinois. 65 ILCS 5/11-42.1

2. Non-Discrimination: EEOC

The Company is an “equal opportunity employer” as defined by Section 2002(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11246 and #11375 (42 U.S.C., Section 2002(e)); Executive Order No. 11246, 30 F.R. 12319 (1965); Executive Order No. 11375, 32 F.R. 14303 (1967) which are incorporated herein by reference. The Equal Opportunity Clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois is a material part of any contract awarded on the basis of this proposal. The Company shall not discriminate on the basis of race, color, sex, national origin, religion, ancestry, age, marital status, physical or mental handicap or unfavorable discharge for military service.

3. Human Rights Act

The Company shall perform the Contract in compliance with all requirements of the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., and that the Company shall not engage in any prohibited form of discrimination in employment as defined in the Act. The Company shall maintain policies of equal employment opportunity which shall prohibit discrimination against any employee or applicant for employment on the basis of race, religion, color, sex, national origin, ancestry, citizenship status, age, marital status, physical or mental disability unrelated to the individual’s ability to perform the essential functions of the job, association with a person with a disability, or unfavorable discharge from military service.

4. Sexual Harassment Policy

Pursuant to Section 2-105 (A)(4) of the Illinois Human Rights Act, the Company and each subcontractor has adopted and maintains written sexual harassment policies that shall include, at a minimum, the following information:

- (1) the illegality of sexual harassment;
- (2) the definition of sexual harassment under State law;
- (3) a description of sexual harassment, utilizing examples;
- (4) the Company’s/subcontractor’s internal complaint process, including penalties;
- (5) the legal recourse, investigative and complaint process available through the Department and Commission;
- (6) directions on how to contact the Department and the Commission; and
- (7) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act.

A copy of these policies shall be provided to the City on request.

5. Compliance with Freedom of Information Act (FOIA)

The Company acknowledges the requirements of FOIA and agrees to comply with all requests made by the City for public records (as that term is defined by Section 2(c) of FOIA) in the undersigned's possession and to provide the requested public records to the City within two (2) business days of the request being made by the City. The undersigned agrees to indemnify and hold harmless the City from all claims, costs, penalty, losses and injuries (including but not limited to, attorneys' fees, other professional fees, court costs and/or arbitration or other dispute resolution costs) arising out of or relating to its failure to provide the public records to the City under this Contract.

6. Indemnification

Contractor hereby agrees to and shall indemnify, defend and hold harmless the City of Oak Forest, an Illinois municipal corporation, its officers, officials, managers, agents, employees, attorneys and representatives, and their respective successors and assigns (hereinafter collectively referred to as the "Indemnitees"), from and against any and all actions, liens, claims, demands, damages, debts, losses, liabilities and indebtedness, including non-payment, either at law or in equity, including, but not limited to reasonable attorney's fees and court costs (individually "Claim", or collectively "Claims"), for all Claims asserted by any person arising out of the work performed or to be performed under this Agreement (or as subcontractor of or on behalf of Contractor) including the negligence of Contractor, except to the extent caused by the City's own negligence.

7. Insurance

Contractor shall maintain in full force and effect at its sole expense, evidence of an acceptable policy or policies of liability insurance, including comprehensive general liability insurance, personal injury liability, owners and contractor's protective liability, broad form property damage, contractual liability, automobile liability (owned, non-owned, and hired automobiles), worker's compensation and employer liability. The policy or policies shall specifically recognize and cover the indemnification provisions of this Contract and shall name as additional insured the City, and in their capacity as such, its officers, agents, and employees. Said insurance shall provide that the insurance provided by the Contractor shall be primary and that any provision of any contract of insurance or other risk protection benefit or self-insurance policy purchased or in effect or enacted by the City and any other insurance or benefit shall be in excess thereof. The form, substance and amounts of the policy or policies of insurance shall be subject to approval of the City. Each policy of insurance shall contain a statement on its face that the insurer will not cancel the policy or fail to renew the policy, whether for non-payment of premium, or otherwise, and whether at the request of the grantee or for other reasons, except after 60 days' advance written notice to the city; said notice to be sent registered mail. Contractor shall file copies of the certificates of insurance policies with the City Clerk.

Firm Name

By: _____
Name/Title

Signature

SUBSCRIBED AND SWORN to before

me this _____ day _____, 20__

Notary Public

Addendum No.1 2026 Water Main Replacement Program For the City of Oak Forest

Attached is Addendum No.1 for Oak Forest's Request for Proposals for Engineering Services for the City's 2026 Water Main Replacement Program. Firms submitting a proposal shall acknowledge receipt of Addendum No.1 by including a copy of the Addendum with their submittal. Submittals that failure to include a copy of Addendum No.1 with the proposal will not be accepted.

The due date for this RFP has been extended to Monday, September 1st, 2025 @ 1:30 pm. Questions related to this RFP are due no later than Wednesday August 20th, 2025 @ 3:00 pm

Included in this Addendum No.1 are copies of the water atlas sheets along with descriptions, identifying the locations of the intended work to be included within the project.

Location No.1 Sunset Court

The existing water main, for the homes along Sunset Court, is located in the rear yards, under sheds, pools, decks, etc., making future repairs extremely difficult. The City is looking to install a new water main loop within Sunset Court. The existing water services lines, which are located in the rear of the homes, will need to be rerouted and connected to the new water main. The existing water main will be abandoned.

There are multiple businesses located on the east side of Central Avenue with services connected to the existing water main in the rear alley. This water main will need to remain in place, with a new connection at the south end (see the attached sketch) to allow the existing main to be looped.

Please note that a former dry cleaner business was located within the existing strip mall at 14721 Central Avenue. Due to contaminated soils, the property owner has been working with the Illinois Environmental Protection Agency to remediate the contaminated soils. As part of the remediation process Potassium Permanganate was used. This material has the potential to compromise the water main joint gaskets and was likely in contact with the existing water main. As a result, the existing water main is proposed to be removed and replaced, within the limits shown, with special gasket material, impermeable to the Potassium Permanganate, or other corrosive chemicals. In addition, special steps may be necessary for the installation of the new water main and the removal and disposal of the soil in the remediation area.

- 4" & 6" water main to be removed and replaced is approximately 620-feet.
- New water main installed to loop the existing water main located within the alley is approximately 270-feet.
- New water main loop installed within Sunset Court is approximately 1050-feet.
- Approximately 19 water services to be rerouted and connected to the new water main within Sunset Court.
- All quantities are approximate

Location No.2**Victoria Drive & Central Avenue**

The existing 10-inch water main, that runs north-south across Victoria Drive at Central Avenue needs to be removed and replaced due to previous water main breaks. In order to isolate this section of the water main, a new valve will need to be installed at the south side of the intersection. In addition, it should be noted that there are multiple large diameter storm sewers that cross this main and the intersection.

- Length approximately 75-feet

Location No.3**Laramie Avenue (153rd Street to 157th Street) & 155th Street (Lockwood Avenue to LeClaire Avenue)**

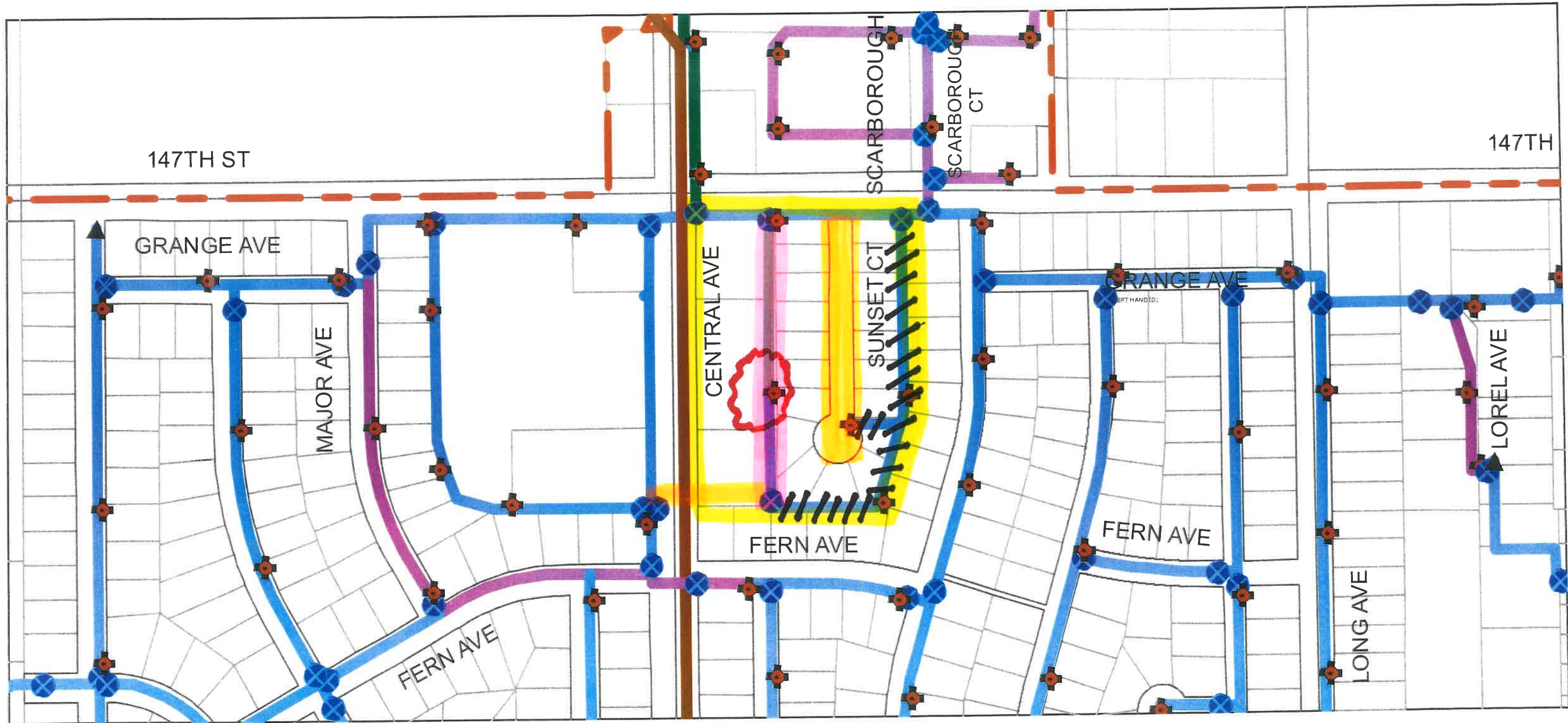
Removal and replacement of existing 6-inch water main along Laramie Avenue, from 153rd Street to 157th Street and existing 6-inch water main along 155th Street, from Lockwood Avenue to LeClaire Avenue.


- Total length of 6-inch water main removal and replacement related to this location is approximately 4,000-feet.
- All quantities are approximate




**Addendum No.2
2026 Water Main Replacement Program
For the City of Oak Forest**

Attached is Addendum No.2 for Oak Forest's Request for Proposals for Engineering Services for the City's 2026 Water Main Replacement Program. Firms submitting a proposal shall acknowledge receipt of Addendum No.1 by including a copy of the Addendum with their submittal. Submittals that failure to include a copy of Addendum No.2 with the proposal will not be accepted.

Due to the Labor Day holiday, the City of Oak Forest offices will be closed. The due date for this RFP has been extended to Wednesday, September 3rd, 2025 @ 1:30 pm.



 Former Dry Cleaner remediation site
 + 19 services to be rerouted and tied to New Water Main

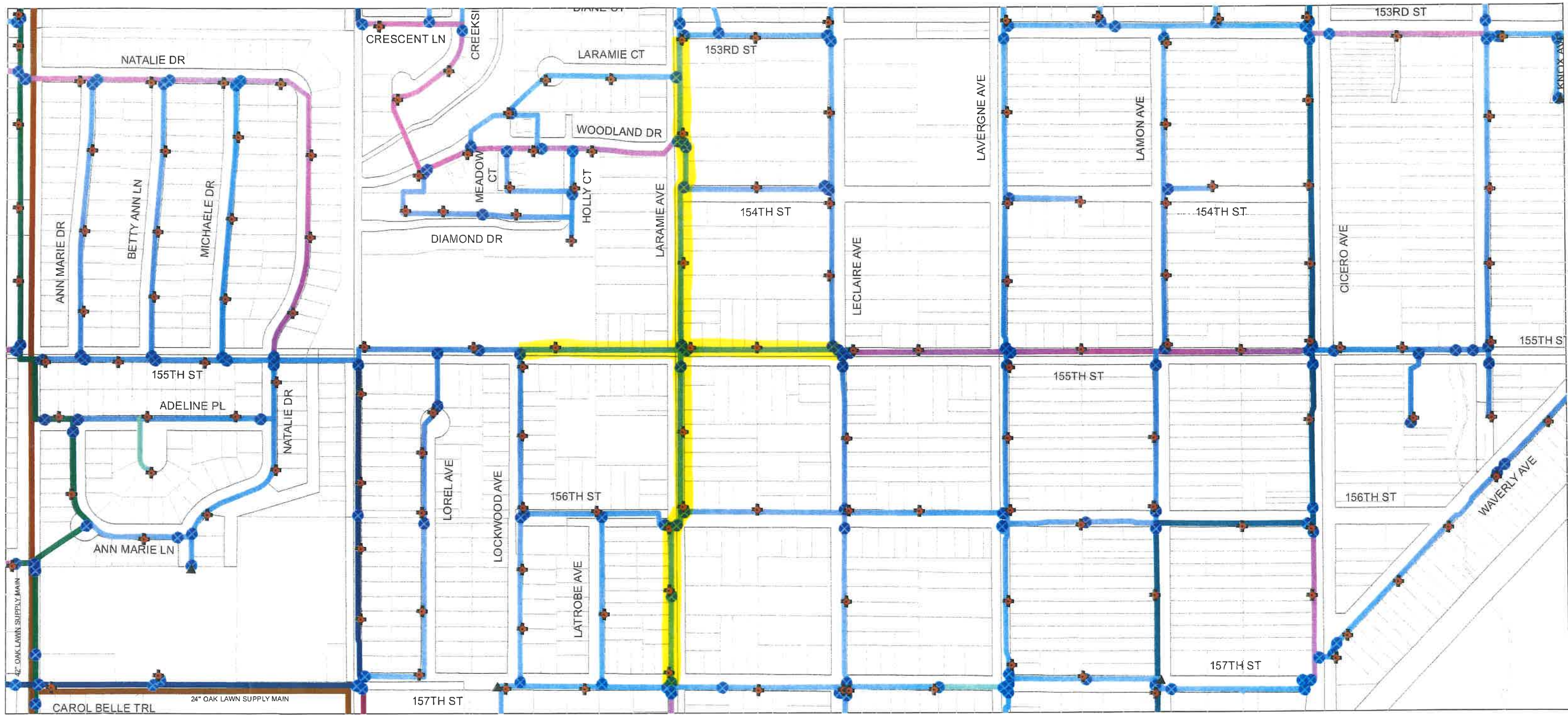
 6" Water Main to be abandoned
 4" & 6" Water Main to be Removed and Replaced (Specialty Gaskets/Wrap) ±620'
 New Main Installed to Loop Existing Main in rear of businesses ±270' and New Main (Loop) Installed in Sunset Court ±1050'



±75'-10"
Water Main R&R
Insert New Valve
* Multiple Storm Sewers
Running Through Intersection

42" OAK LAWN SUPPLY MAIN

CONDADO DR
COLINA AVE
SCHOOL ST
BRIAR LN
WARWICK CT
GAINSBOROUGH PL
LANCASTER DR
CHAUCER DR
NATALIE DR
ROB ROY DR
CHARLES LN
WARWICK DR
JAMES DR
MERCURY CT
CENTRAL AVE
ANN MARIE DR
BETTY ANN LN
MICHAEL DR
LONG AVE
FAWN CT
CRESCENT LN
CREEKSIDE DR
DIANE CT
LARAMIE CT
WOODLAND DR
MEADOW CT
HOLLY CT
DIAMOND DR
EDWARD DR
DAVID LN
ORANGE LN
VICTORIA DR
EDWARD DR
JAMES DR
N RD
155TH ST
ADELINE PL
JIE DR



Remove & Replace Existing 6" Water Main, Values & Hydrants ± 4000'



September 2, 2025

Michael Salamowicz
Public Works Director
City of Oak Forest
15440 S. Central Ave.
Oak Forest, IL 60452

**Re: Hancock Engineering
Engineering Design & Bidding Services: 2026 Water Main Improvement Program**

Dear Michael:

We are pleased to submit our qualifications for providing professional engineering services to the City of Oak Forest. **Hancock Engineering** is a consulting engineering firm focused on providing comprehensive engineering services to various municipalities throughout the suburban Chicago area. Hancock Engineering was founded in 1911 and this past year we celebrated **114 years** of providing high-quality professional engineering services to our clients.

