

AGENDA
VILLAGE OF ROUND LAKE
COMMITTEE OF THE WHOLE MEETING
July 20, 2015
442 N. Cedar Lake Road
To Follow the Regular Board Meeting
The Regular Board Meeting is 7:00 P.M.

CALL TO ORDER

1. ROLL CALL

2. APPROVAL OF MINUTES

2.1 Approve the Minutes of the Committee of the Whole Meeting of July 6, 2015

3. PUBLIC COMMENT

4. COMMITTEE OF THE WHOLE

- Community Development
- Clerk's Office
- Human Resources and Finance
- Public Works, Facilities and Capital Assets, and Engineering
 - Pavement Management Report
 - Well #3 Feasibility Study
 - Chlorine Monitor Purchase
 - Hazard Tree Removal Contract
 - Resolution for Emergency Items
- Special Events
 - Tent Purchase
- Building and Zoning
- Police
 - School Resource Officer Agreement
 - Purchase of Mobile In-Car System Computer Server
 - Replacement of the Outdoor Wireless Access Points for Squad Car Video Uploading
 - Body Camera's
 - Uninterruptible Power Supply (UPS) System - Preventive Maintenance Program
 - Uninterruptible Power Supply (UPS) System - Battery Replacement
- Administration
 - SWALCO Commercial Recycling Program
 - Current Technologies Annual Contract

5. SUGGESTED NEW TOPICS

6. EXECUTIVE SESSION

7. ADJOURN

MINUTES
VILLAGE OF ROUND LAKE
COMMITTEE OF THE WHOLE MEETING
July 6, 2015
442 N. Cedar Lake Road
To Follow the Regular Board Meeting
The Regular Board Meeting is 7:00 P.M.



DRAFT

CALL TO ORDER

THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE OF ROUND LAKE WAS CALLED TO ORDER BY DAN MACGILLIS, VILLAGE PRESIDENT AT 7:36 P.M.

1. ROLL CALL

Present: Trustees Foy, Frye, Kraly, Rodriquez, Triphahn

Absent: Trustee Newby

2. APPROVAL OF MINUTES

2.1 Approve the Minutes of the Committee of the Whole Meeting of June 15, 2015

Trustee Foy moved, Seconded by Trustee Frye, to approve the Minutes of the Committee of the Whole Meeting of June 15, 2015. Upon a unanimous voice vote; the Mayor declared the motion carried

3. PUBLIC COMMENT

NONE

4. COMMITTEE OF THE WHOLE

- Community Development
- Clerk's Office
- Human Resources and Finance
- Public Works, Facilities and Capital Assets, and Engineering

○ Repairs to Truck #49

Public Works Director Adam Wedoff recommend truck #49 be repaired by the Lake County Division of Transportation (LCDOT) mechanic shop, stating this truck is mainly used for plowing snow, and feels it's in the best interest of the Village to keep the truck at least through this coming winter. The LCDOT mechanics have inspected and compiled a list of needed repairs and will work on it with completion prior to the end of fall. They have provided an estimated cost of \$2,441.89

The Mayor and Board agreed to move to the next Consent Agenda

- Special Events
- Building and Zoning
- Police

○ Disposal of Surplus Property – Bicycles

Police Chief Michael Gillette requested to reclassify unclaimed property (Bicycles) to Village owned surplus property and retain for Village use or dispose of through silent public auction at our National Night Out taking place on August 4, 2015

The Mayor and Board agreed to move to the next Consent Agenda

- Leads Online - Investigations Tool Annual Subscription

Police Chief Gillette recommended approval of the annual subscription to leads online for an annual fee of \$2,128.00 for 2015/16. He stated that Leads Online is a multi-faceted investigation tool that tracks activity in considerable detail that will aid in burglary and theft investigations.

The Mayor and Board agreed to move to the next Consent Agenda

- Lake County Metropolitan Enforcement Group

Police Chief Gillette recommended continued membership in the Lake County Metropolitan Enforcement Group with a membership fee of \$12,600.00

The Mayor and Board agreed to move to the next Consent Agenda

- Administration

- Quote for Twelve (12) Computer Replacements

Village Administrator Steve Shields stated three vendors were contacted for quotes with the lowest received back being from Paragon Micro at \$8,219.88 for the twelve computers. The number of computers to be purchased is higher than normal due to time constraints in the previous year and no new computers were purchased. This is a budgeting item

The Mayor and Board agreed to move to the next Consent Agenda

- Migration of PW Server to Village Hall Domain

Village Administrator Shields provided a sole source quote from Current Technologies to migrate the Public Works server and six computers at PW to the Village Hall domain. The Police Department domain had been moved previously when a new server had been installed. The intent is to have all applications and data under one domain

The Mayor and Board agreed to move to the next Consent Agenda

- SWALCO Commercial Recycling Program

Village Administrator Shields discussed the SWALCO Commercial Recycling Program. He stated that the Ordinance, which was provided by SWALCO, would encourage businesses to recycle, however the ordinance does not mandate that they do. The ordinance would require the haulers, that provide refuse and/or recycling, to report back to the municipality the number of businesses under contract for recycling services, and provide that information every six months over the next three years. If the haulers do not demonstrate that at least 50% of the businesses have recycling service at the end of the three year period, the Village may choose to pursue a commercial franchise with one exclusive hauler. The Board and Mayor will ask Walter Willis, from SWALCO, to attend our next COTW meetings to discuss further

5. SUGGESTED NEW TOPICS

It was suggested to consolidated the Accounts Payable report for the packet and perhaps have it as a quick synopsis of department totals that would be one or two pages. The Mayor stated he would have Administration look into it

6. EXECUTIVE SESSION

7. ADJOURN

Motion by Trustee Foy, Seconded by Trustee Frye to adjourn the Committee of the Whole meeting at 8:01 P.M. Upon a unanimous voice vote, the Mayor declared the motion carried.

APPROVED:

Patricia C. Blauvelt
Village Clerk

Daniel MacGillis
Village President



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: PAVEMENT MANAGEMENT REPORT

Agenda Item No. COTW

Executive Summary

Staff recommends entering into an Engineering Services Agreement with Baxter & Woodman, Inc. to complete a Pavement Management Report. The report will establish the current condition of all Village owned streets and provide a five year plan with suggested roadway maintenance and improvements along with their estimated costs. A request for proposals was sent out to engineering firms; the results are as follows:

- Baxter & Woodman, Inc. - \$19,500
- Civiltech Engineering, Inc. - \$19,960
- Strand Associates - \$22,500
- Manhard Consulting - \$32,700
- Hampton, Lenzini and Renwick, Inc. - \$41,851
- Ciorba Group, Inc., Bollinger, Loch & Associates, Inc., Pearson-Brown & Associates, Christopher Burke Engineering and Bleck Engineering were also contacted but did not provide a proposal.

Baxter & Woodman, Inc. has the lowest price proposal. They are familiar with the Village streets, staff and budget.

Proposals are available for review in my office.

Recommended Action

Approve an Engineering Services Agreement with Baxter & Woodman, Inc. for a Pavement Management Report.

Committee: PW/F&CA and Engineering		Meeting Date(s): 07/20/15																																		
Lead Department: Public Works		Presenter: Adam Wedoff, Director of Public Works																																		
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Account(s)</th> <th style="width: 30%;">Budget</th> <th style="width: 30%;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>Other Items</td> <td style="text-align: right;">\$84,921.00</td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$22,000.00</td> <td style="text-align: right;">\$19,500.00</td> </tr> <tr> <td>YTD Actual</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td>35-20-73-77307</td> <td style="text-align: right;">\$106,921.00</td> <td style="text-align: right;">\$19,500.00</td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: center;">Under</td> <td></td> <td style="text-align: right;">\$87,421.00</td> </tr> <tr> <td style="text-align: center;">Over</td> <td style="text-align: center;">-</td> <td></td> </tr> </tbody> </table>			Account(s)	Budget	Expenditure	Other Items	\$84,921.00		Item Requested	\$22,000.00	\$19,500.00	YTD Actual		\$0.00	Amount Encumbered		\$0.00							35-20-73-77307	\$106,921.00	\$19,500.00	Request is over/under budget:			Under		\$87,421.00	Over	-	
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If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.																																				

PROPOSAL TO

VILLAGE OF ROUND LAKE

Pavement Management Report - Services



BAXTER & WOODMAN
Consulting Engineers

Submitted by:
Baxter & Woodman, Inc.
Consulting Engineers
www.baxterwoodman.com

July 2, 2015

July 2, 2015

Mr. Adam Wedoff, PE
Public Works Department
Village of Round Lake
751 West Townline Road
Round Lake, Illinois 60073

Subject: Village of Round Lake - Pavement Management Report

Dear Mr. Wedoff:

The Village's Pavement Management Report is an essential element of the Village's Capital Improvement Program to enhance Village streets and infrastructure through a number of carefully planned improvement projects. Baxter & Woodman is best qualified to assist the Village with this study from our preparation of the 2008 Pavement Management Report Update, as well as several infrastructure studies for the Village.

The 2015 update will be completed in a cost effective manner due to our in-depth knowledge of your streets and their condition, existing in-house data that can be used, and our knowledge of your planned infrastructure improvements. Using that knowledge, the schedule of street improvements over the next 5 years can be tailored to avoid impacts to newly resurfaced streets, ultimately saving money for the Village.

We have the background and knowledge to run with your project, without time and money spent bringing our staff up-to-speed. Our staff is available and ready to assist the Village.

If you have any questions or would like additional information regarding our proposal, please contact me at 815-459-1260 or email me at lhaussmann@baxterwoodman.com. We look forward to assisting the Village with street maintenance planning for the next five years.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Louis D. Haussmann, PE, PTOE
Vice President/COO

LDH:rk

VILLAGE OF ROUND LAKE
Pavement Management Report • 141141.30

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Baxter & Woodman continues to be ranked on the Engineering News-Record's Top 500 Design Firms list. We are also recognized by Public Works Magazine as one of the Top 50 leading firms in public works projects in the nation.



NARRATIVE RESPONSE

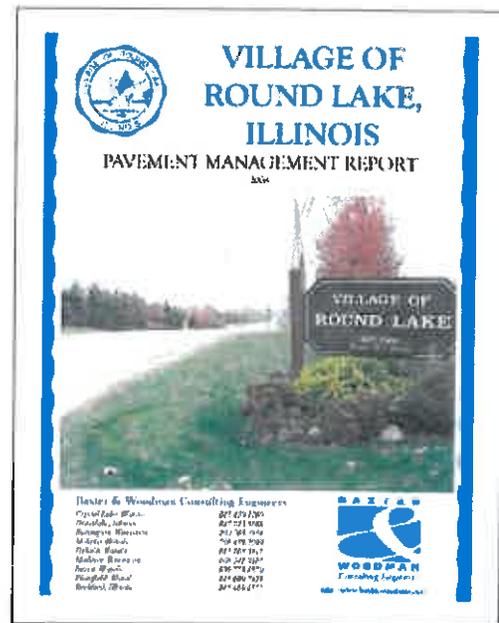
Updating the Pavement management report will map out the most efficient way of maintaining the Village's streets

WORK OVERVIEW

The Village of Round Lake is committed to maintaining its streets to meet the needs of its residents in the most cost effective way through thoughtful planning and analysis. The Village regularly budgets to update its pavement management report approximately every five years. In 2008, the Village made a significant investment in its pavement management program, and we will use that data to further improve the accuracy of and reduce engineering costs for the upcoming report.

The purpose of the pavement management report is to evaluate the condition of the Village's approximately 53 miles of roads in order to prepare a report which:

1. details the Village's pavement maintenance needs, and
2. provides a 5-year maintenance plan to assist the Village with planning efforts for pavements.



Village of Round Lake
2008 Pavement Management Report

The improvement plan will consider the timing of other infrastructure improvements for the Village so that the pavements can be improved in a cost effective manner.

WORK PLAN

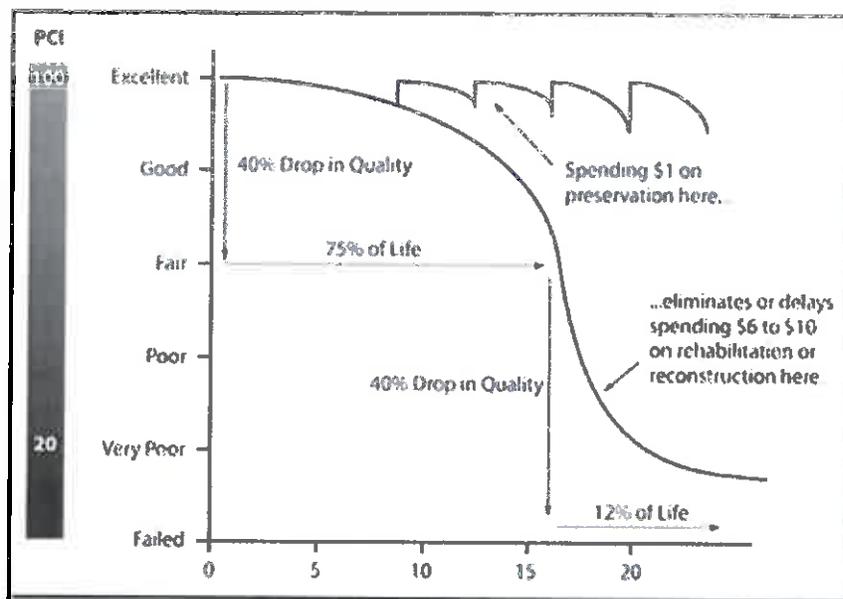
Baxter & Woodman is best qualified to update the Village's pavement management report to produce the most meaningful information and in the most cost effective manner, because we completed the previous Study in 2008 and we already have the street names, lengths and widths in an excel spreadsheet.

Use PASER to Build on 2008 pavement management report

PASER is system developed by the Wisconsin Transportation Information Center. This method is accepted by the Illinois Department of Transportation (IDOT) as an acceptable method to assess pavement conditions. The PASER methodology provides guidance to determine a pavement rating of 1-10 based on observed surface distresses on each pavement. It also provides recommended rehabilitation strategies based on these observed distresses.

After the field analysis is completed, we will determine the most appropriate streets to be included in the 5-year improvement plan, based on the Village’s annual budget, the appropriate rehabilitation method, the costs associated with those improvements, and the effectiveness of the Village’ annual street improvement budget moving forward. Figure 3 shows a typical pavement life cycle and illustrates the importance of preventative maintenance for pavements in “good” and “fair” condition. As the figure indicates, rehabilitation costs increase exponentially as their PCI decreases to “poor” or “failed” condition.

Baxter & Woodman has the advantage of having prepared the previous pavement management report and can use the pavement ratings in 2008 to analyze the rate at which pavements are deteriorating. This information can help form the 5-year plan so pavements are being rehabilitated at the appropriate time to maximize the cost effectiveness of the Village’s street improvement budget. The more times pavements are evaluated, the better the prediction of how each pavement will deteriorate along the pavement life cycle in the future.



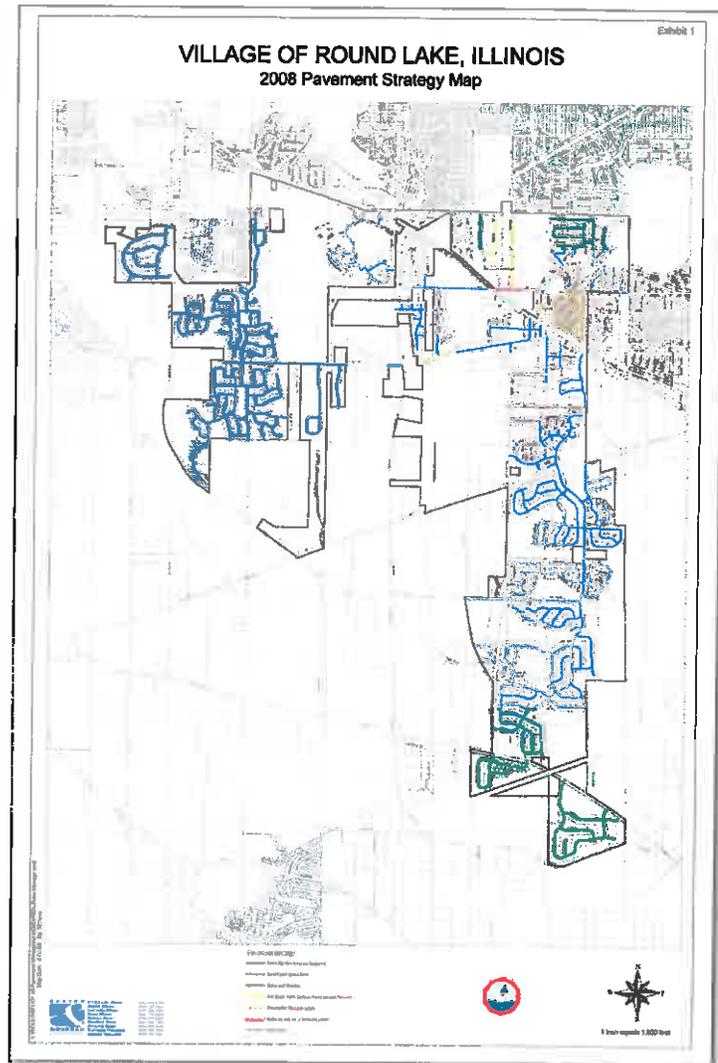
Pavement Life Cycle

Make the Information Useful and User Friendly

After the analysis is complete, we will put the information into a report that is easy to read and that includes:

- Results and analysis of the study,
- Costs of each pavement section,
- Breakdowns of the condition of the Village's pavement system,
- 5-year plan for improvements based on the Village's annual budget, and
- Color coded maps showing results and recommendations.

Added Value: The Village recently invested thousands of dollars in a Geographic Information System (GIS) that gives the Village a powerful tool to track its infrastructure. The information from this report could be added to that system so, in the future, staff can view photos of all the pavements, and view costs and improvement schedule associated with each pavement section.



Pavement Condition Map from 2008 Report

Meet the Village's Expectations

Over the past several years, Baxter & Woodman has learned precisely what level of professional service is expected from the Village on these issues and will apply those lessons learned to this project. We have consistently met the Village's schedule and budget and look forward to continuing that trend on this project.

Act as Extension of Staff

With all the demands placed on a limited staff, the Village needs a trusted, competent consultant who will value staff's time and act as an extension of Village staff by completing this work with little guidance – while communicating key decisions with staff and representing them at the Board presentation. From previous involvement as the Village's Engineer, Baxter & Woodman will provide continuity of staff from past successful projects and is the best suited consultant to provide this service.

COST & PRICE ANALYSIS

Under separate cover per RFP instructions.

IMPLEMENTATION SCHEDULE

Milestone	Date
Notice to Proceed	August 4, 2015
Kick-off Meeting with Staff	August 5, 2015
Complete Field Evaluation	September 1, 2015
Complete Analysis	September 15, 2015
Progress Meeting to Discuss Results	September 21, 2015
Complete Draft Report	October 1, 2015
Present Report to Board	October 20, 2015
Final Report Complete	November 1, 2015

ADDITIONAL INFORMATION & COMMENTS

KEY PERSONNEL

To provide cost effective continuity and consistency of data, Baxter & Woodman will assign the below staff, led by Jason Fluhr, who completed the successful 2008 Pavement Management Report.



Jason J. Fluhr, PE, PTOE™

- 16 years of transportation engineering study and design experience.
- Completed the 2008 Pavement Management Report for the Village.
- Completed similar studies for the villages of Bensenville, South Barrington, West Dundee, Fox River Grove, Island Lake, Round Lake, and Winthrop Harbor, and is presently completing similar studies for the City of Woodstock and Brookfield Zoo.

Jason prepared the Village's 2008 Pavement Management Report. He has also been instrumental in the completion of several of the Village's infrastructure studies which will help guide the schedule of street improvements over the next 5 years. His knowledge of the Village's planned improvements will help to avoid infrastructure improvement impacts to newly resurfaced streets.



Ryan E. Wallace, PE

- 7 years of transportation engineering experience
- Proficient in the preparation of pavement management reports
- Completed similar studies for the villages of Bensenville and LaGrange, the City of Wood Dale, and is presently completing a similar study for the City of Woodstock.

SIMILAR EXPERIENCE

CITY OF WOOD DALE

2010 STREET SUFFICIENCY STUDY

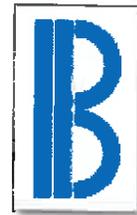
The Village asked Baxter & Woodman to prepare a 5 year MFT Transportation Improvement Plan for annual street repair and preservation. Data was collected from pavement evaluations of all the streets and alleys maintained by the City and was entered into a database. Pavement condition was rated, and rehabilitation strategies and total repair costs were developed for the 47 miles of streets and alleys currently maintained by the City. The 5 year Transportation Improvement Plan prioritizes the extent and type of maintenance required over the next five years for City streets. The Plan is now in use and provides guidance for the expenditure of capital funds for pavement rehabilitation.



VILLAGE OF BENSENVILLE

PAVEMENT MANAGEMENT UPDATE

In 2010, updated the Village's 2002 Pavement Management Program. The update prioritized the expenditure of Motor Fuel Tax and capital funds for the maintenance of Village streets. The pavement evaluation information (pavement condition, amount of required pavement patching, amount of required curb and gutter replacement, estimated cost for construction, etc.) were updated for each street in the Village's existing pavement database. Information was added for any Village streets constructed between 2002 and 2010. Developed an updated Five Year Pavement Management Plan which is guiding the Village's street maintenance efforts for the years 2011 through 2015.



VILLAGE OF LAGRANGE

2011 CAPITAL IMPROVEMENT PLAN

The Village asked Baxter & Woodman to prepare a 5 year Capital Improvement Plan for annual street repair and preservation. Data collected from pavement evaluations of all the streets and alleys maintained by the Village was entered into a database. Pavement condition was rated, and rehabilitation strategies and total repair costs were developed for the 52 miles of streets and alleys currently maintained by the Village.



The 5 year Capital Improvement Plan was created using the pavement inventory database and the developed improvement strategies for each pavement section in the Village, as well as the infrastructure evaluation. The Plan prioritized the extent and type of construction required over the next five years for Village streets and water mains. Emphasis was placed on staging the water main and sewer repairs in conjunction with the recommended pavement improvements. The Plan is now in use and provides guidance for the expenditure of Motor Fuel Tax funds for pavement rehabilitation.

CITY OF WOODSTOCK PAVEMENT MANAGEMENT REPORT

The City asked Baxter & Woodman to complete a pavement management report and prepare a 5 year MFT transportation maintenance plan for annual street repair and preservation. Data is currently being collected from pavement evaluations of all the streets and alleys maintained by the City and will be entered into a database. Pavement condition will be rated, and rehabilitation strategies and total repair costs will be developed for the streets and alleys currently maintained by the City.



Additional Pavement Management Reports have been completed for several clients, including:

Village of Fox River Grove
Village of Island Lake
Village of Round Lake
Village of South Barrington
Village of West Dundee
Village of Winthrop Harbor
North Shore Sanitary District
Village of Mundelein
Village of Franklin Grove
Brookfield Zoo
Village of Hazel Crest
Village of Maple Park
City of Morrison
Village of Carpentersville
Village of Gilberts
City of Country Club Hills
Village of Shorewood
Village of Plainfield

APPENDIX A: RESUMES



Jason J. Fluhr, P.E., PTOE™
Project Manager

Education

B.S., Civil Engineering
Marquette University, 1999

Joined Firm in 1999

Years of Experience: 16

Registrations

Licensed Professional Engineer:
Illinois

Licensed Professional Engineer:
Wisconsin

Licensed Professional Engineer:
Iowa

Certifications

Professional Traffic Operations
Engineer™, certified by the
Institute of Transportation
Engineers, 2007

Associations

American Society of Civil
Engineers

Continuing Education

"Effectively Managing Technical
Teams"
July 2014

"IDOT/ACEC Region 1 Seminar:
Understanding the Local Roads
Process from Agreements
through Construction"
March 2013

Jason has designed and managed many transportation projects and has also served in the field as a Field Engineer, giving him a well-rounded knowledge in transportation engineering. His design and construction engineering projects have primarily consisted of field engineer, program management, roadway reconstruction, roundabouts, streetscape, intersection improvements, bike paths, traffic studies, and roadway maintenance.

Representative Projects

Wood Dale, IL

2010 Street Sufficiency Study

Project Manager for the preparation of a 5 year MFT Transportation Improvement Plan for annual street repair and preservation. Data was collected from pavement evaluations of all the streets and alleys maintained by the City and was entered into a database. Pavement condition was rated, and rehabilitation strategies and total repair costs were developed for the 47 miles of streets and alleys currently maintained by the City.

