

CITY OF DARIEN TEMPORARY AMENDMENT TO CITY COUNCIL MEETING RULES FOR COMPLIANCE WITH ILLINOIS OPEN MEETINGS ACT:

- The public is permitted to attend the City Council meeting but the meeting room will be limited to 20 members of the public at one time. The public will be required to maintain social distancing rules and are required to wear a mask while in the building.
- Members of the public physically present must be able to hear all discussion and testimony and all votes of the members of the body. This would mean that members of the public physically present, if more than 20, can be in a different room at City Hall. For example, this can be accomplished by offering a call-in telephone number, a web-based link such as YouTube presenting meeting live or viewing the meeting on cable at City Hall.

Visit the City of Darien [YouTube channel](#) to view the meeting live.

PRE-COUNCIL WORK SESSION — 7:00 P.M.

Agenda of the Regular Meeting

of the City Council of the

CITY OF DARIEN

August 16, 2021

7:30 P.M.

1. Call to Order
2. Swearing in of “Mayor for the Day” Samuel Bergman
3. Pledge of Allegiance
4. Roll Call
5. Declaration of Quorum
6. Questions, Comments and Announcements — **General (This is an opportunity for the public to [make comments or ask questions on any issue](#) – 3 Minute Limit Per Person, Additional Public Comment Period - Agenda Item 18)**
7. Approval of Minutes — [August 2, 2021](#)
8. Receiving of Communications
9. Mayor's Report
 - A. Mayoral Proclamation “[National Suicide Prevention & Action Month](#)” (September 2021)
 - B. [Police Pension Actuarial Report](#)

10. City Clerk's Report
11. City Administrator's Report
 - A. [Garbage Service Renewal Discussion](#)
12. Department Head Information/Questions
 - A. Police Department Monthly Report — [August 2021](#)
 - B. Municipal Services
13. Treasurer's Report
 - A. Warrant Number — [21-22-08](#)
14. Standing Committee Reports
15. Questions and Comments — **Agenda Related (This is an opportunity for the public to [make comments or ask questions on any item on the Council's Agenda](#) – 3 Minute Limit Per Person)**
16. Old Business
17. Consent Agenda
 - A. Consideration of a Motion Granting Waiver of the Raffle License Bond Requirement for [Darien District #61](#)
 - B. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Eco Clean Maintenance to Provide [Janitorial Services](#) for the City of Darien Beginning September 1, 2021
18. New Business
 - A. Consideration of a Motion to Approve an Ordinance Granting a Minor Amendment to an Approved Planned Unit Development ([8511 Bailey Road: Society of Mount Carmel](#) – Society of the Little Flower – National Shrine to St. Therese)
19. Questions, Comments and Announcements — **General (This is an opportunity for the [public to make comments or ask questions on any issue](#) – 3 Minute Limit Per Person)**
20. Adjournment

A WORK SESSION WAS CALLED TO ORDER AT 7:00 P.M. BY MAYOR MARCHESE FOR THE PURPOSE OF REVIEWING ITEMS ON THE AUGUST 2, 2021 AGENDA WITH THE CITY COUNCIL. THE WORK SESSION ADJOURNED AT 7:27 P.M.

Minutes of the Regular Meeting

of the City Council of the

CITY OF DARIEN

August 2, 2021

7:30 P.M.

1. **CALL TO ORDER**

The regular meeting of the City Council of the City of Darien was called to order at 7:30 P.M. by Mayor Marchese.

2. **PLEDGE OF ALLEGIANCE**

Mayor Marchese led the Council and audience in the Pledge of Allegiance.

3. **ROLL CALL** — The Roll Call of Aldermen by Clerk Ragona was as follows:

Present:	Thomas M. Chlystek	Mary Coyle Sullivan
	Joseph A. Kenny	Lester Vaughan
	Ted V. Schauer	

Absent:	Thomas J. Belczak
	Eric K. Gustafson

Also in Attendance:	Joseph Marchese, Mayor
	JoAnne E. Ragona, City Clerk
	Michael J. Coren, City Treasurer
	Bryon Vana, City Administrator
	Gregory Thomas, Police Chief
	Daniel Gombac, Director of Municipal Services
	Jordan Yanke, City Planner

4. **DECLARATION OF A QUORUM** — There being five aldermen present, Mayor Marchese declared a quorum.