Experience

We have extensive experience designing utility improvements very similar to this proposed project. Our proposed project team consists of two of our most experienced engineers:

Position	Name	Experience
Client and Project Manager	Chris Baker, P.E. Principal	20+ Years
Lead Design Engineer:	Alex Alejandor, P.E. DECI Principal	20+ Years

Our proposed Client/Project Manager is a company **Vice-President and member of Hancock Engineering's Executive Management Team.**

Objective

Our proposed project team has reviewed the included RFP and background information. We have also driven the project site to ensure that we have a full understanding of the project specifics. We feel the **success of this project will come down to attention to detail and resident communication.**

We acknowledge that like most municipalities, the Engineering and Public Works staff at the City of Oak Forest is very busy. To this end, **we plan to make a concerted effort to eliminate any undue burden on staff** concerning this project throughout the entire design process. The City will be invited to be as involved as much as their schedule permits and as they desire, but we will be staffed to operate as a fully-functional independent unit, without the need to involve City staff with every minute issue that is discovered.

Our goal on this project will be to substantially reduce the time spent by City staff to assist the paid consultant on day-to-day design issues.

We have reviewed our projected workload for this design season and will have no issues meeting the City's anticipated timeline.

Service

All firms claim to provide excellent service, but we see significant differences in services among municipal engineering companies. We encourage you to contact our clients – we are confident that they will gladly offer that we provide excellent service at very competitive rates. Our length of continuous service among numerous clients attests to the quality we provide.

Client	Name	Position	Contact
Oak Park	Bill McKenna	Village Engineer	bmckenna@oak-park.us
Glen Ellyn	Rich Daubert	Village Engineer	rdaubert@glenellyn.org
Brookfield	Tim Wiberg	Village Manager	TWiberg@brookfieldil.gov

We have provided ongoing service as the Village/City Engineer for many of our clients for over 50 years, so we have a keen understanding of what our municipalities need and expect from their engineer.

We look forward to continuing to create a relationship with the City of Oak Forest staff. Please feel free to contact our office if you should have any questions or require additional information.

Sincerely,

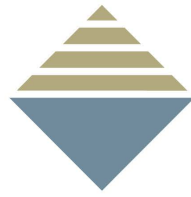
EDWIN HANCOCK ENGINEERING CO.



Chris Baker, P.E.
Vice-President
Director of Business Development

Hancock Engineering
9933 Roosevelt Road
Westchester, IL 60154

Contact: Chris Baker, P.E.
cbaker@ehancock.com



HANCOCK
ENGINEERING

100 Years of
Excellence

Civil Engineers ♦ Municipal Consultants ♦ Established 1911



REQUEST FOR PROPOSAL
2026 Water Main Improvement
Program

Design Engineering Services

September 2, 2025

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COMPANY PROFILE

Hancock Engineering is a consulting engineering firm focused on providing comprehensive engineering services to municipalities and other clients in the suburban Chicago area. Hancock Engineering was founded in 1911 and this past year we celebrated **114 years** of providing high-quality professional engineering services to our clients.

OFFICE LOCATION

For over thirty years our sole office has been centrally located in Westchester, just minutes from the I-290 and I-294 expressway.

Our office is located due north of the Oak Forest project sites. Our proximity to Oak Forest allows us to efficiently mobilize staff to the project site for meetings, site visits, or for emergency consultations. Hancock Engineering has always been committed to keeping our overhead costs low and to pass those savings on to our clients. Our closeness to your community ensures that the City of Oak Forest **will not incur any costs related to travel or mobilization** from Hancock Engineering while we serve as your municipal and design engineer.



OFFICERS OF COMPANY

Hancock Engineering is led by a team of eight Principals. These 8 individuals make up the Directors and the Shareholders of the company, and all are very active in the day-to-day operation of the company. Our principals are very “hands-on” and in touch with the needs of our clients.

Chris Baker, PE, a Vice-President and managing partner of our firm will serve the client and project manager role for the City of Oak Forest for this and any future projects.

ENGINEERING STAFF

Our staff of thirty-seven is highly experienced and qualified in performing all phases of Engineering for locally and federally funded infrastructure projects. Throughout our projects, we make certain to continually keep the client informed on relevant engineering matters, to perform our engineering assignments to the best of our abilities, and to keep the best interests of the municipality as our primary objective. Our Engineers commit themselves to going above and beyond the traditional expectations of our clients, regularly participating in philanthropic and charitable causes within each of our communities.

We have reviewed our current workload and commitments and are **properly staffed and prepared to provide the engineering services** for your community's project.

FIRM DESCRIPTION

Hancock Engineering employs highly skilled individuals that work together to form a company with the reputation of working efficiently and professionally to address the concerns of our municipalities and its constituents of local businesses, schools, and homeowners.

The following is a breakdown of our technical staff. Staff Highlighted in blue are expected to have a sizeable role in this project.

Employee	Degreed Engineering Technician	Degreed Civil Engineer	Professional Engineer	Floodplain Manager
Scott Alberts	CADD Operator			
Alex Alejandro	-	X	X	X
Cav Allison	-	X	-	-
Mohammed Aminuddin	-	X	-	-
Chris Baker	-	X	X	-
Andrew Barnett	-	X	X	-
Jeff Belshee	-	X	-	-
Nick Berland	-	X	-	-
John Blake	-	X	X	-
Eric Callisen	-	X	-	-
Audrey Eltzroth	-	X	-	-
Tom Gromada	-	X	-	-
John Gutsch	-	X	-	-
Chuck Hodges	X	-	-	-
Tanner Jach	-	X	-	-
Seth Kays	-	X	-	-
Alex Klinkner	-	X	-	-
Brandon Kriegel	-	X	-	-
Matthew Ling	-	X	-	-
Ivan Lome	-	X	X	-
Mark Lucas	-	X	X	-
Caleb Lucas	X	-	-	-
David Martin	CADD Operator			
Reid Morland	-	X	X	-
Dan O'Malley	-	X	X	-
Bill Peterhansen	-	X	X	X
Rob Prohaska	-	X	-	-
Brandon Kriegel	-	X	-	-
Amindu Senadeera	-	X	X	-
Ed Stoelinga	-	X	X	-
Derek Treichel	-	X	X	X
Mark Volk	-	X	X	-
Eric Windsor	X	-	-	-

CURRENT CAPACITY

Hancock Engineering focuses our resources on municipal projects. Our desire to keep over 98% of our workload in the public sector has allowed us to avoid fluctuation in manpower and ensure that our rates remain competitive. The annual billings for our firm over the past three years are as follows:

Year	Billings
2025	\$8.2 Million
2024	\$8.0 Million
2023	\$6.9 Million

Our staffing levels have been consistent over the past decade and we have been able to meet the varied workload with this staff. Our current projections for the 2025 year are \$8.3 M in billings. Hancock Engineering is currently pre-qualified by the Illinois Department of Transportation to provide engineering services to the amount of \$8,800,000.00.

Hancock Engineering has the capacity and adequate staff available to meet the scope and extent of work required to provide the City of Oak Forest with high quality and timely engineering services. We understand that the following schedule will be required:

- Design Engineering Services to be completed in 2025
- Construction to be completed in early 2026

We will be able to adhere to the City’s expected timeline as described in the SOQ documents.

HANCOCK QUALITY CONTROL

Hancock Engineering has recently instituted our **Quality Assurance Program (QAP)**, which is a peer review process that includes a defined set of procedures and standards used to facilitate design and to produce documentation of that design that will save the City from costly delays during Phase III Engineering, and ultimately will provide substantial costs savings to our client. Quality Assurance reviews are in-house reviews conducted to verify that all design is performed and documented in conformance with the procedures and standards mandated by our QAP.



The primary purpose of our QA reviews is to provide redundancy via a second set of experienced eyes on the drawings to catch mistakes, errors or omissions. For the City of Oak Forest, Mark Volk, P.E. will perform these reviews, although it’s not uncommon to have two or more reviewers on large projects. Our reviews will focus on looking at the big picture, reviewing the project details, ensuring clarity of our intentions, and confirming our Estimate of Cost. From there, we send our plans to our Construction Engineering Manager, Bill Peterhansen, PE to review in terms of constructability and to reduce the likelihood of any issues arising during construction.

WATERMAIN DESIGN EXPERIENCE

Hancock Engineering serves as the full-time engineer for ten municipalities in the Chicagoland area as well as the Broadview-Westchester Joint Water Agency. One of our basic scope of services includes the preliminary engineering, design and creation of bidding documents and the construction engineering for these client’s annual watermain improvements. Although each of our “Core-Clients” find themselves in a unique financial situation, all of them have made repairs to their potable water infrastructure within the past few years.

Several of our recent projects are highlighted below.

Village of Brookfield

IEPA Low-Interest Loan Watermain Improvements

Four years ago, Hancock Engineering developed a long-term water main replacement program for the Village of Brookfield which includes replacement of 31 miles of old and failing water main. To fund this work, our firm assisted the Village in passing a water rate increase and obtaining \$10 million in IEPA low-interest loans (\$5 million in 2024 and \$5 million in 2025).

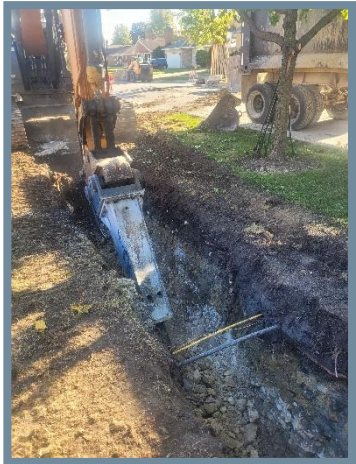
The 2024 water main project included 6,000 feet of water main replacement, replacement of 145 public water services (67 of which were lead requiring private service replacement to the meter), and 40,000 square feet of sidewalk at 7 locations throughout the Village. The 2025 water main project includes 7,300 feet of water main replacement, replacement of 242 water services (approximately 150 are lead requiring private service replacement to the meter), and nearly 55,000 square feet of sidewalk at 6 locations throughout the Village.

Many of the water mains that were replaced as part of these projects were original water mains installed 80+ years ago that had fallen into disrepair with an increasing number of water main breaks. Substantial corrosion and debris had accumulated in these mains affecting the flow and pressure of the pipes. It was also determined through hydraulic analysis that several sections of main were undersized for their current flow needs which was fixed as a result of this project.

The improvements will provide better quality drinking water, reduce watermain breaks (thereby reducing operations and maintenance costs) and replace infrastructure that has reached the end of its design life.

Contact: Lauren Moore, Director of PW,
708-308-9449

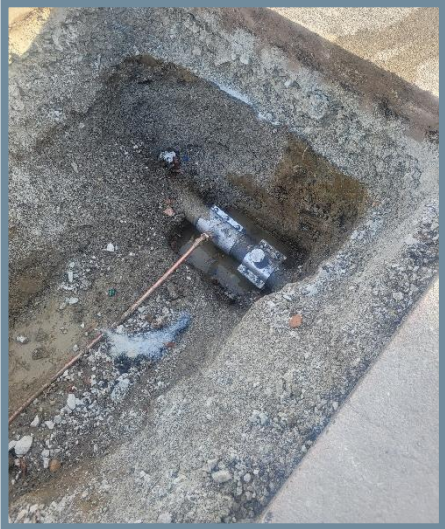
Contractor: Suburban General Construction
Company



Village of Brookfield

Lead Water Service Replacement and Improvements

In 2022, the Village of Brookfield conducted a Village-wide lead water service inventory which resulted in the discovery of approximately 3,500 lead services. Hancock Engineering assisted in developing a long-term lead water replacement program as well as a funding plan for the impending work. Our firm worked with the Village to have a water rate increase passed and obtained \$18 million in zero-interest loans through the IEPA to fund these projects (\$9 million in 2024 and \$9 million in 2025).



The 2024 Lead Service Replacement Project included replacement of 800 existing lead water services with copper, 4,400 feet of curb and gutter replacement, and nearly 14,500 square feet of sidewalk replacement. The 2025 Lead Service Replacement Project includes replacement of 800 existing lead water services with copper, 4,850 feet of curb and gutter replacement, and approximately 16,000 square feet of sidewalk replacement. In two years, the Village has been able to replace about 45% of the lead services called out in the 2022 inventory.

In addition to design and construction engineering oversight of these projects, Hancock Engineering has also taken the lead on coordination efforts with the IEPA including permit submittal, project updates, loan documentation submittals, and updated project plans and funding schedules.

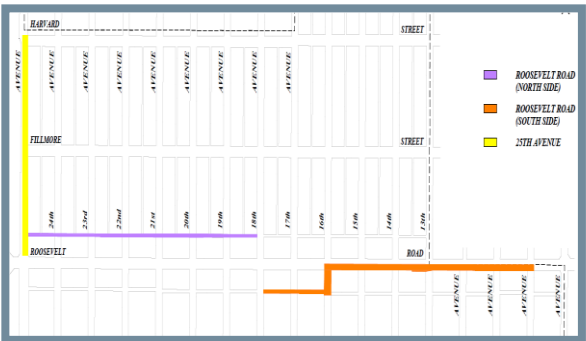
Contact: Lauren Moore, Director of Public Works, 708-308-9449

Contractor: Five Star Energy Services, LLC

Village of Broadview

IEPA Low-Interest Loan Watermain Improvements

Hancock Engineering initiated and completed a Facility Plan and performed Design Engineering services for the Village of Broadview to replace a portion of deteriorated watermain.