Bensenville, IL

Pavement Management Update

Project Manager for the 2010 update to the Village's 2002 Pavement Management Program. The update prioritized the expenditure of Motor Fuel Tax and capital funds for the maintenance of Village streets. The pavement evaluation information (pavement condition, amount of required pavement patching, amount of required curb and gutter replacement, estimated cost for construction, etc.) was updated for each street in the Village's existing pavement database. Information was added for any Village streets constructed between 2002 and 2010. Developed an updated Five Year Pavement Management Plan which is guiding the Village's street maintenance efforts for the years 2011 through 2015.

Woodstock, IL

Pavement Management Report

Project Manager for the pavement management report and preparation of a 5 year MFT transportation maintenance plan for annual street repair and preservation. Data was collected from pavement evaluations of all the streets and alleys maintained by the City and was entered into a database. Pavement condition was rated, and rehabilitation strategies and total repair costs were developed for the streets and alleys currently maintained by the City.

Jason also served as Project Manager for pavement management programs for the following Illinois communities/agencies:

South Barrington
West Dundee
Fox River Grove
Island Lake
North Shore Sanitary District
Round Lake
Winthrop Harbor

www.baxterwoodman.com



Ryan Wallace, PE
Transportation Engineer

Education

B.S.E., Civil Engineering
University of Iowa, 2008

Joined Firm in 2008

Years of Experience: 7

Registrations

Professional Engineer: Illinois

IDOT Certifications

Documentation (10-0261)

Associations

American Society of Civil
Engineers (ASCE)

Engineers for a Sustainable
World

Engineers Without Borders

Ryan assists with design and construction services for both state and federally funded projects. Ryan is proficient in the use of PASER, a pavement management database and analysis software package developed by the U.S. Army Corps of Engineers, and endorsed by the American Public Works Association.

Representative Projects**Wood Dale, IL****2010 Streets Sufficiency Study**

Project Engineer for the preparation of a 5 year MFT Transportation Improvement Plan for annual street repair and preservation. Data was collected from pavement evaluations of all the streets and alleys maintained by the City and was entered into a database. Pavement condition was rated, and rehabilitation strategies and total repair costs were developed for the 47 miles of streets and alleys currently maintained by the City.

Bensenville, IL**Pavement Management Update**

Project Engineer for the 2010 update to the Village's 2002 Pavement Management Program. The update prioritized the expenditure of Motor Fuel Tax and capital funds for the maintenance of Village streets. The pavement evaluation information (pavement condition, amount of required pavement patching, amount of required curb and gutter replacement, estimated cost for construction, etc.) was updated for each street in the Village's existing pavement database. Information was added for any Village streets constructed between 2002 and 2010. Developed an updated Five Year Pavement Management Plan which is guiding the Village's street maintenance efforts for the years 2011 through 2015.

Woodstock, IL**Pavement Management Report**

Project Engineer for the pavement management report and preparation of a 5 year MFT transportation maintenance plan for annual street repair and preservation. Data was collected from pavement evaluations of all the streets and alleys maintained by the City and was entered into a database. Pavement condition was rated, and rehabilitation strategies and total repair costs were developed for the streets and alleys currently maintained by the City.

LaGrange, IL**2011 Capital Improvement Plan**

Project Engineer for the preparation of a 5 year Capital Improvement Plan for annual street repair and preservation. Data collected from pavement evaluations of all the streets and alleys maintained by the City was entered into a database. Pavement condition was rated, and rehabilitation strategies and total repair costs were developed for the 52 miles of streets and alleys currently maintained by the Village.

www.baxterwoodman.com

COST PROPOSAL TO

VILLAGE OF ROUND LAKE

Pavement Management Report - Fees



BAXTER & WOODMAN
Consulting Engineers

Submitted by:
Baxter & Woodman, Inc.
Consulting Engineers
www.baxterwoodman.com

July 2, 2015

EXHIBIT A
BASE PROPOSAL

Study and Report: \$ 15,600 Dollars

Allowance for Authorized Services: \$ 100 Dollars/Hour

Presentation to Village Board
(Assume one meeting at 3 hours) \$ 1,900 Dollars

Total Base Proposal:

\$ 17,500 Dollars

Wedoff, Adam

From: Jason J. Fluhr <jfluhr@baxterwoodman.com>
Sent: Tuesday, July 07, 2015 8:57 AM
To: Wedoff, Adam
Subject: pavement management report follow up

Adam – sorry for the delay in getting back to you. Our additional fee to add the data to the GIS system, including photos, pavement condition, 5-year plan, costs, etc. is \$2,000. This also includes one onsite visit to deliver the data and explain how to access the data using ArcReader. This additional work can easily be omitted for now and added on at a later time as well.

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VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: WELL #3 FEASIBILITY STUDY

Agenda Item No. COTW

Executive Summary

Staff is recommending a feasibility study be conducted on Well #3 to determine improvement options. Well #3 is 1,241 feet deep, located on Nippersink Road at the water storage tanks and is the only operating well the Village has. The well is currently tested on a monthly basis to ensure the pump operates and the water is potable. The existing well pump is likely undersized and has broken components which make it an unreliable emergency back up water source in the case of a JAWA shut down. The feasibility study will provide options and estimated costs to upgrade the well to a reliable emergency back up water source. Baxter & Woodman has submitted a Work Order detailing the scope of services with a fee not to exceed \$5,000.

Recommended Action

Approve a work order from Baxter & Woodman to conduct a Feasibility Study on Well #3.

Committee: PW/F&CA and Engineering		Meeting Date(s): 07/20/15																												
Lead Department: Public Works		Presenter: Adam Wedoff, Director of Public Works																												
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**VILLAGE OF ROUND LAKE, ILLINOIS
WELL NO. 3 REHABILITATION FEASIBILITY STUDY**

WORK ORDER

ENGINEERS' PROJECT NO. 150490.30

Project Description:

The Project consists of preliminary engineering for a feasibility study to evaluate rehabilitation options/improvements to allow Well No. 3 to be a substantial back up water supply for the Village. Attachment A of this Work Order identifies and the tasks are more specifically described in Attachment B.

Engineering Services:

The general provisions of this Work Order are enumerated in the Village Engineering Services Agreement between the Village and the Engineers dated March 18, 1998. The scope of services for this Project is listed in Attachment B.

Compensation:

Compensation for the services will be in accordance with the Village Engineering Services Agreement dated March 18, 1998. The Engineer's fee for items described in Attachment A will not exceed **\$5,000.00** for Preliminary Engineering without prior written approval of the Village.

Submitted by: **Baxter & Woodman, Inc.**

By: _____

Louis D. Haussmann, PE, PTOE

Title: Vice President/COO

Date: May 13, 2015

Approved: **Village of Round Lake, Illinois**

By: _____

Daniel A. MacGillis

Title: Mayor

Date: _____

Additional Comments and Conditions:

<u>SCHEDULE</u>	<u>Weeks After Signed Contract</u>
Notice to Proceed	0 weeks
Site Visit and Data Collection	2 weeks
Review of Existing Data and Meeting with Village	6 weeks
Draft Preliminary Design Report	9 weeks
Final Preliminary Design Report (incorporating Village comments)	12 weeks

PROJECT DESCRIPTION

The anticipated scope of work involves a feasibility study to evaluate rehabilitation options/improvements to allow Well No. 3 to be a substantial back up water supply for the Village. No physical improvements will be made to Well No. 3 as part of this investigation, nor will there be any on-site well borehole testing, well pumping equipment removal, or water quality/quantity testing.

SCOPE OF SERVICES

The standard of care for all professional engineering and related services performed or furnished by the Engineer under this Agreement will be the care and skill ordinarily used by members of Engineer's profession practicing under similar circumstances at the same time and in the same locality on similar projects. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services.

The following scope of services details the anticipated tasks necessary to successfully complete this Project.

1. **ADMINISTRATION & MEETINGS** – Confer with the Village and their staff, from time to time, to clarify and define the general scope, extent and character of the Project.
2. **PROJECT MANAGEMENT** – Plan, schedule, and control the activities that must be performed to complete the Project. These activities include, but are not limited to, budget, schedule, and scope.
3. **SITE VISIT** – Inspect well site and analyze condition of existing well facility and any impacts on potential well rehabilitation.
4. **HISTORY REVIEW** – Review previously conducted studies, prior well rehabilitation, water quality and pumping records.
5. **ANALYSIS OF EXISTING SYSTEM** – Review future water demands in comparison to possible or desirable emergency water supply quantities.
6. **REVIEW EXISTING DATA** – Review existing hydrogeological reports, well logs, and operating reports and discuss with well drillers to form an opinion as to possible rehabilitation or new well options.
7. **PROCESS DESIGN CONSIDERATIONS** – The preliminary design of this Project shall consider and include but not be limited to the following:
 - *Contamination* – Identify any existing potential sources of contamination that may impact existing well location.
 - *Existing Wells Examination* – Review the operational records of any existing wells to determine the cause and extent of any current well problems.
 - *Preliminary Cost Estimate* – Develop an opinion of the probable total project cost including construction, engineering services, contingencies, and, on the basis of information furnished by the Village, allowances for legal services, financial consultants, and any administrative services or other costs necessary for completion

of the Project. Develop a phasing program so that the Village can apply the costs to their fiscal plan.

8. **PRELIMINARY DESIGN REPORT** – Prepare a Design Report containing schematic layouts, sketches, conceptual design criteria with appropriate exhibits to indicate clearly the considerations involved and the alternative solutions available to the Village and setting forth the Engineer’s findings and recommendations for the final design of the Project. The Report shall include, but not be limited to the following:
- A basis of design.
 - An evaluation of the cost-effectiveness and feasibility of alternatives.
 - A site plan for the entire property owned by the Village showing existing, proposed and future facilities.
 - An opinion of the probable total project cost including construction, engineering services, contingencies, and, on the basis of information furnished by the Village, allowances for legal services, financial consultants, and any administrative services or other costs necessary for completion of the Project.

I:\Crystal Lake\ROULK\150490-Well No. 3 Rehabilitation\Contract\Well No. 3 Rehabilitation Feasibility Study Attachment B.doc



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: CHLORINE MONITOR

Agenda Item No. COTW

Executive Summary

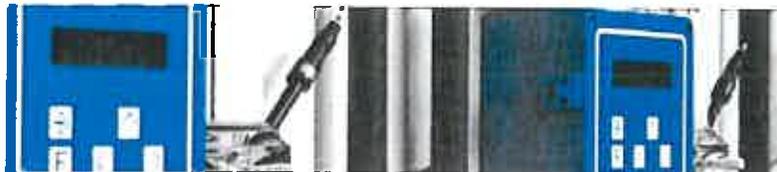
Staff is recommending approval to purchase an automatic chlorine monitor for the Village water system and to connect it to the Village SCADA system. According to IEPA regulations, the Village must sample chlorine levels at our water intake point every day which means a Public Works employee must come in on Saturday and Sunday. The cost of this overtime for the Village is approximately \$4,700 per year. An automatic chlorine monitor connected to the Village SCADA system would eliminate the need to manually check the levels and the associated overtime costs. Therefore, the system would pay for itself in less than two years. Midwest Water Group is the sole source for the SWAN Monitor. BWCSI installed the Village SCADA system and has serviced it ever since. Additional SCADA tags will also need to be installed; that work will be done with the SCADA server upgrade which is also budgeted for this fiscal year.

SWAN Monitor: \$5,440.00
BWCSI Connection: \$4,190.00
 Total Cost: \$9,630.00

Recommended Action

Approve the purchase of a SWAN Monitor AMI Trides from Midwest Water Group and SCADA connection services from BWCSI.

Committee: PW/F&CA and Engineering		Meeting Date(s): 07/20/15																																					
Lead Department: Public Works		Presenter: Adam Wedoff, Director of Public Works																																					
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- [Chlorine, Ozone, ClO2](#)
- [Monitor AMI Trides](#)
- [Monitor AMI Trides, compact](#)
- [Analyzer AMI Codes-II](#)
- [Analyzer AMI Codes-II TC](#)
- [Analyzer AMI Codes-II CC](#)
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Monitor AMI Trides	Description	Specifications	Order scheme	Downloads	more
---------------------------	-------------	----------------	--------------	-----------	------

Description

Microprocessor controlled system for the automatic and continuous measurement of disinfectants in potable water and swimming pools

Amperometric analyzer for disinfectants such as hypochlorous acid, free chlorine, chlorine dioxide, ozone, bromine, iodine.

Optional pH measurement for the on-line compensation of pH when measuring free chlorine

No reagents, no consumables

Factory tested and calibrated. Provides immediate results

Options

pH or ORP(Redox) electrode with cable (order separately)

Communication interface for transmitter

Ozone measurement



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- Trade Shows 2015**
- EPRI, 11th International Conference on Cycle Chemistry**
July 13 - 17, 2015
St. Louis, Missouri
63102
 - Kentucky / Tennessee WPC 2015**
July 26 - 28, 2015
Covington, KY
 - AEP BRD Forum 2015**
August 10 - 14, 2015
Columbus, OH
 - POWER-GEN Natural Gas**
August 18 - 20, 2015
Columbus, OH
 - Chesapeake AWWA (TriCon)**
September 1 - 4, 2015
Ocean City, MD
 - AWT Annual Convention**
September 9 - 12, 2015
Nashville, TN
 - WWA Annual Conference**
September 9 - 11, 2015
Kalahari Resort, Wisconsin Dells, WI
 - Rooky Mountain AWWA Conference**
September 13 - 18, 2015
Loveland, CO
 - Intermountain AWWA**
September 16 - 18, 2015
Logan, UT
 - IPWSDA Annual Conference**
September 16 - 18, 2015
Springfield, IL
 - Tri-State Seminar**
September 22 - 24, 2015
South Point Hotel, Las Vegas, NV
 - weWater 2015**
September 28 - 30, 2015
McCormick Place, Chicago, IL



Your local Swan Analytical Rep:
 Midwest Water Group
 P.O. Box 909
 Lake Geneva, WI 53147
 (866)526-6558 | (866) 526-6559 fax

Quotation

Date	Quote #
7/9/2015	1425

Name / Address
Village of Round Lake 751 W. Townline Rd. Round Lake, IL 60073

Ship To
Village of Round Lake Mark Kilarski 751 W. Townline Rd. Round Lake, IL 60073

Proposal Total ~~\$5,791.00~~

Item	Description	Qty	Unit Price	Total
SWAN-TRIDES	SWAN Monitor AMI Trides Part# A-26.111.000 Transmitter/controller in aluminum case on mounting panel with sensors and flow cell. Power Supply: 85-265 VAC / 47-63Hz (INCLUDES 3 YEAR WARRANTY ON THE TRANSMITTER.)	1	5,440.00	5,440.00
SWAN-TRIDES...	OPTIONS Swansensor pH for AMI Trides Part# A-87.127.010 pH combined gel electrode for standard applications includes cable and calibration solution	1	305.00	305.00
SWAN-TRIDES...	SWAN Part# A-85.119.010 pH-Calibration set (1 x pH7, 1x pH9, each 40 ml)	1	46.00	46.00

Please address all purchase orders and payments to:
MIDWEST WATER GROUP, INC.
 P.O. Box 909
 Lake Geneva, WI 53147

Rep	
-----	--

Any questions, please call Michelle Harrod at 630-408-7323



B&W Control Systems Integration
8678 Ridgefield Road · Crystal Lake, IL 60012
815.788.3600 office · 815.455.0450 fax · www.bwcsi.com

July 13, 2015

Mr. Mark Kilarski
Foreman Water/Sewer Department
Village of Round Lake
751 West Townline Road
Round Lake, Illinois 60073

***Subject: Well #2 Chlorine Analyzer Integration
BWCSI Job Number 150675.50***

Dear Mr. Kilarski:

Below is the proposal you requested for integrating your new chlorine analyzer at Well #2 into your existing SCADA system. By adding this information to SCADA, the Village will be able to better manage and report on the distribution disinfection system status, saving staff hours and improving response to abnormal operational conditions.

Scope of Services

Equipment

- No equipment will be provided under this project by BWCSI.

Labor

Project Management

- Plan, schedule, and coordinate the activities that must be performed to complete the project.

Well #2 Remote Site

- Terminate control wiring at chlorine analyzer and at the Programmable Logic Controller (PLC).
- PLC programming modifications will include the following:
 - Scale incoming chlorine residual analog signal from the chlorine analyzer.
 - Add high and low alarming logic for chlorine residual analog signal. Setpoints will be operator-adjustable from iFIX.
 - Transfer required status and alarm data to the Master Site PLC.



Public Works Master Site

- PLC programming modifications will include the following:
 - Modify PLC remote site messaging to read new chlorine analyzer status and alarms from the Well #2 remote site.
- iFIX SCADA software modifications will include the following:
 - Display chlorine analyzer information from Well #2 on an existing screen.
 - Add operator-adjustable high and low alarm setpoints for the Well #2 chlorine residual value on an existing screen.
 - Display high and low alarm indications from Well #2 remote site.
 - Automatically populate existing daily report with chlorine residual value from iFIX SCADA at time designated by the Village.
- WIN-911 alarm notification software modifications will include the following:
 - Add high and low chlorine residual alarms from Well #2 and configure them to dial out to notify operators.
 - Test alarms and confirm successful alarm dial outs.

BWCSI Assumptions

- Village will provide all electrical work such as conduit and wiring between the PLC control cabinet enclosure and the chlorine analyzer.
- Village will provide all hardware required for integration including but not limited to the PLC and chlorine analyzer.
- Village will provide one (1) day of site access for installation, programming and startup on normal business days between 7:00am and 3:30pm. Work past 3:30pm can be agreed upon as needed, provided BWCSI can secure the site(s) upon departure.
- Village understands that all existing equipment to remain is assumed to be in good, working order. In the event that any other equipment does not perform as-expected, BWCSI will work with the Village to repair, as-needed, under a separate contract.
- Village will dispose of/recycle any removed equipment.
- Village understands that warranty on materials will be provided strictly by the manufacturer. No additional labor or materials warranties are provided by BWCSI.
- Village understands that the above work cannot be completed at the Public Works Master Site until the separate SCADA upgrade work is completed. This includes upgrades to the iFIX licensing which will allow this new information to be displayed.



Project Schedule

BWCSI is available to begin work upon receiving a signed agreement.

Fee

Our fee for the above scope will be computed on the basis of hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel costs, which total amount will not exceed \$4,190.

This agreement is valid for 90 days from the date of this proposal.

Terms & Conditions

Refer to attached Standard Terms & Conditions document.



Acceptance

If this proposal is acceptable, please sign one copy and return to us. Feel free to contact me if you have any questions.

Sincerely,

B&W CONTROL SYSTEMS
INTEGRATION, LLC

James R. Gramhofer
Automation Support Manager
JRG

Christopher T. Sosnowski, PE
President

I:\Crystal Lake\ROULK\150675 - Well 2 Chlorine Analyzer Integration\10-INITIATION\150675 Proposal - Well 2 Chlorine Analyzer Integration.docx

AUTHORIZATION BY

Signature/Date: _____

Printed Name and Title: _____

Above signature implies acceptance of the attached STANDARD TERMS & CONDITIONS, Rev 3.



Standard Terms and Conditions

(REV 3)

1. The submitted proposal and these Standard Terms & Conditions constitute and are herein referred to as the Agreement.
2. B&W Control Systems Integration, LLC is herein referred to as BWCSI, and the party with whom BWCSI is entering into this Agreement with is herein referred to as OWNER.
3. BWCSI may submit requests for periodic progress payments for services rendered. Payments shall be due and owing by the OWNER upon receipt of BWCSI's invoice for services. Payments to BWCSI after (60) consecutive calendar days from the date of BWCSI's invoice for services shall include an additional late payment charge computed at an annual rate of twelve percent (12%) from date of BWCSI's invoice; and BWCSI may, after giving seven (7) days written notice to the OWNER, suspend services under this Agreement until BWCSI has been paid in full all amounts due for services, expenses, and late payment charges.
4. This Agreement may be terminated, in whole or in part, by either party if the other party substantially fails to fulfill its obligations under this Agreement through no fault of the terminating party; or the OWNER may terminate this Agreement, in whole or in part, for its convenience. However, no such termination may be effected unless the terminating party gives the other party: (1) not less than ten (10) calendar days written notice by certified mail of intent to terminate, and (2) an opportunity for a meeting with the terminating party before termination. If this Agreement is terminated by either party, BWCSI shall be paid for services performed to the effective date of termination, including reimbursable expenses. In the event of contract termination, the OWNER shall receive reproducible copies of Drawings, Custom Developed Applications and other documents completed by BWCSI.
5. BWCSI agrees to hold harmless and indemnify the OWNER and each of its officers, agents and employees from any and all liability claims, losses, or damages, to the extent that such claims, losses, or damages are caused by BWCSI's negligence in the performance of the services under this Agreement, but not including liability that may be due to the sole negligence of the OWNER or other consultants, contractors or subcontractors working for the OWNER, or their officers, agents and employees. In the event claims, losses, or damages are caused by the joint or concurrent negligence of BWCSI and the OWNER they shall be borne by each party in proportion to its negligence.
6. The OWNER acknowledges that BWCSI is a Limited Liability Company and not a Professional Service Corporation, and further acknowledges that the corporate entity, as the party to this contract, expressly avoids contracting for individual responsibility of its officers, directors, or employees.
7. The OWNER and BWCSI agree that any claim made by either party arising out of any act of the other party, or any officer, director, or employee of the other party in the execution or performance of the Agreement, shall be made solely against the other party and not individually or jointly against such officer, director, or employees.
8. For the duration of the project, BWCSI shall procure and maintain insurance for protection from claims under worker's compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom, alleged to arise from BWCSI's negligence in the performance of services under this Agreement. The OWNER shall be named as an additional insured on BWCSI's general liability insurance policy. The limits of liability for the insurance required by this Subsection are as follows:

Workers Compensation:	Statutory Limits	Excess Umbrella Liability:	\$5,000,000 per claim and aggregate
General Liability:	\$1,000,000 per claim	Professional Liability:	\$5,000,000 per claim
	\$2,000,000 aggregate		\$5,000,000 aggregate
Automobile Liability:	\$1,000,000 combined single limit		
9. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate, of BWCSI and their officers, directors, employees, agents, and any of them, to the OWNER and anyone claiming by, through or under the OWNER, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or in any way related to the project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty expressed or implied of BWCSI or their officers, directors, employees, agents or any of them, hereafter referred to as the "OWNER's Claims", shall not exceed the total insurance proceeds available to pay on behalf of or to BWCSI by their insurers in settlement or satisfaction of OWNER's Claims under the terms and conditions of BWCSI's insurance policies applicable thereto, including all covered payments made by those insurers for fees, costs and expenses of investigation, claims adjustment, defense and appeal.
10. BWCSI is responsible for the quality, technical accuracy, timely completion, and coordination of all Designs, Drawings, Custom Developed Applications and other services furnished or required under this Agreement, and shall endeavor to perform such services with the same skill and judgment which can be reasonably expected from similarly situated professionals.
11. The OWNER may, at any time, by written order, make changes within the general scope of this Agreement in the services to be performed by BWCSI. If such changes cause an increase or decrease in BWCSI's fee or time required for performance of any services under this Agreement, whether or not changed by any order, an equitable adjustment shall be made and this agreement shall be modified in writing accordingly. No service for which an additional compensation will be charged by BWCSI shall be furnished without the written authorization of the OWNER.
12. All Drawings, Custom Developed Applications, and other documents prepared or furnished by BWCSI pursuant to this Agreement are instruments of service in respect to the project, and BWCSI shall retain the right of reuse of said documents and electronic media by and at the discretion of BWCSI whether or not the project is completed. Electronic copies of BWCSI's documents for information and reference in connection with the use and occupancy of the project by the OWNER and others shall be delivered to and become the property of the OWNER; however, BWCSI's documents are not intended or represented to be suitable for reuse by the OWNER or others on additions or extensions of the project, or on any other project. Any such reuse without verification or adaptation by BWCSI for the specific purpose intended will be at the OWNER's sole risk and without liability or legal exposure to BWCSI, and the OWNER shall indemnify and hold harmless BWCSI from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.
13. Any provision or part thereof of this Agreement held to be void or unenforceable under any law shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the parties. The parties agree that this Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.
14. This Agreement contains and embodies the entire and integrated agreement between parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral.



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: HAZARD TREE REMOVAL CONTRACT

Agenda Item No. COTW

Executive Summary

Staff is recommending approval to contract with Sawvell Tree Service, Inc. for removal of hazard trees throughout the Village. In the spring, a certified arborist located and documented parkway trees that were deemed to be hazards and recommended they be taken down. A request for proposals was sent out to contractors; the results are as follows:

- Sawvell Tree Service - \$23,928.00
- McGinty Brothers - \$28,599.50
- Clean Cut Tree Service - \$41,675.00
- American Arborist Tree Service - \$41,925.00
- Acres Group - \$44,820.00
- Perez Tree Service – No-bid
- Homer Tree Care, Inc – No-bid

Sawvell Tree Service was the lowest quote. I checked their references and received favorable comments about their work.