5. **QUESTIONS, COMMENTS AND ANNOUNCEMENTS – GENERAL**

George Strom, RLS Vice President Municipal Services, provided company background information for waste and recycling services. He asked Council to consider a Request for Proposal (RFP) for services. Katie Neary, RLS Municipal Manager, commented about importance of bid process.

Kurt Mach, Property Manager for Glen Oaks Office Park, voiced parking concerns building owners have with DarienFest, which will be held in the Darien Plaza parking lot. Mayor Marchese responded that all DarienFest parking is to be located on the east side of Cass Avenue.

April Padalik, Darien Chamber of Commerce, explained DarienFest planning had been delayed due to COVID restrictions. Darien Plaza location was chosen to provide exposure for businesses and to promote foot traffic. Ms. Padalik reviewed parking plans, DarienFest schedule, and responded to Council/audience questions.

Residents voiced concerns regarding ongoing issues with Q-Bar: loud music, base/noise level and patrons. Residents and business owners/representatives voiced concerns about DarienFest traffic, parking & signage, loitering, property damage, and cleanup.

Mayor Marchese commented that DarienFest is a Chamber of Commerce event with City providing police protection services.

Mayor Marchese stated he is sensitive to the concerns that residents are experiencing with Q-Bar. He met with Robert Taft, owner of Q-Bar and Darien Plaza; he reviewed the Memorandum of Understanding that was established. He spoke of the enforcement that will occur should a violation of City Code take place.

Alderman Chlystek inquired about purchase of sound meter to assist Police Department.

Arlene Sturgeon commented when she moved to Darien, Cass Avenue was quiet with family-oriented businesses in the plaza.

6. **APPROVAL OF MINUTES** – July 19, 2021 City Council Meeting

It was moved by Alderwoman Sullivan and seconded by Alderman Kenny to approve the minutes of the City Council Meeting of July 19, 2021.

Roll Call: Ayes: Chlystek, Kenny, Schauer, Sullivan, Vaughan
 Nays: None
 Absent: Belczak, Gustafson

Results: Ayes 5, Nays 0, Absent 2
MOTION DULY CARRIED

7. **RECEIVING OF COMMUNICATIONS**

Alderwoman Sullivan received communication from Kelly Glisan regarding need for Request for Proposal (RFP) on future refuse services.

Alderman Kenny received communication from...

...Kelly Glisan regarding RFP.

...Tim Waz, Exner Road, requesting need for RFP and desire to keep stickers.

...Jim Drew, 77th Street, requesting need for RFP and preference for stickers. Mr. Drew inquired about billing and short-term contracts for snowbirds. Administrator Vana responded that refuse company would bill residents directly for services; short-term contracts would need to be addressed in RFP.

Alderman Chlystek...

...received feedback from Alderman Gustafson regarding request for RFP.

...communication from Mr. Waz regarding keeping sticker option.

...shared survey results from his Ward: Sriram Kripa, Gerry Leganski, Steve Leopoldo, Kathy Macal, and Karen Pervisky indicated need for different container sizes and opportunity for competitive bids. Administrator Vana inquired if residents realized service would be unlimited. Alderman Chlystek stated he sent residents link to web page. Alderman Chlystek inquired if special containers that residents in Alderman Vaughan's Ward purchased would fit proposed cart size. Administrator Vana confirmed special containers met requirements; Director Gombac commented.

Alderwoman Sullivan received communication from Tami Hollendonner regarding rules for backyard items being stored in front yard. Director Gombac responded there are no City Codes against temporary equipment; ordinance applies to permanent structures with concrete footings. He noted that courtesy letters regarding removal of seasonal items could be sent to residents. Planner Yanke stated that he responded via email to Ms. Hollendonner.

8. **MAYORS REPORT**

Mayor Marchese provided the following updates.