The water mains that were replaced were approximately 70 years old. The Village had experienced approximately 15 water main breaks on this section of water main in the last five years. Internal corrosion had also built up and been evident during repairs. This corrosion had led to poor flow and low pressures during normal and peak usage times.

The project involved replacing 8,000 feet of existing water mains with new PVC water mains, running new service pipes within the public right-of-way, reconnecting the new service pipes to the existing private services at the property lines, and then abandoning the old water mains.

This project also addressed the need to provide adequate flow and pressure to the users of the system and provide uninterrupted service by eliminating the high frequency of shut downs for maintenance and emergency repairs. The project used PVC0 water main which is not subject to the corrosive nature of the soils.

Contact: Matt Ames, Director of Public Works 708-497-8669

Contractor: ALamp Concrete Contractors

Village of Maywood

20" Water Main Supply Replacement

Hancock Engineering provided Design and Construction Engineering Services for a water main replacement for the Village of Maywood's water supply from Melrose Park beneath the Union Pacific Railroad crossing at 9th Avenue. The UPRR was removing a bottleneck by adding a third set of tracks between the Villages of River Forest and Bellwood. Due to the age of the existing water supply main and the fact that it had not been installed in a casing, it was required that the new main within a casing pipe be installed. The issues addressed in the design was the presence of a tight right-of-way, with multiple existing and abandoned utilities running parallel and transversely to the water line and the need for the supply main to be maintained until a new section of main could be placed into service. The replacement window was limited as the cross over connection needed to be completed within a 24-hour period to ensure adequate water supply was maintained to the Village's customers.

We worked diligently with both public and private utilities to locate and verify the elevation of their facilities and minimized the adjustments needed to them in order to allow for construction of the jacking and receiving pit.

We also worked with the Village attorney on behalf of the Village to negotiate a favorable plan to address the financial impact to the Village associated with the cost of replacing this supply main as well as several smaller distribution mains that required replacement as they were not constructed within casing pipes as required.

Contact: Greg Buchanan, Director of Public Works 708-450-4463

Contractor: Aqua Construction



Village of Oak Lawn

Regional Water System Improvement Project – Bid Package 7

Hancock Engineering provided Design Engineering Services as a sub-consultant to CDM Smith as part of their team for the Regional Water System Improvement Project for the Village of Oak Lawn, Illinois, which serves as a source of water for southwest Cook County communities. The project was divided into seven separate projects with Hancock being responsible for the portion of the project known as Bid Package 7.

This section included installation of water main on a route that began at 151st Street and the ComEd corridor, proceeding eastward to Oak Park Avenue, then turning south down Oak Park Avenue to 159th Street, then east along 159th Street to Central Avenue, then south down Central Avenue to a connection with the existing Booster Pump Station. The proposed water main in this section was sized between 24 inch and 42 inch in diameter.

The water main design process included the analysis of pipe routing along the sections that were being installed in roadways, an analysis of alternative methods and pipes to be utilized for installing a pipe through wetlands owned by the FPDCC; and analysis and recommendation for crossing pipes across the intersections of Oak Park Avenue & 159th Street; consideration of utility conflicts for private and public utilities along the 19,800 feet long route.

Our team submitted our final design well before the anticipated due date.

Village of LaGrange Park

31st Street Watermain Improvements

Hancock Engineering provided Design and Construction Engineering services for the installation of a 12" water main along 31st Street located within the IDOT Right-Of-Way from Meadowcrest Road to Barnsdale Road in the Village of LaGrange Park, IL. This work consists of the installation of 12-inch ductile iron watermain installed under the north sidewalk with connections to existing water mains at the intersections on both the north and south sides of 31st Street. The water main was installed within casings by open cut across 31st Street. Existing water services were transferred to the new water main.

The work included installing approximately 1,800 feet of 12-inch Ductile Iron water main; connecting the new main to existing water mains at each intersection; replacing disturbed curb and gutter, sidewalks, driveways, and pavement; cutting in new detector loops where necessary; and restoring the disturbed landscaped areas.

Contact: Rick Radde, Director of Public Works 708-352-2922

Contractor: Suburban General



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

September 30, 2024

Subject: PRELIMINARY ENGINEERING
 Consultant Unit
 Prequalification File

Derek Treichel
 HANCOCK, EDWIN ENGINEERING CO.
 9933 Roosevelt Road
 Westchester, IL 60154

Dear Derek Treichel,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2023. Your firm's total annual transportation fee capacity will be \$8,800,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 113.93% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Bureau of Investigations and Compliance in a pre-award audit. Pursuant to 23 CFR 172.11(d), we are providing notification that we will post your company's indirect cost rate to the Federal Highway Administration's Audit Exchange where it may be viewed by auditors from other State Highway Agencies.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2024. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,
 Jack Elston, P.E.
 Bureau Chief
 Bureau of Design and Environment

SEFC PREQUALIFICATIONS FOR HANCOCK, EDWIN ENGINEERING CO.

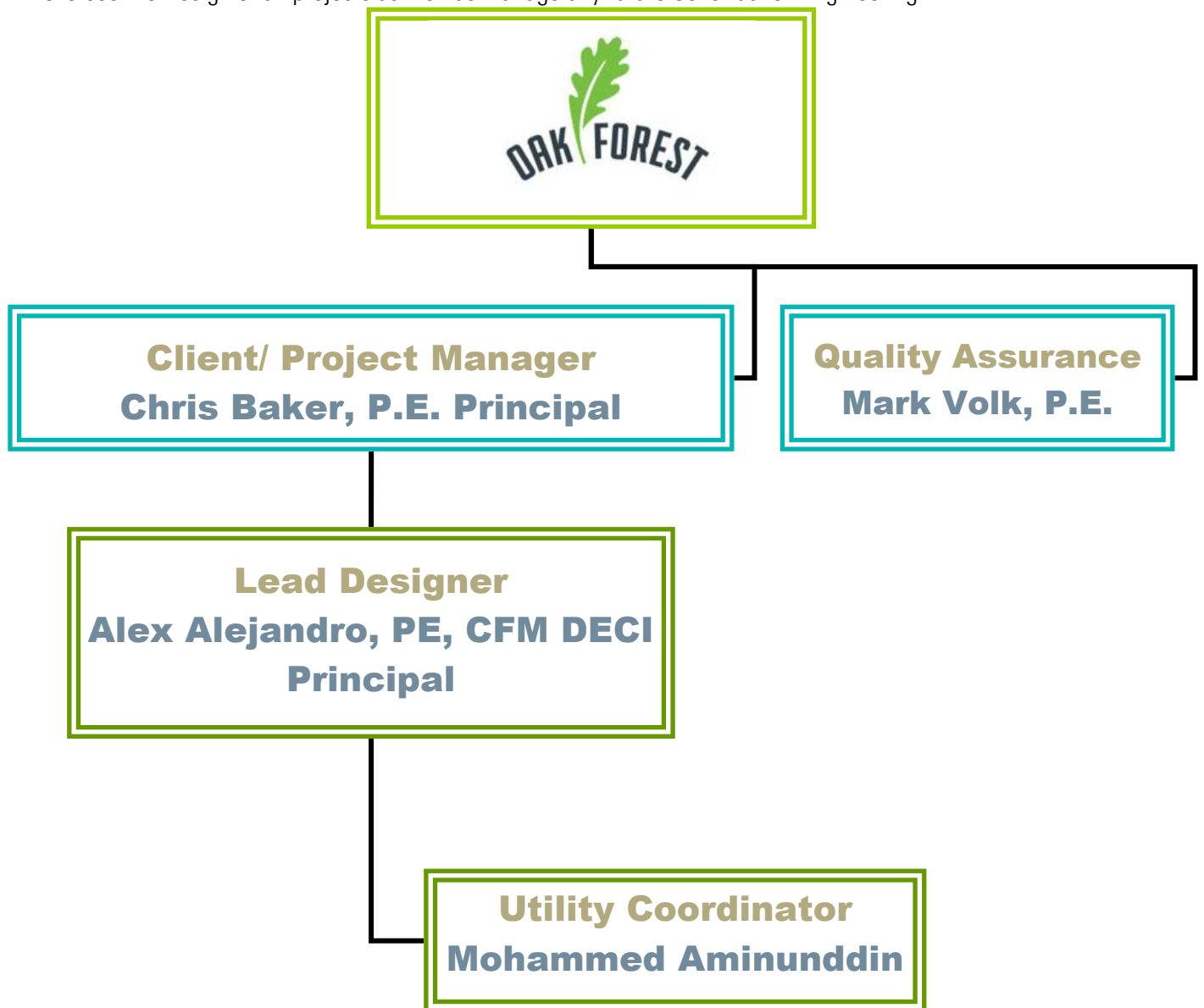
CATEGORY	STATUS
Special Studies - Traffic Studies	X
Special Services - Construction Inspection	X
Special Studies- Location Drainage	X
Location Design Studies - Reconstruction/Major Rehabilitation	X
Location Design Studies - Rehabilitation	X
Highways - Roads and Streets	X
Special Services - Sanitary	X

X	PREQUALIFIED
A	NOT PREQUALIFIED, REVIEW THE COMMENTS UNDER CATEGORY VIEW FOR DETAILS IN EPAS.
S	PREQUALIFIED, BUT WILL NOT ACCEPT STATEMENTS OF INTEREST

ORGANIZATIONAL CHART

Hancock Engineering employs highly skilled individuals that work together to form a company with the reputation of working efficiently and professionally to address the concerns of our municipalities and its constituents of local businesses, schools, and homeowners. Hancock Engineering employees are very aware that to provide our standard of service, we must understand and reflect the views and intention of the municipality.

Chris Baker, P.E., is a company vice president and managing partner at our firm. Chris has over 20 years of municipal engineering experience and will serve as the sole point of contact for the City of Oak Forest. He will oversee the Design of all projects as well as manage any future Construction Engineering.



Chris has teamed with each of these engineers to complete successful recent projects!



Chris Baker, P.E. Vice President, Principal

Chris Baker began his career with Hancock Engineering in 2003 and has quickly progressed from Project Engineer to Client Manager and Principal. He has substantial experience in both design and construction of roadway improvements, water mains, storm and sanitary sewers, and streetscaping projects. He is the company’s Director of Business Development and is active in several professional organizations, including having previously served as President of the APWA’s Suburban Branch.

Recent Engineering projects include:

IEPA Low-Interest Loan Watermain Improvements, Village of Broadview

Design Manager and Resident Engineer of a \$5.8 million water main improvement project through the Village of Broadview’s congested Roosevelt Road corridor, including an 8-inch distribution main and a 16-inch transmission main. Chris investigated and utilized a variety of design options, including lining a portion of water main to save on disruption and restoration costs; and relocating the water main and service connections from the property fronts to the rear alley, necessitating coordination with all property owners for these relocations.

Braga Drive Stage I and Stage II Improvements, Village of Broadview

Lead Phase I and Phase II Designer and Resident Engineer for the nearly \$6 million corridor reconstruction of a local Collector Route. The improvements involved nearly a mile of roadway reconstruction, large diameter storm sewers, water main replacement, and on-street bicycle lanes. Chris then served as Resident Engineer of this 2-year construction project, seeing his own design built through final completion. Consistent Resident and Business interaction was necessary to ensure the project’s completion was a success.

2015-2024 Village-Wide Alley Improvements, Village of Oak Park

Design Manager and Resident Engineer for the Village’s annual alley improvement projects since 2015, which ranged in size annually from \$2 to \$4 million, and replaced more than 100 alleys over 9 years. Chris developed innovative parking solutions, including resident parking passes and special staging for construction. Chris managed a Garage Apron Replacement Program providing residents the benefit of Contract pricing for replacement on private property.

Proviso Roadway Corridor Improvements Village of Berkeley

Resident Engineer for the \$3.5 million federally funded STP project in an industrial district of Berkeley that included full pavement reconstruction, a mile of storm sewers, and a temporary roadway. Proviso Drive is flanked between heavy industry and a railroad line, and Chris coordinated daily with the railroad and the local businesses to minimize impacts on employee access and trucking.

Madison Street Improvements and Road Diet, Village of Oak Park

Resident Engineer for the \$6.5 million road diet through the heart of Oak Park, which involved the redesign of a hazardous four-lane roadway into a pedestrian- and bicycle-friendly two-lane boulevard. The project required considerable public coordination, and Chris held weekly public “Office Hours” and popular monthly “Coffees with the Contractor.” The project was widely regarded as a success and area village’s have reached out for feedback for incorporating into their local improvements.

Education

Bachelor of Science in Civil Engineering, Bradley University, 2003

Work Experience

Hancock Engineering – 2003 to present

Professional Development

Professional Engineer Illinois No. 062-060784

Certifications

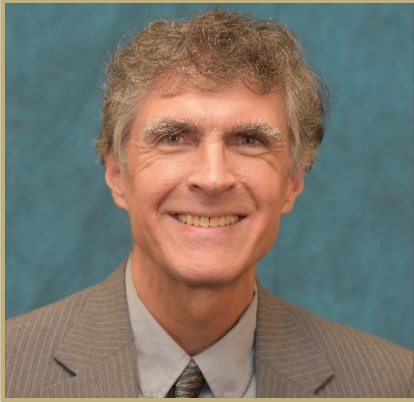
IDOT Documenting Certification

Affiliations/Memberships

American Public Works Association, Suburban Branch - Past President

West Central Municipal Conference’s Bike and Pedestrian Committee

Chris has teamed with each of these engineers to complete successful recent projects!



Mark Volk, P.E.

Vice President, Principal

Mark Volk, P.E. is a Vice President and a Principal at Hancock Engineering. Mark has substantial experience in water system operations and distribution, lift station and pumping facilities, and sanitary and storm sewer network analysis and design. Mark's strong suit is the ability to manage multiple projects across multiple clients in a timely and cost-effective manner. Mark's ability to grasp the project scope early in the process, and his extensive knowledge gained through experience, allow him recognize important details early in the process that affect project budgets, which holds down potential budget overruns during design and construction.

Engineering projects include:

Park Road Water Main Replacement Project, Village of LaGrange Park

Designed a \$1.7 Million project to install 3,600 feet of 10" and 8" water main under public sidewalk in a residential neighborhood and alongside mature trees. Almost 1,000 feet of water main was installed by augering past the trees to minimize damage. The project included replacing lead services up to the meters in homes.