Proposals are available for review in my office.

Recommended Action

Approve a contract with Sawvell Tree Service, Inc. for Tree and Stump Removal Services associated with designated hazard trees.

Committee: PW/F&CA and Engineering		Meeting Date(s): 07/20/15																																					
Lead Department: Public Works		Presenter: Adam Wedoff, Director of Public Works																																					
<p>Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Account(s)</th> <th style="width: 20%;">Budget</th> <th style="width: 20%;">Expenditure</th> <th style="width: 30%;"></th> </tr> </thead> <tbody> <tr> <td>Other Items</td> <td>\$170,000.00</td> <td></td> <td></td> </tr> <tr> <td>Item Requested</td> <td>\$75,000.00</td> <td>\$23,928.00</td> <td></td> </tr> <tr> <td>YTD Actual</td> <td></td> <td>\$37,565.25</td> <td></td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td>\$0.00</td> <td></td> </tr> <tr> <td>35-20-88-88801</td> <td>\$245,000.00</td> <td>\$61,493.25</td> <td></td> </tr> <tr> <td colspan="4">Request is over/under budget:</td> </tr> <tr> <td style="text-align: right;">Under</td> <td></td> <td>\$183,506.75</td> <td></td> </tr> <tr> <td style="text-align: right;">Over</td> <td>-</td> <td></td> <td></td> </tr> </tbody> </table>			Account(s)	Budget	Expenditure		Other Items	\$170,000.00			Item Requested	\$75,000.00	\$23,928.00		YTD Actual		\$37,565.25		Amount Encumbered		\$0.00		35-20-88-88801	\$245,000.00	\$61,493.25		Request is over/under budget:				Under		\$183,506.75		Over	-		
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YTD Actual		\$37,565.25																																					
Amount Encumbered		\$0.00																																					
35-20-88-88801	\$245,000.00	\$61,493.25																																					
Request is over/under budget:																																							
Under		\$183,506.75																																					
Over	-																																						

TREE DATA				COSTS					
Address	Street	Common Name	Trunk Size (D.B.H.)	Additional	1. Cost of Tree Removal + Flush Cut Stump	2. Grind Out Stump	3. Site Clean Up (Chip and Debris Removal)	4. Site Restoration (Topsoil and Seed)	Total Cost (Items 1-4)
517	Catalpa Drive	Silver Maple	19	Storm damage, broken and hanging branch.					361.00
515	Park Avenue	Silver Maple	22	East tree.					506.00
407	Alpine Drive	Green Ash	23	South tree.					529.00
across from 418	Alpine Drive	Red Oak	23	South tree.					529.00
505	Greenwood	Siberian Elm	23	Lightning damage, suckering, weak crotch, trunk cracked at 5'					529.00
813	Park Road	Red Oak	23	Basal decay, trunk decay, leaning toward street.					529.00
114	Orchard Street	Norway Maple	28	South tree.					598.00
415	Hillside Drive	Mulberry	28						644.00
114	Orchard Street	Norway Maple	28	On Laurel - west tree					644.00
511	Park Avenue	Silver Maple	30						690.00
517	Park Avenue	Silver Maple	30	East tree.					690.00
515	Park Avenue	Silver Maple	35	West tree					875.00
514	Park Avenue	Silver Maple	40	Multiple leaders. Leaning.					1000.00
415	Park Avenue	Maple	43						1075.00
313	Maple	Bowlder Maple	20	Lightning damage, suckering, spiraling crack around trunk					460.00
705	Lakeview	Green Ash	23						529.00
419	Hillside Drive	Silver Maple	19	Main leader decayed.					361.00
114	Orchard Street	Norway Maple	18	North tree.					342.00
114	Orchard Street	Norway Maple	20	Forced at 3' with an 18" co-leader. Top decay. (on Laurel)					460.00
519	Sycamores Drive	Bowlder Maple	22	next to fire hydrant & street light					506.00
218	Goodnow/Avdon	Norway Maple	34	At the dead end behind fire bush					850.00
14	Orchard Street	Bowlder Maple	24	Trunk decay, old split stump					552.00
519	Catalpa Drive	Silver Maple	25	Dead tree					575.00
across from 318	Park Road	Oak	16	Green X					304.00
203	Hillside Drive	Silver Maple	20/22	East tree, Diabrotica, basal decay 2 trees					1012.00
TOTAL PAGE 1									15,150

TREE DATA		COSTS							
Address	Street	Common Name	Trunk Size (D.B.H.)	Additional	1. Cost of Tree Removal + Flush Cut Stump	2. Grind Out Stump	3. Site Clean Up (Chip and Debris Removal)	4. Site Restoration (Topsoil and Seed)	Total Cost (Items 1-4)
203	Hillside Drive	Silver Maple	15	West tree. Top dieback.					285.00
519	Catalpa Drive	Silver Maple	16	South tree. Storm damage.					304.00
216	Park Road	Bur Oak	16	Forked with a 1" co-leader. Decay in 16" leader.					304.00
219	South Rosedale Court	Silver Maple	20	dieback, suckering, topped, storm damage					460.00
399	Lakewood Terrace	Siberian Elm	21						783.00
114	Orchard Street	Norway Maple	23	(on Laurel - east tree) Weak crotch.					529.00
512	Park Avenue	Silver Maple	24	West tree. Top dieback.					552.00
106	Orchard Street	Maple	28	South tree. Deadwood, storm damage.					644.00
across from 528	Beechwood Drive	Silver Maple	32						800.00
106	Orchard Street	Maple	34	North tree. Deadwood, storm damage.					850.00
328	Hilliandale Drive	Silver Maple	14	Forked with 13", 12" co-leaders.					266.00
801	Ridgewood Drive	Mulberry	14	Across street.					266.00
404	Park Avenue	Silver Maple	39						975.00
114	Orchard Street	Norway Maple	18	Middle tree.					342.00
114	Orchard Street	Norway Maple	21	Middle tree.					483.00
512	Park Avenue	Silver Maple	15	East tree. Topped by Corned.					285.00
512	Park Avenue	Silver Maple	38	West tree. Top dieback. Decay					950.00
TOTAL PAGE 2									8778.00
TOTAL CARRIED FORWARD FROM PAGE 1									15,150.00
TOTAL FOR ALL WORK									23,928.00

Company: Sawvell Tree Service, Inc.
Address: 19738 Martin Drive
Mundelein, IL 60060
Telephone No. 847-566-9372 Fax No. 847-566-0527
Signature: Christine Sawvell
Name and Title: (Please Print) Christine Sawvell
Date: July 7, 2015

Subscribed and sworn before me this 7 day of July, ~~2013~~ ²⁰¹⁵

MY COMMISSION EXPIRES: Nov 12, 2018

[Signature]
NOTARY PUBLIC



REFERENCES

The Contractor must list at least four (4) references, including at least one (1) municipality, listing the firm name, address, telephone number and contact person, for whom the Contractor has supplied services similar in scope to those provided in these specifications.

Name: Village Deerfield
Address: 850 Waukegan Rd. Deerfield, IL
Phone # / Fax #: 847-561-1834
Contact Person: Dan Bushing
Dates of Service (from - to): 2000 to current
(2015)

Name: City of Highland Park
Address: 1707 St. John's Ave Highland Park,
Phone # / Fax #: 847-926-1604
Contact Person: Joe O'Neill
Dates of Service (from - to): 2011 to current
(2015)

Name: Village of Mundelein
Address: 440 E. Crystal St. Mundelein, IL
Phone # / Fax #: 847-949-3200
Contact Person: Craig Schaul
Dates of Service (from - to): 2013 to current
(2015)

Name: Village of Northfield
Address: 361 Happ Rd. Northfield, IL
Phone # / Fax #: 847-456-3391
Contact Person: Dick Knudson
Dates of Service (from - to): 1986 to current



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: RESOLUTION FOR EMERGENCY ITEMS

Agenda Item No. COTW

Executive Summary

Staff is recommending the adoption of a resolution stating that all work done in the State of Illinois Right-of-Way will be done in accordance with State requirements. This resolution will expedite approval for the Village to work in the State ROW in case of emergency repairs to any Village owned utilities such as water main breaks. The resolution lasts for a period of two (2) years. Please see the attached letter from the Illinois Department of Transportation for further details.

Recommended Action

Approve a resolution for work in the State of Illinois ROW per IDOT recommendation.

Committee: PW/F&CA and Engineering		Meeting Date(s): 07/20/15																																									
Lead Department: Public Works		Presenter: Adam Wedoff, Director of Public Works																																									
<p>Item Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Account(s)</th> <th style="width: 20%;">Budget</th> <th style="width: 20%;">Expenditure</th> <th style="width: 25%;"></th> </tr> </thead> <tbody> <tr> <td>Other Items</td> <td style="text-align: right;">\$0.00</td> <td></td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$0.00</td> <td></td> </tr> <tr> <td>YTD Actual</td> <td></td> <td style="text-align: right;">\$0.00</td> <td></td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td style="text-align: right;">\$0.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$0.00</td> <td></td> </tr> <tr> <td colspan="4">Request is over/under budget:</td> </tr> <tr> <td style="text-align: center;">Under</td> <td colspan="3">-</td> </tr> <tr> <td style="text-align: center;">Over</td> <td colspan="3">-</td> </tr> </tbody> </table>			Account(s)	Budget	Expenditure		Other Items	\$0.00			Item Requested	\$0.00	\$0.00		YTD Actual		\$0.00		Amount Encumbered		\$0.00							\$0.00	\$0.00		Request is over/under budget:				Under	-			Over	-		
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Over	-																																										



Illinois Department of Transportation

Division of Highways / Region 1 / District 1
201 West Center Court / Schaumburg, Illinois 60196-1096

PERMITS

Resolution for Construction on State Highway

June 4, 2015

The Honorable Daniel MacGillis
Mayor
Village of Round Lake
442 North Cedar Lake Road
Round Lake, IL 60073

Dear Mayor MacGillis:

Chapter 605 ILCS 5/4-208 and 5/9-113 of the Illinois Revised Statutes requires that any person, firm or corporation desiring to do work on State maintained right of way must first obtain a written permit from the Illinois Department of Transportation. This includes any emergency work on broken watermains or sewers.

A surety bond is required with each permit application to insure that all work is completed in accordance with State specifications and that the right of way is properly restored.

For permit work to be performed by employees of a municipality a resolution is acceptable in lieu of the surety bond. This resolution does not relieve contractors hired by the municipality from conforming with the normal bonding requirements nor from obtaining permits.

The resolution should be enacted for a period of two years. This procedure will save time and effort as well as reduce the annual paperwork associated with an annual resolution.

In order to expedite the issuance of permits to your municipality during the next two calendar years, as appropriate, the attached sample resolution should be adopted and a signed and certified copy thereof returned to this office. This resolution does not constitute a blanket permit for work in the State system. A separate application must be made in each instance. In case of an emergency, verbal authority may be given prior to receipt of the written application. After normal working hours or weekends, this authority can be obtained from our Communications Center at (847) 705-4612.

Mayor MacGillis
June 4, 2015
Page two

We would appreciate the cooperation of your community in withholding the issuance of building permits along State highways until the builder shows evidence of a State highway permit having been obtained. Our permit staff would be willing to answer any questions that you may have regarding current policies or practices and to work with your planning commission on any new developments within your municipality.

If you have any questions or need additional information, please contact the undersigned, at (847) 705-4131.

Very truly yours,

John Fortmann, P.E.
Deputy Director of Highways,
Region One Engineer

By: 
Thomas G. Gallenbach, P.E.
Traffic Permits Engineer

RESOLUTION

Whereas, the _____, hereinafter referred to as MUNICIPALITY, located in the County of _____, State of Illinois, desires to undertake, in the calendar years 20__ and 20__, the location, construction, operation and maintenance of driveways and street returns, watermains, sanitary and storm sewers, street light, traffic signals, sidewalk, landscaping, etc., on State highways, within said MUNICIPALITY, which by law and/or agreement come under the jurisdiction and control of the Department of Transportation of the State of Illinois hereinafter referred to as Department, and,

Whereas, an individual working permit must be obtained from the Department prior to any of the aforesaid installations being constructed either by the MUNICIPALITY or by a private person or firm under contract and supervision of the MUNICIPALITY.

NOW, THEREFORE, be it resolved by the MUNICIPALITY:

FIRST: That MUNICIPALITY hereby pledges its good faith and guarantees that all work shall be performed in accordance with the conditions of the permit to be granted by the Department, and MUNICIPALITY shall hold State of Illinois harmless during the prosecution of such work, and shall assume all liability for damages to person or property due to accidents or otherwise by reason of the work which is to be performed under the provisions of said permit.

SECOND: That all authorized officials of the MUNICIPALITY are hereby instructed and authorized to sign said working permit on behalf of the MUNICIPALITY.

I, _____, hereby certify the
above to be a true copy of the resolution passed by the
MUNICIPALITY. Dated this _____ day of
_____ A.D. _____.

Corporate Seal

By: _____



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: Authorization the Purchase a Village Owned 20 X30 Frame Style Gathering Tent

Agenda Item No. COTW

Executive Summary:

The Village Administration seeks permission to purchase one (1) Frame Top Canopy Shelter Tent to use for civic events such as Arbor Day, National Night Out Against Crime, Christmas Tree Lighting and other outdoor ceremonies where the use of shelter would prove beneficial. The tent will consist of;

- One (1) Frame tent with a canopy top made of 16oz. UV block out material made of herculite vinyl, a 20' X 30"^{mm} frame package including anodized aluminum poles, galvanized fittings, base-plates and pins, 14 double head retention stakes, 10 hook and ratchet tie downs, solid sidewalls and cathedral sidewalls, and shipping. \$3,848.00.

The Village budgeted Department budgeted \$2,500 for the purchase of this tent. The remaining \$1,348 of the cost will be drawn from the Home Town Fest budget which is not being used this year. After gathering several prices, we recommend purchasing the tent from N.E.W. Tent Manufacturing of 2245 Ulmer Ct. Green Bay WI 54303 (920)431-0938. Part of the purchase, the cathedral sidewalls (\$895.00) will be made through www.gotents.com.

Recommended Action:

Staff recommends the purchase of a 20 X 30 frame style gathering tent as described above. The cost is \$3,848.00.

Committee: Police	Meeting Date: July 20, 2015																														
Lead Department: Police	Presenter: Michael Gillette: Chief of Police																														
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Account(s)</th> <th style="width: 30%;">Budget</th> <th style="width: 40%;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>01-20-77-77704</td> <td style="text-align: right;">\$14,900.00</td> <td></td> </tr> <tr> <td>Item Requested</td> <td></td> <td style="text-align: right;">\$3,848.00</td> </tr> <tr> <td>YTD Actual</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: right;">\$14,900.00</td> <td style="text-align: right;">\$3,848.00</td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: right;">Under</td> <td></td> <td style="text-align: right;">\$11,052.00</td> </tr> <tr> <td style="text-align: right;">Over</td> <td></td> <td></td> </tr> </tbody> </table>	Account(s)	Budget	Expenditure	01-20-77-77704	\$14,900.00		Item Requested		\$3,848.00	YTD Actual		\$0.00	Amount Encumbered		\$0.00				Total:	\$14,900.00	\$3,848.00	Request is over/under budget:			Under		\$11,052.00	Over		
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Under		\$11,052.00																													
Over																															

Resolution 2015-R-___

A Resolution Authorizing the Purchase a Village Owned 20 X30 Frame Style Gathering Tent from N.E.W. Tent Manufacturing of Green Bay, WI.

WHEREAS, the Village of Round Lake owns no such shelter currently; and

WHEREAS, the Village of Round Lake has no other viable avenue from which to procure and maintain an absolutely reliable source to acquire a tent than to purchase a Village owned and operated tent; and

WHEREAS, the Village President and Board of Trustees find that making this purchase is fiscally prudent and in the interest of public benefit, safety, and welfare; and

NOW THEREFORE BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round Lake as follows:

- 1. Purchasing the a Village Owned 20 X 30 Frame Style Gathering Tent from N.E.W. Tent Manufacturing of Green Bay, WI., and www.gotents.com for \$3,848.00 is hereby authorized.**
- 2. Quote price sheet is attached hereto as Exhibit A is hereby approved.**
- 3. The Mayor, or his designee, is authorized to perform such other actions required to carry out the Village's purchase, and to otherwise implement this resolution.**

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:



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- Frame Tents
 - Green Series Frame Tent
 - Gold Series Frame Tent
- Tent Accessories

Home » Frame Tents » Gold Series Frame Tent » 20x30 Gold Series Frame Tent

20x30 Gold Series Frame Tent



Product Code: 20x30FRAME
 Reward Points: 770
 Availability: Custom: 2-3 weeks

Available Options

- Fabric:**
- 13oz White Vinyl (translucent)
 - 16oz White Vinyl (blockout) (+\$80)

- Frame Pole Package:**
- Full Frame Pole Package (+\$1,828)

Colors:

Tie Downs:

- Sidewalls:**
- Solid Sidewalls (13oz) (+\$350)
 - Clear Sidewalls (13oz/16mil) (+\$500)

- Tent Bag(s):**
- Medium (4' x 5') (+\$35)

\$2563.00 Qty: 1 Add to Cart

Price in reward points: 77000

+ 10 - STAKES = \$190
 + 10 Tie Downs \$110
 + Storage bag \$50
 + Shipping \$140

Description

All our tents are made in the USA (in Green Bay, WI) and shipped direct to you.

We only procure high quality materials and continue to perfect our manufacturing process to ensure your tent is defect free and lasts for several years.

All tents tops include:

- UV coated, fire resistant, high gloss vinyl (13oz translucent or 16oz blockout)
- Perimeter 3/16" rope for hanging sides (not installed)
- Reinforced patching for all joints
- Heavy duty webbing
- 12S gauge UV resistant polyester stitching
- 2" heavy duty hook and loop to prevent leaks at lace/grommet lines (sectional tents only)
- Weather resistant zinc coated buckles
- 5" straight valance with reinforced webbing lines

Full frame package includes:

- 2" OD, 1/8" wall anodized aluminum poles (6063)
- Powder coated frame fittings
- Base plates with stake hole
- R-style frame pins
- Heavy duty cables (30' & 40' wide frame tents)

Tags: [Frame Tent](#) [20x30](#)

N.E.W. Tent Manufacturing...We're in Tents

We manufacture and sell all our party tents right here in Green Bay, WI with high quality materials. We pride ourselves on providing exceptional service and creating a superior product to fit your needs - whether in the event rental industry or for your small business or event venue. As owners of a successful party tent rental business (www.elftentrentals.com), we understand exactly what customers want when buying or purchasing a commercial party tent.

We sell pole tents, frame tents and many tent accessories - including ratchets, tent sidewalls, commercial tent stakes and poles. We have sold our commercial party tents all over the world. If you are looking for a party tent manufacturer - we hope you will consider buying American Made with N.E.W. Tent Manufacturing.

While N.E.W. officially stands for NorthEast Wisconsin, we also want it to signify a NEW way of doing business in the event rental industry. Some of the factors that we think make us different are:

- All our tents are custom made :: allowing you to choose your vinyl weight and color, hardware, size, poles, finishing, etc.
- We are our own customers through our sister rental company :: which means our tents are all battle tested and every NEW employee has experience setting up our tents.
- We don't just want to sell you tents, we want to develop a partnership :: whether that be through referral programs, fair price points, conversations about running a rental business or other business advice.
- We are American-made :: buying from us supports the local economy and your tent is only a few days away if you need a tent in an emergency
- To read more, visit our [About Us](#) page.

We are proud to announce our newest commercial tents - the Green Series and Gold Series. View the [pole tent](#) and [frame tent](#) pages for more details. Checkout our blog for the [official release details](#)

2245 Ullmer Court
Green Bay, WI 54303

920-431-0998

Wisconsin, International Sales
(Owner)
vince@newtentmfg.com

U.S. Sales
ryan@newtentmfg.com



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7x20 Cathedral Window Sidewall

Email a Friend Add to Favorites



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SKU: ACSW720MNCA

~~\$179.99~~ \$89.99

Sidewalls

Qty Pricing
List Price: \$251.08
You Save: 28.91%

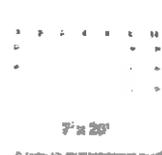
Qty: ADD TO CART

101
In Stock

Overview Video Warranty

Cathedral Window Sidewalls add stylish visibility to all tent-related events. Made from double-polish clear PVC vinyl with non-scratch window lines layer in between, cathedral windows are attached to sidewalls made from 16 oz. block out vinyl for durability. Cathedral window sidewalls can be used in conjunction with other sidewalls to form unique tent appearances. Tabs that secure the spring clips to attach the sidewalls to the tent are color-coded for easy length identification. Window sidewalls overlap the adjoining wall and connect with side release buckles to reduce wind & rain intrusion.

Related Products



7x20' White Royalty Sidewall. \$99.99 In Stock



Celina Tent Cleaner - 1 Gallon \$11.95 In Stock



The Party's Here (Background) Feather Flag \$0.00 Allow 5 days to produce this item.



Globe Light 6" Multi-Color \$114.98 In Stock

Accessories



**White 24"x36" Sidewall
Bag**
\$15.24
In Stock

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20' x 30' Classic Series Frame Tent, Sectional Tent Top, Complete



View Larger

SKU: C06Z20X30
Category: Tents

Choose Your Options:

- Fabric Top
 - White (\$1,531.71)
 - In Stock
- Eave Height & Tube Material/Type
 - 7' Galvanized Single Tube & Galvanized Fittings (\$1,002.85)
 - In Stock
- Stake Size (Includes Ratchet Assemblies)
 - 42" x 1" Stakes w/ Ratchet Assemblies (\$227.50)
 - In Stock
- Sidewalls
 - Cathedral Window Sidewalls (\$879.95)
 - In Stock

Price (Options Included): \$3,642.02

Qty: ADD TO CART

- Overview
- Video
- Literature
- Custom Printing
- Warranty



The Classic Series Frame tent is a tent which utilizes a simple frame to support the tent top, maximizing the usable space available underneath the tent. All Classic Series Frame tents use West Coast Style frames and fittings, making them interchangeable with all other frames and fittings in this style. Frame tents need to be staked to the ground or otherwise anchored for maximum stability.



Specifications	
Width	20 ft. / 6.1m
Length	30 ft. / 9.1m
Area	600 ft ² / 55.5m ²
Eave Height	7' / 2.1m 8' / 2.4m
Overall Height	12' / 3.7m 13' / 4.06m
Pitch	5' / 1.5m
Complete Weight Aluminum	593 Lbs. / 269 Kg. 620 Lbs. / 281 Kg.
Complete Weight Galvanized	712 Lbs. / 323 Kg. 727 Lbs. / 330 Kg.
Complete Weight Aluminum Hybrid	783 Lbs. / 355 Kg. 803 Lbs. / 364 Kg.
Series / Brand	Classic
Class	Frame
Center Pole	No
Style / Shape	Traditional
Expandable	No
Custom Printing Available	Yes
Fabric Material	PVC Coated Polyester

**WANT TO
Customize
this Product
WITH YOUR LOGO?**
Send it to us!
We will provide you with a
FREE RENDERING.

Fabric Material Weight	16 oz. / yd2 / 540 gsm
Fabric Translucency	Blockout
Water Repellency	Waterproof
Flame Resistant	Yes
UV Resistant	Yes
Mold and Mildew Resistant	Yes
Frame / Pole Material	Aluminum OR Galvanized
Longest Component	14'4" / 4.4m
Persons required for setUp	3-5
Occupancy	60 Sit Down Dinner - 100 Cathedral Seating

Related Products



12' Frame Tent Jack
\$399.99
In Stock



**Manual Stake Puller w/
1\"/>**

**25% OFF GLOBE LIGHTS
WHEN YOU ORDER 4 OR MORE**



Globe Light 4\"/>

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VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: RESOLUTION ADOPTING THE SCHOOL RESOURCE OFFICER INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE AND THE BOARD OF EDUCATION OF ROUND LAKE AREA SCHOOLS COMMUNITY UNIT SCHOOL DISTRICT 116 Agenda Item No: COTW

Executive Summary:

Attached is the FY 2015/2016 School Resource Intergovernmental Agreement between the Village and the Board of Education of Round Lake Area Schools Community Unit School District 116. The agreement contains only minor alterations from the previous year agreement.

