

# Mascoutah City Council

May 4, 2015

## REGULAR MEETING AGENDA

### City Council Meeting - 7:00 pm

#### 1. PRAYER & PLEDGE OF ALLEGIANCE

#### 2. CALL TO ORDER

#### 3. ROLL CALL

#### 4. AMEND AGENDA – consideration of items to be added/ deleted to /from the meeting agenda. *No action can be taken on added items, but may be discussed only. Exceptions – emergency items as authorized by law.*

#### 5. MINUTES, April 20, 2015 City Council Meeting (Page 1 to Page 6) MINUTES, April 20, 2015 Executive Session Meeting (Confidential, see City Clerk)

#### 6. PUBLIC COMMENTS (3 minutes) – opportunity for the public to comment.

#### 7. REPORTS AND COMMUNICATIONS

- A. Mayor
- B. City Council
- C. City Manager
- D. City Attorney
- E. City Clerk

#### 8. SWEARING IN

- A. Council Members Paul Schorr and John “Jack” Weyant by City Clerk

#### 9. COUNCIL BUSINESS

##### A. Council Items for Action:

- 1. **Appointments, Reappointments and Ratifications** (Page 7 to Page 9)  
Description: Acceptance of various appointments, reappointments and ratifications.

Recommendation: Council acceptance.

- 2. **IDOT Resolution – South 10<sup>th</sup> Street Reconstruction** (Page 10 to Page 11)

Description: Adoption of Resolution for Improvement by Municipality Under the Illinois Highway Code for the reconstruction of South 10<sup>th</sup> Street from Main Street to the Brickyard development.

Recommendation: Council approval and adoption of resolution.

**3. Engineering Services – South 10<sup>th</sup> Street Reconstruction**

(Page 12 to Page 17)

Description: Approval of Engineering Services Agreement with Thouvenot, Wade & Moerchen, Inc. (TWM) for preparing construction documents for the South 10<sup>th</sup> Street Reconstruction Project.

Staff Recommendation: Council approval.

**4. North 10<sup>th</sup> Street Extension – Bid Award**

(Page 18 to Page 20)

Description: Approval and authorization of bids for furnishing all labor, materials and equipment to construct the North 10<sup>th</sup> Street Extension Project.

Recommendation: Council approval.

**5. Pump House Generator – Re-Bid Award**

(Page 21 to Page 23)

Description: Approval and authorization of bids for furnishing an emergency backup generator for the Pump House located on North Railway Street.

Staff Recommendation: Council approval.

**B. Council – Miscellaneous Items**

**C. City Manager**

1. Electric Rate Design

**10. PUBLIC COMMENTS (3 MINUTES)**

**11. ADJOURNMENT TO EXECUTIVE SESSION – NONE**

**12. MISCELLANEOUS OR FINAL ACTIONS**

**13. ADJOURNMENT**

***POSTED 5/1/15 at 5:00 PM***

**CITY OF MASCOUTAH  
CITY COUNCIL MINUTES  
#3 WEST MAIN STREET  
MASCOUTAH, IL 62258-2030**

**APRIL 20, 2015**

The minutes of the regular meeting of the City Council of the City of Mascoutah.

**PRAYER AND PLEDGE OF ALLEGIANCE**

City prayer was delivered by City Clerk Kari Haas. The Council remained standing and recited the Pledge of Allegiance.

**CALL TO ORDER**

Mayor Gerald Daugherty called the meeting to order at 7:00 p.m.

**ROLL CALL**

*Present:* Mayor Gerald Daugherty and Council members Ben Grodeon, Paul Schorr, John Weyant, and Pat McMahan.

*Absent:* None.

*Other Staff Present:* City Manager Cody Hawkins, City Clerk Kari Haas, City Attorney Al Paulson, City Engineer Ron Yeager, Police Chief Bruce Fleshren, Fire Chief Joe Zinck, Finance Coordinator Lynn Weidenbenner, and Assistant City Manager Lisa Koerkenmeier.

*Establishment of a Quorum:* A quorum of City Council members was present.

**AMEND AGENDA**

None.

**MINUTES**

The minutes of the April 6, 2015 regular City Council meeting were presented and stood as presented. The minutes of the April 6, 2015 Executive Session meeting were presented and stood as presented.

*Motion passed.* Passed by unanimous yes voice vote.

**PUBLIC COMMENTS**

Wayne Armstrong – spoke regarding the drainage issues in his yard as a result of the West Harnett Street reconstruction project and asked for an update. City Manager stated that they have spoken with the contractor and will begin working on the drainage issue in the next week or two. Mr. Armstrong asked about his neighbor putting in a concrete pad and wanted to know who he would need to speak to about code compliance. City Manager stated to contact either himself or Lisa Koerkenmeier regarding the issue.

## DEPARTMENT REPORTS

*Fire Chief Joe Zinck* – March 2015 report was provided.

*Public Safety Director Bruce Fleshren* – March 2015 report was provided.