COVID-19:

- Community transmission rate has moved from “Low” to “Moderate” to “Substantial” over the last four weeks.
- Despite this direction, fully vaccinated residents account for 1.1% of COVID patients and of those 90% occurred in individuals who were immune compromised.
- In DuPage County, more than 80% of the population over 12 years of age received at least one dose of the vaccine and 59% were reported fully vaccinated which includes 82% of residents 65 or older and 23.6 % of school age children.
- DuPage County ranks number one in the state for the number of vaccinated residents and in the top 6% of all counties nationally.
- Vaccinations have been identified as offering the greatest protection from severe illness or death.

9/11 Commemorative 20th Anniversary include:

- Proclamation recognizing month of September as: Darien Remembers 9/11.
- Banners on streetlights.
- Medallions will be distributed to participants; they were designed by local school children.
- Friday, September 10, flags will be erected in Darien Community Park to recognize (6) individuals from Darien, CT that died during 9/11. First Selectman, Jayme Stevenson from Darien, CT, is planning on attending.
- Saturday, September 11, First Responders Solemn Parade is scheduled at 9:30 A.M., which includes fire, police, and Emerald Society Bagpipe Group. In the afternoon, a community picnic is planned at Darien Community Park. Student murals and posters “Darien Remembers” mosaic will be featured. Several other activities will take place.
- Sunday, September 12, students will start the morning by singing the National Anthem followed by Darien Dash. Afternoon will include concert at Carriage Greens Golf Course featuring patriotic music by 144th Army National Guard Band.
- On Friday, September 17, at Hinsdale South High School field, there will be a football game played, Hinsdale Central vs. Hinsdale South. Tri-State Fire Department will raise ladders and display flag for moment of silence recognizing all those who perished on 9/11.
- T-shirt fundraiser will raise money for Darien Historical Society.

Mrs. Gomopoulos sent an email of thanks for the wonderful experience Nikos had as “Mayor for the Day.” She stated Nikos will always remember that day, everything he learned and the lasting impression made by all. “Darien really is a special place with great people and thank you again.”

DuPage Mayors and Managers Conference dinner will be held on August 18, 2021. Mayor Marchese stated old/new officers will be recognized; he will serve as Vice-President and Ron Gunter, Mayor of Westmont, as President.

9. **CITY CLERK'S REPORT**

There was no report.

10. **CITY ADMINISTRATOR'S REPORT**

A. GARBAGE SERVICE RENEWAL DISCUSSION

Administrator Vana initiated Council discussion regarding scope of garbage services and Request for Proposal (RFP). Council discussion ensued. Staff to prepare draft RFP for Council review.

11. **DEPARTMENT HEAD INFORMATION/QUESTIONS**

A. POLICE DEPARTMENT

Chief Thomas announced National Night Out will be held at Darien Community Park on August 3, 2021 from 5:00 – 8:00 P.M.

Chief Thomas commented on decibel sound meter suggested by Alderman Chlystek. City Code does not include decibel levels and would not be enforceable. He addressed Council questions regarding identification of a nuisance, clarification of disturbance and National Night Out vendor participation.

B. MUNICIPAL SERVICES – NO REPORT

12. **TREASURER'S REPORT**

A. WARRANT NUMBER 21-22-07

It was moved by Alderman Schauer and seconded by Alderman Vaughan to approve payment of Warrant Number 21-22-07 in the amount of \$820,695.29 from the enumerated funds, and \$256,738.44 from payroll funds for the periods ending 7/29/21 for a total to be approved of \$1,077,433.73.

Roll Call: Ayes: Chlystek, Kenny, Schauer, Sullivan, Vaughan

Nays: None

Absent: Belczak, Gustafson

Results: Ayes 5, Nays 0, Absent 2

MOTION DULY CARRIED

13. **STANDING COMMITTEE REPORTS**

Administrative/Finance Committee – Chairwoman Sullivan announced the next Administrative/Finance Committee meeting is scheduled for Tuesday, September 7, 2021 at 6:00 P.M. She stated the Economic Development Committee (EDC) will be meeting on September 2, 2021 at 7:00 P.M.

Municipal Services Committee – Clerk Ragona announced the Municipal Services Committee meeting is scheduled for August 23, 2021 at 7:00 P.M.