The agreement provides, in part, for the following:

- Agreement period of August, 1 2015 through July 31, 2016
- One (1) school resource officer at the Round Lake Senior High School
- 100% reimbursement of the school resource officer costs while he or she is on duty at the school

The alterations to this 2015/16 agreement are adjusting margins, and accounting for new year. The terms of the agreement remain intact.

Recommended Action:

Staff recommends approving the school resource officer intergovernmental agreement between the Village and the Board of Education of Round Lake Area Schools Community Unit School District 116

Committee: Police		Meeting Date: July 20, 2015	
Lead Department: Police		Presenter: Chief Michael Gillette	
<p>Item Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</p>	Account No(s):	Budget:	Actual Request:
	YTD Actual as of		
	Encumbered		
	Total:	\$0.00	\$0.00
	Request is over/under budget:		
	Under	-	
	Over	-	

Resolution 2015-R-__

A Resolution Adopting the School Resource Officer Intergovernmental Agreement Between The Village of Round Lake And The Board of Education of Round Lake Area Schools Community Unit School District 116

WHEREAS, the Board of Education of Round Lake Area Schools Community Unit School District 116 offices and Round Lake High School is located in the Village of Round Lake, Lake County Illinois:

WHEREAS, the Village President and Board of Trustees find that adopting the School Resource Officer Intergovernmental Agreement between The Village of Round Lake and the Board of Education of Round Lake Area Schools Community Unit School District 116 is fiscally prudent and in the interest of public health, safety and welfare; and

NOW THEREFORE BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Adoption of the School Resource Officer Intergovernmental Agreement between the Village of Round Lake and The Board of Education of Round Lake Area Schools Community Unit School District 116 is hereby authorized.

2. The Mayor, the Chief of Police or their designee, is authorized to perform such other actions required to carry out the Village's participation in the School Resource Officer Intergovernmental Agreement between The Village of Round Lake and the Board of Education of Round Lake Area Schools Community Unit School District 116 and to otherwise implement this resolution.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:

**SCHOOL RESOURCE
INTERGOVERNMENTAL AGREEMENT**

Intergovernmental Agreement (referred to as the "Agreement") is entered into this 1st day of August, 2015, between the VILLAGE OF ROUND LAKE, and Illinois municipal corporation (referred to as "Village") and the BOARD OF EDUCATION OF ROUND LAKE AREA SCHOOLS COMMUNITY UNIT SCHOOL DISTRICT 116, LAKE COUNTY, a body politic and corporate of the State of Illinois municipal corporation (referred to as "School District").

RECITALS:

WHEREAS, the Village and School District are public agencies within the meaning of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; as authorized by Article VII, Section 10 of the 1970 Constitution of the State of Illinois; and the Illinois Constitution and the Illinois statute encourage and provide for units of local government to cooperate and to enter into intergovernmental agreements in any manner not prohibited by law or ordinance, to their mutual benefit; and

WHEREAS, the School District has determined that it presently has a need for an on-site school resource officer (SRO) and related service and supervision at its school location known as the Round Lake High School located at 800 North High School Drive, in the Village of Round Lake; and

WHEREAS, the Village has determined that it can provide the onsite services the School District desires; and

WHEREAS, the Village desires to accommodate all reasonable needs and special circumstances of the School District including arrangements for the special assignment of police personnel for the benefit of the School District;

WHEREAS, the parties acknowledge and agree that such services will involve additional expense and costs appropriate for payment and reimbursement by the School District

NOW, THEREFORE, in consideration of the promises and mutual covenants contained in this Agreement, the parties agree as follows:

1. Recitals Incorporated.

The foregoing recitals are incorporated in and made a part of this Agreement as though fully set forth.

2. Services to School District.

2.1 As hereinafter specified, the Village shall provide special police services to the School District and the School District shall compensate the Village costs for such services.

2.2. Assignment Detail – School Resource Officers (hereinafter also referred to as "SRO").

2.2.1. The Village shall supply the School District with one (1) sworn police officer to act as the SRO at the Round Lake High School during the regular school year. The SRO will have successfully completed the 40 hour Juvenile Specialist Course and the 40 hour School Resource Officer Training Course.

2.2.2. The selection and assignment of each SRO will be at the discretion of the Village Chief of Police.

2.2.3. The School District shall provide written notice to the Village in the event the School District becomes dissatisfied with the performance of an SRO. The Village shall immediately remove an assigned SRO from the School District assignment at the request of the School District. Upon request of the School District, the Village shall promptly provide a replacement for any SROs removed. It shall be in the Village's sole discretion to further train the SRO or provide the School District with a replacement SRO. If the SRO is reassigned by the Village and the SRO position is vacant for any timeframe, there will be no debt incurred and no reimbursement required to the Village by the School District for the timeframe that the School District was without a School Resource Officer.

2.2.4. The Village police department will be the sole provider of police services to the School District at the Round Lake High School.

2.2.5. The SRO will be present at the assigned school on all School Days during school hours and for certain extra school-related activities to perform the duties and responsibilities identified in this agreement. The designated SRO may be assigned to other, non-school related police functions during such periods when the school is not in session, such as vacation and holiday periods, and shall always be subject to call for other non-school related police functions as the Village deems necessary. In the event the assigned SRO is unavailable for duty when school is in session, the Village shall, depending upon available personnel, provide a substitute to perform the SRO duties until he/she is available. If no SRO is available and the SRO position is vacant for any timeframe, there will be no debt incurred and no reimbursement required to the Village by the School District for the timeframe that the School District was without a School Resource Officer.

2.3. Village Employee Status.

2.3.1. Each SRO shall be an employee of the Village and shall receive compensation and benefits from the Village in accordance with any applicable bargaining agreement covering the SRO and any applicable Village rules, regulations, policies and standard operating procedures, as the same may be amended from time to time. The SRO shall not have any benefit, status, or right of employment in the School District.

2.3.2. Each SRO shall at times remain under the supervision, direction and control of the Village, specifically the Village Chief of Police or his designee, in accordance with applicable ordinances, statutes, rules and regulations.

2.3.3. An SRO shall be subject to discipline by the Village and not by the School District.

2.4. SRO Responsibilities.

The designated SRO shall:

- a. act in the capacity of a sworn, on-duty police officer.
- b. protect students, faculty and schools from theft, vandalism, assault and other violations of the law.
- c. act as a liaison between the School District, the community, and local law enforcement.
- d. patrol the school and school grounds as deemed necessary for the safety and well-being of students, faculty and parents.
- e. promote, develop and maintain positive relations with students, parents, school staff, and local law enforcement officers.

- f. interact with students as a positive role model, especially during lunch periods, passing periods and at dismissal times.
- g. participate in prevention programs, as requested by School Administration.
 - 1. help research, plan, and implement preventative programs in the area of anti-gang involvement.
 - 2. help research, plan, and implement preventive programs in the areas of drugs and narcotics.
 - 3. serve as a resource in the preparation of educational programs concerning social problems in which violations of the law may be involved.
 - 4. be available for presentations on law enforcement, safety and good citizenship.
- h. communicate with School District Building Administration
 - 1. maintain a daily record of activities and provide to Administration as requested.
 - 2. meet with Administration regularly to discuss and evaluate SRO activities.
 - 3. provide information and reports in a timely manner to appropriate School District Administration.
- i. interact with students
 - 1. when necessary, act as a truant officer limited only to those high school students who reside within the jurisdictional boundaries of the Village of Round Lake, Illinois, and after the Lake County PASS program has been used to its fullest extent, and as the Lake County Courts accepts police involvement in truancy cases at the local level.
 - 2. assist with dealing with students who leave the school without authorization.
 - 3. refer discipline violations/concerns to the appropriate school administrator and work closely with them to resolve the problem.
 - 4. deal effectively with juvenile offenders who violate the law.
 - 5. work with students who are victims of juvenile dependency, neglect, crime or are a witness to a crime.
- j. participate in arrest situations that occur on school property
 - 1. enforce the statutes and ordinances of the State of Illinois and the Village having jurisdiction for the school.
 - 2. affect an arrest as appropriate.
 - 3. report the incident to the appropriate law enforcement agency and attempt to de-escalate the situation as appropriate.
- k. provide case reports to the School District and appropriate law enforcement agencies in accordance with the Reciprocal Reporting Agreement.

- l. assist the School Administration in the solution of theft, vandalism, trespassing, and false problems.
- m. assist with traffic control on school site as requested.
- n. check for unauthorized personnel in and around school property.
- o. work in a cooperative manner with local law enforcement and social service agencies.
- p. maintain confidentiality of student record information in accordance with the Illinois School Student Records Act (105 ILCS 10.6). However, as an employee of the Police Department the SRO will not have access to confidential student records other than information that is disclosed by District personnel in conjunction with SRO duties.
- q. provide police services and assist the school administration with crowd and vehicle control at special events.
- r. develop working relationship with other SROs in other schools to exchange ideas and information.
- s. provide input, as requested, into the School District's Comprehensive School Safety Plan.
- t. perform other duties within the scope of his/her law enforcement agency's responsibilities as assigned by the School Administration for the good of the School District.
- u. inspect school property and observe activities on school property for unsafe conditions, which may lead to injury, and report all potential safety hazards to School Administration.
- v. work with School Administration to develop and maintain a program of safe conditions and practices for the welfare of the school community.
- w. maintain office hours in the school each day as considered necessary by the School Administration.
- x. attend student disciplinary hearings as needed by the School District to assist administration in the presentation of evidence to the Board of Education.

3. Prosecution.

Prosecution of all defendants charged with violations by the Department shall be performed by the Village Prosecutor or the Lake County State's Attorney's Office.

4. Press Releases.

The Chief of Police of the Village will work in consultation with the Superintendent of the School District in furnishing information to the press and the general public, and in connection therewith, shall report specific details of incidents and names of persons involved therewith as in the sole discretion of each shall be deemed proper and lawful. In accordance with the Reciprocal Reporting Act and the School Code, the Village Chief of Police shall facilitate the exchange of information with the Superintendent of the School District regarding reports and details of the specified incidents and charges involving School District students or staff.

5. Limits of Authority.

This Agreement shall not be construed as to limit in any way the authority of the officers of the police department to enforce laws and ordinances of the State of Illinois and the Village of Round Lake as otherwise authorized by applicable law, either on or off of the properties of the School District, whether or not such police officers are working as an SRO.

6. Equipment and Facilities.

The SRO and any vehicle or equipment utilized in the performance of this Agreement shall at all times be and remain under the control, maintenance, insurance, and ultimate direction of the Village. The School District will provide a private office space, office supplies and a computer, to facilitate the performance of SRO duties.

7. Mutual Indemnification.

The Village specifically agrees to indemnify, protect, defend and hold harmless the School District, its elected officials, clerks, employees and agents from and against any damages, claims, demands, losses, expenses and suits including reasonable attorneys' fees, by any persons or entities, which arise out of or result from any negligent act or omission on the part of the Village in the performance of this Agreement. The School District specifically agrees to indemnify, protect, defend and hold harmless the Village, its elected officials, clerks, employees and agents from and against any damages, claims, demands, losses, expenses and suits, including reasonable attorneys' fees, by any persons or entities, which arise out of or result from any negligent act or omission on the part of the School District in the performance of this Agreement.

8. Compensation and Reimbursement of Costs.

8.1. The School District shall not be liable for the direct payment of wages or other compensation or benefits to the SRO providing services to the School District pursuant to this Agreement. Based upon the amount of days the assigned SRO's actually performs services for the School District, the School District shall reimburse the Village a prorated portion of each assigned SRO's compensation package (the "Cost") for the actual days the police officer works in the school as an SRO. The cost for the assigned SRO shall be calculated by the Village and reported to and paid by the School District monthly. An itemized listing of the SRO, his/her salary, all applicable benefits and the number of contract days must be provided to the School District at the beginning (projected) and at the end of the school year (actual). A monthly itemized listing should accompany the invoice for payment to support the invoice amount.

For School District budgeting purposes, the Village's present good faith estimate of those costs are as follows:

Round Lake High School: \$275.00 per day

Failure to bill the School District by June 30th for any invoice from the prior school year shall result in the waiving of that invoice.

8.2. There is no Village obligation to continue any provision of this Intergovernmental Agreement should funding from the School District cease or be modified from the terms of this Intergovernmental Agreement.

9. Term/Duration.

This Intergovernmental Agreement shall be effective upon final approval of the President and Board of Trustees of the Village and the Board of Education of the School District. It shall remain in effect until July 31, 2016.

10. Default.

In the event that either Party to this Agreement fails to perform any of the terms and conditions contained herein said Party shall be considered to be in default of this Agreement. Upon written notification from the non-defaulting Party, the defaulting Party shall have thirty (30) days from the receipt of said notice to remedy the default or to commence activities to remedy the default if the default cannot reasonably be remedied within the thirty (30) day period. Should the defaulting Party fail to remedy the default, or take action to remedy the default, if applicable, within the thirty (30) day period, the non-defaulting Party may terminate this agreement and/or take such actions as available in law or equity.

11. Non-Assignment.

Neither the Village nor School District may assign, transfer or convey this Agreement or their rights and duties or obligations under it or any part of it without the prior written consent of the other party.

12. Notices.

All notices, reports, or correspondence required or contemplated by this Agreement must be in writing, delivered personally or by first class mail, postage prepaid, addressed to:

For Village: Village Clerk
Village of Round Lake
444 North Cedar Lake Road
Round Lake, IL 60073

For School District: Superintendent
Round Lake Area Schools
Community Unit School District 116
316 South Rosedale Court
Round Lake, IL 60073

13. Governing Law.

This Agreement and the rights and responsibilities of the parties hereto shall be interpreted and enforced in accordance with the laws of the State of Illinois.

14. Complete Understanding.

This Agreement sets forth all the terms and conditions, and agreements and understandings between the Parties relative to the subject matter hereof and there are not agreements or conditions, either oral or written, expressed or implied, between them other than as herein set forth.

15. Waiver.

No waiver of any default of any Party hereunder shall be implied from an omission of any Party to take any action on account of such default and no express waiver shall affect any default other than the default specified in that express waiver and then only for the time and to the extent therein stated.

16. No Third Party Beneficiary.

This Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

17. Execution.

Each Party warrants to the other that it is authorized to execute, deliver, and perform this Agreement and that the individuals signing on behalf of them is authorized to execute this Agreement in the name of the party on whose behalf he or she executes it.

IN WITNESS WHEREOF, the parties set their hands and seals on the date written above.

VILLAGE OF ROUND LAKE,
an Illinois municipal corporation;

**BOARD OF EDUCATION OF
ROUND LAKE AREA SCHOOLS
COMMUNITY UNIT SCHOOL
DISTRICT 116, a body politic and
corporate of the State of Illinois;**

By: _____

By: _____

Attest: _____

Attest: _____



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: Purchase of Mobile in-car system Computer Server

Agenda Item No. COTW

Executive Summary:

Attached is information and price quotes for a computer “server” that is needed to manage our in-car camera system and eventually our Officer Body Cameras.

We have no Village owned management system in place. We are currently using a borrowed system to download videos by hand and run on the borrowed system. We tried to use the old camera system computer and found that it was inadequate to handle the new data and devices for a number of reasons. That device had been in place since circa 2005. The requested computer server will be sufficient to manage all of our vehicle and officer cameras.

The Round Lake Police Department seeks approval to purchase a Dell Precision Tower 7910 XCTO Base computer as described in the attached sales quotes from Current Technologies. The cost is \$3,682.66. This is a budgeted expense.

Recommended Action:

Staff recommends approval to purchase a Dell Precision Tower 7910 XCTO Base computer as described in the attached sales quotes from Current Technologies. The cost is \$3,682.66. This is a budgeted expense.

Committee: Police		Meeting Date: July 20, 2015	
Lead Department: Police		Presenter: Michael Gillette; Chief of Police	
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	Account(s)	Budget	Expenditure
	01-40-77-77712	\$9,775.00	
	Item Requested		\$3,682.66
	YTD Actual		\$0.00
	Amount Encumbered		\$0.00
	Total:	\$9,775.00	\$3,682.66
	Request is over/under budget:		
	Under		\$6,092.34
Over	-		

Resolution 2015-R-_____

A Resolution Authorizing the Village of Round Lake Police Department's to purchase a Dell Precision Tower 7910 XCTO Base from Current Technologies

WHEREAS, the Police Department Computer Server that operates the Department in-car camera system is non-functional and is a critical mechanism of police department essential functions; and

WHEREAS, the Round Lake Police Department has no other viable avenue from which to maintain a reliable Village owned and operated system than to purchase the device; and

WHEREAS, the Village President and Board of Trustees find that making this purchase is fiscally prudent and in the interest of public health, safety and welfare; and

NOW THEREFORE BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Purchasing a Dell Precision Tower 7910 XCTO Base from Current Technologies for \$3,682.66 is hereby authorized.
2. Quote and comparable price sheet is attached hereto as Exhibit A is hereby approved.
3. The Mayor, or his designee, is authorized to perform such other actions required to carry out the Village's purchase, and to otherwise implement this resolution.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:

Date 06/23/15
 Quote # CTCQ14676
 Quoted By MRhodes

Current Technologies
 1423 Centre Circle
 Downers Grove, IL 60515
 630.388.0240
 fax: 630.388.0241
currenttech.net



Quote | Order Form

Sold To:

Round Lake, Village of
 Troy Akey
 741 W. Townline Road
 Round Lake, IL 60073
 United States

Phone:
 Fax:
takey@eroundlake.com

Ship To:

Round Lake, Village of
 Troy Akey
 741 W. Townline Road
 Round Lake, IL 60073
 United States

Phone:
 Fax:
takey@eroundlake.com

Police Department - Desktop Server for Squad Video

Line #	Description	Qty	Unit Price	Ext. Price
1	Dell Precision Tower 7910 XCTO Base Intel® Xeon® Processor E5-2609 v3 (6C,1.9GHz, 15M, 85W) Windows 7 Professional English 64bit (Includes Windows 8.1 Pro license) NVIDIA® Quadro® K620 2GB (DP, DL-DVI-I) (1 DP to SL-DVI adapter) Dell Precision T7910 1300W Chassis 8GB (2x4GB) 2133MHz DDR4 RDIMM ECC MegaRAID SAS 9361-8I12Gb/s PCIe SATA/SAS HW RAID controller (1GB cache) - HW RAID 0,1,5,10 RAID 5 (4) 2TB 3.5" Serial-ATA (7,200 RPM) Hard Drive 8x DVD-/+RW Slimline No Add-In Sound Card (Integrated Audio) Internal Speaker 19-in-1 Media Card Reader No Network Card (Integrated NIC only) US English (QWERTY) Dell KB212-B QuietKey USB Keyboard Black Dell MS111 USB Optical Mouse Dell 22 Monitor - P2214H Windows 8.1 English OS Recovery - DVD US Power Cord Chassis Intrusion Switch 3 Years ProSupport with Next Business Day Onsite Service	1	\$3,682.66	\$3,682.66

Total \$3,682.66

Any lease payments shown are estimates only and final figures will be provided by third party lender subject to credit approval. The purchase of products and/or services from Current Technologies are subject to the standard terms and conditions located at the following URL: <http://www.currenttech.net/terms.pdf> By signing this Quote/Order Form you are agreeing that you have read and agreed to the terms and conditions.

All software renewals require prepayment. Hardware/Software orders over \$2,500 require 50% payment up front, 50% due within 15 days of receipt. Pricing valid for 30 days from date of quotation. Labor not included unless explicitly stated in writing.

Shipping/Handling & applicable sales tax are not included in this quote and will be Invoiced.

Quote # CTCQ14676

Agreed and Accepted:

Round Lake, Village of

Date

PO #

Ordering Instructions: Email to: orders@currenttech.net or Fax to: 630-388-0241



Quote No. 3554030
Expires: 07/04/2015 12:00:00

Bill To:

ROUND LAKE POLICE DEPT

ACCOUNTS PAYABLE
442 N CEDAR LAKE ROAD
ROUND LAKE IL 60073
(847) 546-8112
UNITED STATES

Ship To:

ROUND LAKE POLICE DEPT
TED LOHMAN
741 W TOWNLINE RD
ROUND LAKE IL 60073
(847) 546-8112
UNITED STATES

Dear TED LOHMAN,

This email contains your quote summary. Should you have any additional questions or wish to complete your order, please feel free to call us at Phone: 1-(877) 998-8542. Please refer to quote number 3554030 when contacting us for assistance.

Regards,
MELISSA LANGLEY
Phone:(877) 998-8542
Fax:(919) 760-4499
Melissa.langley@tigerdirect.com
TigerDirect
Business To Business

Skus	Manuf Part No	Skus Description	Unit Price	Qty	Total
	710381360	DELL PRECISION TOWER 7910 XCTO 8GB (2X4GB) 2133MHZ DDR4 RDIMM ECC NVIDIA QUADRO K620 2GB (DP, DL-DVI-I) (1 DP TO SL-DVI ADAPTER) (SEE EMAIL FOR FULL SPECS)	3,375.40	1	3,375.40

Shipping Method : UPS - UPS GROUND

Note :

Purchase order:	
Item Total:	3,375.40
Estimated Freight:	12.67
Tax:	245.64
*Extended Price:	3,633.71

Alternates

Skus	Manuf Part No	Skus Description	Unit Price
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May We Suggest

SKU	Manuf Part No	SKU Description	Unit Price
-----	---------------	-----------------	------------

Notes

Ask your agent about installation. We now offer expert hardware and software deployment services. No job is too big for us to handle from a simple small network to an enterprise level rollout.

Thank you for the opportunity to provide you with the pricing and information above.

Terms & Conditions

- Sales tax will be charged where applicable unless a tax-exempt certificate is on file.
- Special buy prices are subject to change without notice in the event the manufacturer/supplier raises the price. Prices are subject to change on any Instant Rebate item.
- This offer shall be valid until the quote expiration date. Because of market volatility, memory & CPU pricing are only valid for 48 hours, unless otherwise stated on this quote.
- This offer is contingent on quantity restrictions and is subject to product availability.
- Original or faxed copy of the purchase order is required on all PO orders.
- A Return Authorization Number (RMA) is required on all returns. The RMA can only be issued within 30 days of the original ship date. We reserve the right to charge a 15% re-stocking fee where applicable.
- Returns of defective and mis-picked software and some hardware are limited to exchanges only. Some defective hardware covered by the manufacturer's warranty must be handled directly through the respective manufacturer.
- All sales are final on special ordered items (no return, exchanges, or refunds).
- Shipping charges are contingent on quantity orders, total weight of products and unusual size.

[Click Here!](#) to see important sales and use tax information regarding the tax you may owe directly to the state of your residence if you are located in Oklahoma, Vermont, Colorado or Kentucky

TigerDirectB2B is not responsible for typographical errors or omissions. This email was sent to tlohman@eroundlake.com in response to Quote # 3554030.

Please review the TigerDirectB2B Privacy Policy at: <https://biz.tigerdirect.com/privacy>

For Merchandise Returns: c/o TigerDirect Warehouse 175 Ambassador Drive, Naperville, IL 60540

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Lohman, Ted

From: Langley, Melissa [Melissa.Langley@tigerdirect.com]
Sent: Monday, June 29, 2015 2:32 PM
To: Lohman, Ted
Subject: RE: Sales Quotation # 3554030

Hey Ted!