Nick Gailius, Fairview Heights Police Chief and President of the Southern Illinois Police Chief's Association, and Bill Fitzgerald, Director of SILEC (Southwestern Illinois Law Enforcement Commission), presented the Mascoutah Police Department and Chief Bruce Fleshren a plaque recognizing the police department for having 100% of the Mascoutah police officers complete the PROJECT XVI Office Safety Training Course, which is a training course developed to reduce the number of police officers injured and killed in the line of duty.

*Finance Coordinator Lynn Weidenbenner* – Monthly financials provided. Mayor asked about the 6<sup>th</sup> Street Reconductoring Project and if bills had been received for that. City Engineer stated that the bill has been received and will be paid before the end of the month.

*City Engineer/Director of Public Works Ron Yeager* – Status report on public projects and monthly building permits report provided. Councilman Grodeon asked about the SRTS project and the project start date being pushed out. City Engineer stated that the contractor had a couple smaller projects they wanted to get done and will be starting on the SRTS in May.

## REPORTS AND COMMUNICATIONS

### *Mayor*

Attended the following meetings and functions: Chamber meeting, volunteered at the Visitor's Center, Parks and Recreation Commission meeting, IML Executive Committee meeting with Governor Rauner, CASA benefit dinner, St. Clair County Transportation Board committee meeting, Tri-County Transportation Board committee meeting.

### *City Council*

Grodeon – Extended his congratulations to Councilman Schorr and Weyant on their reelection.

Schorr – Nothing to report.

Weyant – Attended the following meetings and functions: Rotary circus.

McMahan – Reported that Jennifer Coverdell ran the Boston Marathon today.

*City Manager* – Nothing to report.

*City Attorney* – Congratulated Councilman Schorr and Weyant on their reelection.

*City Clerk* – Nothing to report.

## **COUNCIL BUSINESS**

### **CONSENT CALENDAR (OMNIBUS)**

The March 2015 Fund Balance Report and Claims & Salaries Report were provided under the omnibus consideration.

Councilman Grodeon asked about the replacement of the hood on a vehicle. City Manager stated that it was for an Electric Department vehicle and was not the result of a vehicle accident and had been damaged for some time but there were some budgeted funds remaining in the budget which allowed for the hood to be replaced at this time.

Councilman Weyant asked what a stanrol box is. City Manager stated that it is for the pool and is an electronic box that controls the chemicals for the pool on a timed cycle.

Weyant moved, seconded by Schorr, to accept all items under Omnibus consideration.

***Motion passed.*** AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

### **PC 15-04 – FINAL PLAT FOR CHIEF VIEW ESTATES (SECOND READING)**

City Manager presented report for Council consideration of approval of an ordinance approving the Final Plat for Chief View Estates, a six (6) lot single-family residential development located at the southwest corner of North 6<sup>th</sup> Street and Fuesser Road.

Schorr moved, seconded by McMahan, to approve and adopt Ordinance No. 15-07, approving the Final Plat for Chief View Estates, subject to the attached Findings for Approval.

***Motion passed.*** AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

### **BUDGET 15/16 – ADOPTION OF ORDINANCE (SECOND READING)**

City Manager presented report for Council consideration of approval and adoption of the City's FY15/16 Budget.

McMahan moved, seconded by Grodeon, to approve and adopt Ordinance No. 15-08, thereby establishing the City's FY15/16 Budget.

***Motion passed.*** AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

### **CODE CHANGE – ELECTRIC, WATER & SEWER RATES (SECOND READING)**

City Manager presented report for Council consideration of revisions to Chapter 11 – Electric System and Chapter 38 – Water and Sewer Rates of the City Code by adoption of ordinance to reflect no change in utility rates for FY15/16.

Grodeon moved, seconded by Weyant, to approve and adopt Ordinance No. 15-09, thereby modifying Chapter 11, Electric System, Article 1, General Regulations, Section 1; and approve and adopt Ordinance No. 15-10, thereby modifying Chapter 38, Article 4 Division 2 Water Rates, Section 12 and Division 3 Sewer Rates, Section 31.

***Motion passed.*** AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

#### **COUNCIL – MISCELLANEOUS ITEMS**

Mayor stated that there will be a presentation on Wednesday at Illinois Route 4 with Joe Cunningham and invited everyone to join the event. Mayor stated that Councilman Schorr will be presenting a proclamation to Joe Cunningham at the event.

Mayor provided information to Council regarding an email from City Manager regarding closing papers from IMEA with regards to the refinancing of some of their bonds which will need to be signed by himself, the City Clerk and City Treasurer and wanted to make sure the Council had no further questions. City Attorney stated that he has reviewed the document and did recommend some changes which were incorporated by IMEA. Councilman Grodeon asked what type of savings the City and the residents will see. City Manager stated that IMEA is refinancing about \$600 million in bond debt which will save about \$5.7 million annually which will be transferred to IMEA members and reduce the City's cost but will have to find out just how much of a savings will be transferred to the residents.

Councilman Grodeon asked about the newspaper article regarding the amount of fraudulent tax returns and if there was anyone as an elected official that could be contacted to help send a message to get more controls in place. City Manager stated that it is a nationwide issue and it is an issue at the IRS so they would need to be contacted or contact a congressman.