Police Committee – Chairman Kenny announced the Police Committee meeting is scheduled for August 16, 2021 at 6:00 P.M. in the Police Department Training Room.

Police Pension Board – Liaison Coren announced the Police Pension Board quarterly meeting is scheduled for Thursday, August 5, 2021 at 7:00 P.M. in the Police Department Training Room. He stated actuary will present current year Actuarial Report and results will be presented to Council.

14. **QUESTIONS AND COMMENTS – AGENDA RELATED**

There were none.

15. **OLD BUSINESS**

There was no Old Business.

16. **CONSENT AGENDA**

Mayor Marchese stated during the Work Session New Business Items A-H and J were moved to Consent Agenda as Items A-H and I respectively.

It was moved by Alderman Schauer and seconded by Alderman Vaughan to approve by Omnibus Vote the following items on the Consent Agenda:

- A. CONSIDERATION OF A MOTION TO APPROVE A PETITION REQUESTING RELIEF FROM CITY CODE SECTION 7-5-1(B)(8) OF THE CHICKEN ORDINANCE TO GRANT APPROVAL FOR AN EXISTING PERIMETER FENCE TO REMAIN AT A HEIGHT OF FIVE (5) FEET INSTEAD OF THE REQUIRED SIX (6) FEET BY ORDINANCE. REQUEST IS MADE PURSUANT TO CITY CODE SECTION 7-5-1(C) FOR PROPERTY LOCATED AT 911 HICKORY LANE THAT IS ZONED SINGLE FAMILY RESIDENCE DISTRICT (R-2)**
- B. CONSIDERATION OF A MOTION TO APPROVE A PETITION REQUESTING RELIEF FROM CITY CODE SECTIONS 7-5-1(B)(5) & 7-5-1(B)(8) OF THE CHICKEN ORDINANCE TO GRANT APPROVAL FOR AN EXISTING CHICKEN COOP TO REMAIN AT ELEVEN (11) FEET FROM THE REAR LOT LINE INSTEAD OF THE REQUIRED TWENTY (20) FEET, AND TO ALLOW A PORTION (REAR YARD) OF AN EXISTING PERIMETER FENCE TO REMAIN AT A HEIGHT OF FIVE (5) FEET INSTEAD OF THE REQUIRED SIX (6) FEET BY ORDINANCE. REQUEST IS MADE PURSUANT TO CITY CODE SECTION 7-5-1(C) FOR PROPERTY LOCATED AT 7934 FARMINGDALE DRIVE THAT IS ZONED SINGLE FAMILY RESIDENCE DISTRICT (R-2)**
- C. RESOLUTION NO. R-55-21** **A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO ACCEPT A PROPOSAL FROM PATTEN CAT FOR PURCHASE AND INSTALLATION OF ONE (1) NEW CAT END LOADER PAYLOAD BUCKET MONITOR SYSTEM FROM ALTORFER CAT IN AN AMOUNT NOT TO EXCEED \$6,213.65**
- D. RESOLUTION NO. R-56-21** **A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT A PROPOSAL FROM SUBURBAN LABORATORIES, INC. FOR THE 2021/22 BACTERIOLOGICAL AND CHEMICAL/RADIOLOGICAL/LT2 WATER SAMPLING PROGRAM IN AN AMOUNT NOT TO EXCEED \$5,846.80**
- E. RESOLUTION NO. R-57-21** **A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT A PROPOSAL FROM CHRISTOPHER B. BURKE ENGINEERING, LTD. FOR THE PROFESSIONAL DESIGN SERVICES RELATED TO THE LAWN CONVERSION TO NATIVE PLANTINGS AT THE SOUTH EAST QUADRANT OF 74TH STREET AND ELM STREET IN AN AMOUNT NOT TO EXCEED \$8,000**

F. CONSIDERATION OF A MOTION AUTHORIZING CITY STAFF TO PROCEED WITH SECURING MATERIALS, INSTALLATION AND RESTORATION FOR THE SANITARY SEWER PROJECT FOR THE MUNICIPAL SERVICES FACILITY LOCATED AT 1041 SOUTH FRONTAGE ROAD IN AN AMOUNT NOT TO EXCEED \$35,671.76