I finally heard back from my Dell Team with that server quote! Sorry it took so long. The model you requested is end of life, so I quoted on its direct replacement. Here are the details of the server quote:

Dell Precision Tower 7910 XCTO Base (210-ACQO)
8GB (2x4GB) 2133MHz DDR4 RDIMM ECC (370-ABTJ)
US English (QWERTY) Dell KB212-B QuietKey USB Keyboard Black (580-AADG)
Nvidia Quadro K620 2GB (DP, DL-DVI) (1 DP to SL-DVI adapter) (490-BCCI)
3.5 Inch 2TB SATA 7.2k RPM HDD,FPWS (400-AIJK)
MegaRAID SAS 8361-812Gbps PCIe SATA/SAS HW RAID controller (1GB cache) - HW RAID 0,1,5,10 (403-BBHD)
19-in-1 Media Card Reader (385-BBBY)
Microsoft Office Trial, MUJ, OptiPlex, Precision, Latitude (830-AABP)
Thank you for buying Dell (421-8882)
Dell Data Protection System Tools Digital Delivery/DT (422-0008)
SW,MY-DELL,CRRS (422-0052)
BIOS match checked back to factory (444-BBBG)
BIOS binary check enabled and verified (444-BBBS)
Adobe Reader 11 (840-BBDH)
Dell Precision Optimizer (840-BBES)
Dell Data Protection | Protected Workspace (840-BBEW)
Visit www.dell.com/encryption (840-BBHR)
Not Selected in this Configuration (840-BBHS)
Dell Applications for Windows 7 (858-BBIH)
RAID 5 (780-BBCM)
No Anti-Virus Software (850-AAAJ)
Windows 7 Label (389-BCCZ)
Win 7 Pro,SP1,No Media,64bit,Opt,ENG (819-AFLK)
US Order (332-1288)
Dell Precision Tower 7910 1300W Chassis (329-BCFZ)
Dell MS111 USB Optical Mouse (570-AACW)
No Energy Star (387-BBBE)
1Gbit NIC add-in card (PCIe- Intel) (540-BBIK)
8x DVD+RW Slimline (429-AAQF)
Sound Card Not Included (510-BBBW)
Internal Speaker (520-AADM)
US Power Cord (470-AATC)
OS-Windows Media Not Included (620-AALW)
Dell Backup and Recovery Basic (637-AAAS)
No External Speaker (520-AABF)
Safety/Environment and Regulatory Guide (English/French/Dutch) (340-AGIK)
Thank you choosing Dell ProSupport. For tech support, visit <http://support.dell.com/ProSupport> or call 1-866-516-3115 (989-3449)
Dell Limited Hardware Warranty Plus Service (987-5852)
ProSupport: Next Business Day Onsite 3 Years (987-5877)
ProSupport: 7x24 Technical Support, 3 Years (987-5883)
No UPC Label (389-BDCE)
TPM Enabled (329-BBJL)
No Out-of-Band Systems Management (631-AAKY)
Dell 22 Monitor - P2214H (480-ABMD)

Resource DVD not Included (430-XXYU)
Additional Drive: 3.5 Inch 2TB SATA 7.2k RPM HDD (401-AAMX)
No Additional Hard Drive (401-AADF)
No Additional Hard Drive (401-AADF)
Additional Drive: 3.5 inch 2TB SATA 7.2k RPM HDD (401-AAMX)
Placemat for Precision Workstation Tower 7910 (DAO) (340-AMLE)
No Additional Hard Drive (401-AADF)
No Additional Hard Drive (401-AADF)
Intel Xeon Processor E6-2603 v3 (6C, 15MB Cache, 1.0GHz) (338-BFDU)
Single Processor Heatsink for T7910 (412-AADO)
No DDPE Encryption Software (954-3485)
C1 SATA 3.5 Inch, 1-4 Hard Drives (449-BBGU)
Chassis Intrusion Switch (481-AAAB)
Boot drive or boot volume is greater than 2 TB (select when 3TB/4TB HDD is ordered) (411-XXYB)
Shipping Material for System (328-BBET)
SHIP,PWS,LNK,NO,NO,AMF (340-AEYP)
No Stand Included (575-BBCH)
No FGA (817-BBBB)
No Accessories (481-AABV)
PowerDVD Software not Included (428-AABU)
Additional Drive: 3.5 Inch 2TB SATA 7.2k RPM HDD (401-AAMX)
Not Selected in this Configuration (817-BBBC)
MOD,LBL,REG,T7910,WW (328-BBWN)
MOD,LBL,REG,T7910,DAO (389-BFJT)
Intel Xeon Label (389-BBRO)
No Dell Tera2 Remote Access host card for the Wyse P25 Zero Client (385-BBBE)

Let me know if you have any questions! ☺

Melissa Langley

Account Manager

Phone: 877-998-8542

Fax: 919-760-4499

Email: melissa.langley@tigerdirect.com



PartnerDirect

Premier

From: melissa.langley@tigerdirect.com [mailto:melissa.langley@tigerdirect.com]

Sent: Monday, June 29, 2015 3:30 PM

To: tohman@eroundlake.com

Cc: Langley, Melissa

Subject: Sales Quotation # 3554030



Quote No. 3554030

Akey, Troy

From: Jim Hendrickson [jim.hendrickson@digitalallyinc.com]
Sent: Monday, June 15, 2015 11:14 AM
To: Akey, Troy
Subject: FW: Server Options
Attachments: Dell T1700 Desktop Server.pdf; Dell T7610 Desktop Server.pdf

Troy,

The e-mail I sent to Ted last October- smaller storage systems.

Jim Hendrickson
Regional Sales Manager
Illinois/Wisconsin/Upper Michigan
(913) 814-7774 ext. 5357 / (800)440-4947
(847)494-7200 (cell)
jim.hendrickson@digitalallyinc.com



From: Jim Hendrickson
Sent: Tuesday, October 7, 2014 11:11 PM
To: Ted Lohman
Subject: Server Options

Ted,

Attached are the specs for each system below. Please contact me if you have any questions. Thanks.

Dell T1700 Desktop Server w/2TB \$2295

Desktop machine complete with monitor/mouse/keyboard. 2TB of redundant storage. Processor and Ram based on a 20 car or less system with 5 client computers connected.

Dell T7610 Desktop Server w/6TB \$4295

Desktop machine complete with monitor/mouse/keyboard. 6TB of redundant storage. Processor and Ram based on a 30 car or less system with 15 client computers connected.

Jim Hendrickson
Regional Sales Manager

Illinois/Wisconsin/Upper Michigan
(913) 814-7774 ext. 5357 / (800)440-4947
(847)494-7200 (cell)
jim.hendrickson@digitalallyinc.com

www.digitalallyinc.com



Dell T1700 Desktop Server Specifications

Dell Precision T1700			
Processor	Intel Xeon E3-1220	3.10Ghz 8MB Cache	
Ram	8GB DDR3	1600Mhz Non-ECC	
Hard Drive(s)	(2)- 2TB 3.5inch SATA	7200RPM	Raid 1 Configuration
Graphics	Nvidia NVS310	512MB	2 DVI Adapters
Operating System	Windows 7 Pro	64bit	
Networking	Integrated NIC	Single Gigabit Port	
Optical Drive	16x DVD+/-		
Peripherals	Mouse/Keyboard	Optical/Wired	
Monitor	22 Inch LED	Tilt/Swivel Base	
Misc Hardware	19-1 Card Reader		
Warranty	Dell Hardware	Pro Support 3 Year	Next Business Day

Specifications are subject to change due to component availability and future hardware releases. Upon system changes specified components will be replaced with equal or greater hardware.

Dell T7610 Desktop Server Specifications

Dell Precision T7610			
Processor	Intel Xeon E5-2609	2.50Ghz 10MB Cache	
Ram	8GB DDR3	1866Mhz ECC	
Hard Drive(s)	(4)- 2TB 3.5inch SATA	7200RPM	Raid 5 Configuration
Graphics	Nvidia K600	1GB	DVI Adapter
Operating System	Windows 7 Pro	64bit	
Networking	Intel Integrated	Dual Gigabit Ports	
Optical Drive	8x DVD+/-		
Peripherals	Mouse/Keyboard	Optical/Wired	
Monitor	22 Inch LED	Tilt/Swivel Base	
Misc Hardware	19-1 Card Reader		
Warranty	Dell Hardware	Pro Support 3 Year	Next Business Day

Specifications are subject to change due to component availability and future hardware releases. Upon system changes specified components will be replaced with equal or greater hardware.



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: Authorization to purchase and replace the current Outdoor Wireless Access Points for Squad Car Video Uploading

Agenda Item No. COTW

Executive Summary:

Attached a price quote replacement of the Police Department Outdoor Wireless Access Points for Squad Car Uploading of in-car camera videos. This hardware that is needed to manage our in-car camera system and eventually our Officer Body Cameras.

We have an outdated hardware system in place that is aged and barely adequate for the work it needs to do today. This hardware and devices have been in place since about 2005 and is aged both physically and technologically. The requested components will work in concert with the requested computer server replacement and will be sufficient for probably another ten years in managing all of our vehicle and officer cameras.

The Round Lake Police Department seeks approval to purchase components as described in the attached sales quote # CTCQ13509 from Current Technologies, and contract with Current Technologies to install the devices when they install the computer server as described in the attached sales quotes from Current Technologies. The cost is \$2,943.67. This is not a budgeted expense; however, we have budgeted money for related in-car camera and technology expenses that can handle this cost without affecting the overall budget.

Recommended Action:

Staff recommends authorization to purchase and replace the current Outdoor Wireless Access Points for Squad Car Video Uploading and have Current Technologies install the hardware. The project cost is \$2,943.67.

Committee: Police		Meeting Date: July 20, 2015	
Lead Department: Police		Presenter: Michael Gillette; Chief of Police	
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	Account(s)	Budget	Expenditure
	01-40-77-77712	\$9,775.00	
	Item Requested		\$2,943.67
	YTD Actual		\$0.00
	Amount Encumbered		\$0.00
	Total:	\$9,775.00	\$2,943.67
	Request is over/under budget:		
	Under		\$6,831.33
Over	-		

Resolution 2015-R-___

A Resolution Authorizing the Village of Round Lake Police Department's to Purchase, Replace the Outdoor Wireless Access Points for Squad Car Video Uploading from Current Technologies and Contract with Current Technologies to Install the Hardware

WHEREAS, the Police Department Computer Server system that includes the Outdoor Wireless Access Points for Squad Car Video Uploading for the Department in-car camera system is non-functional and is a critical mechanism of police department essential functions; and

WHEREAS, the Round Lake Police Department has no other viable avenue from which to maintain a reliable Village owned and operated system than to purchase and install the devices; and

WHEREAS, the Village President and Board of Trustees find that making this purchase is fiscally prudent and in the interest of public health, safety and welfare; and

NOW THEREFORE BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Purchasing the Outdoor Wireless Access Points for Squad Car Video Uploading from Current Technologies and contract with Current Technologies to install the device for \$2,943.67 is hereby authorized.
2. Quote price sheet #CTCQ13509 is attached hereto as Exhibit A is hereby approved.
3. The Mayor, or his designee, is authorized to perform such other actions required to carry out the Village's purchase, and to otherwise implement this resolution.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:

Date 05/20/15
Quote # CTCQ13509
Quoted By KBonner

Current Technologies
1423 Centre Circle
Downers Grove, IL 60515
630.388.0240
fax: 630.388.0241
currenttech.net



Quote | Order Form

Sold To:
Round Lake, Village of
Steven Shields
442 N. Cedar Lake Road
Round Lake, IL 60073
United States
Phone: (847) 546-5400
Fax:
sshields@eroundlake.com

Ship To:
Round Lake, Village of
Steven Shields
442 N. Cedar Lake Road
Round Lake, IL 60073
United States
Phone: (847) 546-5400
Fax:
sshields@eroundlake.com

Line #	Description	Qty	Unit Price	Ext. Price
1	Outdoor Wireless Access Points for squad car video upload			
2	Aerohive AP170 Outdoor AP with MIMO antennas, dual radio, 802.11a/n	1	\$1,234.47	\$1,234.47
3	Aerohive AP170 outdoor antenna kit (2x2.4Ghz 5dBi and 2x5Ghz 7dBi)	1	\$164.71	\$164.71
4	Aerohive HiveManager Online Express or Enterprise for one AP170 for one year, includes 24x7 Phone support, software subscription, and customer portal access	1	\$148.24	\$148.24
5	Labor to install and configure wireless AP outdoors	10	\$125.00	\$1,250.00
6	Outdoor CAT5 NonPlenum Cable (per 1000 ft)	0.2	\$182.34	\$36.47
7	30W PoE Power Injector with US power cord for AP300 Series	1	\$64.06	\$64.06
8	Misc cables, connectors, fasteners, cable management and weatherproofing. (per device)	2	\$22.86	\$45.72
			Total	\$2,943.67



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: Authorization to purchase 15 Digital-Ally FirstVu HD chest camera systems and Dock Station

Agenda Item No. COTW

Executive Summary:

Attached a price quote for the purchase of 15 Digital-Ally FirstVu HD chest camera systems and one FirstVu HD Charging Dock Station. This hardware is needed to will work in concert with our in-car camera system to record police interactions with citizens when appropriate and according to constitutional laws and department rules. The Round Lake Police Department seeks approval to purchase the components as described in the attached sales quote from Digital-Ally. The cost is \$13,830.80 This is a budgeted expense. Digital-Ally is the manufacturer of our in-car camera system. The camera server will also store chest camera recordings as well.

Recommended Action:

Staff recommends authorization to purchase Digital-Ally FirstVu HD chest camera systems and one FirstVu HD Charging Dock Station. The project cost is \$13,830.80.

Committee: Police	Meeting Date: July 20, 2015																											
Lead Department: Police	Presenter: Michael Gillette; Chief of Police																											
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Account(s)</th> <th style="width: 30%;">Budget</th> <th style="width: 40%;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>01-40-72-67202</td> <td style="text-align: right;">\$59,350.00</td> <td></td> </tr> <tr> <td>Item Requested</td> <td></td> <td style="text-align: right;">\$13,830.80</td> </tr> <tr> <td>YTD Actual</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$59,350.00</td> <td style="text-align: right;">\$13,830.80</td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: center;">Under</td> <td></td> <td style="text-align: right;">\$45,519.20</td> </tr> <tr> <td style="text-align: center;">Over</td> <td style="text-align: center;">-</td> <td></td> </tr> </tbody> </table>	Account(s)	Budget	Expenditure	01-40-72-67202	\$59,350.00		Item Requested		\$13,830.80	YTD Actual		\$0.00	Amount Encumbered		\$0.00	Total:	\$59,350.00	\$13,830.80	Request is over/under budget:			Under		\$45,519.20	Over	-	
Account(s)	Budget	Expenditure																										
01-40-72-67202	\$59,350.00																											
Item Requested		\$13,830.80																										
YTD Actual		\$0.00																										
Amount Encumbered		\$0.00																										
Total:	\$59,350.00	\$13,830.80																										
Request is over/under budget:																												
Under		\$45,519.20																										
Over	-																											

Resolution 2015-R-___

A Resolution Authorizing the Village of Round Lake Police Department's to Purchase 15 Digital-Ally FirstVu HD chest camera systems and one FirstVu HD Charging Dock Station.

WHEREAS, the Village of Round Lake has determined that recording interactions our Police Department has with citizens is a viable tool that is beneficial to the citizenry and police officers; and

WHEREAS, the Village President and Board of Trustees find that making this purchase is fiscally prudent and in the interest of public health, safety and welfare; and

NOW THEREFORE BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Purchasing 15 Digital-Ally FirstVu HD chest camera systems and one FirstVu HD Charging Dock Station for \$13,830.80 from Digital-Ally of Lenexa, KS is hereby authorized.
2. Quote price sheet #QUO-11855-G1R7B9 is attached hereto as Exhibit A is hereby approved.
3. The Mayor, or his designee, is authorized to perform such other actions required to carry out the Village's purchase, and to otherwise implement this resolution.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:



Quote	QUO-11855-G1R7B9
Date	7/16/2015
Page	1

9705 Loiret Blvd.
 Lenexa, KS 66219
 1-800-440-4947 www.digitalallyinc.com

Customer:

Round Lake Police Department
 Ted Lohman
 741 W. Town Line Road
 Round Lake, IL 60073

Customer ID	Salesperson	Shipping Method	Payment Terms	Created By	Quote Valid
ROJIL1	JH2	FEDERAL EXPRESS	Net 30	Hayden Knott	90 Days

Ordered	Item Number	Description	Retail Price	Item Discount	Discount	Ex. Price
15	001-00215-11	FirstVu HD System (Chest Camera 11")	\$795.00	\$76.29	\$1,296.53 1,144.30	\$12,218.67 10,780.65
1	001-0960-LOCAL	Kit, 1st VU HD Charging Dock	\$2995.00	\$89.85	\$89.85	\$2,905.15

Notes:

Total Discount	\$1,386.78
Subtotal	\$15,123.22
Misc	13,635.80
Tax	\$0.00
Freight	\$145.00
Total	\$15,268.22

13,830.80

Thank you for your interest in Digital Ally products. If you would like to place an order, please contact the Digital Ally Sales Team at 1-800-440-4947.

TERMS OF SALE

Your purchase of goods from Digital Ally, Inc., a Nevada corporation ("Digital Ally") will be governed by the following terms of sale ("Terms"). You will be referred to throughout these Terms as "you".

1. **Exclusion of Other Terms; Entire Agreement.** Additional or different terms or conditions proposed by you (including any additional or different terms provided in a purchase order) will be void and of no effect unless specifically accepted in writing by Digital Ally. Digital Ally's sales invoice, these Terms, the warranty and any special conditions executed by you and Digital Ally (collectively, the "Order") supersedes and cancels all prior communications between us, whether verbal or written, and constitutes the entire agreement between us unless modified in writing and signed by each of us.

2. **Payment.** Payment terms are cash on delivery, except where credit has been established and maintained to Digital Ally's satisfaction. If you have established credit, payment terms are net 30 days from date of shipment. Any invoice that you fail to pay when due will bear interest at the rate of 1-1/2% per month or the highest rate then



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: Uninterruptible power supply (UPS) system preventive maintenance program

Agenda Item No. COTW

Executive Summary:

Attached is information and price list for a preventive maintenance service for the police department and public works department Uninterruptible Power Supply.

The primary role of an Uninterruptible Power Supply is to provide short-term power when the input power source fails. However, most UPS units are also capable in varying degrees of correcting common utility power problems:

1. Voltage spike or sustained overvoltage
2. Momentary or sustained reduction in input voltage
3. Noise, defined as a high frequency transient or oscillation, usually injected into the line by nearby equipment
4. Instability of the main commercial electric power supply
5. Harmonic distortion: defined as a departure from the ideal sinusoidal waveform expected on the line

The Uninterruptible Power Supply in place today is in need of attention including testing, adjusting where needed, cleaning, The device has been in place since July 27, 2005.

The Round Lake Police Department seeks approval to subscribe to the preventive maintenance service that will provide two services during the continuous calendar year that will address the machine and all parts that might be needed and labor for each visit. The cost is \$3,600.00. This is a budgeted expense.

Recommended Action:

Staff recommends approval of a preventive maintenance program with Critical Uptime Services a fee of \$3,600.00 for one year during the 2015/16 budget year. This is a budgeted

Committee: Police		Meeting Date: July 20, 2015		
Lead Department: Police		Presenter: Michael Gillette, Chief of Police		
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A				
If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	Account(s)	Budget	Expenditure	
	01-40-79-77903	\$13,203.00		
	Item Requested		\$3,600.00	
	YTD Actual		\$0.00	
	Amount Encumbered		\$0.00	
	Total:	\$13,203.00	\$3,600.00	
	Request is over/under budget:			
	Under		\$9,603.00	
Over		-		

Resolution 2015-R-____

**A Resolution Authorizing the Village of Round Lake Police
Department's Participation into a Uninterruptible Power Supply Preventive Maintenance Service with
Critical Uptime Services**

WHEREAS, the Critical Uptime Preventive Maintenance service is an outlet comprised of valuable service to the Village that can assist the Village in further assuring the well being of expensive Village property not limited to computers, copy machines, printers, telephone systems and servers which are used to complete critical police and public works essential functions; and

WHEREAS, the Round Lake Police Department has no other viable avenue from which to recruit the type of service for our Uninterruptible Power supply that Critical Uptime Services can provide as this is a proprietary system; and

WHEREAS, the Village President and Board of Trustees find that entering into this preventive maintenance agreement service is fiscally prudent and in the interest of public health, safety and welfare; and

NOW THEREFORE BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Participation in the Critical Uptime preventive maintenance #1543629 and 1543630 service is hereby authorized.
2. Program and information Price sheet is attached hereto as Exhibit A is hereby approved.
3. The Mayor, or his designee, is authorized to perform such other actions required to carry out the Village's participation in the Critical Uptime preventive maintenance #1543629 and 1543630 service and to otherwise implement this resolution.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:

CRITICAL

UPTIME SERVICES

July 7, 2015

Cmdr. Troy Akey
 ROUND LAKE POLICE DEPARTMENT
 741 W TOWNLINE RD
 ROUND LAKE IL 60073

Phone: 847-546-8112
 Email: takev@roundlake.com

Quote No. Q02266417r1

We are pleased to submit the following proposal for service of your Critical Power equipment for your consideration. Please refer to the Scope of Work for specific coverage information. Below is a summary of the service(s) included in this quote.

Essential Service

- Guaranteed 4-hour emergency response 24 hours/day, 7 days/week
- Emergency service labor and travel coverage
- **FULL** parts, materials and labor coverage of UPS, excluding batteries
- Preventive Maintenance visits scheduled Monday-Friday, 8 am – 5 pm

PM Only Service

- Preventive Maintenance visits scheduled Monday-Friday, 8 am -- 5 pm

Site ID: 132834 Round Lake Police Department 741 W Townline Rd Round Lake, IL 60073

Tag #	Description	Part #	Annual PM Qty.	Coverage Type	Coverage Amount
<input type="radio"/> 1543629	CHLORIDE B244296	EP3636S22SF (36kVA)	2	ESSENTIAL	\$ 3,000.00
<input type="radio"/> 1543630	SEALED BATTERY	ACAB-36KCH	2	PM ONLY	\$ 600.00
				Total Price NOT including tax:	\$ 3,600.00
OR					
<input type="radio"/> 1543629	CHLORIDE B244296	EP3636S22SF (36kVA)	1	ESSENTIAL	\$ 2,550.00
<input type="radio"/> 1543630	SEALED BATTERY	ACAB-36KCH	2	PM ONLY	\$ 600.00
				Total Price NOT including tax:	\$ 3,150.00
OR					
<input type="radio"/> 1543630	SEALED BATTERY	ACAB-36KCH	1	PM ONLY	\$ 325.00
				Total Price NOT including tax:	\$ 2,875.00
OR					
<input type="radio"/> 1543629	CHLORIDE B244296	EP3636S22SF (36kVA)	2	PM ONLY	\$ 1,000.00
<input type="radio"/> 1543630	SEALED BATTERY	ACAB-36KCH	2	PM ONLY	\$ 600.00
				Total Price NOT including tax:	\$ 1,600.00
OR					
<input type="radio"/> 1543629	CHLORIDE B244296	EP3636S22SF (36kVA)	1	PM ONLY	\$ 550.00
<input type="radio"/> 1543630	SEALED BATTERY	ACAB-36KCH	2	PM ONLY	\$ 600.00
				Total Price NOT including tax:	\$ 1,150.00
OR					
<input type="radio"/> 1543630	SEALED BATTERY	ACAB-36KCH	1	PM ONLY	\$ 325.00
				Total Price NOT including tax:	\$ 875.00

(any tax required must be included in customer purchase order amount)

Please check circle (o) above for the option you would like.

Unless otherwise noted this Agreement shall commence on the date acknowledged by both parties signature below and shall be effective for One year. If additional years desired, please check option below:

- 2 year contracts (invoiced annually) receive a 5% discount per year
- 3 year contracts (invoiced annually) receive a 10% discount per year
- 5 year contracts (invoiced annually) receive a 15% discount per year

Critical Uptime Services will invoice annually upfront with Payment Terms of Net 30 Days

Please provide the following information:

Purchase Order Number: _____
(If a Purchase Order Number is provided, a hard copy must be included)

Phone: _____

Billing Contact Person: _____

Fax #: _____

Person Authorizing Payment: _____

Phone: _____

Billing Company Name: _____

Federal Tax ID # _____

Billing Address: _____

Taxable? Yes No

Billing City, ST Zip: _____

If non-taxable, please fax copy of tax exempt certificate

Certificate of Insurance required? Yes No (if so, please provide required limits of liability and named certificate holder)

Purchase Order must be assigned to:
Critical Uptime Services
28915 North Herky Drive #110
Lake Bluff, IL 60044

Payment remittance address:
Critical Uptime Services
PO Box 70474
Chicago, IL 60673

FID# 43-1798453

Signature of this agreement authorizes Critical Uptime Services to invoice for services mentioned herein and to utilize the provided purchase order number. If a purchase order number is not used, then the customer authorizes and guarantees the payment of such invoices by authority of the signature below.

Thank you for your business.

Proposed By:

Accepted By:

Colleen Fleming

7-7-2015

Colleen Fleming
Colleen.Fleming@emerson.com
847-247-2850 Ext-5

Date

Customer Signature Required Date

Printed Name Title

**** COVERAGE DETAILS ****

Parts required to bring equipment back to manufacturers specifications are the responsibility of the customer and billable at the time of the first preventive maintenance visit or service call. All pricing is valid only for service coverage stated and is subject to change if this quote is modified in any way. This quote is valid for 30 days from the date of this quote unless otherwise noted. It is understood that if acceptance of this proposal is acknowledged on the buyer's purchase order, such acceptance will be subject to the terms and conditions of this proposal with the same force and effect as though they were included on the buyer's purchase order.