Councilman Schorr commented on Hunter's Trail and the portion of ground over the ditch that needs a sidewalk to be put in to connect to the sidewalks on both sides of the ditch. City Manager stated that he will contact the homeowner's association to find out the status because they had called regarding using the City's 50/50 sidewalk replacement program but haven't received an application from them.

Councilman Schorr asked about a sidewalk on St. Christopher Court and there was a house built on a corner lot and a sidewalk was placed in front of the house but not on the side. City Manager stated that he will have to look into that.

Councilman Schorr asked about the Crown Pointe and SSA issue. City Attorney stated that at this point they will be filing lawsuit against the developers. Councilman Grodeon asked how much is owed by the developer for the SSA shortfall. City Manager stated that it is around the \$50,000-60,000 range. Councilman Grodeon asked about holding building permit issuance until the debt has been paid. City Manager stated that was an option but the developers had been working on a refinance of the loan but have not heard

anything recently which is why he spoke with the City Attorney on moving forward with the lawsuit. City Attorney stated that he will check into the legality of holding building permit issuance.

Councilman Weyant commented about the 6<sup>th</sup> Street Reconductoring Project and a resident having ruts through the yard. City Manager stated that he did speak with the resident and was waiting until the work was completed before fixing the yard. City Manager stated that they are waiting on the other utilities to move their lines off the old poles so that the old poles can be removed and then they will work on fixing the yard. City Manager stated that he will contact the other utilities to get them moving on removing their lines from the old poles to the new poles.

#### **CITY MANAGER – MISCELLANEOUS ITEMS**

None.

#### **PUBLIC COMMENTS**

None.

#### **ADJOURNMENT TO EXECUTIVE SESSION**

Schorr moved, seconded by Grodeon, to adjourn to Executive Session to discuss Collective Bargaining – Section 2(c)(2) at 7:44 p.m.

*Motion passed.* AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

#### **RETURN TO REGULAR SESSION**

Schorr moved, seconded by Grodeon, to return to Regular Session at 8:11 p.m.

*Motion passed.* Motion passed by unanimous yes voice vote.

#### **MISCELLANEOUS OR FINAL ACTIONS**

##### **UNION CONTRACT – LABORERS LOCAL 742**

Weyant moved, seconded by McMahan, to approve the union contract with Laborers Local 742 for the period of May 1, 2015 through April 30, 2018 and authorize appropriate officials to execute the necessary documents.

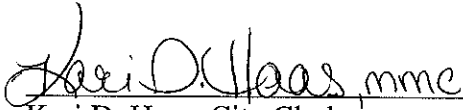
*Motion passed.* AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

Councilman Grodeon stated that it appears there is a possible water leak on North County Road across from the cemetery because there is constantly water seeping from the ground. City Manager stated he believes it is a sump pump but will check into it.

## **ADJOURNMENT**

McMahan moved, seconded by Schorr, to **adjourn at 8:15 p.m.**

***Motion passed.*** Motion passed by unanimous yes voice vote.

  
Kari D. Haas, City Clerk



**CITY OF MASCOUTAH**  
**Staff Report**

**TO:** Honorable Mayor and City Council

**FROM:** Cody Hawkins, City Manager

**SUBJECT:** **Appointments, Reappointments, and Ratifications**

**MEETING DATE:** May 4, 2015

**REQUESTED ACTION:**

Council acceptance of various appointments, reappointments and ratifications.

**BACKGROUND:**

Staff and Professional Services appointments/reappointments

City Attorney – Al Paulson (Becker, Paulson, Hoerner & Thompson, P.C.), 1 year  
Engineer Services – Thouvenot, Wade & Moerchen, Inc., 1 year  
Engineer Services (Electric) – Barnes, Henry, Meisenheimer, & Gende, Inc., 1 year

Boards and Commission appointments/reappointments

*Planning Commission*

Ken Zacharski (reappointment – 4 years)  
Bruce Jung (reappointment – 3 years)  
Glenn Shelley (reappointment – 3 years)  
Charles Lee (reappointment – 4 years)

*Parks & Recreation Commission*

Doug Elbe (reappointment – 4 years)  
Steve Heizer (reappointment – 4 years)

*Fire and Police Commission*

Steve Beimfohr (reappointment – 3 years)

*Police Pension Board*

Terry Giles (reappointment – 2 years)

*Finance Committee*

Kent Schroeder (appointment – 4 years, replace Jim Kuehn)

*Library Board*

Frank Bandre (reappointment – 3 years)  
Merly Friedland (reappointment – 3 years)  
Anne Schorr (reappointment – 3 years)

*Zoning Board of Appeals*

Don Taylor (reappointment – 5 years)

Harry Friederich (appointment – 5 years, replace Bob Twenhafel)

\_\_\_\_\_ (appointment – 5 years, replace Bob Skeen)

Board Ratifications: Must be done each year in order for the City to provide property and liability insurance to the City-owned buildings.