G. RESOLUTION NO. R-58-21 A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT A PROPOSAL TO PURCHASE SANITARY SEWER RELATED ITEMS FROM NORWALK TANK COMPANY IN AN AMOUNT NOT TO EXCEED \$9,306.21

H. RESOLUTION NO. R-59-21 A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT A PROPOSAL TO PURCHASE SANITARY SEWER IRON FRAMES AND LIDS FROM EJ USA, INC. IN AN AMOUNT NOT TO EXCEED \$2,735.30

I. CONSIDERATION OF A MOTION TO GRANT A WAIVER OF THE RAFFLE LICENSE BOND REQUIREMENT FOR THE WOODRIDGE ROTARY CLUB

Roll Call: Ayes: Chlystek, Kenny, Schauer, Sullivan, Vaughan

 Nays: None

 Absent: Belczak, Gustafson

Results: Ayes 5, Nays 0, Absent 2

MOTION DULY CARRIED

17. **NEW BUSINESS**

A. CONSIDERATION OF A MOTION TO APPROVE:

- **AUGUST 12TH, 13TH, 14TH AND 15TH AS THE DATE FOR THE DARIEN CHAMBER OF COMMERCE TO HOLD THE DARIENFEST 2021 CELEBRATION AT DARIEN PLAZA PARKING LOT**
- **PROVIDING POLICE PROTECTION FOR THE DARIENFEST 2021 AS PER ATTACHED AGREEMENT**

It was moved by Alderman Schauer and seconded by Alderman Vaughan to approve the motion as presented.

Alderman Chlystek stated DarienFest is a family event.

Alderman Sullivan commented DarienFest is a great family-friendly event for the community. She said that due to location residents and businesses will need enforcement of no parking on the west side of Cass Avenue.

Alderman Schauer clarified that Council is approving police protection for DarienFest.

Roll Call: Ayes: Chlystek, Kenny, Schauer, Sullivan, Vaughan

Nays: None

Absent: Belczak, Gustafson

Results: Ayes 5, Nays 0, Absent 2

MOTION DULY CARRIED

18. **QUESTIONS, COMMENTS AND ANNOUNCEMENTS – GENERAL**

Mayor Marchese thanked Darien Park District for sponsoring band, Cadillac Grove, and Darien Lions Club for selling food that made for a wonderful “Darien Day in the Park” on August 1, 2021.

19. **ADJOURNMENT**

There being no further business to come before the City Council, it was moved by Alderman Kenny and seconded by Alderman Schauer to adjourn the City Council meeting.

VIA VOICE VOTE – MOTION DULY CARRIED

The City Council meeting adjourned at 9:15 P.M.

Mayor

City Clerk

All supporting documentation and report originals of these minutes are on file in the Office of the City Clerk under File Number 8-02-21. Minutes of 8-02-21 CCM.

Mayoral Proclamation

Whereas, September is known globally as “Suicide Prevention Month”, the National Suicide Prevention & Action Month Proclamation was created to raise the visibility of the mental health resources and suicide prevention services available in our community. The goal is to start the conversation about mental health and the impact of suicide to help destigmatize the conversation and help connect people with the appropriate support services; and

Whereas, according to the American Foundation for Suicide Prevention (AFSP), Suicide is the 10th leading cause of death among adults, and the 2nd leading cause of death among individuals between the ages of 10 and 34 in the US; and

Whereas, more than 48,000 people died by suicide across the United States in 2018, with an average of 132 suicides completed daily; and

Whereas, each and every suicide directly impacts a minimum of 100 additional people, including family, friends, co-workers, neighbors, and community members; and

Whereas, the City of Darien publicly places its full support behind those who work in the fields of mental health, education, and law enforcement; and

Whereas, global organizations like Hope For The Day (HFTD) and our local mental health partner, LifeStance Health, serve on the front lines of a war that many still refuse to discuss, as stigma regarding suicide and mental health issues is far too prevalent; and

NOW, THEREFORE, I, Joseph A. Marchese, Mayor of the City of Darien, do hereby proclaim the Month of September 2021, as

NATIONAL SUICIDE PREVENTION & ACTION MONTH
in the City of Darien and encourage all residents to take the time to understand the importance of mental health education and recognize that taking care of ourselves and others includes taking care of mental health.