Braga Drive Stage I and Stage II Improvements, Village of Broadview

Lead Designer for the \$5 Million corridor reconstruction of a local Collector Route, including a complete Location Drainage Report for both stages of the project. The project included reconstructing nearly a mile of roadway, 2,500 feet of large diameter storm sewer, 3,000 feet of water main, and on-street bicycle lanes.

31st Street Water Main Replacement Project

Lead Designer and Resident Engineer for a \$1.2 Million water main project, replacing 1,700 feet of 12" water main along 31st Street in LaGrange Park. Work included 7 crossings of 31st Street within casing pipe and the transfer of all water services. A commercial block on the route was restored with decorative stamped concrete sidewalk.

Brookfield Water System Study

Created a computer model of the Village of Brookfield water distribution system consisting of pipe segments, valves, pumps, an elevated tank, and other features. Performed a hydraulic analysis to determine fire flow capacity and areas of low pressure during high demand periods, and to identify areas where the system could be improved.

City of Hometown Resurfacing Projects

Lead Designer and Resident Engineer for various resurfacing projects utilizing MFT, CDBG, and other grant funds for the City of Hometown from 2003 to the present, approximately \$4.5 Million of improvements.

Water Main Under I-294 Tollway, West Suburban Water Commission

Project Manager of a \$900,000 project to install a 20" diameter water main under the I-294 tollway in the Village of Justice. Design included a 26-foot deep drop shaft structure designed for the future capability of replacing the pipe within the casing.

Regional Water System Improvement Project, Village of Oak Lawn

Project and Design Manager for Bid Package 7 of a \$25.0 million Regional Water System Improvement Project for the Village of Oak Lawn. The project involved installation of 19,800 feet of 24" to 42" diameter water mains to increase delivery capacity to the southwest suburbs and was constructed through fully developed residential neighborhoods in Oak Lawn and Chicago.

Education

University of Illinois
– Urbana Champaign
Bachelor of Science in
Civil Engineering, 1984

Work Experience

Hancock Engineering
– 1985 to present

Certifications/Registrations/ Technical Training

Professional Engineer, Illinois
No. 062-048046

Affiliations/Memberships

American Water Works
Association

American Society of
Civil Engineers, Member

American Council of
Engineering Companies,
Member

Village Engineer Role

City of Hometown
(2000- present)

Village of Forest View
(2023- present)

Chris has teamed with each of these engineers to complete successful recent projects!



Alex Alejandro, P.E., CFM, DECI

Principal, Vice President, Erosion Control Manager

Alex Alejandro, P.E. is a Project Engineer at Hancock Engineering. Alex is IDOT certified in documentation and is proficient in administering multiple concurrent projects. Alex specializes in completing and processing required contract documents including contracts, design changes, change orders, pay estimate preparations and final closeout documents. Alex is the Erosion Control Manager for our office and is certified as a DECI. Alex stays current in his knowledge of IDOT required QC/QA testing requirements and has served as the QC manager on many of our recent projects.

Education

Bachelor of Science in Civil Engineering,
University of Illinois - Urbana, 2001

Work Experience

Hancock Engineering –
2002 to present

Professional Development

Professional Engineer, Illinois
No. 062-060307

Certifications

Certified Floodplain Manager,
IL-14-00667

National Green Infrastructure
Certification Program,
NGICP # 00536

Designated Erosion Control Inspector
(DECI)

IDOT Documenting Certification
#23-20697

Affiliations/Memberships

American Public Works Association,
Member

American Society of Civil Engineers,
Member

Recent Engineering projects include:

River Road Water Main Improvements Project, Schiller Park

Project Manager and Designer of a water main improvements project valued at \$1.8 Million in the Village of Schiller Park. The project included 0.5 miles of water main installation, resurfacing, water main restoration, ADA intersection improvements, storm and sanitary sewer improvements, concrete improvements, and parkway restoration.

MFT Street Improvements Project, Schiller Park

Project Manager for a road improvements project valued at \$2.7 Million in the Village of Schiller Park. The project included 2.5 miles of resurfacing and reconstruction, ADA intersection improvements, storm and sanitary sewer improvements, concrete improvements, alley improvements, and parkway restoration.

2023 MFT Residential Street Improvements Project, Bensenville

Project Manager for a road improvements project valued at \$1.8 Million in the Village of Bensenville. The project included 1.7 miles of resurfacing and reconstruction, ADA intersection improvements, storm and sanitary sewer improvements, concrete improvements, and parkway restoration.

Water Main Improvements Project, Downers Grove

Resident Engineer for \$1.4 Million Project in the Village of Downers Grove. The project involved 4,200 feet of water main improvements, with sewer improvements, concrete improvements, pavement markings, and restoration.

Chicago Avenue Resurfacing, Oak Park

Resident Engineer and QC/QA Manager of a federally funded resurfacing project valued at \$3.1 Million in the Village of Oak Park. The project included 1.5 miles of resurfacing, ADA intersection improvements, decorative sidewalk installation with bronze inlays, streetscape improvements with new benches and streetlight improvements, bike detector loop installation, Frank Lloyd Wright planter improvements, and parkway restoration.

Elm Street Water Main Improvements Project, Mount Prospect

Resident Engineer for \$900,000 Project in the Village of Mount Prospect. The project involved the installation of 2,000 feet of water main improvements, with sewer improvements, concrete improvements, pavement markings, and pavement restoration.

Chris has teamed with each of these engineers to complete successful recent projects!



Mohammed "Amin" Aminuddin

Engineer - II

Amin has been with a member of our firm since receiving his master's in civil engineering from Bradley University two years ago. Amin is an excellent communicator who has quickly developed into one of our most versatile young engineers. He has experience in serving as the Designer as well as Construction Engineer for a multitude of project types.

Recent Engineering projects include:

2025 Asphalt Resurfacing and Watermain Improvements, Village of Hinsdale
Design and Construction Engineer for the Village's annual roadway improvement project. Amin performed the topographic survey for this project, including the necessary field work to assist him in selecting the locations for final "spot curb." Amin's familiarity with the design will allow him to smoothly transition to the role of construction engineer.

Wenonah Avenue Flood Relief Sewer, Village of Forest View
Lead Construction Engineer for a large-scale sewer improvement within the Village of Forest View. The project consisted of the installation of a 42" relief sewer overflow in anticipation of connecting to MWRD's proposed connection to the Sanitary and Ship Canal. The construction included jacking and casing below two sets of Railroad tracks. Amin had daily communications with businesses as well as the Railroad throughout construction.

2024 CDBG Roadways - 19th & Bloomingdale, Village of Melrose Park
Lead Construction Engineer for the resurfacing of 19th Avenue and Bloomingdale Ave within the corporate limits of Melrose Park. The construction work included milling existing asphalt pavement, intermittent removal of curbs, sidewalks and driveway pavements; rehabilitation of base course with Class D pavement patching; replacement, reconstruction or adjustment of storm sewer manholes, sanitary sewer manholes and valve vaults; installation of concrete curb and gutter, concrete sidewalks, and detectable warning panels; placement of hot-mix asphalt binder and surface courses; thermoplastic pavement markings; traffic control/protection; and landscape restoration.

Resurfacing & Infrastructure Improvements (DCEO), Village of Melrose Park
Construction Engineer for the \$3 Million dollar infrastructure project utilizing a combination of DCEO and Local funding. This project included milling and resurfacing concrete and asphalt roadways, construction of watermain improvements, a storm sewer relocation, drainage improvements, construction of ADA accessible sidewalks and ramps, and other parkway improvements. Amin assisted with DCEO grant reporting and was involved in the weekly progress meetings with the Village's Public Works Department and the Contractor's team.

2023 Street Improvements, Village of Broadview
Lead Construction Engineer for the \$1,300,000 street improvement project within the Village of Broadview. The improvements were funded in part with MFT monies and were very similar to the upcoming Hinsdale improvements, including roadway resurfacing, spot curb removal and replacement, ADA infrastructure upgrades, replacement of drainage structures and lateral pipes, and the installation of point repairs to the Village's Combined Sewer system. Amin had daily interaction with the Village's Public Works Director as well as residents.

Education

Bradley University, Peoria, Illinois, Graduation (May 2023)

Master of Science in (Civil Engineering), Area of concentration- Construction Management

Muffakham Jah College of Engineering and Technology, Hyderabad, India, September 2020

Bachelor of Science in Civil Engineering

Work Experience

Hancock Engineering - 2023 to present

Al Safa Constructions, - 2020 to 2021

Certifications

CMIT®: Certified in Construction Management (CMIT), Construction Management Association of America (CMAA), March 2023.

OSHA 30: OSHA 30-Hour Construction Safety Certification, Occupational Safety and Health Administration (OSHA), March 2023.

Procure: Procure Student Certification, Procure Project Management Certification, March 2023.

PROJECT UNDERSTANDING

Hancock Engineering understands that the City is looking to procure Phase II Design Engineering Services for the design of watermain improvements at three areas within the City of Oak Forest.

The proposed improvements will work to rehabilitate nearly 6,000 feet of watermain at the following three locations:

Sunset Court

We understand that the existing watermain for homes located along Sunset Court is located in developed rear yards which makes repairs nearly impossible. This project will abandon this main and install a new watermain loop within the roadway corridor.



We acknowledge that there was a former dry cleaner business located within the existing strip mall at 14721 Central Avenue. As part of a soil remediation process, Potassium Permanganate was used at this location. When rubber is exposed to potassium permanganate, the rubber can become *brittle and prone to cracking*. The chemical can also cause oxidation of the rubber, leading to discoloration and a decrease in physical strength. In extreme cases, exposure to potassium permanganate can cause the rubber to break into pieces.

Viton® Gaskets provide significantly improved chemical resistance compared to standard gaskets.

We will also take into account any special needs of the businesses along the east side of Central Avenue to ensure any disruptions are kept to a minimum.

As the existing watermain is located in the rear yards of residents along the east side of Sunset, there will need to be significant rerouting of existing service locations. This will necessitate our survey team to carefully locate each existing buffalo box, as well as identify a path of relocation. To ensure the necessary topographic information is obtained, our design team will walk through the project site to capture images and make notes on potential conflicts prior to completing any survey work.



Victoria Drive & Central Avenue

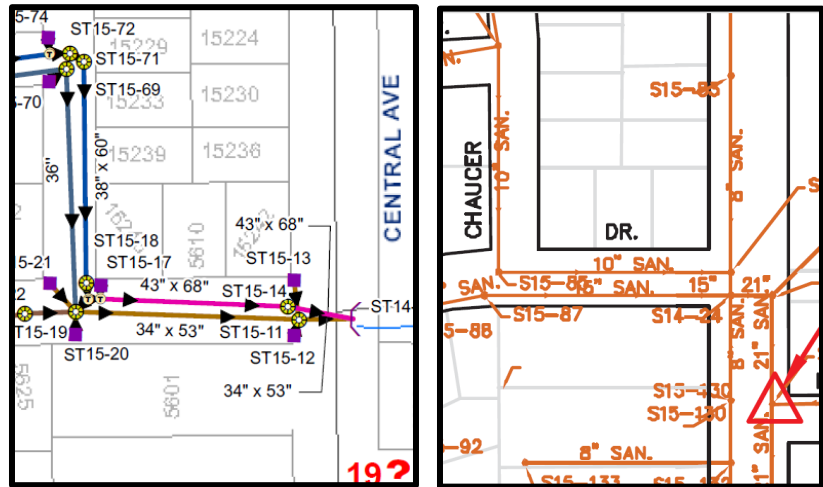
We understand that the existing 10-inch water main, that runs north-south across Victoria Drive at Central Avenue, needs to be removed and replaced due to a significant number of previous water main breaks. In order to isolate this section of the water main and perform a complete shut-down, a new valve will need to be installed at the south side of the intersection.

PROJECT UNDERSTANDING AND APPROACH

We have reviewed the City's utility atlases and do note that there are multiple large diameter storm sewers and multiple sanitary sewers that cross existing water main at the intersection.

Our design team will obtain the vertical and horizontal location of all Oak Forest maintained utilities, as well as the public utilities such as Nicor, ATT, ComEd, Comcast, and any others that are identified during the Design JULIE process.

We will include any adjustments that may be necessary to the proposed watermain or existing utilities in our design.



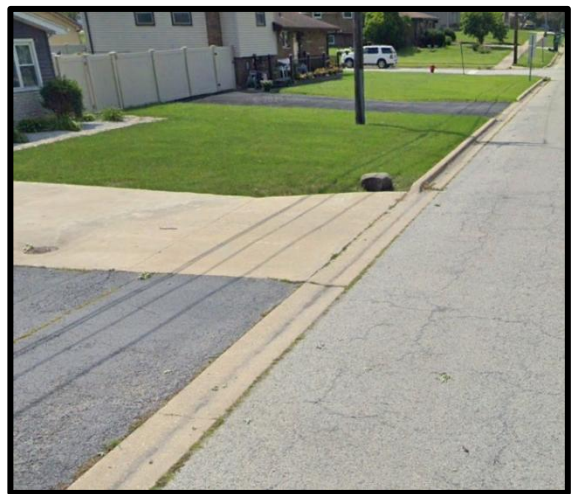
As this location of watermain has experienced substantial breaks in the recent past, we will discuss the possibility of adding a Surge Suppressor, such as the Heil2.0 to this main repair. Surge suppressors limit the effect of water hammers and calms dangerous pressure spikes. They are relatively inexpensive and easy to install. Some of our clients have had higher than anticipated success with their recent installations.

This location is also in close proximity to **Oak Forest High School**. Detailed specifications will need to be included in the Contract Documents prohibiting construction for occurring when school is in session.

Laramie Avenue (153rd Street to 157th Street) & 155th Street (Lockwood Avenue to LeClaire Avenue)

This third area of improvements is located within residential area with mature trees and built up infrastructure. We will investigate multiple potential locations for placement of the new watermain, including the east parkway of Laramie, where if the proposed main was slated to be installed, we would recommend to the city that the missing sections of sidewalk be included as part of the project's restoration to create a more comprehensive improvement for an overall neighborhood improvement.

We understand that there is a single water service that is comprised of unknown material located at 15457 Laramie within the project limits. The city will confirm whether this is a lead service or other prior to the engineering/design phase. We also understand that the City has a separate fund for the replacement of lead services, however, we are very experienced with the replacement of lead water services, both in public ROW and on private property.



If this service is determined to be constructed of lead, we would include provisions in the contract to replace it.

PROJECT APPROACH

Hancock Engineering will perform the following Design Engineering and Bidding Assistance tasks and apply the principles outlined below as part of our approach to completing this project. We will also give special attention to the Special Project Considerations highlighted below.

COMMUNICATION

Whether it's preparing resident letters, creating and maintaining a project website, preparing and conducting public information meetings, or presenting at City Board Meetings, Hancock Engineering is right there making sure everyone that needs to know about the project is well informed. From the beginning we will ensure that all stake-holders have a voice concerning important project issues.