*Leu Civic Center*

Elizabeth Peterson (President)

Trisha Petroskus (Vice President)

Marty Stout (Secretary)

Erica Hodge (Treasurer)

Patricia Peek (Executive Director)

Board members: June Alexander, Mike Hund, Charles Carnahan, Mike Hoercher,  
Mark Laquet, Gretchen Morio, Mildred Bass, Greg Scharine, Tricia  
Topalbegovic, and Mary Alice Koriath

*Senior Center*

Lloyd Cauley (President)

Kathy Riess (Parliamentarian)

Sandra Hakanson (Director)

Mary Erwin (Secretary)

Ray Kueker (Treasurer)

Board members: Alvin Renth and Rosemary Cooper

*Mascoutah Improvement Association*

Harold Knoth (President)

Steve Heizer (Vice President)

Pat McMahan (Treasurer)

Kathy LaQuet (Secretary)

Board members: Herb Knobloch, Jack Weyant, Greg Hoskins, and Don Karpel

*Mascoutah Cemetery Chapel Committee*

Jeanne Bullard (President)

Leanne Funk (Vice President)

Shirley Hausmann (Treasurer)

Amy Sand (Secretary)

Board members: Keith Hinton, Marian Krausz, Clarence Richards, Marjorie  
Worms, Opal Riely, Troy Bullard, Nathan Bullard, Clyde Lembke, Carol  
Lembke, and Dave Hausmann

*Mascoutah Historical Society*

Jack Klopmeier (President)

Kathy Bell (Vice President/Curator)

Colleen Hoercher (Secretary)

Lavern Riess (Treasurer)

Board members: Eugene Schnurr, Dorris Mays, and Marilyn Welch

**RECOMMENDATION:**

Council acceptance of various appointments, reappointments and ratifications.

**SUGGESTED MOTION:**

I move that the Council accept the appointments, reappointments and ratifications as identified.

Prepared By:

  
Kari D. Haas  
City Clerk

Approved By:

  
Cody Hawkins  
City Manager

## CITY OF MASCOUTAH

### Staff Report

**TO:** Honorable Mayor & Council  
**FROM:** Cody Hawkins, City Manager  
**SUBJECT:** IDOT Resolution – South 10<sup>th</sup> Street Reconstruction

**MEETING DATE:** May 4, 2015

**REQUESTED ACTION:**

Adoption of Resolution for Improvement by Municipality Under the Illinois Highway Code for the reconstruction of South 10<sup>th</sup> Street from Main Street to the Brickyard development.

**BACKGROUND & STAFF COMMENTS:**

This is an action required by the City Council for the reconstruction of South 10<sup>th</sup> Street from Main Street to the Brickyard Development. The attached resolution allows MFT funds to be used by the City for the reconstruction and engineering expenses, estimated at \$338,000.00.

**FUNDING:**

None required.

**RECOMMENDATION:**

City Manager recommends that the Council approve and adopt this resolution.

**SUGGESTED MOTION:**

I move that the Council approve and adopt IDOT Resolution No. 15-16-\_\_\_\_, a Resolution for Improvement by Municipality under the Illinois Highway Code for the South 10<sup>th</sup> Street Reconstruction.

Prepared By:

  
Ron Yeager  
City Engineer

Approved By:

  
Cody Hawkins  
City Manager

Attachments: A – Resolution



# Illinois Department of Transportation

## Resolution for Improvement by Municipality Under the Illinois Highway Code

BE IT RESOLVED, by the Mayor and City Council of the  
City of Mascoutah Council or President and Board of Trustees  
City, Town or Village of Mascoutah Illinois

that the following described street(s) be improved under the Illinois Highway Code:

Name of Thoroughfare	Route	From	To
South 10 <sup>th</sup> Street	N/A	Main Street	900 feet south of Main St. (Brickyard Development)

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of Concrete curbs, sidewalk, storm sewers, aggregate base,  
HMA pavement, seeding, etc.

and shall be constructed 30' face to face of curb wide  
and be designated as Section 15-00027-00-PV

2. That there is hereby appropriated the (additional ☒ Yes ☐ No) sum of three hundred thirty-eight thousand  
Dollars ( \$338,000.00 ) for the  
improvement of said section from the municipality's allotment of Motor Fuel Tax funds.

3. That work shall be done by Contract ; and,  
Specify Contract or Day Labor

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

Approved

Date

Department of Transportation

Regional Engineer

I, Kari Haas Clerk in and for the

City of Mascoutah

City, Town or Village

County of St. Clair, hereby certify the

foregoing to be a true, perfect and complete copy of a resolution adopted

by the Council

Council or President and Board of Trustees

at a meeting on May 4, 2015

Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this

day of

(SEAL)

City, Town, or Village Clerk

Attachment A

**CITY OF MASCOUTAH**  
**City Manager's Office**

**Staff Report**

**TO:** Honorable Mayor and City Council

**FROM:** Cody Hawkins City Manager

**SUBJECT:** Engineering Services – South 10<sup>th</sup> Street Reconstruction

**DATE:** May 4, 2015

**REQUESTED ACTION:**

Approval of Engineering Services Agreement with Thouvenot, Wade & Moerchen, Inc. (TWM) for preparing Construction Documents for the *South 10<sup>th</sup> Street Reconstruction Project*.

**BACKGROUND INFORMATION:**

This project will include reconstructing South 10<sup>th</sup> Street from Main Street to the Brickyard Development with a 5' wide sidewalk on the east side of the roadway. The length of this project is approximately 900 feet and the preliminary estimated construction cost is \$290,000.