*In Witness Whereof, I Have Hereunto Set My Hand And Caused To Be
Affixed The Seal Of The City of Darien.*

Done, this sixteenth day of August Two-Thousand Twenty-One.

Joseph A. Marchese, Mayor

Attest:

JoAnne E. Ragona, City Clerk

CITY OF DARIEN
POLICE PENSION FUND
ACTUARIAL VALUATION
AS OF MAY 1, 2021
CONTRIBUTIONS APPLICABLE TO THE
PLAN/FISCAL YEAR ENDING APRIL 30, 2023
GASB 67/68 DISCLOSURE INFORMATION
AS OF APRIL 30, 2021



FOSTER & FOSTER
ACTUARIES AND CONSULTANTS



July 15, 2021

Board of Trustees
City of Darien Police Pension Fund

Re: Actuarial Valuation Report (including GASB Statements No. 67 and No. 68) – City of Darien Police Pension Fund

Dear Board:

We are pleased to present to the Board this report of the annual actuarial valuation of the City of Darien Police Pension Fund. Included are the related results for GASB Statements No. 67 and No. 68. The funding valuation was performed to determine whether the assets and contributions are sufficient to provide the prescribed benefits and to develop the appropriate funding requirements for the applicable plan year. The calculation of the liability for GASB results was performed for the purpose of satisfying the requirements of GASB Statements No. 67 and No. 68. Use of the results for other purposes may not be applicable and could produce significantly different results.

The valuations have been conducted in accordance with generally accepted actuarial principles and practices, including the applicable Actuarial Standards of Practice as issued by the Actuarial Standards Board, and reflect laws and regulations issued to date pursuant to the provisions of Article 3, Illinois Pension Code, as well as applicable federal laws and regulations. In our opinion, the assumptions used in this valuation, as adopted by the Board of Trustees, represent reasonable expectations of anticipated plan experience. Future actuarial measurements may differ significantly from the current measurements presented in this report for a variety of reasons including: changes in applicable laws, changes in plan provisions, changes in assumptions, or plan experience differing from expectations. Due to the limited scope of the valuations, we did not perform an analysis of the potential range of such future measurements.

The funding percentages and unfunded accrued liability as measured based on the actuarial value of assets will differ from similar measures based on the market value of assets. These measures, as provided, are appropriate for determining the adequacy of future contributions, but may not be appropriate for the purpose of settling a portion or all of its liabilities.

In conducting the valuations, we have relied on personnel, plan design, and asset information supplied by the Board, financial reports prepared by the custodian bank and the actuarial assumptions and methods described in the Actuarial Assumptions section of this report. While we cannot verify the accuracy of all this information, the supplied information was reviewed for consistency and reasonableness. As a result of this review, we have no reason to doubt the substantial accuracy of the information and believe that it has produced appropriate results. This information, along with any adjustments or modifications, is summarized in various sections of this report.

The total pension liability, net pension liability, and certain sensitivity information shown in the GASB results are based on an actuarial valuation performed as of the valuation date.

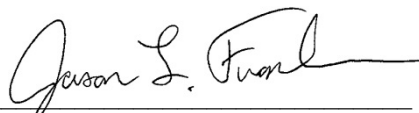
The undersigned are familiar with the immediate and long-term aspects of pension valuations and meet the Qualification Standards of the American Academy of Actuaries necessary to render the actuarial opinions contained herein. All of the sections of this report are considered an integral part of the actuarial opinions.

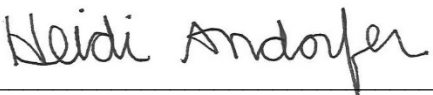
To our knowledge, no associate of Foster & Foster, Inc. working on valuations of the program has any direct financial interest or indirect material interest in the City of Darien, nor does anyone at Foster & Foster, Inc. act as a member of the Board of Trustees of the City of Darien Police Pension Fund. Thus, there is no relationship existing that might affect our capacity to prepare and certify this actuarial report.