We will work closely with City staff during design with the purpose of making sure the necessary information is being shared, and decisions are being made to keep your design project on track and bring it to successful completion. We have included in our budget an allowance for a kick-off meeting and an allowance for regular phone communications and weekly updates with City staff during the design.

PROJECT KICKOFF

For a project to be successful, **communication must be made a focal point**. It is important that the team meet prior to the start of design to discuss intended timelines, critical issues, goals, expectations, and communication schedule. We will hold the kick-off meeting with City staff and other interested parties to discuss the project scope and our intended plan of action. At a minimum, the following entities will be invited:

Entity	Phone Number
Oak Forest Public Works	(708) 535-4090
Oak Forest Police Department	(708) 687-1376
Oak Forest Fire Department	(708) 687-6050
Oak Forest High School	(708) 687-0500

MEETING MINUTES

We will prepare draft meeting minutes and distribute for attendees' comments before finalizing. All attendees will receive a copy of the final minutes.

TOPOGRAPHIC SURVEY

At Hancock Engineering we believe that a vital step toward a project's success is the creation of a thorough and well-researched set of construction documents. In our industry we see a growing trend where engineers approach the preparation of plans as merely a means to convey the scope and limits of the work and to obtain bid prices from Contractors, in order to minimize the time spent preparing documents. We have always held the contrary

PROJECT UNDERSTANDING AND APPROACH

view. We know that making a careful record of existing conditions, conducting a thorough design, and preparing a proper set of project plans is crucial for avoiding surprises during construction, minimizing cost overruns, and reducing delays.

Hancock Engineering will prepare a topographic survey of the entire project limits for each work location. The survey will be prepared according to Oak Forest's standards, including:

- ◆ Topographic data as needed from right-of-way to right-of-way, and over the full width of any easements being accessed.
- ◆ Elevation points for all cross-section points at interval not to exceed 100 feet.
- ◆ Measured depths and visual inspections of all City-owned water and sewer utilities at all manholes, valve vaults, valve boxes, catch basins, inlets, and sewer clean outs in the survey area.
- ◆ Setting two project benchmarks at each work location, typically on hydrants to remain, with a description of the reference point (such as NE bolt, tagged bolt, or first bolt clockwise of arrow).
- ◆ Detailed data at each connecting intersection and for a minimum of 50 feet in each direction.
- ◆ Location of existing B-boxes, trees, mailboxes, etc.

UTILITY COORDINATION

A cursory review reveals that there are public utilities present in the vicinity of the work. Gas mains and services, buried electrical lines, and communication cables are typically encountered on City utility installations. We will begin communications with the utilities in the work area immediately after the kick-off meeting to inform them of the upcoming project. Our early coordination with utility companies will reduce the chance of delays due to the Contractor's inability to have these utilities mobilize prior to their intended paving schedule.

As part of this effort, we will perform the following:

- ◆ Prepare preliminary plans to be sent to utility companies.
- ◆ Plot existing and proposed utilities in plan (and profile when applicable).
- ◆ Monitor response of utility notices received and make recommendations mitigating conflicts.
- ◆ Attend coordination meetings when required regarding adjustments and relocations.
- ◆ Direct and coordinate utility field verification ("pothole" excavation) to be performed if necessary.

In the event that any utility cannot be avoided, we will work closely with the City and the public utility company to devise a plan in which the utility shall relocate their existing property out of conflict with the City's proposed work to the legal extent allowed.

DESIGN SUBMITTALS

- ◆ **50% SUBMITTAL** – We will identify potential impacts to existing facilities including duration of loss of water service, probable damage to lawns, driveways, sidewalks, trees, and fences. We will propose a recommended scope for the project; we will provide a preliminary cost estimate and determine whether



PROJECT UNDERSTANDING AND APPROACH

any cost saving measures are available and discuss the potential changes in a meeting with the City. We will identify required temporary and permanent easement(s) that may be needed.

- ◆ **95% SUBMITTAL** – We will complete any revisions to the proposed design based on additional utility information as needed, and further refine the design based on comments received from the 50% Submittal; prepare and submit project specifications based on the IDOT Standard Specifications, Standard Specifications for Water and Sewer Construction in Illinois, and City of Oak Forest general specifications. We will update the estimate of cost for the proposed project.
- ◆ **100% SUBMITTAL** – We will revise the plans as necessary based on based on review comments received from the City, information from the final utility coordination, permitting agencies’ comments, and our internal QA process. We will also prepare the final project specifications, bid packet and the final estimate of cost. We will obtain City approval of the proposed design.

Plans will be in a format consistent with the City of Oak Forest standards, and are expected to include the following categories of plan sheets:

Plan Sheets	
1. Title Sheet	6. SWPPP
2. General Notes, MWRD Notes	7. Plan and Profile
3. Summary of Quantities	8. Restoration/Landscape
4. Project Geometry and Control	9. Project Details
5. Existing Conditions and Removal	

Project Specifications will also be in a format consistent with the City of Oak Forest’s standards, and are expected to include the following components:

Specifications Sections	
1. Front-End Documents including:	2. City of Oak Forest Standards
a. Referenced Standard Specifications	3. Special Provisions
b. Supplemental Provisions	4. NOI/SWPPP
c. Insurance Requirements, etc.	

PERMITTING

Hancock Engineering will prepare and submit all necessary documents to the IEPA Division of Water and obtain the Construction Permit. We will obtain necessary City signatures and include the City in all permitting correspondence. We will also submit and obtain permits for the Illinois Historic Preservation Division and Cook County as necessary.

Our proposal fee includes submitting the initial permit application **as well as making any revisions required by the governmental agency.**

PROJECT UNDERSTANDING AND APPROACH

HANCOCK QUALITY ASSURANCE

Hancock Engineering has its own internal Quality Control program. Our firm's commitment to quality production has led us to install in-house procedures that enhance our ability to provide you with the best possible professional services. Quality assurance and self-improvement are primary goals of our firm, and are mandatory for our survival, growth, and continued client satisfaction.

Our Quality Assurance Program (QAP) is a peer review process that includes a defined set of procedures and standards used to facilitate design and to produce documentation of that design that will save the City from costly delays during Phase III Engineering and ultimately will provide substantial costs savings to our client.

Quality Assurance reviews are in-house reviews conducted to verify that all design is performed and documented in conformance with the procedures and standards mandated by our QAP.

The primary purpose of QA reviews is to provide redundancy via a second set of experienced eyes on the drawings to catch mistakes, errors or omissions. For this project, Mark Volk, PE will perform these reviews, although it's not uncommon to have two or more reviewers on large projects. Our reviews will focus on looking at the big picture, reviewing the project details, ensuring clarity of our intentions, and confirming our Estimate of Cost. From there, we send our plans to our Construction Engineer Manager, Bill Peterhansen, P.E. to review in terms of constructability and to reduce the likelihood of any issues arising during construction.



Our internal project control will ensure that the:

- Submitted Design is thoughtful and cost efficient, incorporating the City's comments and overall vision.
- Project Design Schedule is adhered to and that the City is kept abreast of the progress, while we strive to meet all interim milestones.
- Engineering manhours are monitored through each step in the design. Hancock Engineering rarely seeks additional compensation for engineering services.

BIDDING ASSISTANCE

Our client is best served by having a well-informed Contractor bidding on their project. In addition to well-prepared plans and specifications, communication during the bid process helps ensure that the intent of the project as well as existing conditions are understood by the Contractor.

REQUESTS FOR INFORMATION AND ADDENDUMS

During the bidding stage of the project, proposed bidders will typically request information and clarifications to allow them to accurately bid the project. It is critical that all bidders have the same information from which they submit their proposal.

All requests for information will be required to be submitted in writing and responses will be shared with all bidders. Addendums modifying the specification, plans, or proposal packets will be sent no later than 3 days in advance of the bid opening date.

BID OPENING

We will attend the bid opening and prepare a list of the as “as-read” results for City staff. After the bid opening, with City approval, we will transport all submitted proposals back to our office to prepare a bid tabulation summarizing all unit prices submitted by each contractor, calculating the items’ cost extensions, and identifying and duly correcting any errors in accordance with bidding requirements. We typically have the bid tabulation available for City staff to review within one day of the opening.

RECOMMENDATION OF AWARD

Following submittal of the bid tab to the City, we would notify the two lowest bidders of the need to furnish the following documents:

- ◆ A list of municipal projects and locations where they have completed a similar scope of work over the last three years, including contacts for references.
- ◆ A list of current projects they currently have underway and projects they have been awarded, including value of contract, value of work completed to date, and current contract completion date.
- ◆ A list of major subcontractors and suppliers for this project.

We review the information and advise the City Staff of our findings or any concerns that may arise. After any resolution that may be required, we formulate a recommendation of award to the City.

SPECIAL PROJECT CONSIDERATIONS

We have identified the following items that **should be given special consideration** on this particular project to ensure its success:

CONSIDERATION OF ALTERNATIVES

Our evaluation of alternatives would include alternative materials, installation methods, and proposed alignments, within the parameters already decided by the City. Comparisons will consider costs, schedule, disruption of service, and existing utility alignments. We will present the alternatives to the City in a summary report of our findings together with our recommendation for the selected design alternative.

PRIVATE PROPERTY

The water mains installed underneath sidewalks that run alongside private property lines will typically impact a portion of the adjacent private property during construction. Given that the proposed alignment could be underneath the sidewalk located near the ROW lines, private property concerns will be addressed in design.

PROJECT UNDERSTANDING AND APPROACH

During the design process we will examine the potential impact to each property to avoid unnecessary delays and to minimize impacts during construction. During our site visits we will be looking closely at driveways, entrance walks, landscaping, and any other private property features within the potentially impacted work zone.

We have successfully coordinated site access issues on past projects between the municipality, the contractor, and the affected residents, including drafting and providing for City legal review the necessary property owner agreements for site access and property restoration. If necessary, we can provide a draft letter explaining the project and a draft access agreement to the City for use in informing the residents of the proposed work and in providing assurance that any potential damage to their property will be properly addressed.

PUBLIC PROPERTY

We note that the alignment locations for the mains could be on the same side as the existing street lighting and power poles. If the water main is designed for underneath the sidewalk, the streetlight cables that may be impacted will be identified and evaluated for minimizing impacts or for relocating or replacing as necessary.

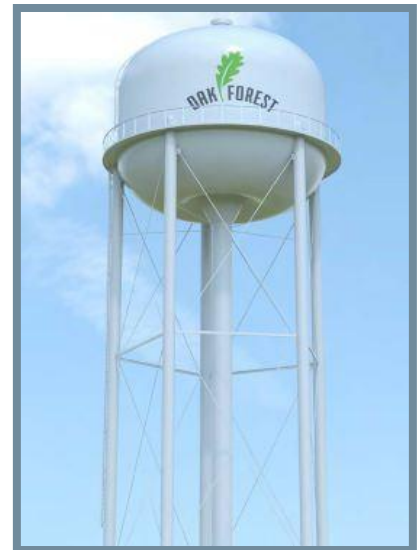
Parkway trees also exist, and their impacts would be considered in choosing the water main alignment and would be properly addressed if the proposed alignment will affect their root zones. Existing utility services such as gas and telephone will be considered in the design, and if utility relocations are necessary, we will coordinate with the City to direct the utility owners to relocate their facilities.

SANITARY AND WATER SERVICES

We will attempt to gather information on the locations of sewer and water services, indicate those on the plans, and address any conflicts that become evident.

ADA SIDEWALK RAMPS

Our topographic survey will include an evaluation of the condition and compliance of each ADA ramp on the project. Any ramp necessarily being disturbed by construction will be designed for replacement within ADA design requirements. Any ramp not being disturbed but which is out of compliance with ADA will be identified to the City for a decision as to whether to include it for replacement under the contract. We evaluate ramps for full-width depression at the curb, detectable warning condition and dimensions, and maximum allowable running and cross slopes.



CONNECTIONS TO EXISTING MAINS

Shut-down connections provide for the tidiest piping configurations and best flows, while pressure connections allow for the least disruption of service. We will discuss preferences for each connection location with City staff, make our recommendation for each location based on existing conditions and City preferences, and design each according to the City's final decision.

CLIENT REFERENCES

We understand that every company claims to provide excellent service. However, we believe there are significant differences between engineering firms. We encourage you to contact our clients – we are confident they will attest that we provide excellent service at very competitive rates.

Client	Name	Position	Contact
Oak Park	Bill McKenna	Village Engineer	bmckenna@oak-park.us
Brookfield	Tim Wiberg	Village Manager	TWiberg@brookfieldil.gov
LaGrange Park	Rick Radde	Public Works Director	rradde@lagrangepark.org
Glen Ellyn	Rich Daubert	Village Engineer	rdaubert@glenellyn.org
Broadview	Matt Ames	Public Works Director	mames@broadview-il.gov

MUNICIPAL EXPERIENCE

Hancock Engineering provides municipal engineering services to a number of clients on a continual basis, and for many of them we serve in the role of Village Engineer. Each client is serviced by a key contact person or liaison in our company. The following is a sampling of communities for which we serve as “Municipal Engineer” on a full-time basis:

- Village of Bellwood
- Village of Melrose Park
- Village of LaGrange Park
- Village of Broadview
- City of Hometown
- Village of Schiller Park
- Village of Maywood
- Village of River Grove
- Village of Riverdale
- Village of Brookfield

We feel our current experience offers a valuable model to build from to service the City of Oak Forest and offers Oak Forest the valuable services of one of our top engineers through regular and reliable in-person and on-site contact, together with the background services of one of the area’s most experienced and established municipal engineering firms. Although we have not worked directly for Oak Forest, many of our municipalities face very similar issues, and all have a **need to focus on Stakeholder Communication**.

Hancock Engineering’s proposed City of Oak Forest liaison, **Chris Baker, PE** serves as Village Engineer to the Village of Broadview as well as Client Manager to Oak Park, Berkeley, and Hinsdale.

Chris is accustomed to reporting to the Public Works Department on day-to-day oversight of infrastructure projects, and directly to the Mayor and Village Manager for planning and budgeting capital improvements.

Collectively our project team has **attended hundreds of board meetings in their career**.

PRESIDENT
Dr. James L. Discipio
VILLAGE MANAGER
Julia A. Cedillo
VILLAGE CLERK
Meghan M. Kooi



TRUSTEES
Robert T. Lautner
Jamie M. Zaura
Karen M. Koncel
Michael L. Sheehan
Jermaine E. Stewart
Joseph F. Caputo

March 8, 2024

Matthew Lew, P.E.
Village Engineer
Village of Hinsdale
19 East Chicago Avenue
Hinsdale, IL 60521

**Re: Hancock Engineering
Letter of Recommendation**

Dear Matthew:

Hancock Engineering has served as the Village Engineer for La Grange Park since the 1950s.

I began my tenure with La Grange Park in 1994, serving as the Chief Water Operator until 2012. I became the Director of Public Works in 2018 and continue to serve in that role today. In my time with the Village of LaGrange Park I have worked closely with Hancock Engineering. We have used Hancock to engineer our capital improvements on a wide variety of projects. This has included our annual paving program, water main improvements, lead water service replacement, storm sewer improvements, and annual maintenance projects.