Engineering Services: This request is for engineering services approval. The City Manager recommends approving a contract with TWM for these services for a lump sum price of \$34,700.00 for performing field surveys and preparation of construction documents. See Attachment A – TWM Professional Services Agreement with man-hour breakdown.

**FUNDING:**

This project will be paid for with MFT Funds included in this year's budget.

**RECOMMENDATION:**

The City Manager recommends approving a contract with TWM for engineering services in the amount of \$34,700.00 for performing field surveys and preparation of construction documents for the *South 10<sup>th</sup> Street Reconstruction Project*.

**SUGGESTED MOTION:**

I move that the Council accept the City Manager's engineering recommendation to approve TWM for engineering services for the *South 10<sup>th</sup> Street Reconstruction Project* and authorize appropriate City officials to execute the necessary documents.


Prepared By:

  
Ron Yeager  
City Engineer

Approved By:

  
Cody Hawkins  
City Manager

Attachment A – TWM Professional Services Agreement

Municipality Mascoutah	LOCAL AGENCY	 <b>Illinois Department of Transportation</b>  <b>Preliminary Engineering And Construction Guidance Agreement For Motor Fuel Tax Funds</b>	CONSULTANT	Name Thouvenot, Wade & Moerchen
Township				Address 4940 Old Collinsville Road
County St. Clair				City Swansea
Section 15-00027-00-PV				State IL

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of April, 2015 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION, Motor Fuel Tax Funds, allotted to the LA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT", will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

#### Section Description

Name South 10<sup>th</sup> Street  
Route \_\_\_\_\_ Length 900.00 FT ( 0.17 Miles) (Structure No. \_\_\_\_\_ )  
Termini Main Street to 900' south, at the property line of Brickyard Development

#### Description:

Total reconstruction of 10<sup>th</sup> Street with two-13' lanes, B-6.24 curb & gutter, and 5' sidewalk on east side of roadway, with new storm sewer system, with trunkline on east side of roadway.

#### Agreement Provisions

##### The Engineer Agrees,

1. To perform or be responsible for the performance of the following engineering services for the LA in connection with the proposed improvement herein before described, and checked below:
  - a. ☒ Make such detailed surveys as are necessary for the preparation of detailed roadway plans.
  - b. ☐ Make stream and flood plain hydraulic surveys and gather high water data, and flood histories for the preparation of detailed bridge plans.
  - c. ☐ Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles n analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT.
  - d. ☐ Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
  - e. ☐ Prepare Army Corps of Engineers Permit, Division of Water Resources Permit, Bridge waterway sketch and/or Channel Change sketch, Utility plan and locations and Railroad Crossing work agreements.
  - f. ☐ Prepare Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.
  - g. ☒ Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LA with five (5) copies of the plans, special provisions, proposals and estimates. Additional copies of any or all documents, if required, shall be furnished to the LA by the ENGINEER at his actual cost for reproduction.
  - h. ☒ Furnish the LA with survey and drafts in quadruplicate of all necessary right-of-way dedications, construction easements and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

NOTE: Four Copies to be submitted to the Regional Engineer



- i. ☐ Prepare the Project Development Report when required by the DEPARTMENT.
- j. ☐ Prepare the necessary environmental documents in accordance with the procedures adopted by the DEPARTMENT's Bureau of Local Roads & Streets.
- k. ☐ Assist the LA in the tabulation and interpretation of the contractors' proposals.
- l. ☐ Furnish construction guidance. Construction guidance shall include:
  - (1) Consultation on interpretation of plans and specifications and changes during construction.
  - (2) Checking all shop and working drawings.
  - (3) Periodical job-site observation as construction progresses.
  - (4) Reviewing and checking all reports by testing laboratories on equipment and material tested.
  - (5) Reviewing and checking all payment estimates, change orders, records and reports required by the DEPARTMENT.
  - (6) Conducting final observation of construction and preparation of final papers and reports.
2. That all reports, plans, plats and special provisions to be furnished by the ENGINEER, pursuant to this AGREEMENT, will be in accordance with current standard specifications and policies of the DEPARTMENT. It being understood that all such reports, plats, plans and drafts shall before being finally accepted be subject to approval by the LA and the DEPARTMENT.
3. To attend conferences at any reasonable time when requested to do so by the LA or the DEPARTMENT.
4. In the event plans or surveys are found to be in error during construction of the SECTION and revisions of the plans or survey corrections are necessary, the ENGINEER agrees that he will perform such work without expense to the LA even though final payment has been received by him. He shall give immediate attention to these changes so there will be a minimum delay to the Contractor.
5. That basic survey notes and sketches, charts, computations and other data prepared or obtained by the ENGINEER pursuant to this AGREEMENT will be made available upon request to the LA or the DEPARTMENT without cost and without restriction or limitations as to their use.
6. That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by him and will show his professional seal where such is required by law.