If there are any questions, concerns, or comments about any of the items contained in this report, please contact us at 630-620-0200.

Respectfully submitted,

Foster & Foster, Inc.

By: 
Jason L. Franken, FSA, EA, MAAA

By: 
Heidi E. Andorfer, FSA, EA, MAAA

JLF/lke
Enclosures

TABLE OF CONTENTS

Section	Title	Page
I	Introduction	
	a. Summary of Report	5
	b. Changes Since Prior Valuation	6
	c. Comparative Summary of Principal Valuation Results	7
II	Valuation Information	
	a. Development of Amortization Payment	12
	b. Detailed Actuarial (Gain)/Loss Analysis	13
	c. Reconciliation of Changes in Contribution Requirement	14
	d. Statutory Minimum Required Contribution	15
	e. Projection of Benefit Payments	16
	f. Actuarial Assumptions and Methods	17
	g. Glossary	20
	h. Discussion of Risk	21
III	Trust Fund	24
IV	Member Statistics	
	a. Statistical Data	28
	b. Age and Service Distribution	29
	c. Valuation Participant Reconciliation	30
V	Summary of Current Plan	31
VI	Governmental Accounting Standards Board Statements No. 67 and No. 68 Disclosure Information	34

SUMMARY OF REPORT

The regular annual actuarial valuation of the City of Darien Police Pension Fund, performed as of May 1, 2021, has been completed and the results are presented in this Report. The contribution amounts set forth herein are applicable to the plan/fiscal year ended April 30, 2023.

The contribution requirements, compared with those set forth in the May 1, 2020 actuarial report, are as follows:

Valuation Date	5/1/2021	5/1/2020
Applicable to Fiscal Year Ending	<u>4/30/2023</u>	<u>4/30/2022</u>
Total Recommended Contribution	\$2,458,465	\$2,434,866
% of Projected Annual Payroll	70.8%	71.5%
Member Contributions (Est.)	(344,110)	(337,655)
% of Projected Annual Payroll	(9.9%)	(9.9%)
City Recommended Contribution	2,114,355	2,097,211
% of Projected Annual Payroll	60.9%	61.6%

As you can see, the Total Recommended Contribution shows an increase when compared to the results determined in the May 1, 2020 actuarial valuation report. The increase is primarily attributable to the natural increase in the amortization payment due to the payroll growth assumption.

Plan experience was unfavorable overall on the basis of the plan's actuarial assumptions. The primary source of unfavorable experience was more retirements than expected. This loss was offset in part by gains associated with an investment return of 9.14% (Actuarial Asset Basis) which exceeded the 7.00% assumption and higher than expected inactive mortality.

CHANGES SINCE PRIOR VALUATION

Plan Changes Since Prior Valuation

There were no plan changes since the prior valuation.

Actuarial Assumption/Method Changes Since Prior Valuation

There were no assumption or method changes since the prior valuation.

COMPARATIVE SUMMARY OF PRINCIPAL VALUATION RESULTS

	<u>5/1/2021</u>	<u>5/1/2020</u>
A. Participant Data		
Number Included		
Actives	34	33
Service Retirees	23	21
Beneficiaries	4	3
Disability Retirees	3	3
Terminated Vested	<u>13</u>	<u>14</u>
Total	77	74
Total Annual Payroll	\$3,472,348	\$3,407,217
Payroll Under Assumed Ret. Age	3,472,348	3,407,217
Annual Rate of Payments to:		
Service Retirees	2,244,227	1,998,525
Beneficiaries	271,837	166,278
Disability Retirees	154,940	152,939
Terminated Vested	114,630	114,630
B. Assets		
Actuarial Value	32,971,457	30,519,997
Market Value	36,134,523	29,140,362
C. Liabilities		
Present Value of Benefits		
Actives		
Retirement Benefits	18,985,138	21,020,681
Disability Benefits	1,885,078	1,768,734
Death Benefits	257,375	246,834
Vested Benefits	1,588,560	1,482,470
Service Retirees	34,092,356	30,570,161
Beneficiaries	2,727,698	1,696,773
Disability Retirees	2,198,891	2,190,684
Terminated Vested	<u>1,370,184</u>	<u>1,286,383</u>
Total	63,105,280	60,262,720