SCOPE OF WORK

Corrective Maintenance

- Unlimited technical service 24/7/365
- Toll free telephone number (800-728-0392) provided
- Full parts, materials and labor coverage of UPS excluding batteries

Preventative Maintenance and Testing Service of the UPS:

- Perform a complete visual inspection of electrical components
- Inspect capacitors for leakage, heat and stress damage (if applicable)
- Verify proper float voltage of the DC system
- Measure and record DC voltages and currents
- Verify proper operation of cooling fans
- Replace air filter (from customer's stock if needed)
- Review alarm history and record
- Review equipment operation with personnel (if necessary)
- Perform thermal scan to identify poor connections and overheated components
- Measure and record input and output voltage - Line to Line (each phase)
- Measure and record input and output voltage - Line to Neutral (each phase)
- Measure and record input and output current (each phase)
- Measure and record input and output voltage frequency
- Verify internal power supply voltages, adjustments will be performed if necessary
- Verify system alignments are within factory specifications
- Check connections for proper torque; re-torque to specifications if necessary
- Verify proper operation of inverter
- Verify proper operation of static switch
- Verify the transfer operation
- Verify battery operation
- Clean interior cabinet of dust and debris

Maintenance and Testing of Valve Regulated Lead Acid (VRLA) Batteries Using the Latest Version of IEC 6-1188-x:

- Measure and record float voltage at battery terminals and each individual jar.
- Measure and record battery charger output current and battery float current.
- Check for excessive jar/cover distortion.
- Check for evidence of corrosion products, corrosive agents and dirt at the terminal posts, jar covers, connectors, racks and/or cabinets. Neutralize and clean where applicable.
- Check that battery room or area is properly ventilated.
- Measure and record temperature of the negative terminal of each cell/jar.
- Check connections for proper torque; re-torque to the battery manufacturer's specifications if necessary
- Measure and record AC ripple voltage and current.

Comprehensive reports of all work performed and any recommended corrective actions outside the scope of the maintenance and testing contract will be provided following each semiannual inspection. *Maintenance and testing of the UPS and batteries requires the transfer of critical load to BYPASS operation (load on unconditioned power)*

Additional Maintenance and Emergency Calls:

Any additional maintenance that may be required, or is requested by customer that is outside the scope of the maintenance and testing contract, will be billed at time and material rate. Contracted customer labor rates are \$120.00 per hour during business hours, \$155.00 per hour during weekday non-business hours and Saturdays, \$225.00 per hour on Sundays and holidays.

SERVICES TERMS AND CONDITIONS

Emerson Network Power Liebert Services, Inc. d/b/a Critical Uptime Services is herein referred to as the "Seller" and the customer or person or entity purchasing services ("Services") and parts required for Services ("Parts") from Seller is referred to as the "Buyer." These Services Terms and Conditions, any prior list or schedule, quotation, acknowledgment, Seller's scope of work, or invoices from Seller relevant to the provision of Services and all documents incorporated by specific reference herein or therein, constitute the complete and exclusive statement of the terms of the agreement ("Agreement") governing the sale of Services and Parts by Seller to Buyer. Any discrepancies between the terms of the above referenced documents shall be resolved by Seller. Seller's acceptance of Buyer's purchase order is expressly conditional on Buyer's assent to all the terms and conditions of this Agreement, including terms and conditions that are different from or additional to the terms and conditions of Buyer's purchase order. Buyer's acceptance of the Services and Parts will manifest Buyer's assent to the terms of this Agreement. Seller reserves the right in its sole discretion to refuse orders.

1. PRICES: Unless otherwise specified in writing by Seller, the price quoted or specified by Seller for the Services shall remain in effect for thirty (30) days after the date of Seller's quotation. Seller's scope of work or acknowledgment of Buyer's order for the Services, whichever occurs first, provided an unconditional authorization from Buyer for the performance of the Services is received and accepted by Seller within such time period. If authorization is not received by Seller within such thirty (30) day period, Seller shall have the right to change the price for the Services. All prices are exclusive of taxes, which are to be borne by Buyer. Unless otherwise specified by Seller, Parts will be furnished at Seller's then prevailing prices.

2. TAXES: Any current or future tax or governmental charge (or increases in same) affecting Seller's costs of Services or costs of production, sale, delivery or shipment of Parts, or which Seller is otherwise required to pay or collect in connection with the provision of Services and Parts, shall be for Buyer's account and shall be added to the price or billed to Buyer separately, at Seller's election.

3. TERMS OF PAYMENT: Unless otherwise specified by Seller, terms of payment are net 30 days from date of Seller's invoice. Seller shall have the right, among other remedies, either to terminate this Agreement or to suspend further performance under this Agreement and/or other agreements with Buyer in the event Buyer fails to make any payment when due, which other agreements Buyer and Seller hereby amend accordingly. Buyer shall be liable for all expenses, including attorney's fees, relating to the collection of past due amounts. If any payment owed to Seller is not paid when due, it shall bear interest, at a rate to be determined by Seller, which shall not exceed the maximum rate permitted by law, from the date on which it is due until it is paid. Seller may reserve its interests in payment by enforcing any applicable mechanic's, construction or similar lien rights. Should Buyer's financial responsibility become unsatisfactory to Seller, cash payments or security satisfactory to Seller may be required by Seller for future performance of Services or provision of Parts. If such cash payment or security is not provided, in addition to Seller's other rights and remedies, Seller may discontinue performance of Services and provision of Parts.

4. SHIPMENT AND DELIVERY: While Seller will use all reasonable commercial efforts to maintain the performance data acknowledged or quoted by Seller, all performance data are approximate and not guaranteed. Seller, at its option, shall not be bound to tender delivery of any Parts for which Buyer has not provided shipping instructions and other required information. If the provision of Services or shipment of the Parts is postponed or delayed by Buyer for any reason, Buyer agrees to reimburse Seller for any and all storage costs and other additional expenses resulting therefrom. Unless otherwise specified by Seller, for sales of Parts in which the date and destination of the Parts is outside of the United States, risk of loss and legal title in the Parts shall transfer to Buyer immediately after the Parts have passed beyond the territorial limits of the United States. For all other shipments, risk of loss and legal title shall pass from Seller to Buyer upon delivery to and receipt by carrier at Seller's shipping point. Notwithstanding the above, risk of loss and legal title in Parts shall transfer to Buyer (i) when delivered by the individual providing the Services, or (ii) at the time Parts are placed in storage due to Buyer's delay or nonpayment. Any claims for shortages or damages suffered in transit are the responsibility of Buyer and shall be submitted by Buyer directly to the carrier. Shortages or damages must be identified and signed for at the time of delivery.

5. LIMITED WARRANTY: Subject to the limitations of Section 6, Seller warrants that it will perform the Services as described in this Agreement and will exercise all reasonable skill, care and due diligence in the performance of the Services and shall perform the Services in accordance with professional practice. Seller warrants that all Services performed shall be free from faulty workmanship for a period of thirty (30) days from completion of Services. To the extent applicable, Seller warrants to Buyer any warranties that are made by manufacturers and suppliers of Parts. EXCEPT AS SPECIFIED ABOVE, PARTS FURNISHED HEREUNDER ARE FURNISHED AS-IS, WHERE-IS, WITH NO WARRANTY WHATSOEVER. THE WARRANTIES SET FORTH IN THIS SECTION 5 ARE THE SOLE AND EXCLUSIVE WARRANTIES GIVEN BY SELLER WITH RESPECT TO THE SERVICES AND PARTS AND ARE IN LIEU OF AND EXCLUDE ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARISING BY OPERATION OF LAW OR OTHERWISE, INCLUDING WITHOUT LIMITATION, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE WHETHER OR NOT THE PURPOSE OR USE HAS BEEN DISCLOSED TO SELLER IN SPECIFICATIONS, DRAWINGS OR OTHERWISE.

This warranty does not extend to any losses or damages due to misuse, accident, abuse, neglect, normal wear and tear, negligence (other than Seller's), unauthorized modification or alteration, use beyond rated capacity, unstable power sources or environmental conditions, improper installation, repair, handling, maintenance or application or any other cause not the fault of Seller. To the extent that Buyer or its agents have supplied specifications, information, representation of operating conditions or other data to Seller that is used in (i) the selection of the Services and/or Parts and (ii) the preparation of Seller's quotation and/or scope of work, and in the event that actual operating conditions or other conditions differ from those represented by Buyer, any warranties or other provisions contained herein that are affected by such conditions shall be null and void.

Buyer assumes all other responsibility for any loss, damage, or injury to persons or property arising out of, connected with, or resulting from the use of Services or Parts, either alone or in combination with other parts.

6. LIMITATION OF REMEDY AND LIABILITY: THE SOLE AND EXCLUSIVE REMEDY FOR BREACH OF ANY WARRANTY HEREUNDER SHALL BE LIMITED TO, AT SELLER'S SOLE OPTION, EITHER CORRECT PERFORMANCE FOR THAT PORTION OF THE SERVICES FOUND BY SELLER TO BE DEFECTIVE OR REFUND OF THE PRICE PAID FOR SERVICES.

SELLER SHALL NOT BE LIABLE FOR DAMAGES CAUSED BY DELAY IN PERFORMANCE AND THE REMEDIES OF BUYER SET FORTH IN THIS AGREEMENT ARE EXCLUSIVE. IN NO EVENT, REGARDLESS OF THE FORM OF THE CLAIM OR CAUSE OF ACTION (WHETHER BASED IN CONTRACT, REPRISAND, NEGLIGENCE, STRICT LIABILITY, OTHER TORT OR OTHERWISE), SHALL SELLER'S LIABILITY TO BUYER AND/OR ITS CUSTOMERS EXCEED THE PRICE PAID BY BUYER FOR THE SPECIFIC SERVICES OR PARTS PROVIDED BY SELLER GIVING RISE TO THE CLAIM OR CAUSE OF ACTION.

BUYER AGREES THAT SELLER'S LIABILITY TO BUYER AND/OR ITS CUSTOMERS SHALL NOT EXTEND TO INCLUDE INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES. The term "consequential damages" shall include, but not be limited to, loss of anticipated profits, business interruption, loss of use, revenue, reputation and data, costs incurred, including without limitation, for capital, fuel, power and loss of damage to property or equipment.

It is expressly understood that any technical advice furnished by Seller with respect to the use of the Parts and/or Services is given without charge, and Seller assumes no obligation or liability for the advice given, or results obtained, all such advice being given and accepted at Buyer's risk.

7. INSURANCE: Seller shall maintain the following insurance or self-insure coverage: **Medical Expenses/Infection** in accordance with the statutory requirements of the state in which the work is performed. **Employer's Liability** with a limit of liability of \$2,000,000 per occurrence for bodily injury by accident or bodily injury by disease. **Commercial General Liability (CGL)** for bodily injury and property damage with a limit of \$2,000,000 per occurrence and aggregate. CGL include Contractual Liability. CGL does not include Products and Completed Operations coverage, which is self-insured. **Automobile Liability Insurance** that covers usage of all owned, non-owned and leased vehicles and which is subject to a combined single limit per occurrence of \$2,000,000. **Automobile Liability Insurance** includes Contractual Liability. Seller may self-insure for coverages. Provisions regarding waiver of subrogation, additional insured status, or the primary nature of Seller's insurance shall be limited to the extent of Buyer's negligent acts or omissions. Additional information related to the insurance coverage provided by Seller can be found at www.emerson.com/doc/104461/040601.

Buyer expressly acknowledges and agrees that Seller has set its prices and entered into this Agreement in reliance upon the limitations of liability, insurance coverage, and other terms and conditions specified herein, which allocate the risk between Seller and Buyer and form a basis of this bargain between the parties.

8. FORCE OF PERFORMANCE: Seller shall not be liable for delays in performance or for non-performance due to acts of God; war; epidemic flu; flood; weather; sabotage; strike or labor disputes; civil disturbances or riots; governmental requests, restrictions, allocations, laws, regulations, orders or actions; unavailability of or delays in transportation; default of suppliers; or unforeseen circumstances; acts or omissions of Buyer, including, without limitation, those specified in Section 18; or any events of cause beyond Seller's reasonable control. Performance

of Services and deliveries of Parts may be suspended for an appropriate period of time or suspended by Seller upon notice to Buyer in the event of any of the foregoing, but the balance of this Agreement shall otherwise remain unaffected as a result of the foregoing. If Seller determines that its ability to supply the total demand for the Services or Parts or to obtain materials used directly or indirectly in the manufacture of the Parts is hindered, limited or made impracticable due to causes set forth in the preceding paragraph, Seller may delay performance of Services or allocate its available supply of the Parts among its purchasers on such basis as Seller determines to be equitable without liability for any failure of performance which may result therefrom.

9. CANCELLATION: Buyer may amend orders only upon reasonable advance written notice and upon payment to Seller of Seller's cancellation charge which includes, among other things, all costs and expenses incurred and to cover commitments made by the Seller, and a reasonable profit thereon. Seller's determination of such cancellation charges shall be conclusive.

10. CHANGES: Buyer may request changes or additions to the Services. In the event such changes or additions are accepted by Seller, Seller may revise the price and performance dates. Seller reserves the right to change designs and specifications for the Parts without prior notice to Buyer, except with respect to Parts being made-to-order for Buyer. Seller shall have no obligation to install or make such change in any Parts manufactured prior to the date of such change.

11. NUCLEAR/MEDICAL SERVICES AND PARTS SOLD HEREUNDER ARE NOT FOR USE IN CONNECTION WITH ANY NUCLEAR, MEDICAL, LIFE-SUPPORT AND RELATED APPLICATIONS. Buyer accepts Services and Parts with the foregoing understanding, agrees to communicate the same in writing to any subsequent purchasers or users and to defend, indemnify and hold harmless Seller from any claims, losses, suits, judgments and damages, including incidental and consequential damages, arising from such use, whether the cause of action be based in tort, contract or otherwise, including allegations that the Seller's liability is based on negligence or strict liability.

12. ASSIGNMENT: Buyer shall not assign its rights or delegate its duties hereunder or any interest herein without the prior written consent of Seller, and any such assignment or delegation, without such consent, shall be void.

13. INSPECTION: Buyer shall have ten (10) days from the date of completion of each portion of the Services to inspect the Services, and in the event of any non-conformity, Buyer must give written notice to Seller within said period stating why the Services are not conforming. Failure by Buyer to give such notice constitutes unqualified acceptance of the Services.

14. BILLABLE SERVICES: Additional charges will be billed to Buyer at Seller's then prevailing labor rates for any of the following: a) any Services not specified in Seller's quotation, Seller's order acknowledgment, Seller's scope of work, or other documents referenced herein and thereon; b) any Services performed at times other than Seller's normal service hours; c) if timely and reasonable site and/or equipment access is denied the Seller service representative; d) if it is necessary, due to local circumstances, to use union labor or hire an outside contractor, Seller Service personnel will provide supervision only and the cost of such union or contract labor will be charged to Buyer; (e) if Service or repair is necessary to return equipment to proper operating condition as a result of other than (i) maintenance, repair, or modification (including, without limitation, changes in specifications or incorporation of manufacturer or other features); (ii) misuse or neglect, (including, without limitation, failure to maintain facilities and equipment in a reasonable manner); (iii) failure to operate equipment in accordance with applicable specifications; and (iv) sabotage, accident, or other causes external to equipment; (f) Seller's performance is made more burdensome or costly as a result of Buyer's failure to comply with its obligations herein; or (g) any additional obligations or requirements, including but not limited to those related to insurance requirements, service delivery, building entry or technical training.

15. DRAWINGS: Seller's documentation, prints, and drawings ("Documents") (including without limitation, the underlying technology) furnished by Seller to Buyer in connection with this Agreement are the property of Seller and Seller retains all rights, including without limitation, exclusive rights of use, licensing and sale. Notwithstanding the foregoing, Buyer may use the Documents in connection with the Services and Parts.

16. EXPORT/IMPORT: Buyer agrees that all applicable import and export control laws, regulations, orders and requirements, including without limitation those of the United States, and the jurisdictions in which the Seller and Buyer are established or from which Services and Parts may be supplied, will apply to their receipt and use. In no event shall Buyer use, transfer, re-export, import, or export Parts in violation of such applicable laws, regulations, orders or requirements.

17. NON-SOLICITATION: Buyer shall not solicit, directly or indirectly, or employ any employees of Seller during the period any Services are being provided to Buyer and for a period of one (1) year after the last provision of Services.

18. GENERAL PROVISIONS: These Services Terms and Conditions supersede all other communications, negotiations and prior oral or written statements regarding the subject matter of these Services Terms and Conditions. No change, modification, rescission, discharge, abandonment, or waiver of these Services Terms and Conditions shall be binding upon the Seller unless made in writing and signed on its behalf by a duly authorized representative of Seller. No conditions, usage of trade, course of dealing or performance, understanding or agreement purporting to modify, vary, explain, or supplement this Agreement shall be binding unless expressly made in writing and signed by the party to be bound, and no modification or additional terms shall be applicable to this Agreement by Seller's receipt, acknowledgment, or acceptance of purchase orders, shipping instruction forms, or other documentation containing terms of variance with or in addition to those set forth herein. Any such modifications or additional terms are specifically rejected and deemed a material alteration hereof. If the document shall be deemed an acceptance of a prior offer by Buyer, such acceptance is expressly conditional upon Buyer's assent to any additional or different terms set forth herein. Seller reserves the right to subcontract Services to others. No waiver by either party with respect to any breach or default or of any right of remedy, and no course of dealing, shall be deemed to constitute a continuing waiver of any other breach or default or of any other right or remedy, unless such waiver is expressed in writing and signed by the party to be bound. All typographical or clerical errors made by Seller in any quotation, acknowledgment or publication are subject to correction.

The validity, performance, and all other matters relating to the interpretation and effect of this Agreement shall be governed by the law of the state of Ohio without regard to its conflict of laws principles. Buyer and Seller agree that the proper venue for all actions arising in connection herewith shall be only in the county of Franklin, state of Ohio, and the parties agree to submit to such jurisdiction. No action, regardless of form, arising out of transactions relating to this contract, may be brought by either party more than two (2) years after the cause of action has occurred. The U.N. Convention on Contracts for the International Sale of Goods shall not apply to this Agreement.

19. ADDITIONAL SERVICE CONDITIONS: The Buyer shall furnish to Seller, at no cost, suitable working space, storage space, adequate heat, telephone, light, ventilation, regulated electric power and outlets for testing purposes. The facilities shall be within a reasonable distance from where the Services are to be provided. Seller and its representatives shall have full and free access to the equipment in order to provide the necessary Services. Buyer understands Seller to need a service technician or an authorized agent to access any site requested by Buyer to provide the means to shut-off and secure electric power to the equipment and provide safe working conditions. Seller is under no obligation to remove or dispose of Parts or equipment unless specifically agreed upon in Seller's scope of work. Buyer shall immediately inform Seller, in writing, at the time of order placement and thereafter, of any unsafe or hazardous substance or condition at the site, including, but not limited to, the presence of asbestos or asbestos-containing materials, and shall provide Seller with any applicable Material Data Safety Sheets regarding the same. Any losses, costs, damages, claims and expenses incurred by Seller as a result of Buyer's failure to so advise Seller shall be borne by Buyer. Seller, in its sole discretion and without cost or penalty, reserves the right to suspend its performance under this Agreement or any order immediately upon written notice to Buyer following Seller discovery of unsafe or hazardous site substance or condition or any other circumstances affecting Seller's performance of Services. Buyer shall appoint a representative familiar with the site and the nature of the Services to be performed by Seller to be accessible at all times that Seller personnel are at the site. Seller shall not be liable for any expenses incurred by Buyer in removing, replacing or refurbishing any Buyer equipment or any part of Buyer's building structure that restricts Seller access. Buyer personnel shall cooperate with and provide all necessary assistance to Seller. Seller shall not be liable or responsible for any work performed by Buyer.

20. INDEMNITY: Each party shall indemnify and hold the other party harmless from loss, damage, liability or expense resulting from damage to personal property of a third party, or injury, including death, to third parties to the extent caused by a negligent act or omission of the party providing indemnification or a party's subcontractors, agents or employees during performance of services hereunder. Such indemnification shall be reduced to the extent damage or injuries are attributable to others. The indemnifying party shall defend the other party in accordance with and to the extent of the above indemnification, provided that the indemnifying party (a) promptly notified by the other party, in writing, of any claims, demands or suits for such damages or injuries; (b) given all reasonable information and assistance by the other party; (c) given full control over any resulting negotiation, arbitration or litigation, including the right to choose counsel and settle claims; or the indemnifying party's obligations herein shall be deemed waived.

Services Terms and Conditions - Rev 2011



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: Uninterruptible Power Supply (UPS) System; Battery Replacement

Agenda Item No. COTW

Executive Summary:

Attached is information and price list for Battery Replacement for the police department and public works department Uninterruptible Power Supply.

The Uninterruptible Power Supply in place today is in need of battery replacement. The device has been in place since July 27, 2005. The batteries were replaced in October, 2008. These batteries that are in the unit have an anticipated life of three years. They are beginning to fail. The unit holds 40 batteries.

The Round Lake Police Department seeks approval to have the batteries changed in the UPS system. The cost is \$5,747.70. This is a budgeted expense.

Recommended Action:

Staff recommends approval to replace the batteries for the UPS with Critical Uptime Services a fee of \$5,747.00. This is a budgeted expense.

Committee: Police		Meeting Date: July 20, 2015	
Lead Department: Police		Presenter: Michael Gillette; Chief of Police	
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	Account(s)	Budget	Expenditure
	61-40-91-99117	\$51,200.00	
	Item Requested		\$5,747.70
	YTD Actual		\$0.00
	Amount Encumbered		\$0.00
	Total:	\$51,200.00	\$5,747.70
	Request is over/under budget:		
Under		\$45,452.30	
Over	-		

Resolution 2015-R-___

A Resolution Authorizing the Village of Round Lake Police Department's to replace the batteries in the Uninterruptible Power Supply using Critical Uptime Services

WHEREAS, the Critical Uptime Preventive Maintenance service is an outlet comprised of valuable service to the Village that can assist the Village in further assuring the well being of expensive Village property not limited to computers, copy machines, printers, telephone systems and servers which are used to complete critical police and public works essential functions; and

WHEREAS, the Round Lake Police Department has no other viable avenue from which to recruit the type of service for our Uninterruptible Power supply that Critical Uptime Services can provide as this is a proprietary system; and

WHEREAS, the Village President and Board of Trustees find that entering into this preventive maintenance agreement service is fiscally prudent and in the interest of public health, safety and welfare; and

NOW THEREFORE BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Replacing the batteries in the UPS contracting Critical Uptime Services to perform the work under quote #Q02266372r1 is hereby authorized.
2. Quote and comparable price sheet is attached hereto as Exhibit A is hereby approved.
3. The Mayor, or his designee, is authorized to perform such other actions required to carry out the Village's participation in the Critical Uptime battery replacement service and to otherwise implement this resolution.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:

CRITICAL UPTIME SERVICES

April 21, 2015

Commander TROY AKEY
ROUND LAKE POLICE
741 W TOWNLINE RD
ROUND LAKE, IL US, 60073

Phone: 847-546-8112
Email: takcy@roundlake.com

Quote No. Q02266372r1

We are pleased to submit the following proposal for replacement of your VRLA Battery equipment for your consideration. Please refer to the Scope of Work for specific coverage information. Below is a summary of the service(s) included in this quote.

Full Battery Replacement:

Site ID: 132834, ROUND LAKE POLICE, 741 W TOWNLINE RD, ROUND LAKE, IL, 60073

Equipment Tag	Tag Description	Battery Model	Battery Qty
1543630	ACAB-36K	HX150E	40

Battery above associated with UPS serial number B244296 (battery last changed October-2008).

Please Select one Labor Option below:

- Normal Hours (M-F 8am to 5pm)
- After Hours (M-F 5pm to 8am, and/or all day Saturday)
- Sunday/Holiday
- No Installation

Total Price:	\$5,747.70
Total Price:	\$6,787.70
Total Price:	\$7,957.70
Total Price:	\$3,667.70

(NOT including tax: any tax required must be included in customer purchase order amount).

Payment Terms: Net 30 Days

Progress billing: For all projects involving battery replacement, progress payments will apply. Invoices will be issued per the following project milestones:

<u>Milestone</u>	<u>Payment Due</u>
Shipment of Materials	Total amount for materials and freight
Completion of installation and testing	Balance of project price

Battery Selection:

- The battery model listed above or batteries with the same fit, form, and function as the battery being replaced.

Basic Installation Services are limited to:

- Delivery of new batteries to site (Lift Gate Service available)
- Dismantling Existing batteries
- Assembly of new battery with Proper Torque of new battery connections
- Testing and Calibration of new batteries and UPS
- Removal and safe disposal of existing batteries
- Three year full/seven year pro-rated warranty

Basic Site Requirements for Basic Installation Service:

- Inside staging area large enough for the batteries being installed and removed

In the event that a service or site requirement fails outside of the Basic Installation Services or Basic Site Requirements listed above, Critical Uptime Services will provide an additional quote for said Special Installation Services or in response to said Special Site Requirements.