#### THE LA AGREES,

1. To pay the ENGINEER as compensation for all services performed as stipulated in paragraphs 1a, 1g, 4k, 2, 3, 5 and 6 in accordance with one of the following methods indicated by a check mark:
  - a. ☒ A sum of money equal to \$34,700.00 percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT.
  - b. ☐ A sum of money equal to the percent of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

#### Schedule for Percentages Based on Awarded Contract Cost

Awarded Cost	Fee Schedule	(see note)
Under \$50,000	_____	%
	_____	%
	_____	%
	_____	%
	_____	%

Note: Not necessarily a percentage.. Could use per diem, cost-plus or lump sum.

2. To pay for services stipulated in paragraphs 4b, 4c, 4d, 4e, 4f, 1h, 4i & 4j at actual cost of performing such work plus 167.00 percent to cover profit, overhead and readiness to serve - "actual cost" being defined as material cost plus, payrolls insurance, social security and retirement deductions. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at his actual cost. Subject to the approval of the LA, the ENGINEER may sublet all or part of the services provided under the paragraphs cited above. If the ENGINEER sublets all or part of this work, the LA will pay the cost to the ENGINEER plus a five (5) percent service charge. "Cost to Engineer" to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work. The classifications of the employees used in the work should be consistent with the employee classification for the services performed. If the personnel of the firm, including the Principal Engineer, perform routine services that should normally be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the work performed.



3. To pay for the services stipulated in paragraph 1l a sum of money equal to thirty-five (35) percent of the amount determined by multiplying the final contract cost by the percentage(s) set forth under paragraph 1a or 1b of THE LA AGREES.
4. That payments due the ENGINEER for services rendered in accordance with the AGREEMENT will be made as soon as practicable after the services have been performed, in accordance with the following schedule:
  - a. Upon completion of detailed plans, special provisions, proposals and estimate of cost - being the work required by paragraph 1a through 1j under THE ENGINEER AGREES - to the satisfaction of the LA and their approval by the Department, 90 percent of the total fee due for paragraphs 1a through 1j.
  - b. Upon award of the contract for the improvement by the LA and its approval by the Department, 100 percent of the total fee due for paragraphs 1a through 1j, less any amounts paid under "a" above.
  - c. Upon completion of the improvement and its final acceptance by the Department the total fee due for paragraphs 1k and 1l.By mutual agreement, partial payments not to exceed 90 percent of the amount earned may be made from time to time as the work progresses.
5. That, should the improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a through 1j and prior to the completion of such services the LA shall reimburse the ENGINEER for his actual costs plus 167.00 percent incurred up to the time he is notified in writing of such abandonment - "actual cost" being defined as in paragraph 2 above.
6. That, should the LA require changes in any of the detailed plans, specifications, or estimates, except for those required pursuant to paragraph 4 of THE ENGINEER AGREES, after they have been approved by the DEPARTMENT, the LA will pay the ENGINEER for such changes on the basis of actual cost plus 167.00 percent to cover profit, overhead and readiness to serve - "actual cost" being defined as in paragraph 2 above. It is understood that "changes" as used in this paragraph 2 above. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of his responsibility to prepare a complete and adequate set of plans and specifications.

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**It is Mutually Agreed,**

1. That any difference between the ENGINEER and the LA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
  2. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at his last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all surveys, permits agreements, preliminary bridge design & hydraulic report, drawings, specifications, partial and completed estimates and data if any from traffic studies and soil survey and subsurface investigations with the understanding that all such material becomes the property of the LA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 5 of THE LA AGREES.
  3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LA and their approval by the DEPARTMENT, the LA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under this AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LA and the DEPARTMENT.
  4. That the ENGINEER warrants that he/she has not employed or retained any company or person other than a bona fide employee working solely for the ENGINEER to solicit or secure this contract and that he/she has not paid or agreed to pay any company or person other than a bona fide employee working solely for the ENGINEER any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty the LA shall have the right to annul this contract without liability.
-

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed in quadruplicate counterparts each of which shall be considered as an original by their duly authorized officers.

Executed by the LA:

ATTEST:

City of Mascoutah of the  
(Municipality/Township/County)

State of Illinois, acting by and through its

By \_\_\_\_\_  
\_\_\_\_\_  
Clerk  
(Seal)

By \_\_\_\_\_  
Title \_\_\_\_\_

Executed by the ENGINEER

Thouvenot, Wade & Moerchen, Inc.

4940 Old Collinsville Road

ATTEST:

Swansea, IL 62226

By *Sheila J. Smith*  
Title Manager, Transportation Department

By *Robert J. DeLuca*  
Title Vice President / COO

<p>Approved</p> <p>_____</p> <p>Date</p> <p>Department of Transportation</p> <p>_____</p> <p>Regional Engineer</p>
--

DATE: 4/17/15  
Route: South 10th Street  
Municipality: Mascoutah  
County: St. Clair  
Consultant: Thruway, Wade & Moerchen, Inc.