Hancock Engineering has done an outstanding job of meeting our expectations. They have met project deadlines and consistently create well thought out, buildable designs.

Recently, Mark Volk has had a substantial role in our infrastructure improvements. Mark has designed all of capital improvements over the last three years, including yearly paving programs and water main improvements. Tom Gromada has served as our lead construction engineer on several of these projects. Tom and Mark seem to work very well together, and have served the Village of La Grange Park well.

I would highly recommend Hancock Engineering and this project team for your municipal engineering work. If you have any specific questions feel free to call me.

Sincerely,

Rick Radde
Director of Public Works

447 N. Catherine Avenue, La Grange Park, Illinois 60526-2099
708/354-0225 * www.lagrangepark.org



The Village of Oak Park
Village Hall
123 Madison Street
Oak Park, Illinois 60302-4272

708.383.6400
Fax 708.383.9584
www.oak-park.us
village@oak-park.us

July 13, 2020

Re: Hancock Engineering Recommendation

To whom it may concern:

The Village of Oak Park has utilized Hancock Engineering to assist with our capital improvements on a wide variety of projects over the past seven years, including managing construction of several federally funded roadway resurfacing projects, design and construction engineering of annual alley and roadway reconstruction programs and construction oversight of the \$6 million dollar Madison Street Road Diet

Hancock Engineering has done an outstanding job of meeting our expectations. They have met all project deadlines and consistently create well thought out, buildable designs. However, it is the following traits that result in their repeated work within the Village of Oak Park.

- Client Representation – We appreciate Hancock's policy of ensuring a Principal of the company is assigned as our main point of contact. It ensures that our projects are given appropriate attention. Their responsiveness is top-notch.
- Quality of Field Personnel – All of the design and field staff that has worked within our Village have taken ownership of the project. Their staff has greatly reduced the burden on the Village's employees. We trust that their staff has the best interest of the Village at heart.
- Value – We feel that the cost proposals that we have received have been quite fair. Additionally, Hancock's hourly rates are relatively low so when compared to other firm's pricing, it seems we typically get more man hours for the price.

I would highly recommend Hancock Engineering for municipal engineering work. If you have any questions on specifics, please feel free to call me at the number below.

Sincerely,

Bill McKenna, PE
Village Engineer
Village of Oak Park
201 South Boulevard
Oak Park, IL 60302
708-358-5722
mckenna@oak-park.us

CURRENT CAPACITY

Hancock Engineering focuses our resources on municipal projects. Our desire to keep over 95% of our workload in the public sector has allowed us to avoid fluctuation in manpower and ensure that our rates remain competitive. The annual billings for our firm over the past three years have been very consistent at approximately \$8 Million.

Our staffing levels have been consistent over the past decade and we have been able to meet the varied workload with this staff. Our current projections for the 2026 year are \$8 M in billings. Hancock Engineering is currently pre-qualified by the Illinois Department of Transportation to provide engineering services to the amount of \$8,800,000.00. As evidenced by our ability to meet the varied workload, Hancock Engineering has the capacity and adequate staff available to meet the City of Oak Forest’s schedule.

PROJECT TIMELINE

Hancock Engineering understands the necessity for this project to be completed in an expeditious manner. We understand the City expects this project to be designed so that it can be constructed in early 2026. We have analyzed the necessary design steps and associated timetables and evaluated our current capacity of resources.

We anticipate the following schedule based on the assumed Engineering Award on September 9, 2025:

Engineering Task	Project Completion Date
Kick-Off Meeting with City staff	September 15, 2025
Design JULIE	September 20, 2025
Begin Collection of Data	September 23, 2025
Complete Survey and create base sheets	September 15, 2025
Create 50% plans with Watermain Alignment Options	October 15, 2025
Meet with City to discuss options	October 23, 2025
Submit 95% Plans to City	November 25, 2025
Complete Internal QA Review	December 15, 2025
Submit all Permits	December 15, 2025
Submit Final Plans to Oak Forest	January 15, 2026
Bid Opening	February 15, 2026
Construction Award	March, 2026

We feel we have outlined an aggressive project schedule that has illustrated the need for this project to be made a priority. Hancock Engineering has staff available to work on this project to meet this proposed schedule and have all necessary design work approved and completed prior to the City imposed deadline.

We have the capacity to alter our schedule to meet your desired timeline.

Hourly Rate Breakdown

Hancock Engineering has reviewed the Request For Proposal documents, Utility Atlases, and other supplied information. We have visited the project sites, and we have a solid understanding of the project's scope. We have also created our internal critical path schedule to determine the expected length of design needed for these improvements.

We believe the following chart shows the required manhours that will be needed to effectively design these improvements:

Task	Baker	Volk	Alejandro	Survey	CADD	Total Hours	Total Cost
Meetings and Coordination	76	0	16	0	0	134	\$25,080.00
Topographic Survey	0	0	24	56	0	80	\$5,640.00
Utility and Permit Coordination	0	0	56	26	0	82	\$12,620.00
Preparation of Contract Documents	48	52	181	28	126	447	\$65,515.00
Bidding Assistance	12	0	25	0	0	37	\$6,105.00
Total	136	52	294	110	126	730	
Total Engineering Fee:							\$107,690.00

We want to take the burden of this design project from the shoulders of the City staff. We feel our team is experienced at providing a very high level of service to our clients and would value this opportunity to further display our design skills for your team. We want to create a long-term relationship with the City of Oak Forest, beginning with this important project.

Hourly Rates

PERSONNEL CLASSIFICATION	TOTAL BILLING RATE
ENGINEER – VI	\$165.00
ENGINEER – V	\$150.00
ENGINEER – IV	\$140.00
ENGINEER – III	\$130.00
ENGINEER – II	\$120.00
ENGINEER – I	\$110.00
ENGINEERING TECHNICIAN – V	\$138.00
ENGINEERING TECHNICIAN – IV	\$125.00
ENGINEERING TECHNICIAN – III	\$100.00
ENGINEERING TECHNICIAN – II	\$78.00
ENGINEERING TECHNICIAN - I	\$60.00
CAD MANAGER	\$133.00
CAD - II	\$110.00
CAD – I	\$98.00
ADMINISTRATIVE	\$70.00

**Note: Schedule of Hourly Rates is subject to change annually as of March 1st.
The most current Schedule of Hourly Rates will be in effect at the date of service.**

Addendum No.1 2026 Water Main Replacement Program For the City of Oak Forest

Attached is Addendum No.1 for Oak Forest's Request for Proposals for Engineering Services for the City's 2026 Water Main Replacement Program. Firms submitting a proposal shall acknowledge receipt of Addendum No.1 by including a copy of the Addendum with their submittal. Submittals that failure to include a copy of Addendum No.1 with the proposal will not be accepted.

The due date for this RFP has been extended to Monday, September 1st, 2025 @ 1:30 pm. Questions related to this RFP are due no later than Wednesday August 20th, 2025 @ 3:00 pm

Included in this Addendum No.1 are copies of the water atlas sheets along with descriptions, identifying the locations of the intended work to be included within the project.

Location No.1 Sunset Court

The existing water main, for the homes along Sunset Court, is located in the rear yards, under sheds, pools, decks, etc., making future repairs extremely difficult. The City is looking to install a new water main loop within Sunset Court. The existing water services lines, which are located in the rear of the homes, will need to be rerouted and connected to the new water main. The existing water main will be abandoned.

There are multiple businesses located on the east side of Central Avenue with services connected to the existing water main in the rear alley. This water main will need to remain in place, with a new connection at the south end (see the attached sketch) to allow the existing main to be looped.

Please note that a former dry cleaner business was located within the existing strip mall at 14721 Central Avenue. Due to contaminated soils, the property owner has been working with the Illinois Environmental Protection Agency to remediate the contaminated soils. As part of the remediation process Potassium Permanganate was used. This material has the potential to compromise the water main joint gaskets and was likely in contact with the existing water main. As a result, the existing water main is proposed to be removed and replaced, within the limits shown, with special gasket material, impermeable to the Potassium Permanganate, or other corrosive chemicals. In addition, special steps may be necessary for the installation of the new water main and the removal and disposal of the soil in the remediation area.

- 4" & 6" water main to be removed and replaced is approximately 620-feet.
- New water main installed to loop the existing water main located within the alley is approximately 270-feet.
- New water main loop installed within Sunset Court is approximately 1050-feet.
- Approximately 19 water services to be rerouted and connected to the new water main within Sunset Court.
- All quantities are approximate

Location No.2**Victoria Drive & Central Avenue**

The existing 10-inch water main, that runs north-south across Victoria Drive at Central Avenue needs to be removed and replaced due to previous water main breaks. In order to isolate this section of the water main, a new valve will need to be installed at the south side of the intersection. In addition, it should be noted that there are multiple large diameter storm sewers that cross this main and the intersection.

- Length approximately 75-feet

Location No.3**Laramie Avenue (153rd Street to 157th Street) & 155th Street (Lockwood Avenue to LeClaire Avenue)**

Removal and replacement of existing 6-inch water main along Laramie Avenue, from 153rd Street to 157th Street and existing 6-inch water main along 155th Street, from Lockwood Avenue to LeClaire Avenue.

- Total length of 6-inch water main removal and replacement related to this location is approximately 4,000-feet.
- All quantities are approximate

**Addendum No.2
2026 Water Main Replacement Program
For the City of Oak Forest**

Attached is Addendum No.2 for Oak Forest's Request for Proposals for Engineering Services for the City's 2026 Water Main Replacement Program. Firms submitting a proposal shall acknowledge receipt of Addendum No.1 by including a copy of the Addendum with their submittal. Submittals that failure to include a copy of Addendum No.2 with the proposal will not be accepted.

Due to the Labor Day holiday, the City of Oak Forest offices will be closed. The due date for this RFP has been extended to Wednesday, September 3rd, 2025 @ 1:30 pm.



PROFESSIONAL SERVICES AGREEMENT

**For
2026 WATER MAIN IMPROVEMENT PROGRAM
Design and Bidding Services**

Michael Salamowicz
Director of Public Works
City of Oak Forest
15440 S. Central Avenue
Oak Forest, IL 60452
(708) 535-4090

Ravi S. Jayaraman, PE
Regional Manager
HR Green, Inc.
1391 Corporate Drive, Suite 206
McHenry, IL, 60050
HR Green Project Number 2502705

September 2, 2025

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THIS **AGREEMENT** is between CITY OF OAK FOREST (hereafter "CLIENT") and HR GREEN, INC. (hereafter "COMPANY").

1.0 Project Understanding

1.1 General Understanding

The CLIENT has requested that COMPANY provide professional surveying and engineering services for the design and preparation of permit, bidding, and construction documents for new water main construction/replacement. The project limits are:

Location 1: Sunset Court and Central Avenue:

The existing water main, for the homes along Sunset Court, is located in the rear yards, under sheds, pools, decks, etc. The CLIENT is looking to install a new watermain loop within Sunset Court. The existing water services lines, which are located in the rear of the homes, will need to be rerouted and connected to the new water main. The existing water main will be abandoned. In addition, the existing water main along 147th Street between Central Avenue and Sunset Court may need to be abandoned to avoid short-circuiting the new water main along Sunset Court.

There are multiple businesses located on the east side of Central Avenue with services connected to the existing water main in the rear alley. This water main will need to remain in place, with a new connection at the south end (see the attached sketch) to allow the existing main to be looped. A former dry cleaner business was located within the existing strip mall at 14721 Central Avenue. Due to contaminated soil, the property owner has been working with the Illinois Environmental Protection Agency (IEPA) to remediate the contaminated soils. As part of the remediation process Potassium Permanganate was used. This material has the potential to compromise the water main joint gaskets and was likely in contact with the existing water main. As a result, the existing water main is proposed to be removed and replaced, within the limits shown (in attached sketch), with special gasket material, compatible and resilient to Potassium Permanganate. In addition, special steps may be necessary for the installation of the new water main and the removal and disposal of the soil in the remediation area. The COMPANY assumes that the CLIENT will coordinate with the respective private property owners about access to their property for the required water main improvements. The COMPANY further assumes that the remediation of any contaminated material during construction operations will be by others. The contract bid documents would identify the excavated materials as wastes requiring special handling by the Contractor.

- 4" & 6" water main to be removed and replaced is approximately 620-feet.
- New water main installed to loop the existing water main located within the alley is approximately 270-feet.
- New water main loop installed within Sunset Court is approximately 1050-feet.
- Approximately 19 water services to be rerouted and connected to the new water main within Sunset Court.

Location 2: Victoria Drive & Central Avenue

The existing 10-inch water main, that runs north-south across Victoria Drive at Central Avenue needs to be removed and replaced due to previous water main breaks. In order to isolate this section of the water main, a new valve will need to be installed at the south side of the intersection. In addition, there are multiple large diameter storm sewers that cross this main and the intersection.

- Length approximately 75-feet

Location No.3: Laramie Avenue (153rd Street to 157th Street) & 155th Street (Lockwood Avenue to LeClaire Avenue)

Removal and replacement of existing 6-inch water main along Laramie Avenue, from 153rd Street to 157th Street and existing 6-inch water main along 155th Street, from Lockwood Avenue to LeClaire Avenue.

- Total length of 6-inch water main removal and replacement related to this location is approximately 4,000-feet.

1.2 Design Criteria/Assumptions

- The length of the proposed water main is estimated to be as mentioned in Section 1.1.
- Illinois Environmental Protection Agency (IEPA) Standard Specifications for Water and Sewer Construction in Illinois, 8th Edition.
- City of Oak Forest Design Standards, Details and Specifications.
- No water meter relocation or upgrades proposed in homes or businesses
- No lead service relocations or replacement required
- CLIENT will coordinate with house/property inspection or entry requirements
- COMPANY understands contamination has been remediated near location 1 noted in the understanding. As part of scoping COMPANY assumes soil has been remediated and no additional effort or scope is required other than normal water line installation. Scope only includes provisions in the contract documents for disposal of the excavated waste during water main installation as a special waste as may be required by the Illinois EPA Clean Construction and Demolition Debris (CCDD) requirements.
- CLIENT to issue bid documents, public hearing notices, and any costs associated.
- CLIENT to handle any property coordination for access, connection, and relocation provisions required for design and construction.
- Existing water line and appurtenances do not include lead or asbestos.
- GIS or inventory of CLIENT databases will be done by CLIENT.
- Identifying and addressing lead service lines is not included.



2.0 Scope of Services

The CLIENT agrees to employ COMPANY to perform the following services:

2.1 Survey:

Topographic Survey Services included within the project limits described in the general understanding above as specified in detail below.