Special Installation Services and Site Requirements for which there will be additional costs and charges include, but are not limited to:

- Floor Protection
- Floor Loading Limitations
- Delivery Path Includes Stairways, Ramps or Other Obstructions
- Use of Cranes

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5. LIMITED WARRANTY: Subject to the limitations of Section 5, Seller warrants that it will perform the Services as described in this Agreement and will exercise all reasonable skill, care and due diligence in the performance of the Services and shall perform the Services in accordance with professional practice. Seller warrants that all Services performed shall be free from faulty workmanship for a period of thirty (30) days from completion of Services. To the extent assignable, Seller assigns to Buyer any warranties that are made by manufacturers and suppliers of Parts, EXCEPT AS SPECIFIED ABOVE. PARTS FURNISHED HEREUNDER ARE FURNISHED AS-IS, WHERE-IS, WITH NO WARRANTY WHATSOEVER. THE WARRANTIES SET FORTH IN THIS SECTION 5 ARE THE SOLE AND EXCLUSIVE WARRANTIES GIVEN BY SELLER WITH RESPECT TO THE SERVICES AND PARTS AND ARE IN LIEU OF AND EXCLUDE ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARISING BY OPERATION OF LAW OR OTHERWISE, INCLUDING WITHOUT LIMITATION, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE WHETHER OR NOT THE PURPOSE OR USE HAS BEEN DISCLOSED TO SELLER IN SPECIFICATIONS, DRAWINGS OR OTHERWISE.

This warranty does not extend to any losses or damages due to misuse, accident, abuse, neglect, normal wear and tear, negligence (other than Seller's), unauthorized modification or alteration, use beyond rated capacity, unavailable power sources or environmental conditions, improper installation, repair, handling, maintenance or application or any other cause not the fault of Seller. To the extent that Buyer or its agents have supplied specifications, information, representation of operating conditions or other data to Seller that is used (i) in the selection of the Services and/or Parts and (ii) in the preparation of Seller's quotation and/or scope of work, and in the event that actual operating conditions or other conditions differ from those represented by Buyer, any warranties or other provisions contained herein that are affected by such conditions shall be null and void.

Buyer assumes all other responsibility for any loss, damage, or injury to persons or property arising out of, connected with, or resulting from the use of Services or Parts, either alone or in combination with other parts.

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BUYER AGREES THAT SELLER'S LIABILITY TO BUYER AND/OR ITS CUSTOMERS SHALL NOT EXTEND TO INCLUDE INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES. The term "consequential damages" shall include, but not be limited to, loss of anticipated profits, business interruption, loss of use, revenue, reputation and data, costs incurred, including without limitation, for capital, fuel, power and loss or damage to property or equipment.

It is expressly understood that any technical advice furnished by Seller with respect to the use of the Parts and/or Services is given without charge, and Seller assumes no obligation or liability for the advice given, or results obtained, all such advice being given and accepted at Buyer's risk.

7. INSURANCE: Seller shall maintain the following insurance or self-insurance coverage: Worker's Compensation in accordance with the statutory requirements of the state in which the work is performed; Seller's Liability with a limit of liability of \$2,000,000 per occurrence for bodily injury by accident or bodily injury by disease. Commercial General Liability (CGL) for bodily injury and property damage with a limit of \$2,000,000 per occurrence and aggregate. CGL includes Contractual Liability. CGL does not include Products and Completed Operations coverage, which is self-insured. Automobile Liability Insurance that covers usage of all owned, non-owned and leased vehicles and which is subject to a combined single limit per occurrence of \$2,000,000. Automobile Liability Insurance includes Contractual Liability. Seller may self-insure for coverage. Provisions regarding waiver of subrogation, additional insured status, or the primary nature of Seller's insurance shall be limited to the extent of Seller's significant assets or contracts. Additional information related to the insurance coverage provided by Seller can be found at www.emerson.com/na/insurance.

Buyer expressly acknowledges and agrees that Seller has set its prices and entered into this Agreement in reliance upon the limitations of liability, insurance coverage, and other terms and conditions specified herein, which allocate the risk between Seller and Buyer and form a basis of the bargain between the parties.

8. SCOPE OF PERFORMANCE: Seller shall not be liable for delays in performance or for non-performance due to acts of God; war, epidemic, fire; flood; weather; sabotage; strikes or labor disputes; civil disturbances or riots; governmental requisition, restrictions, allocations, laws, regulations, orders or actions; unavailability of or delay in transportation; default of supplier; or unforeseen circumstances; acts or omissions of Buyer; including, without limitation, those specified in Section 10; or any events or causes beyond Seller's reasonable control. Performance of Services and delivery of Parts may be suspended for an appropriate period of time or canceled by Seller upon notice to Buyer in the event of any of the foregoing, but the balance of this Agreement shall otherwise remain unaffected as a result of the foregoing. If Seller determines that its ability to supply the total demand for the Services or Parts to be

obtain material used directly or indirectly in the manufacture of the Parts is hindered, limited or made impracticable due to causes set forth in the preceding paragraph, Seller may delay performance of Services or allocate its available supply of the Parts among its purchasers on such basis as Seller determines to be equitable without liability for any failure of performance which may result therefrom.

9. CANCELLATION: Buyer may cancel orders only upon reasonable advance written notice and upon payment to Seller of Seller's cancellation charges which include, among other things, all costs and expenses incurred and to cover commitments made by the Seller, and a reasonable profit thereon. Seller's determination of such cancellation charges shall be conclusive.

10. CHANGES: Buyer may request changes or additions to the Services. In the event such changes or additions are accepted by Seller, Seller may revise the price and performance dates. Seller reserves the right to change designs and specifications for the Parts without prior notice to Buyer, except with respect to Parts being made-to-order for Buyer. Seller shall have no obligation to install or make such change in any Parts manufactured prior to the date of such change.

11. NUCLEAR/MEDICAL: SERVICES AND PARTS SOLD HEREUNDER ARE NOT FOR USE IN CONNECTION WITH ANY NUCLEAR, MEDICAL, LIFE-SUPPORT AND RELATED APPLICATIONS. Buyer accepts Services and Parts with the foregoing understanding, agrees to communicate the same in writing to any subsequent purchasers or users and to defend, indemnify and hold harmless Seller from any claims, losses, suits, judgments and damages, including incidental and consequential damages, arising from such use, whether the cause of action be based in tort, contract or otherwise, including allegations that the Seller's liability is based on negligence or strict liability.

12. ASSIGNMENT: Buyer shall not assign its rights or delegate its duties hereunder or any interest herein without the prior written consent of Seller, and any such assignment or delegation, without such consent, shall be void.

13. ACCEPTANCE: Buyer shall have ten (10) days from the date of completion of each portion of the Services to inspect the Services, and in the event of any non-conformity, Buyer must give written notice to Seller within said period stating why the Services are not conforming. Failure by Buyer to give such notice constitutes unqualified acceptance of the Services.

14. BILLABLE SERVICES: Additional charges will be billed to Buyer at Seller's then prevailing labor rates for any of the following: (i) any Services not specified in Seller's quotation, Seller's order acknowledgment, Seller's scope of work, or other documents referenced herein and therein; (ii) any Services performed at times other than Seller's normal service hours; (iii) any travel and reasonable site and/or equipment access in divided the Seller service representative; (iv) if it is necessary, due to local circumstances, to use union labor or hire an outside contractor, Seller's personnel will provide supervision only and the cost of such union or contract labor will be charged to Buyer; (v) if Service or repair is necessary to return equipment to proper operating condition as a result of other than Seller (i) maintenance, repair, or modification (including, without limitation, changes in specifications or incorporation of attachments or other features), (ii) misuse or neglect, (including, without limitation, failure to maintain facilities and equipment in a reasonable manner), (iii) failure to operate equipment in accordance with applicable specifications, and (iv) catastrophe, accident, or other causes external to equipment; (vi) Seller's performance in making more than two service calls or, as a result of Buyer's failure to comply with its obligations herein, or (vii) any additional alterations or modifications, including but not limited to those related to insurance requirements, service delivery, building entry or industrial training.

15. DRAWINGS: Seller's documentation, prints, and drawings ("Documentation") including without limitation, the underlying technology furnished by Seller to Buyer in connection with this Agreement are the property of Seller and Seller retains all rights, including without limitation, exclusive rights of use, licensing and sale. Notwithstanding the foregoing, Buyer may use the Documentation in connection with the Services and Parts.

16. COMPLIANCE: Buyer agrees that all applicable import and export control laws, regulations, orders and requirements, including without limitation those of the United States, and the jurisdictions in which the Seller and Buyer are established or from which Services and Parts may be supplied, will apply to their receipt and use. In no event shall Buyer use, transfer, re-export, import, or export Parts in violation of such applicable laws, regulations, orders or requirements.

17. NON-SOLICITATION: Buyer shall not solicit, directly or indirectly, or employ any employee of Seller during the period any Services are being provided to Buyer and for a period of one (1) year after the last provision of Services.

18. GENERAL PROVISIONS: These Services Terms and Conditions supersede all other communications, negotiations and prior oral or written statements regarding the subject matter of these Services Terms and Conditions. No change, modification, rescission, discharge, abandonment, or waiver of these Services Terms and Conditions shall be binding upon the Seller unless made in writing and signed on its behalf by a duly authorized representative of Seller. No conditions, usage of trade, course of dealing or performance, understanding or agreement purporting to modify, vary, explain, or supplement this Agreement shall be binding unless hereafter made in writing and signed by the party to be bound, and no modification or additional terms shall be applicable to this Agreement by Seller's receipt, acknowledgment, or acceptance of purchase orders, shipping instructions forms, or other documentation containing terms at variance with or in addition to those set forth herein. Any such modifications or additional terms are specifically rejected and deemed a material alteration hereto. If this document shall be deemed an acceptance of a prior offer by Buyer, such acceptance is expressly conditioned upon Buyer's assent to any additional or different terms set forth herein. Seller reserves the right to subcontract Services to others. No matter by either party with respect to any breach or default of or any right or remedy, and no course of dealing, shall be deemed to constitute a continuing waiver of any other breach or default of or any other right or remedy, unless such waiver be expressed in writing and signed by the party to be bound. All typographical or clerical errors made by Seller in any quotation, acknowledgment or publication are subject to correction.

The validity, performance, and all other matters relating to the interpretation and effect of this Agreement shall be governed by the law of the state of Ohio without regard to its conflict of laws principles. Buyer and Seller agree that the proper venue for all actions arising in connection herewith shall be only in the county of Franklin, state of Ohio, and the parties agree to submit to such jurisdiction. No action, regardless of form, arising out of transactions relating to this contract, may be brought by either party more than two (2) years after the cause of action has occurred. The U.N. Convention on Contracts for the International Sale of Goods shall not apply to this Agreement.

19. ADDITIONAL SERVICE CONDITIONS: The Buyer shall furnish to Seller, at no cost, suitable working space, adequate power, adequate heat, telephone, light, ventilation, regulated electric power and outlets for testing purposes. The facilities shall be within a reasonable distance from where the Services are to be provided. Seller and its representatives shall have full and free access to the equipment in order to provide the necessary Services. Buyer authorizes Seller to send a service technician or an authorized agent to access any site requested by Buyer to perform Services, including services on different aspects of such and equipment as requested by Buyer. Buyer shall provide the means to shut-off and assure electric power to the equipment and provide safe working conditions. Seller is under no obligation to remove or dispose of Parts or equipment unless specifically agreed upon in Seller's scope of work. Buyer shall immediately inform Seller, in writing, at the time of order placement and thereafter, of any unsafe or hazardous substance or condition at the site, including, but not limited to, the presence of asbestos or asbestos-containing materials, and shall provide Seller with any applicable Material Data Safety Sheets regarding the same. Any losses, costs, damages, claims and expenses incurred by Seller as a result of Buyer's failure to so advise Seller shall be borne by Buyer. Seller, in its sole discretion and without cost or penalty, reserves the right to cancel its performance under this Agreement or any order immediately upon written notice to Buyer following Buyer discovery of unsafe or hazardous site substance or condition or any other circumstance affecting Seller's performance of Services. Buyer shall appoint a representative familiar with the site and the nature of the Services to be performed by Seller to be accessible at all times that Seller personnel are on the site. Seller shall not be liable for any expenses incurred by Buyer in removing, replacing or reestablishing any Buyer equipment or any part of Buyer's building structure that restricts Seller access. Buyer personnel shall cooperate with and provide all necessary assistance to Seller. Seller shall not be liable or responsible for any work performed by Buyer.

20. INDEMNITY: Each party shall indemnify and hold the other party harmless from loss, damage, liability or expense resulting from damage to personal property of a third party, or injuries, including death, to third parties to the extent caused by a negligent act or omission of the party providing indemnification or a party's sub-contractor, agents or employees during performance of services hereunder. Such indemnification shall be assumed to the extent damage or injuries are attributable to others. The indemnifying party shall defend the other party in accordance with and to the extent of the above indemnification, provided that the indemnifying party is: (i) promptly notified by the other party, in writing, of any claims, demands or suits for such damages or injuries; (ii) given all reasonable information and assistance by the other party; (iii) given full control over any resulting negotiation, arbitration or litigation, including the right to choose counsel and settle claims; or (iv) the indemnifying party's obligations herein shall be deemed waived.



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INFORMATION

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 - EnerSys HX150 sealed lead acid battery is rated at 12Volts, 32Ah with M6 threaded receptacles and M6 bolt terminals.
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VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: SWALCO COMMERCIAL RECYCLING PROGRAM

Agenda Item No. COTW

Executive Summary

There are two commercial franchise ordinances attached from SWALCO, which Walter Willis, Executive Director of SWALCO, will be in attendance to explain the differences between both. The language in the ordinance has been approved by the haulers affiliated with the National Waste and Recycling Assoc. IL chapter. Also attached are two (2) forms that will be used (we pick one based on how we decide to count recycling participation) by the haulers to report data to us, and a letter SWALCO recommends we send to all of our local businesses should the ordinance be passed.

The typical municipality in Lake County that does not have a commercial franchise has about 25% of its local businesses that currently have recycling service. This ordinance puts the haulers on notice that if they don't get 50% of your businesses to recycle by the end of a 36 month reporting period that we can then issue an RFP for a commercial franchise.

Staff needs to have legal review the ordinance and work with SWALCO to be sure we follow the correct processes should the ordinance be approved. SWALCO will also be creating a webpage where all the data the haulers report to us will be posted, which can be linked to our webpage.

Finally, attached are the highlights of the commercial recycling program.

Recommended Action

Discuss the SWALCO Commercial Solid Waste Hauling and Recycling Program Ordinance for future action to be taken by staff.

Committee: -	Meeting Date(s): 7/6 & 7/20/15																			
Lead Department: Administration	Presenter: Steven J. Shields, Village Administrator																			
<p>Item Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</p> <p>Notes: None</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Account(s)</th> <th style="width: 20%;">Budget</th> <th style="width: 40%;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>Other Items</td> <td></td> <td></td> </tr> <tr> <td>Item Requested</td> <td></td> <td></td> </tr> <tr> <td>Y-T-D Actual</td> <td></td> <td></td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td></td> </tr> <tr> <td>Grand Total</td> <td>\$0.00</td> <td>\$0.00</td> </tr> </tbody> </table>	Account(s)	Budget	Expenditure	Other Items			Item Requested			Y-T-D Actual			Amount Encumbered			Grand Total	\$0.00	\$0.00	<p>Request is over/under budget:</p> <p>Under -</p> <p>Over -</p>
Account(s)	Budget	Expenditure																		
Other Items																				
Item Requested																				
Y-T-D Actual																				
Amount Encumbered																				
Grand Total	\$0.00	\$0.00																		

Commercial Recycling Highlights

- Villages Adopts Ordinance: Commercial Solid Waste Hauling and Recycling Program
 - Requires the haulers providing refuse and/or recycling collection services to report to us the number of businesses under contract for recycling services
 - Under a State law passed last year (Public Act 98-1079), we were granted the authority to require haulers to provide information on recycling participation rates every six months over the next three years
 - If the haulers do not demonstrate that at least 50% of the businesses have recycling services at the end of the three year period, we may choose to pursue a commercial franchise with one exclusive hauler
- The Village's ordinance and the State law are not mandates to businesses to recycle
- It encourages businesses to recycle
- The ordinance and State law require the haulers provide the business with a written offer, if they currently don't have recycling service, at least once every two years
- Regardless of whether we passed our own local ordinance this requirement for the haulers to make a written offer to provide recycling services is a new State law applicable to all of Lake County
- SWALCO estimates that about 20 to 30% of businesses currently recycle in Lake County. If the participation rate can grow to 50% or greater that will be a significant achievement and one that SWALCO will be tracking and reporting back to the Village on.

Commercial Solid Waste Hauling and Recycling Program Ordinance

Ordinance No. _____ Version #1

WHEREAS, Public Act 98-1079 became effective on August 26, 2014 and created the Solid Waste Hauling and Recycling Program Act, and amended the Illinois Municipal Code and the Illinois Solid Waste Planning and Recycling Act; and,

WHEREAS, Public Act 98-1079 requires each hauler operating in a county or municipality to offer collection services for recyclable materials to their non-residential business customers, and to provide a written offer to provide recycling services, at least once every 2 years, to their non-residential business customers that are not recycling; and,

WHEREAS, Public Act 98-1079 prohibits a municipality with a population of less than 1,000,000 from awarding a commercial franchise unless it: 1) provides written notice to all haulers licensed by the municipality of its intent to issue a request for proposal for a commercial franchise, and 2) adopts an ordinance requiring a 36 month reporting program to determine the percentage of non-residential businesses in the municipality contracting for the collection of recyclable materials, and demonstrates that the recycling participation for the final six months of the 36 month long reporting period is less than 50% of the total number of businesses served in the municipality or that during 2 consecutive 6 month reporting periods after the 36 month reporting period that less than 50% of businesses are under contract for the collection of recyclable materials; and,

WHEREAS, Public Act 98-1079 permits a municipality that has issued a written notice and conducted the 36 month long reporting program to, upon written request to the haulers, continue to require the haulers to report data on the recycling participation rate every 6 months and to also require the haulers to report on the quantity, in tons of recyclable materials and municipal waste, collected by the hauler in the municipality; and,

WHEREAS, the 2014 Lake County Solid Waste Management Plan Update encourages units of local government in Lake County to evaluate commercial franchising as a method to control costs, increase recycling, and reduce greenhouse gases associated with collection from non-residential locations; and,

WHEREAS, the Village/City of _____ is a member of the Solid Waste Agency of Lake County and voted to either accept or approve the 60% Recycling Task Force Report finalized in 2011 and since incorporated into the 2014 Lake County Solid Waste Management Plan Update, and has committed to working on programs that will increase recycling at non-residential business locations, including the evaluation of commercial franchising to increase recycling.

NOW THEREFORE BE IT ORDAINED BY THE VILLAGE/CITY OF
_____ THAT:

Section 1 – Definitions

“Contract for service” means a written or verbal contract between a hauler and non-residential location, and includes the hauler providing a collection container and service for collection of municipal waste and/or recyclable materials.

“County” means Lake County, Illinois.

“Hauler” means any person who engages in the business of collecting or hauling garbage, municipal waste, recyclable material, landscape waste, brush or other refuse on a continuous and regular basis, and makes multiple scheduled collections per month within a County. A hauler may be either licensed by a municipality and is hereinafter referred to as a “licensed hauler” or registered by a municipality in accordance with Section 3(b) of this Ordinance and is hereinafter referred to as a “registered hauler”.

“Municipality” means the Village/City of _____.

“Non-residential location” means a commercial, industrial or institutional property that has a hauler providing collection or hauling services for municipal waste or recyclable material (not including “special waste” as that term is defined in the Illinois Environmental Protection Act), and said hauler provides that individual property with its own container(s) for collecting municipal waste and/or recyclable material.

“Participation rate” means the percentage of non-residential locations that have a hauler contracting for separate collection of recyclable materials, and is computed by setting as the denominator the total number of non-residential locations served by the haulers in the municipality with collection services for municipal waste as reported by the haulers, and setting as the numerator the total number of non-residential locations contracting with the haulers in the municipality with collection services for recyclable material. Such separate collection of recyclable materials shall be on a periodic basis and if less frequent than once every four weeks shall be reported on the municipal form provided pursuant to Section 3(c)(2). For purposes of computing the participation rate, if non-residential locations opt to share a container for collecting recyclable material the sharing of a container must be documented as being acceptable to those non-residential locations and as having adequate capacity to meet the recycling needs of the non-residential locations sharing the container. Such sharing of recyclable material containers shall be reported as recyclable material customers on the municipal form provided pursuant to Section 3(c)(2) of this Ordinance. If a non-residential location does not contract with a hauler for collection services for recyclable material, but does recycle recyclable material at its location, such recycling activity shall not count toward the participation rate.

“Recycling” means a method, technique or process designed to remove any contaminant from waste so as to render that waste reusable, or any process by which materials that would otherwise be disposed or discarded are collected, separated, or processed and returned to the economic mainstream in the form of raw materials or products.

“Recyclable material” means material that is separated from municipal waste for the purpose of recycling, including, but not limited to, ferrous metal cans, aluminum containers, plastics including HDPE and PET containers and plastics #3 through #7, newsprint, corrugated paper, junk mail, magazines, office paper and boxboard.

Section 2 – Offer of Collection of Recyclable Materials

- (a) Each hauler operating in the municipality shall offer, either as part of basic service, or alternatively as an additional service, the collection of recyclable materials from any non-residential location within the municipality. The offer shall meet the following requirements:
 - 1. For those non-residential locations that have collection services for recyclable materials, the hauler shall provide information on how and what materials to recycle at least once every other year from the effective date of this ordinance. One sample copy of this information shall be provided to the municipality, at least once every other year, by each hauler within 30 days of it being provided to the non-residential locations.
 - 2. For those non-residential locations that do not have collection services for recyclable materials, the hauler shall provide a written offer to provide recycling services at least once every two years from the effective date of this ordinance. The written offer shall also include a request that the non-residential location respond to the hauler's request in writing. One sample copy of this written offer shall be provided to the municipality, at least once every two years, by each hauler within 30 days of it being provided to the non-residential locations.
- (b) Recyclable materials collected by a hauler within the municipality shall not be deposited into a landfill or incinerator unless all reasonable efforts have been made by the hauler to recycle the material. If source separated recyclable materials are landfilled or incinerated the hauler shall notify the municipality on the municipal form provided pursuant to Section 3(c)(2) of this Ordinance.
- (c) Ownership of recyclable materials set out for collection shall remain with the non-residential location that set out the material for collection until the material is removed by the hauler.

Section 3 – Procedures to Determine if a Commercial Franchise can be Considered by the Municipality

- (a) The municipality shall provide written notice to all licensed haulers providing hauling services in the municipality of its intent to issue a request for proposal for a commercial franchise, and such written notice shall include a copy of this Ordinance.
- (b) If the municipality does not license haulers it shall make its best effort to determine the haulers that provide collection services within its borders, develop a list of registered haulers, and provide them with written notice as required by this section and to publish a public notice in accordance with its regular notice requirements. Such written notice shall include a copy of this Ordinance.
- (c) Upon adoption of this Ordinance each licensed or registered hauler, for a period of 36 continuous months, shall report the number of non-residential locations served by the hauler in the municipality for collection of municipal waste, and the number that contract

for recyclable materials collection service. The specific data required to be reported for the 36 month period shall be provided and reported as follows:

1. The 36 month continuous study shall commence on the first day of the month following the effective date of this Ordinance being enacted by the municipality.
 2. Every six months from the commencement date each licensed or registered hauler shall report to the municipality, on a form to be provided by the municipality, the number of non-residential locations served by the licensed or registered hauler for collection of municipal waste, and the number of non-residential locations contracting for recyclable materials collection service. Each six month report shall be submitted to the municipality within 30 days following the end of each six month period.
 3. The municipality shall post on its website, within 15 days of receiving the reports required under Section 3(c)(2) from all the licensed or registered haulers, the participation rate as defined in Section 1 for each six month reporting period. When determining the participation rate the municipality shall use the information provided by all haulers operating within the municipality in accordance with Section 3(c)(2) of this Ordinance. The information shall be reported by licensed or registered hauler, without identifying the hauler; and, in aggregate without naming individual haulers and the non-residential locations the haulers provide collection services to.
 4. If the participation rate calculated by the municipality, in accordance with this Ordinance, for the final 6 month period in the 36 month study establishes that the participation rate is less than 50%, the municipality may proceed to issue a request for proposal for a commercial franchise.
- (d) Beginning at the conclusion of the 36 month reporting period, and upon written request of the municipality, each licensed or registered hauler shall report to the municipality for every six month period thereafter for as long as the municipality chooses to receive such data. The data required under this Section shall be provided and reported as follows:
1. The number of non-residential locations the hauler provides collection services to for municipal waste.
 2. The number of non-residential locations the hauler provides collection services to for recyclable material.
 3. An estimate of the amount, in tons, of municipal waste collected from the non-residential locations serviced by the hauler.
 4. An estimate of the amount, in tons, of recyclable material collected from the non-residential locations serviced by the hauler.
 5. The municipality shall post on its website, within 15 days of receiving the reports required under Section 3(c) from all the haulers, the participation rate as defined in Section 1 for each six month reporting period. When determining the participation rate the municipality shall use the information provided by all haulers operating within the municipality. The information shall be reported by hauler, without identifying the hauler; and, in aggregate without naming individual haulers and the non-residential locations the haulers provide collection services to.