**Consultant:** Thouvenot, Wade & Moerchen, Inc.

Sub-Total:

## Roadway Plans, Specs & Estimates

Drainage analyses (storm sewer)	1
Prepare Draft Cross Sections for Proj Constr. Limits	1
Identify potential ROW & Easement Requirements	1
Cover Sheet	1
General Notes	1
Summary of Quantities	2
Typical Details	1
Tie-ins & Benchmarks	1
Removal Plans	1
Plan & Profile Sheets	2
Include ties & Blots on P&P sheets	1
Erosion Control Plan	1
Staged Construction Sheet for south of South Street	1
Traffic Control/Detour/Signaling Sheet for Main to South	1
Drainage/Storm Sewer Plans	2
Pavement Marking & Signage Sheets	1
Intersection Geometric Sheets	3
Misc. Detail Sheets	1
Cross Sections	10

## 27 Sheets

8' 1/2 x 11 (45 front end x 2)	\$0.15/Sheet	\$6.90
11x17 (27 plan sheets x2 IDOT & City)	\$0.30/Sheet	\$19.44
8' 1/2 x 11 (100 quantity sheets)	0.15/Sheet	\$15.00
Mailing (1 submittal - IDOT)	\$25.00/mail	\$25.00
22x34 (27 plan sheets - City)	\$2.50/Sheet	\$67.50
<b>Total</b>		<b>\$127.84</b>

**Project Management and Coordination**  
Attend Meetings with City  
In-house Project Management  
Project administration (contract, billing, etc.)

27

Total TVM[illegible]

Total Labor Cost

Misc Costs (Printing, etc.)

Total	\$34,620
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Use for Lump Sum Fee	\$34,700
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10th Street Mtxls

## CITY OF MASCOUTAH

### Staff Report

**TO:** Honorable Mayor & Council  
**FROM:** Cody Hawkins -- City Manager  
**SUBJECT:** North 10th Street Extension - Bid Award

**MEETING DATE:** May 4, 2015

#### REQUESTED ACTION:

Approval and authorization of bids for furnishing all labor, materials and equipment to construct the North 10<sup>th</sup> Street Extension Project.

#### BACKGROUND & STAFF COMMENTS:

Bids for the *North 10th Street Extension Project* were opened on Thursday, April 30, 2015. There were 6 bidders total. Lowest qualified bid was submitted by DMS Contracting Inc. for a total amount of \$951,453.70. This project consists of reconstructing North 10<sup>th</sup> Street from Harnett Street to Hackberry Drive and constructing a new roadway from Hackberry Drive across the Big Ditch to Winchester Street. This work will also include a 5' wide concrete sidewalk to replace the lime trail on the east side of 10<sup>th</sup> Street at Scheve Park and a 10' wide combination pedestrian/bike trail on the north side of the Big Ditch. See Bid Tab, Attachment A.

#### FUNDING:

This project will be paid for with a low interest Bank Loan.

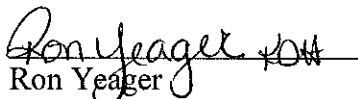
#### RECOMMENDATION:

Approval of low bid for furnishing all labor, materials and equipment for the *North 10th Street Extension Project* to DMS Contracting Inc. for the total bid of \$951,453.70.

#### SUGGESTED MOTION:

I move that the Council approve the low bid of \$951,453.70 to DMS Contracting Inc. of Mascoutah, IL for furnishing all labor, materials and equipment for the *North 10th Street Extension Project* and authorize appropriate officials to execute the necessary documents.

Prepared By:

  
Ron Yeager  
City Engineer

Approved By:

  
Cody Hawkins  
City Manager

Attachment: A – Bid Tab

B – Letter of Bid Recommendation from Kuhlmann Design Group



15 East Washington › Belleville, Illinois 62220 › t: 618.234.8898 › f: 618.234.8959 › kdginc.com

ST. LOUIS › BELLEVILLE

April 30, 2015

Mr. Ron Yeager, P.E.  
City Engineer  
City of Mascoutah  
3 West Main Street  
Mascoutah, Illinois 62258

Re: Bid Opening and Recommendation  
Mascoutah \* North 10<sup>th</sup> Street Extension  
KdG Project No. 140032-0001

Dear Mr. Yeager:

Kuhlmann *design* Group, Inc. has reviewed the bids received on April 30, 2015. After reviewing the bids, we recommend acceptance of the low bid from DMS Contracting Inc. in the amount of \$951,453.70. This bid amount is 6.5% below our Engineer's Estimate and \$70,225.06 below the second low bid. The tabulation of bids are included for your reference.

If you have questions or comments, please do not hesitate to contact our office.

Respectfully,

Kuhlmann *design* Group, Inc.

A.J. Gironde III, P.E.  
Project Manager

AJG/cdf3

Enclosures

I:\2014\140032 Mascoutah 10th St\0001\432\_Yeager Ltr-2015-4-30.docx

Kuhlmann *design* Group, Inc.

Attachment B

**CITY OF MASCOUTAH**  
**Staff Report**

**TO:** Honorable Mayor & Council

**FROM:** Cody Hawkins – City Manager

**SUBJECT:** **Pump House Generator – Re-Bid Award**

**MEETING DATE:** May 4, 2015

**REQUESTED ACTION:**

Approval and authorization of bids for furnishing an emergency backup generator for the Pump House located on North Railway Street.

**BACKGROUND & STAFF COMMENTS:**

An emergency back-up generator is recommended to ensure uninterrupted electric power is available at the Pump House during a major power outage. We rely on the electric pumps to keep the water tower full which regulates the pressure in the water system. The IEPA has recommended all municipal water systems install a generator to maintain minimum water pressure during extended power outages such as a major ice storm that impacts Ameren's grid and /or the City's distribution system for more than a day or two.