A. Right-of-Way and Topographic Survey

COMPANY will recover existing right-of-way (ROW) or lot lines evidence and perform a topographic survey for approximately 1,940 feet at Location No. 1, 75 feet at Location No. 2, and 4,000 feet at Location No. 3. COMPANY will calculate the existing ROW as shown on the existing ROW documents (provided by CLIENT) and/or adjacent recorded plats of subdivision to include on the base map. The survey will include visible existing features and improvements within the existing right of way or easement plus five (5) feet on each side. Existing utilities will be surveyed from visible flags or markings. Storm sewer, sanitary sewer, and watermain structures will be surveyed including rim elevation, invert pipe size, direction and elevation as observed at unlocked manholes. Survey will reference existing NGS control stations on the Illinois State Plane Coordinate System East Zone NAD83 (2011) and NAVD88 (US Survey Feet).

B. Base Map

COMPANY will generate an AutoCAD Civil 3D drawing of the existing features collected within the project limits according to IDOT standards. COMPANY will provide an AutoCAD 2023 drawing with existing features and improvements within the project limits to be shown

2.2 Design Services

A. Plans & Specification

1. Contact utilities utilizing J.U.L.I.E. Design phase locate and request mapping information to identify existing utilities within project area. Contact utility companies to verify if conflicts exist within proposed alignment.
2. Prepare engineering plans, specifications, and contract documents utilizing design criteria as noted previously. The plans shall be submitted for 30% for concept alignment/layout discussion and concurrence, and at 95% for design review. Based on COMPANY's experience with ongoing projects with the CLIENT, the COMPANY will use its standard front-end contract specifications and standard details.
3. A typical set of Final Engineering Plans and Specifications includes the following totaling an estimated 28 sheets:
 - a) Cover Sheet/Project information – One (1) Sheet
 - b) Specifications/General Notes/Summary of Quantities – One (1) Sheet
 - c) Water Utility Plan (1"=20' scale) – Twelve (12) Sheets



- d) Stormwater Pollution Prevention Plan (SWPPP) Plan & Details – Twelve (12) Sheets
- e) Standard Details – Three (3) Sheets
- 4. COMPANY has assumed the following numbers and depth of soil borings for the design efforts:
 - i. Location No. 1: Sunset Court – 3 soil borings, each 15 feet in depth
 - ii. Location No. 2: Victoria Drive & Central Avenue – 1 soil boring 20 feet in depth
 - iii. Location No. 3: Laramie Avenue (153rd Street to 157th Street) & 155th Street (Lockwood Avenue to LeClaire Avenue) – 6 soil borings, each 15 feet in depth
- 5. Prepare an Engineer's Opinion of Probable Costs (EOPC) for the 30% and 95% submittals

B. IEPA Permitting

Submit applicable permits on behalf of the CLIENT. Anticipated permits are:

1. IEPA Public Water Supply Construction Permit
2. Stormwater National Pollutant Discharge Elimination System (NPDES)

C. Bidding Assistance

COMPANY will prepare the necessary bid forms, general terms and conditions, contract forms, advertisement for bid, and miscellaneous documents necessary for a complete bidding package ready for a public bid.

1. Prepare Bid Notice for CLIENT advertising
2. Address contractor questions during bidding period
3. Prepare bid addendums, as necessary
4. Attend bid opening, review bids and recommend award to a contractor

D. Meetings

1. Kickoff meeting with CLIENT
2. One (1) 30% Conceptual Design Meeting with CLIENT (Virtual)
3. One (1) 95% Design meeting with CLIENT to Review/Discuss (Virtual)
4. One (1) Bid Opening

These items include preparation of meeting minutes and distribution to meeting attendees.

E. Project Administration/Project Management

1. This item includes general administrative tasks associated with the project until completion (such as preparing letters, submittals, mailings, etc.).
2. Conduct general coordination throughout the project with CLIENT.
3. Prepare and update the project work plan throughout the project.
4. Perform the invoicing and billing associated with the project until completion.
5. Perform project management tasks associated with the project until completion.



3.0 Deliverables and Schedules Included in this Agreement

Anticipated Schedule:

- Notice to Proceed – September 10, 2025
- Begin Topo. Survey - week of September 9, 2025 (weather dependent)
- Concept Water Main Review with CLIENT – week of October 13, 2025
- 95% P,S,&E to CLIENT for review – week of November 24, 2025
- IEPA Permit Submittal – week of November 24, 2025
- CLIENT comments to COMPANY – week of December 8, 2025
- IEPA Permit (45 days) - week of January 12, 2026
- Bid Advertisement – January 2026 (or pending IEPA Permit receipt)
- Project Bid Opening – February 2026
- Construction Start – March 2026

This schedule was prepared to include reasonable allowances for review and approval times required by the CLIENT and public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in the scope of the project requested by the CLIENT or for delays or other causes beyond the control of COMPANY.

4.0 Items not included in Agreement/Supplemental Services

The following items are not included as part of this AGREEMENT:

- Bid/Construction Documents include improvements behind the existing curb and within existing Right-of-way. No additional ROW or Temporary Construction Easements are anticipated and therefore are not included herein
- Construction bid document distribution to potential bidders
- Prebid meeting with potential bidders
- Tree Species Survey/Inventory
- Landscaping Design Services
- Permit/Platting Fees
- Construction Staking Services
- Construction Observation Services
- As-Built drawings
- Off-site material inspections
- Detailed surveys or record drawings (other than those specified in the Scope of Services)
- Geotechnical services (pavement cores and /or soil borings) beyond those included in the scope of services
- Environmental testing & analysis beyond that included in the scope of services
- Completion of funding applications
- Field calibration of existing water model
- Assistance with bid protests and re-bidding
- Plat of Dedication/Easement
- Plat of Survey/Topography



- Coordination with private property owners for access to their property for proposed water main improvements
- Remediation of contaminated waste at project sites along Sunset Court and Central Avenue.

Supplemental services not included in the AGREEMENT can be provided by COMPANY under separate agreement, if desired.

5.0 Services by Others

Midland Standard Engineering & Testing (MSET) – Geotechnical Services
MSET would assist with the performance of geotechnical exploration and analysis for the referenced project. MSET would also assist with IEPA – CCDD testing and certification for inclusion in the contract bid documents.

6.0 Client Responsibilities

- Provide all available atlas, engineering plans, and record drawings for the existing sanitary, storm, and water main within the project area.
- Field locate and identify all existing water main and services (b-boxes) prior to COMPANY performing field topographical survey.
- Provide standard specifications, details and contract documents.
- Provide Public Water Supply System information necessary for the IEPA Permit Application Schedule B.
- Provide timely and comprehensive review comments of proposed Bid/Construction Document submittals.
- Provide legal review of CLIENT related information as required by project.
- The unmanned aerial vehicle (UAV) mission may include some overlap onto adjoining owners' property. The COMPANY's FAA certified Remote Pilot will monitor the flight path and adhere to FAA rules and regulations relating to unmanned aerial system flights. COMPANY is not responsible for contacting adjoining owners that may fall within this flight path. Notification of owners is at the discretion of the CLIENT.
- Property owner coordination.
- Project procurement documents

7.0 Professional Services Fee

7.1 Fees

The fee for services will be based on COMPANY standard hourly rates current at the time the AGREEMENT is signed. These standard hourly rates are subject to change upon 30 days' written notice. Non-salary expenses directly attributable to the project such as: (1) living and traveling expenses of employees when away from the home office on business connected with the project; (2) identifiable communication expenses; (3) identifiable reproduction costs applicable to the work; and (4) outside services will be charged in accordance with the rates current at the time the service is done.



7.2 Invoices

Invoices for COMPANY's services will be submitted, on a monthly basis. Invoices will be due and payable upon receipt in accordance with the Illinois Prompt Payment Act 50ILCS 505. If any invoice is not paid within these timelines, COMPANY may, without waiving any claim or right against the CLIENT, and without liability whatsoever to the CLIENT, suspend or terminate the performance of services.

7.3 Extra Services

Any service required but not included as part of this AGREEMENT shall be considered extra services. Extra services will be billed on a Time and Material basis with prior approval of the CLIENT.

7.4 Exclusion

This fee does not include attendance at any meetings or public hearings other than those specifically listed in the Scope of Services. These service items are considered extra and are billed separately on an hourly basis.

7.5 Payment

The CLIENT AGREES to pay COMPANY on the following basis:

Time and material basis with a Not to Exceed fee of One Hundred and Thirty-Nine Thousand Two Hundred and Fifty-Six Dollars (\$139,256.00).



8.0 Terms and Conditions

The following Terms and Conditions are incorporated into this AGREEMENT and made a part of it.

8.1 Standard of Care

Services provided by COMPANY under this AGREEMENT will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality.

8.2 Entire Agreement

This AGREEMENT and its attachments constitute the entire understanding between CLIENT and COMPANY relating to COMPANY's services. Any prior or contemporaneous agreements, promises, negotiations, or representations not expressly set forth herein are of no effect. Subsequent modifications or amendments to this AGREEMENT shall be in writing and signed by the parties to this AGREEMENT. If the CLIENT, its officers, agents, or employees request COMPANY to perform extra services pursuant to this AGREEMENT, CLIENT will pay for the additional services even though an additional written agreement is not issued or signed.

8.3 Time Limit and Commencement of Services

This AGREEMENT must be executed within ninety (90) days to be accepted under the terms set forth herein. The services will be commenced immediately upon receipt of this signed AGREEMENT.

8.4 Suspension of Services

If the Project or the COMPANY'S services are suspended by the CLIENT for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this AGREEMENT, the COMPANY shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the CLIENT shall compensate the COMPANY for expenses incurred as a result of the suspension and resumption of its services, and the COMPANY'S schedule and fees for the remainder of the Project shall be equitably adjusted.

If the COMPANY'S services are suspended for more than ninety (90) days, consecutive or in the aggregate, the COMPANY may terminate this AGREEMENT upon giving not less than five (5) calendar days' written notice to the CLIENT.

If the CLIENT is in breach of this AGREEMENT, the COMPANY may suspend performance of services upon five (5) calendar days' notice to the CLIENT. The COMPANY shall have no liability to the CLIENT, and the CLIENT agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this AGREEMENT by the CLIENT. Upon receipt of payment in full of all outstanding sums due from the CLIENT, or curing of such other breach which caused the COMPANY to suspend services, the COMPANY shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

8.5 Books and Accounts

COMPANY will maintain books and accounts of payroll costs, travel, subsistence, field, and incidental expenses for a period of five (5) years. Said books and accounts will be available at all reasonable times for examination by CLIENT at the corporate office of COMPANY during that time.

8.6 Insurance

COMPANY will maintain insurance for claims under the Worker's Compensation Laws, and from General Liability and Automobile claims for bodily injury, death, or property damage, and Professional Liability insurance caused by the negligent performance by COMPANY's employees of the functions and services required under this AGREEMENT.

8.7 Termination or Abandonment

Either party has the option to terminate this AGREEMENT. In the event of failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, then the obligation to provide further services under this AGREEMENT may be terminated upon seven (7) days' written notice. If any portion of the services is terminated or abandoned by CLIENT, the provisions of this Schedule of Fees and Conditions in regard to compensation and payment shall apply insofar as possible to that portion of the services not terminated or abandoned. If said termination occurs prior to completion of any phase of the project, the fee for



services performed during such phase shall be based on COMPANY's reasonable estimate of the portion of such phase completed prior to said termination, plus a reasonable amount to reimburse COMPANY for termination costs.

8.8 Waiver

COMPANY's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.

8.9 Severability

If any provision of this AGREEMENT is declared invalid, illegal, or incapable of being enforced by any Court of competent jurisdiction, all of the remaining provisions of this AGREEMENT shall nevertheless continue in full force and effect, and no provision shall be deemed dependent upon any other provision unless so expressed herein.

8.10 Successors and Assigns

All of the terms, conditions, and provisions hereof shall inure to the benefit of and are binding upon the parties hereto, and their respective successors and assigns, provided, however, that no assignment of this AGREEMENT shall be made without written consent of the parties to this AGREEMENT.

8.11 Third-Party Beneficiaries

Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the COMPANY. The COMPANY's services under this AGREEMENT are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against the COMPANY because of this AGREEMENT or the performance or nonperformance of services hereunder. The CLIENT and COMPANY agree to require a similar provision in all contracts with contractors, subcontractors, sub-consultants, vendors and other entities involved in this project to carry out the intent of this provision.

8.12 Governing Law and Jurisdiction

The CLIENT and the COMPANY agree that this AGREEMENT and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Illinois without regard to any conflict of law provisions, which may apply the laws of other jurisdictions.

It is further agreed that any legal action between the CLIENT and the COMPANY arising out of this AGREEMENT or the performance of the services shall be brought in a court of competent jurisdiction in the State of Illinois.

8.13 Dispute Resolution

Mediation. In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the CLIENT and COMPANY agree that all disputes between them arising out of or relating to this AGREEMENT shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The CLIENT and COMPANY further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, sub-consultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

8.14 Attorney's Fees

If litigation arises for purposes of collecting fees or expenses due under this AGREEMENT, the Court in such litigation shall award reasonable costs and expenses, including attorney fees, to the party justly entitled thereto. In awarding attorney fees, the Court shall not be bound by any Court fee schedule, but shall, in the interest of justice, award the full amount of costs, expenses, and attorney fees paid or incurred in good faith.

8.15 Ownership of Instruments of Service

All reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates and other documents including all documents on electronic media prepared by COMPANY as instruments of service shall remain the property of COMPANY. COMPANY shall retain these records for a period of five (5) years following completion/submission of the records, during which period they will be made available to the CLIENT at all reasonable times.



8.16 Reuse of Documents

All project documents including, but not limited to, plans and specifications furnished by COMPANY under this project are intended for use on this project only. Any reuse, without specific written verification or adoption by COMPANY, shall be at the CLIENT's sole risk, and CLIENT shall defend, indemnify and hold harmless COMPANY from all claims, damages and expenses including attorneys' fees arising out of or resulting therefrom.

Under no circumstances shall delivery of electronic files for use by the CLIENT be deemed a sale by the COMPANY, and the COMPANY makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the COMPANY be liable for indirect or consequential damages as a result of the CLIENT's use or reuse of the electronic files.

8.17 Failure to Abide by Design Documents or To Obtain Guidance

The CLIENT agrees that it would be unfair to hold COMPANY liable for problems that might occur should COMPANY'S plans, specifications or design intents not be followed, or for problems resulting from others' failure to obtain and/or follow COMPANY'S guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are detected or alleged to exist in or as a consequence of implementing COMPANY'S plans, specifications or other instruments of service. Accordingly, the CLIENT waives any claim against COMPANY, and agrees to defend, indemnify and hold COMPANY harmless from any claim for injury or losses that results from failure to follow COMPANY'S plans, specifications or design intent, or for failure to obtain and/or follow COMPANY'S guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities or conflicts contained within or arising as a result of implementing COMPANY'S plans, specifications or other instruments of service. The CLIENT also agrees to compensate COMPANY for any time spent and expenses incurred remedying CLIENT's failures according to COMPANY'S prevailing fee schedule and expense reimbursement policy.