6. If the participation rate reported to the municipality is determined to be less than 50% of the non-residential locations for two consecutive 6 month reporting periods, the municipality may proceed to issue a request for proposal for a commercial franchise.

Section 4 – Compliance Monitoring

- (a) A licensed or registered hauler reporting pursuant to Public Act 98-1079 and this Ordinance is required to maintain a current list of the non-residential locations in the municipality served by the hauler for collection of municipal waste, and contracting with the hauler for collection services for recyclable material. This list shall be made available, within ten (10) business days of written notice from the municipality, for review by municipal personnel or its designated person from the Solid Waste Agency of Lake County, Illinois (SWALCO) at the premises of the hauler after each six month reporting period. Municipal personnel or its designated person from SWALCO shall review this list solely for the purpose of verifying compliance with the requirements of Public Act 98-1079 and this Ordinance. This list must include the street address location of the service, and the municipality or its designated person from SWALCO may then visit these locations to determine if recycling services are in fact being provided in accordance with this Ordinance.

Section 5 - Penalties

- (a) Any licensed hauler who violates the requirements of this Ordinance shall be subject to a fine of \$500.00 for each day a violation has been found to be committed. A second such violation by the same licensed hauler of this ordinance shall result in a fine of \$750.00 for each day a violation has been found to have been committed. Any licensed hauler that violates the requirements of this Ordinance a third time may have its license revoked by the municipality.
- (b) Any registered hauler who violates the requirements of this Ordinance shall be subject to a fine of \$500.00 for each day a violation has been found to be committed. A second such violation by the same registered hauler of this ordinance shall result in a fine of \$750.00 for each day a violation has been found to have been committed.

Section 6 – Effective Date

- (b) This Ordinance as approved on this _____ day of _____, 2015 shall be in full force and effect beginning on _____, 2015.

Approved and passed this _____ day of _____, 2015.

Ayes:

Nays:

Absent:

By: _____

Village President/Mayor

Attest: _____

Commercial Solid Waste Hauling and Recycling Program Ordinance

Ordinance No. _____ Version #2

WHEREAS, Public Act 98-1079 became effective on August 26, 2014 and created the Solid Waste Hauling and Recycling Program Act, and amended the Illinois Municipal Code and the Illinois Solid Waste Planning and Recycling Act; and,

WHEREAS, Public Act 98-1079 requires each hauler operating in a county or municipality to offer collection services for recyclable materials to their non-residential business customers, and to provide a written offer to provide recycling services, at least once every 2 years, to their non-residential business customers that are not recycling; and,

WHEREAS, Public Act 98-1079 prohibits a municipality with a population of less than 1,000,000 from awarding a commercial franchise unless it: 1) provides written notice to all haulers licensed by the municipality of its intent to issue a request for proposal for a commercial franchise, and 2) adopts an ordinance requiring a 36 month reporting program to determine the percentage of non-residential businesses in the municipality contracting for the collection of recyclable materials, and demonstrates that the recycling participation for the final six months of the 36 month long reporting period is less than 50% of the total number of businesses served in the municipality or that during 2 consecutive 6 month reporting periods after the 36 month reporting period that less than 50% of businesses are under contract for the collection of recyclable materials; and,

WHEREAS, Public Act 98-1079 permits a municipality that has issued a written notice and conducted the 36 month long reporting program to, upon written request to the haulers, continue to require the haulers to report data on the recycling participation rate every 6 months and to also require the haulers to report on the quantity, in tons of recyclable materials and municipal waste, collected by the hauler in the municipality; and,

WHEREAS, the 2014 Lake County Solid Waste Management Plan Update encourages units of local government in Lake County to evaluate commercial franchising as a method to control costs, increase recycling, and reduce greenhouse gases associated with collection from non-residential locations; and,

WHEREAS, the Village/City of _____ is a member of the Solid Waste Agency of Lake County and voted to either accept or approve the 60% Recycling Task Force Report finalized in 2011 and since incorporated into the 2014 Lake County Solid Waste Management Plan Update, and has committed to working on programs that will increase recycling at non-residential business locations, including the evaluation of commercial franchising to increase recycling.

NOW THEREFORE BE IT ORDAINED BY THE VILLAGE/CITY OF
_____ THAT:

Section 1 – Definitions

“Contract for service” means a written or verbal contract between a hauler and non-residential location, and includes the hauler providing a collection container and service for collection of municipal waste and/or recyclable materials.

“County” means Lake County, Illinois.

“Hauler” means any person who engages in the business of collecting or hauling garbage, municipal waste, recyclable material, landscape waste, brush or other refuse on a continuous and regular basis, and makes multiple scheduled collections per month within a County. A hauler may be either licensed by a municipality and is hereinafter referred to as a “licensed hauler” or registered by a municipality in accordance with Section 3(b) of this Ordinance and is hereinafter referred to as a “registered hauler”.

“Municipality” means the Village/City of _____.

“Non-residential location” means a commercial, industrial or institutional property that has a hauler providing collection or hauling services for municipal waste or recyclable material (not including “special waste” as that term is defined in the Illinois Environmental Protection Act), and said hauler provides that individual property with its own container(s) for collecting municipal waste and/or recyclable material.

“Participation rate” means the percentage of non-residential locations that have a hauler contracting for separate collection of recyclable materials, and is computed by setting as the denominator the total number of non-residential locations served by the haulers in the municipality with collection services for municipal waste as reported by the haulers, and setting as the numerator the total number of non-residential locations contracting with the haulers in the municipality with collection services for recyclable material. Such separate collection of recyclable materials shall be on a periodic basis and if less frequent than once every four weeks shall be reported on the municipal form provided pursuant to Section 3(c)(2). For purposes of computing the participation rate, if non-residential locations opt to share a container for collecting recyclable material the sharing of a container must be documented as being acceptable to those non-residential locations and as having adequate capacity to meet the recycling needs of the non-residential locations sharing the container. Such sharing of recyclable material containers shall be reported as recyclable material customers on the municipal form provided pursuant to Section 3(c)(2) of this Ordinance. If a non-residential location does not contract with a hauler for collection services for recyclable material, but does recycle recyclable material at its location, such recycling activity shall count toward the participation rate.

“Recycling” means a method, technique or process designed to remove any contaminant from waste so as to render that waste reusable, or any process by which materials that would otherwise be disposed or discarded are collected, separated, or processed and returned to the economic mainstream in the form of raw materials or products.

“Recyclable material” means material that is separated from municipal waste for the purpose of recycling, including, but not limited to, ferrous metal cans, aluminum containers, plastics including HDPE and PET containers and plastics #3 through #7, newsprint, corrugated paper, junk mail, magazines, office paper and boxboard.

Section 2 – Offer of Collection of Recyclable Materials

- (a) Each hauler operating in the municipality shall offer, either as part of basic service, or alternatively as an additional service, the collection of recyclable materials from any non-residential location within the municipality. The offer shall meet the following requirements:
 - 1. For those non-residential locations that have collection services for recyclable materials, the hauler shall provide information on how and what materials to recycle at least once every other year from the effective date of this ordinance. One sample copy of this information shall be provided to the municipality, at least once every other year, by each hauler within 30 days of it being provided to the non-residential locations.
 - 2. For those non-residential locations that do not have collection services for recyclable materials, the hauler shall provide a written offer to provide recycling services at least once every two years from the effective date of this ordinance. The written offer shall also include a request that the non-residential location respond to the hauler’s request in writing. One sample copy of this written offer shall be provided to the municipality, at least once every two years, by each hauler within 30 days of it being provided to the non-residential locations.
- (b) Recyclable materials collected by a hauler within the municipality shall not be deposited into a landfill or incinerator unless all reasonable efforts have been made by the hauler to recycle the material. If source separated recyclable materials are landfilled or incinerated the hauler shall notify the municipality on the municipal form provided pursuant to Section 3(c)(2) of this Ordinance.
- (c) Ownership of recyclable materials set out for collection shall remain with the non-residential location that set out the material for collection until the material is removed by the hauler.

Section 3 – Procedures to Determine if a Commercial Franchise can be Considered by the Municipality

- (a) The municipality shall provide written notice to all licensed haulers providing hauling services in the municipality of its intent to issue a request for proposal for a commercial franchise, and such written notice shall include a copy of this Ordinance.
- (b) If the municipality does not license haulers it shall make its best effort to determine the haulers that provide collection services within its borders, develop a list of registered haulers, and provide them with written notice as required by this section and to publish a public notice in accordance with its regular notice requirements. Such written notice shall include a copy of this Ordinance.
- (c) Upon adoption of this Ordinance each licensed or registered hauler, for a period of 36 continuous months, shall report the number of non-residential locations served by the hauler in the municipality for collection of municipal waste, and the number that contract

for recyclable materials collection service. The specific data required to be reported for the 36 month period shall be provided and reported as follows:

1. The 36 month continuous study shall commence on the first day of the month following the effective date of this Ordinance being enacted by the municipality.
2. Every six months from the commencement date each licensed or registered hauler shall report to the municipality, on a form to be provided by the municipality, the number of non-residential locations served by the licensed or registered hauler for collection of municipal waste, and the number of non-residential locations contracting for recyclable materials collection service. Each six month report shall be submitted to the municipality within 30 days following the end of each six month period.
3. The municipality shall post on its website, within 15 days of receiving the reports required under Section 3(c)(2) from all the licensed or registered haulers, the participation rate as defined in Section 1 for each six month reporting period. When determining the participation rate the municipality shall use the information provided by all haulers operating within the municipality in accordance with Section 3(c)(2) of this Ordinance. The information shall be reported by licensed or registered hauler, without identifying the hauler; and, in aggregate without naming individual haulers and the non-residential locations the haulers provide collection services to.
4. If the participation rate calculated by the municipality, in accordance with this Ordinance, for the final 6 month period in the 36 month study establishes that the participation rate is less than 50%, the municipality may proceed to issue a request for proposal for a commercial franchise.

(d) Beginning at the conclusion of the 36 month reporting period, and upon written request of the municipality, each licensed or registered hauler shall report to the municipality for every six month period thereafter for as long as the municipality chooses to receive such data. The data required under this Section shall be provided and reported as follows:

1. The number of non-residential locations the hauler provides collection services to for municipal waste.
2. The number of non-residential locations the hauler provides collection services to for recyclable material.
3. An estimate of the amount, in tons, of municipal waste collected from the non-residential locations serviced by the hauler.
4. An estimate of the amount, in tons, of recyclable material collected from the non-residential locations serviced by the hauler.
5. The municipality shall post on its website, within 15 days of receiving the reports required under Section 3(c) from all the haulers, the participation rate as defined in Section 1 for each six month reporting period. When determining the participation rate the municipality shall use the information provided by all haulers operating within the municipality. The information shall be reported by hauler, without identifying the hauler; and, in aggregate without naming individual haulers and the non-residential locations the haulers provide collection services to.

6. If the participation rate reported to the municipality is determined to be less than 50% of the non-residential locations for two consecutive 6 month reporting periods, the municipality may proceed to issue a request for proposal for a commercial franchise.

Section 4 – Compliance Monitoring

- (a) A licensed or registered hauler reporting pursuant to Public Act 98-1079 and this Ordinance is required to maintain a current list of the non-residential locations in the municipality served by the hauler for collection of municipal waste, and contracting with the hauler for collection services for recyclable material. This list shall be made available, within ten (10) business days of written notice from the municipality, for review by municipal personnel or its designated person from the Solid Waste Agency of Lake County, Illinois (SWALCO) at the premises of the hauler after each six month reporting period. Municipal personnel or its designated person from SWALCO shall review this list solely for the purpose of verifying compliance with the requirements of Public Act 98-1079 and this Ordinance. This list must include the street address location of the service, and the municipality or its designated person from SWALCO may then visit these locations to determine if recycling services are in fact being provided in accordance with this Ordinance.

Section 5 - Penalties

- (a) Any licensed hauler who violates the requirements of this Ordinance shall be subject to a fine of \$500.00 for each day a violation has been found to be committed. A second such violation by the same licensed hauler of this ordinance shall result in a fine of \$750.00 for each day a violation has been found to have been committed. Any licensed hauler that violates the requirements of this Ordinance a third time may have its license revoked by the municipality.
- (b) Any registered hauler who violates the requirements of this Ordinance shall be subject to a fine of \$500.00 for each day a violation has been found to be committed. A second such violation by the same registered hauler of this ordinance shall result in a fine of \$750.00 for each day a violation has been found to have been committed.

Section 6 – Effective Date

- (b) This Ordinance as approved on this _____ day of _____, 2015 shall be in full force and effect beginning on _____, 2015.

Approved and passed this _____ day of _____, 2015.

Ayes:

Nays:

Absent:

By: _____

Village President/Mayor

Attest: _____

Commercial Hauling Form For The Village/City of _____

In order to demonstrate compliance with the Village/City of _____'s Commercial Solid Waste Hauling and Recycling Program Ordinance enacted on _____, you are required to submit this form with the requested information in a timely fashion.

Company and Contact Information

Company Name: _____	Contact Name: _____
Address: _____	Title: _____
_____	Phone No: _____
_____	E-Mail Address: _____

Hauling Service and Recycling Information

****Please fill in the associated six-month timeframe for this reporting period, include non-contractual recyclers AND calculate your Recycling Participation Rate****

SIX-MONTH REPORTING PERIOD (_____ - _____ Month, _____ Year)

- | | |
|--|------------|
| A. Number of non-residential locations that contract with your company for collection of recyclable materials in the Village/City of _____ | A. _____ |
| 1. Of the total number indicated above in A, how many of the non-residential locations share a container for recyclable material? | A1. _____ |
| 2. Of the total number indicated above in A, how many are provided recycling services that are less frequent than once every (4) weeks? | A2. _____ |
| 3. In addition to the number reported in A, how many of the non-residential locations serviced by your company for municipal waste service recycle material using services not provided by your company? | A3. _____ |
| B. Number of non-residential locations serviced in the Village/City of _____ | B. _____ |
| C. Recycling Participation Rate $(A+A3/ B)$ | C. _____ % |

	(Please circle)	YES	NO
During this six-month reporting time frame did your company landfill or incinerate any recyclable materials that were collected as source separated recyclable material?			
		If <u>yes</u> , provide information, date(s) and reason for landfilling or incinerating the recyclable material.	

I certify that the foregoing information is true and complete to the best of my knowledge, and understand that any willfully false information is subject to penalties under the Village/City's ordinance.

Printed Name: _____
Signature: _____

Date: _____

Commercial Hauling Form For The Village/City of _____

In order to demonstrate compliance with the Village/City of _____'s Commercial Solid Waste Hauling and Recycling Program Ordinance enacted on _____, you are required to submit this form with the requested information in a timely fashion.

Company and Contact Information

Company Name: _____ Contact Name: _____
 Address: _____ Title: _____
 _____ Phone No: _____
 _____ E-Mail Address: _____

Hauling Service and Recycling Information

****Please fill in the associated six-month timeframe for this reporting period AND calculate your Recycling Participation Rate****

SIX-MONTH REPORTING PERIOD (_____ - _____ Month, _____ Year)

- A. Number of non-residential locations that contract with your company for collection of recyclable materials in the Village/City of _____ A. _____
1. Of the total number indicated above, how many of the non-residential locations share a container for recyclable material? A1. _____
2. Of the total number indicated above, how many are provided recycling services that are less frequent than once every (4) weeks? A2. _____
- B. Number of non-residential locations serviced in the Village/City of _____ B. _____
- C. Recycling Participation Rate (Divide A by B) C. _____ %

During this six-month reporting time frame did your company landfill or incinerate any recyclable materials that were collected as source separated recyclable material?

(Please circle) **YES** **NO**

If yes, provide information, date(s) and reason for landfilling or incinerating the recyclable material.

I certify that the foregoing information is true and complete to the best of my knowledge, and understand that any willfully false information is subject to penalties under the Village/City's ordinance.

Printed Name: _____

Signature: _____

Date: _____

Letter to be Sent to Business Owners Shortly After Enactment of the Commercial Solid Waste Hauling and Recycling Program Ordinance

Dear Business Owner,

On _____, 2015 the Village/City of _____ enacted the Commercial Solid Waste Hauling and Recycling Program Ordinance that requires the haulers providing refuse and/or recycling collection services in our municipality to report to us the number of businesses under contract for recycling services. Under a State law passed last year (Public Act 98-1079), the Village/City of _____ was granted the authority to require haulers to provide information on recycling participation rates every six months over the next three years. If the haulers do not demonstrate that at least 50% of the businesses have recycling services at the end of the three year period, the Village/City may choose to pursue a commercial franchise with one exclusive hauler. The Village has not made a decision on whether to pursue a commercial franchise but is very interested in learning about the current recycling participation rate and seeing that grow to 50% or greater over the next three years.

Please understand the Village's/City's ordinance and the State law are not mandates to your business to recycle. We strongly encourage you to consider adding recycling services to your hauling contract if you don't already. Often, by contracting for recycling services you can see your refuse or garbage bill go down as you decrease service, which helps pay for the added recycling service. The ordinance and State law also require the haulers provide you a written offer, if you currently don't have recycling service, to provide you recycling services and this written offer must be provided to you at least once every two years. Regardless of whether the Village/City would have passed its own local ordinance this requirement for the haulers to make a written offer to provide recycling services is a new State law applicable to all of Lake County. Therefore, based on the local ordinance and the State law expect your waste hauler to be contacting you soon about recycling services, and please consider having a discussion with your hauler and try to find a way to add this service within your budget.

If you have questions regarding the local ordinance, please contact _____ at _____ . It is the Village's/City's goal to increase the level of recycling participation by businesses in our municipality. The Solid Waste Agency of Lake County estimates that about 20 to 30% of businesses currently recycle in Lake County. If we can grow this participation rate to 50% or greater that will be a significant achievement and one that we will be tracking and reporting back to you on.

Regards,

Mayor/Village President of _____



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: CURRENT TECHNOLOGIES CONTRACT

Agenda Item No. COTW

Executive Summary

Attached is a new IT Support Agreement with Current Technologies. The agreement is the same as the existing contract with Current Technologies. The new hourly labor rate is \$122.00, a slight increase over last year, 3.4%. The vendor does not charge the Village a trip fee or other miscellaneous expenses. The hourly rate is discounted from their standard labor rate of \$150.00/ hour. The coverage dates on this new Agreement are from 8/1/15 thru 7/31/16.

Staff is recommending the Village Board approve the agreement with Current Technologies as they have been highly instrumental in supporting the Village/staff with the many technology changes completed in the past few years. In addition, they have been extremely responsive with “help desk” items and providing the resources of the many questions and issues staff had in the past year.

Finally, staff and Current Technologies have met quarterly in the past year to be sure all topics of concern were addressed and any budgeted items to be purchased were brought forth as time permitted. Over the last fiscal year the information technology issues have moderated; therefore, the quarterly meeting will be held every six months.

Recommended Action

Adopt a Resolution Approving an Agreement for Information Technology Support

Committee: -		Meeting Date: July 20, 2015	
Lead Department: Administration		Presenter: Steven J. Shields, Village Administrator	
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail. Note: The item requested amount is based on 192 hours per year (12 months x 16 billable hours) x the hourly rate of \$122/hour.	Account(s)	Budget	Expenditure
	01-20-75-77519	\$66,951.00	
	Item Requested	\$21,600.00	\$17,568.00
	Y-T-D Actual		\$6,873.10
	Amount Encumbered		\$0.00
	Total	\$88,551.00	\$24,441.10
	50-60-91-99107	\$7,920.00	
	Item Requested	\$7,080.00	\$5,856.00
	Y-T-D Actual		\$0.00
	Amount Encumbered		\$0.00
	Total	\$15,000.00	\$5,856.00
	Grand Total	\$103,551.00	\$30,297.10
Request is over/under budget:			
Under		\$73,253.90	
Over	-		

Resolution 15-R-xx

A Resolution Approving an Agreement for Information Technology Support

WHEREAS, the Village of Round Lake has determined that it is in the best interest of the residents of the Village of Round Lake to enter into a certain **AGREEMENT FOR INFORMATION TECHNOLOGY SUPPORT** with Current Technologies Corporation for 1 (one) year. Said Agreement is attached as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. The Agreement for Information Technology Support with Current Technologies Corporation is hereby approved.
2. The Mayor or his designee is authorized to execute all necessary documents to carry out the purposes of this resolution.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

YES:

NAYS:

ABSENT:



Village of Round Lake, IL
Agreement for Information Technology Support

Objectives

1. To provide a cost effective on-site technology support solution
2. To provide 24 x 7 emergency response
3. To provide remote off-site administration and troubleshooting capabilities
4. To provide guidance and recommendations with regard to technology strategic planning

Solutions

Current Technologies Corporation (CTC) has developed the following approach for providing the Village of Round Lake (client) with a comprehensive solution to meet the above outlined objectives:

1. To provide a cost effective on-site technology support solution

CTC will provide a primary and secondary consultant trained and familiar with the technologies in use at the client.

CTC will have a consultant report to the client site two (2) days per month, as agreed upon, for eight (8) hours each day for a period of twelve (12) months.

The CTC on-site consultant will work on tasks as assigned and prioritized by designated members of the Village of Round Lake staff.

The CTC on-site consultant will perform duties such as, but not necessarily limited to the following:

- o Provide technical support services
- o Perform project based work such as server and/or desktop hardware upgrades/software upgrades
- o Provide support and technical specifications for upcoming projects
- o Create procedural documentation
- o Perform in-depth troubleshooting of servers and desktop systems
- o Analyze requirements and translate them into priorities and action plans
- o Develop good working relationships with client & team members
- o Effectively communicate technical & business concepts to personnel on all levels
- o Act in the capacity of a project coordinator; keeping client informed of the current work status, coordinating with client any downtime, and keeping client informed of schedule and scope changes
- o Remain up-to-date regarding relevant technology issues and advances

The on-site plan is flexible. If the client requires the on-site consultant to work more hours than established in the routine schedule, accommodations can be made.

2. To provide 24 x 7 emergency response

For service/support needs occurring outside of normal business hours of Monday through Friday, 8:00A.M. to 5:00P.M. and holidays, CTC has on-call engineers available. Simply call the main office at 630-388-0240 and follow the prompts for after hours support.

An on-call engineer will respond and provide remote or onsite support. The hourly rate for emergency support is 1.5 times the normal hourly rate.

3. To provide remote off-site administration and troubleshooting capabilities

CTC will setup and maintain remote access to client’s network to enable routine administration and troubleshooting tasks to be performed when needed. Client may use this resource during normal business hours when CTC consultant is not onsite at client’s location to request and receive additional support. Client will be invoiced separately when using this remote service.

4. To provide guidance and recommendations with regard to technology strategic planning

CTC will engage with the client on a quarterly basis (or similar schedule based upon mutual agreement) to:

- o Provide feedback on the current status of network, server, software, and desktop systems
- o Provide recommendations/ improvements and/or upgrades for network, server, software and desktop systems
- o Perform research to determine the costs/benefits related to any upgrade

Terms

CTC will reduce our standard contracted hourly labor rate from \$150.00/hour to \$122.00/hour for the Consultant provided client commits to the following items:

1. A twelve (12) month agreement committing to a minimum of sixteen (16) billable hours per month (annualized to 192 hours for the year). Upon mutual agreement days or hours may be added, deleted or shifted in accordance with client and Current Technologies’ requirements.
2. The client will set a firm schedule of hours to be worked so that Current Technologies can schedule consultants to work other locations on the off hours.

Please sign below as acceptance of pricing, terms and conditions. The previously agreed upon standard terms and conditions agreement including non-competition and non-disclosure clauses will remain in full effect.

Current Technologies Corporation

Village of Round Lake, IL

Date

Date

August 1, 2015

July 31, 2016

Contract Start Date

Contract Expiration Date