Re-Bids for furnishing a diesel engine driven backup generator for the Pump House were opened at City Hall on Tuesday, April 28, 2015. A total of 3 bids were received, the lowest qualified bid was submitted by CK Power in the amount of \$35,900.00. See Bid Tab, Attachment A.

**FUNDING:**

This project will be paid for with Water Funds.

**RECOMMENDATION:**

Approval of low bid for furnishing all equipment for the *Pump House Generator Project* to CK Power for a lump sum of \$35,900.00.

**SUGGESTED MOTION:**

I move that the Council approve the low bid of \$35,900.00 to CK Power of St. Louis, MO for furnishing all equipment for the *Pump House Generator Project* and authorize appropriate officials to execute necessary documents.

Prepared By: Ron Yeager  
Ron Yeager  
City Engineer

Approved By: Cody Hawkins  
Cody Hawkins  
City Manager

Attachments: A – Bid Tab  
B – Letter of Bid Recommendation from BHMG

**B1546 K002 - City of Mascoutah, IL - Standby Generator Purchase**

<b>BIDDERS/PROPOSALS</b>	Central Power Systems 9407 Koenig Circle St. Louis, MO 63134 Mark Obenhaus 314-427-4911	Cummins Mid-South 2247 Cassens Dr. Fenton, MO 63026 Jeff Wahl 314-685-3758	CK Power 1100 Research Blvd. St. Louis, MO 63132 Peg Johnston 314-569-8290	Correct form was sent over later with \$35,900.00
<b>BID SECURITY</b>	yes	yes	yes	
<b>PROPOSAL 1</b>	\$ 38,665.00	\$ 48,500.00	\$ no price	\$
<b>DELIVERY</b>	100 calendar days	51-54 calendar days	91 calendar days	
	<input checked="" type="checkbox"/> YES Purchase bid documents <input type="checkbox"/> Non-Collusion Affidavit <input type="checkbox"/> Bid Bond <input type="checkbox"/> Bid Form <input type="checkbox"/> Any other documents as required by the specifications	<input checked="" type="checkbox"/> YES Purchase bid documents <input type="checkbox"/> Non-Collusion Affidavit <input type="checkbox"/> Bid Bond <input type="checkbox"/> Bid Form <input type="checkbox"/> Any other documents as required by the specifications	<input checked="" type="checkbox"/> YES Purchase bid documents <input type="checkbox"/> Non-Collusion Affidavit <input type="checkbox"/> Bid Bond <input type="checkbox"/> Bid Form <input type="checkbox"/> Any other documents as required by the specifications	<input type="checkbox"/> Purchase bid documents <input type="checkbox"/> Non-Collusion Affidavit <input type="checkbox"/> Bid Bond <input type="checkbox"/> Bid Form <input type="checkbox"/> Any other documents as required by the specifications
<b>BHMG Engineers, Inc.</b> Consulting Engineers 630 Jeffco Blvd. Arnold, MO 63010		<b>CITY OF MASCOUTAH, IL</b> MUNICIPAL ELECTRIC SYSTEM STANDBY GENERATOR PURCHASE Bids Received 2:00 p.m. 04/28/15		<b>BID OPENING WITNESSES:</b>  City: <u>David D. Voss</u> BHMG: <u>Brent Threlkeld</u>



**BHMG ENGINEERS, INC.**  
**Consulting Engineers**

April 29, 2015

Mr. Ron Yeager, City Engineer  
City of Mascoutah, IL  
3 West Main Street  
Mascoutah, IL 62258-2030

Ref: Water Plant Generator Purchase  
B1546\_K003 – Letter of Recommendation

Dear Mr. Yeager:

The City received and opened bids on April 29, 2015 for the Generator Purchase, a part of the Water Booster Station Generator Installation project. A total of three (3) bids were received and have been reviewed for completeness and ability to meet specification requirements.

The bid from CK Power, included all documents, but the bid form did not include a dollar amount. The bid security included in the bid was a corporate check for the amount of \$1,795.00, which is 5% of the correct bid form amount of \$35,900.00. We contacted CK on the topic and they said they made a clerical mistake and didn't include the correct form, and quickly send over a scan of the correct form, and this is included in the attached.

The bid from Central Power was the apparent low bid at \$38,665.00, for the Specification B1546K003. Central Power has a good list of reference completed projects. The company appears to be in good standing and employs certified and trained craftsmen.

Upon review of the bids and the situation, we feel the error by CK Power was non-intentional, and the bid security confirms their planned bid. If the City rules allow, we would recommend awarding the bid to CK Power since, they were the low bid, and provides commonality, as they provided the City Hall unit.

Should you have any questions concerning the bids or the project, please do not hesitate to contact me.

Sincerely:  
**BHMG Engineers, Inc.**

A handwritten signature in black ink, appearing to read 'Jason F. Jackson'.

Jason F. Jackson, P.E.  
Project Engineer

Enclosures: (2)  
Bid tab, and copies of bids

Attachment B