8.18 Opinion of Probable Construction Cost

As part of the Deliverables, COMPANY may submit to the CLIENT an opinion of probable cost required to construct work recommended, designed, or specified by COMPANY, if required by CLIENT. COMPANY is not a construction cost estimator or construction contractor, nor should COMPANY'S rendering an opinion of probable construction costs be considered equivalent to the nature and extent of service a construction cost estimator or construction contractor would provide. This requires COMPANY to make a number of assumptions as to actual conditions that will be encountered on site; the specific decisions of other design professionals engaged; the means and methods of construction the contractor will employ; the cost and extent of labor, equipment and materials the contractor will employ; contractor's techniques in determining prices and market conditions at the time, and other factors over which COMPANY has no control. Given the assumptions which must be made, COMPANY cannot guarantee the accuracy of its opinions of cost, and in recognition of that fact, the CLIENT waives any claim against COMPANY relative to the accuracy of COMPANY'S opinion of probable construction cost.

8.19 Design Information in Electronic Form

Because electronic file information can be easily altered, corrupted, or modified by other parties, either intentionally or inadvertently, without notice or indication, COMPANY reserves the right to remove itself from its ownership and/or involvement in the material from each electronic medium not held in its possession. CLIENT shall retain copies of the work performed by COMPANY in electronic form only for information and use by CLIENT for the specific purpose for which COMPANY was engaged. Said material shall not be used by CLIENT or transferred to any other party, for use in other projects, additions to this project, or any other purpose for which the material was not strictly intended by COMPANY without COMPANY's express written permission. Any unauthorized use or reuse or modifications of this material shall be at CLIENT'S sole risk. Furthermore, the CLIENT agrees to defend, indemnify, and hold COMPANY harmless from all claims, injuries, damages, losses, expenses, and attorneys' fees arising out of the modification or reuse of these materials.

The CLIENT recognizes that designs, plans, and data stored on electronic media including, but not limited to computer disk, magnetic tape, or files transferred via email, may be subject to undetectable alteration and/or uncontrollable deterioration. The CLIENT, therefore, agrees that COMPANY shall not be liable for the completeness or accuracy of any materials provided on electronic media after a 30-day inspection period, during which time COMPANY shall correct any errors detected by the CLIENT to complete the design in accordance with the intent of the contract and specifications. After 40 days, at the request of the CLIENT, COMPANY shall submit a final set of sealed drawings, and any additional services to be performed by COMPANY relative to the



submitted electronic materials shall be subject to separate agreement. The CLIENT is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by the COMPANY and electronic files, the signed or sealed hard-copy construction documents shall govern.

8.20 Information Provided by Others

The CLIENT shall furnish, at the CLIENT's expense, all information, requirements, reports, data, surveys and instructions required by this AGREEMENT. The COMPANY may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The COMPANY shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the CLIENT and/or the CLIENT's consultants and contractors.

COMPANY is not responsible for accuracy of any plans, surveys or information of any type including electronic media prepared by any other consultants, etc. provided to COMPANY for use in preparation of plans. The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the COMPANY from any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising out of or connected in any way with the services performed by other consultants engaged by the CLIENT.

COMPANY is not responsible for accuracy of topographic surveys provided by others. A field check of a topographic survey provided by others will not be done under this AGREEMENT unless indicated in the Scope of Services.

8.21 Force Majeure

The CLIENT agrees that the COMPANY is not responsible for damages arising directly or indirectly from any delays for causes beyond the COMPANY's control. CLIENT agrees to defend, indemnify, and hold COMPANY, its consultants, agents, and employees harmless from any and all liability, other than that caused by the negligent acts, errors, or omissions of COMPANY, arising out of or resulting from the same. For purposes of this AGREEMENT, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war or other emergencies; disease epidemic or pandemic; failure of any government agency to act in a timely manner; failure of performance by the CLIENT or the CLIENT'S contractors or consultants; or discovery of any hazardous substances or differing site conditions. Severe weather disruptions include but are not limited to extensive rain, high winds, snow greater than two (2) inches and ice. In addition, if the delays resulting from any such causes increase the cost or time required by the COMPANY to perform its services in an orderly and efficient manner, the COMPANY shall be entitled to a reasonable adjustment in schedule and compensation.

8.22 Job Site Visits and Safety

Neither the professional activities of COMPANY, nor the presence of COMPANY'S employees and sub-consultants at a construction site, shall relieve the general contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. COMPANY and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The CLIENT agrees that the general contractor is solely responsible for job site safety, and warrants that this intent shall be made evident in the CLIENT's AGREEMENT with the general contractor. The CLIENT also agrees that the CLIENT, COMPANY and COMPANY'S consultants shall be indemnified and shall be made additional insureds on the general contractor's and all subcontractor's general liability policies on a primary and non-contributory basis.

8.23 Hazardous Materials

CLIENT hereby understands and agrees that COMPANY has not created nor contributed to the creation or existence of any or all types of hazardous or toxic wastes, materials, chemical compounds, or substances, or any other type of environmental hazard or pollution, whether latent or patent, at CLIENT's premises, or in connection with or related to this project with respect to which COMPANY has been retained to provide professional services. The compensation to be paid COMPANY for said professional services is in no way commensurate with, and has not been calculated with reference to, the potential risk of injury or loss which may be caused by the exposure of persons or property to such substances or conditions. Therefore, to the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold COMPANY, its officers, directors,



employees, and consultants, harmless from and against any and all claims, damages, and expenses, whether direct, indirect, or consequential, including, but not limited to, attorney fees and Court costs, arising out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acid, alkalis, toxic chemicals, liquids gases, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

It is acknowledged by both parties that COMPANY'S Scope of Services does not include any services related to asbestos or hazardous or toxic materials. In the event COMPANY or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of COMPANY'S services, COMPANY may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the CLIENT retains appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrants that the job site is in full compliance with applicable laws and regulations.

Nothing contained within this AGREEMENT shall be construed or interpreted as requiring COMPANY to assume the status of a generator, storer, transporter, treater, or disposal facility as those terms appear within the Resource Conservation and Recovery Act, 42 U.S.C.A., §6901 et seq., as amended, or within any State statute governing the generation, treatment, storage, and disposal of waste.

8.24 Certificate of Merit

The CLIENT shall make no claim for professional negligence, either directly or in a third party claim, against COMPANY unless the CLIENT has first provided COMPANY with a written certification executed by an independent design professional currently practicing in the same discipline as COMPANY and licensed in the State in which the claim arises. This certification shall: a) contain the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of a design professional performing professional services under similar circumstances; and c) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to COMPANY not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any judicial proceeding.

8.25 Limitation of Liability

In recognition of the relative risks and benefits of the Project to both the CLIENT and the COMPANY, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of the COMPANY and COMPANY'S officers, directors, partners, employees, shareholders, owners and sub-consultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of the COMPANY and COMPANY'S officers, directors, partners, employees, shareholders, owners and sub-consultants shall not exceed \$50,000.00, or the COMPANY'S total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

8.26 Design Without Construction Observation

It is agreed that the professional services of COMPANY do not extend to or include the review or site observation of the contractor's work or performance and the CLIENT assumes all responsibility for interpretation of the contract documents and for construction observation. It is further agreed that the CLIENT will defend, indemnify and hold harmless COMPANY from any claim or suit whatsoever, including but not limited to all payments, expenses or costs involved, arising from the contractor's performance or the failure of the contractor's work to conform to the design intent and the contract documents. COMPANY agrees to be responsible for its employees' negligent acts, errors or omissions.

8.27 Municipal Advisor

The COMPANY is not a Municipal Advisor registered with the Security and Exchange Commission (SEC) as defined in the Dodd-Frank Wall Street Reform and Consumer Protection Act. When the CLIENT is a municipal entity as defined by said Act, and the CLIENT requires project financing information for the services performed under this AGREEMENT, the CLIENT will provide the COMPANY with a letter detailing who their independent registered municipal advisor is and that the CLIENT will rely on the advice of such advisor. A sample letter can be provided to the CLIENT upon request.



ALL GOOD THINGS CLOSE TO HOME

CITY COUNCIL AGENDA MEMO

DATE: September 10, 2025
TO: Mayor Hortsman, City Council
FROM: Tom Rieman, IT Director on behalf of the 911 Board
SUBJECT: Upgrading 13 AVL's for Fire Department Front Line Vehicles

Background

Fire Department currently uses AVL's, Automated Vehicle Location, devices in each of their 13 front line vehicles for proximity dispatching. AVL's use GPS technology in real time so that dispatch personnel can dispatch the nearest emergency vehicles to the location of the incident. AVL's also provide for departmental devices WIFI access allowing them to get internet and City network access using Verizon LTE technology. Current AVL's in place are aging and are in need of replacement. Newer AVL's will allow for faster LTE and WIFI speeds and better CPS accuracy using upgraded processors.

Recommendation and Action Requested

Motion to approve purchase of 13 Cradlepoint R980 AVL routers through Verizon Wireless government pricing program totaling \$14,300.00 with approved 911 Board funds. Verizon Wireless quote includes a \$6,500 credit with this purchase and will be applied on the City's monthly invoice.

Recommendation is to approve purchase of 13 new Cradlepoint R980 AVL routers through Verizon Wireless' government pricing program at \$1,100 per device, totaling \$14,300.00. This includes a 5year support and maintenance per device. Total cost will come from approved 911 Board funds. Verizon Wireless agreement includes a \$500 per device refund totaling \$6,500.00 which will be credited on the City's monthly invoice. Total cost of the Cradlepoint R980 AVL routers is \$7,800.00 after credits are applied.

Welcome

Search 

AARON BEATTY

CITY OF OAK FOREST, 15440 CENTRAL AV , OAK FOREST, IL 60452

Order Expired on 09/09/2025, Please contact your Rep or Verizon Wireless for the assistance.

Activation Email

Please log in to your online **My Business portal** to add or update the email address for the end-user to ensure they receive an **Activation Email** with instructions on how to activate their new equipment.

Done

Thank you for choosing Verizon

Please review your order and let me know if you have any questions.

SALLY CARTER | 815-953-4993 | sally.carter@verizonwireless.com

Order number	4158422
Location	0067301
Creation date	09/02/2025
Expiration date	09/09/2025

Discover more about 5G from the network you trust.

See how we can help transform your business.

Learn more



Overview

Device quantity	13
Plan selected	Public Safety 4G/5G Unlimited Mobile Primary Broadband with MBP

Highlights

Cradlepoint R980 Router



Request changes

Approve

Effective date	Estimated total due monthly ⓘ	Estimated total due today ∨
TODAY	\$520.00	\$14,300.00

Accessory quantity **0**

Pricing option **Subsidy - 1 year**

public safety networks for reliable.



Order details

Here is a summary of your order. To view lines associated with a product or service, expand the line details. To see detailed information on a single line, click the phone number.

Pricing reflects CITY OF OAK FOREST's eligible discounts in accordance with your signed agreement with Verizon. Special offers have been applied based on device & service eligibility. An early termination fee of up to \$650 per line may apply if a line is canceled before the service contract is satisfied. A device subsidy recovery may apply if device subsidy terms are not met. Please refer to your agreement for details.

21.0%

service plans

25%

accessory

Device & accessory summary

[Expand All](#)

Filter by Device & accessory summary

All



[Reset filters](#)

Devices	Quantity	Full Retail Price	Pricing option	Due monthly	Due today
Cradlepoint R980 Router Black, 5YRNETCLOUDESS	13	\$0.00	Subsidy - 1 year	\$0.00	\$14,300.00

Plans & feature summary

[Expand All](#)

Filter by Plans & feature summary

All



[Reset filters](#)

www.verizon.com/about/broadband-facts/

Service	Quantity	Service contract	Due monthly	Due today
Public Safety 4G/5G Unlimited Mobile Primary Broadband with MBP	13	Month to month	\$520.00	\$0.00
Decline Device Protection	13	Month to month	\$0.00	\$0.00

Effective date

TODAY

Estimated total due monthly ⓘ

\$520.00

Estimated total due today

\$14,300.00



Other Charges summary [Expand All](#)

Category	Due monthly	Due today
Shipping	\$0.00	\$0.00
Taxes and government fees ¹	¹ Monthly taxes and government fees will be added to your bill.	\$0.00
Surcharges ²	² Monthly surcharges will be added to your bill.	\$0.00

*Total due monthly will appear on your monthly bill, before your taxes and fees.

Shipping details

By checking this box, I confirm the shipping address and method are correct.

Shipping Address

CITY OF OAK FOREST
15440 CENTRAL AVE
OAK FOREST, IL - 60452
Attn: AARON BEATTY

Shipping Method

3 to 5 Day Ground

Documents for review ↓

Please review and accept the documents as is required to approve your order.

 [Terms for Verizon Wireless FWA Device.pdf](#)

Payment details

Effective date

TODAY

Estimated total due monthly ⓘ

\$520.00

Estimated total due today ▾

\$14,300.00

Bill to account

Sub account :

Due today

0980507380

00001

\$14300.00

- Shipping cost and taxes are subject to change during checkout. Activation/upgrade fee/line up to \$40; restocking fee per device up to \$50. An Economic Adjustment Charge/line/mo may also apply; \$0.98 for basic phones & tablets; \$2.98 or \$3.97 for smartphones & data devices and for wireless business internet plan lines. Subject to business agreement, Calling Plan & credit approval. Either an Offer Recovery Fee or up to \$650 Early Termination Fee may apply. If applicable, your line's Offer Recovery Fee will be the sum of device discounts plus device credits you receive. Offers & coverage, varying by svc, not available everywhere; see vzw.com. Monthly charges are shown before taxes, and VZW surcharges/line/mo (including 36.0% Fed. Univ. Svc.; \$3.78 (voice)/\$1.60 (data-only) Machine to Machine data-only lines will remain \$0.06 Admin Chrg; \$0.21 (voice)/\$0.02 (data-only) Regulatory Chrg). Your organization may qualify for better pricing when the final price is calculated upon checkout. In some states, sales tax is calculated on the full retail price or the VZW cost of the device you purchase, and not on the discounted price you pay. Some users may not be permitted to bill charges to their account, purchase order, and/or credit card. This may prevent you from completing your order online today. CA and NV calculate tax based on full retail value of the item(s) purchased. MA calculates tax on whichever is greater: full retail value or Verizon's cost of the item(s) purchased.
- These charges may differ from what appears on your bill because some taxes and surcharges apply to only a portion of your monthly charges, depending on your plan, features, and device. Taxes are estimated and certain orders containing devices purchased on Device Payment contract terms will be billed actual taxes in effect at the time of order or on such bill, and will be reflected on your Billing Account Invoice. (Devices purchased in AL, AZ, CO, IL, NM, ND, and SD are billed monthly).

Effective date

Estimated total due monthly ⓘ

Estimated total due today ▾

TODAY

\$520.00

\$14,300.00