C. Liabilities - (Continued)	<u>5/1/2021</u>	<u>5/1/2020</u>
Present Value of Future Salaries	37,909,756	34,587,645
Present Value of Future Member Contributions	3,756,857	3,427,636
Normal Cost (Retirement)	533,767	580,049
Normal Cost (Disability)	101,276	100,430
Normal Cost (Death)	13,862	12,573
Normal Cost (Vesting)	<u>81,695</u>	<u>76,864</u>
Total Normal Cost	730,600	769,916
Present Value of Future Normal Costs	7,432,022	7,293,305
Accrued Liability (Retirement)	13,378,508	15,416,127
Accrued Liability (Disability)	777,728	733,349
Accrued Liability (Death)	104,539	117,594
Accrued Liability (Vesting)	1,023,354	958,344
Accrued Liability (Inactives)	<u>40,389,129</u>	<u>35,744,001</u>
Total Actuarial Accrued Liability	55,673,258	52,969,415
Unfunded Actuarial Accrued Liability (UAAL)	22,701,801	22,449,418
Funded Ratio (AVA / AL)	59.2%	57.6%

	<u>5/1/2021</u>	<u>5/1/2020</u>
D. Actuarial Present Value of Accrued Benefits		
Vested Accrued Benefits		
Inactives	40,389,129	35,744,001
Actives	3,242,156	5,341,589
Member Contributions	<u>3,028,464</u>	<u>3,414,919</u>
Total	46,659,749	44,500,509
Non-vested Accrued Benefits	<u>1,123,984</u>	<u>1,012,938</u>
Total Present Value Accrued Benefits	47,783,733	45,513,447
Funded Ratio (MVA / PVAB)	75.6%	64.0%
Increase (Decrease) in Present Value of Accrued Benefits Attributable to:		
Plan Amendments	0	
Assumption Changes	0	
Plan Experience	1,706,367	
Benefits Paid	(2,533,355)	
Interest	3,097,274	
Other	<u>0</u>	
Total	2,270,286	

Valuation Date	5/1/2021	5/1/2020
Applicable to Fiscal Year Ending	<u>4/30/2023</u>	<u>4/30/2022</u>

E. Pension Cost

Normal Cost ¹	\$781,742	\$823,810
% of Total Annual Payroll ¹	22.5	24.2
Administrative Expenses ¹	41,149	47,789
% of Total Annual Payroll ¹	1.2	1.4
Payment Required to Amortize Unfunded Actuarial Accrued Liability over 20 years (as of 5/1/2021) ¹	1,635,574	1,563,267
% of Total Annual Payroll ¹	47.1	45.9
Total Recommended Contribution	2,458,465	2,434,866
% of Total Annual Payroll ¹	70.8	71.5
Expected Member Contributions ¹	(344,110)	(337,655)
% of Total Annual Payroll ¹	(9.9)	(9.9)
Expected City Contribution	2,114,355	2,097,211
% of Total Annual Payroll ¹	60.9	61.6

F. Past Contributions

Plan Years Ending:	<u>4/30/2021</u>
Total Recommended Contribution	2,233,122
City	1,905,149
Actual Contributions Made:	
Members (excluding buyback)	327,973
City	<u>1,920,922</u>
Total	2,248,895

G. Net Actuarial (Gain)/Loss 160,332

¹ Contributions developed as of 5/1/2021 displayed above have been adjusted to account for assumed interest.

H. Schedule Illustrating the Amortization of the Total Unfunded Actuarial Accrued Liability as of:

<u>Year</u>	<u>Projected Unfunded Accrued Liability</u>
2021	22,701,801
2022	22,655,353
2023	22,548,409
2028	20,869,338
2032	17,648,127
2037	10,093,130
2041	0

I. (i) 5 Year Comparison of Actual and Assumed Salary Increases

		<u>Actual</u>	<u>Assumed</u>
Year Ended	4/30/2021	4.98%	5.39%
Year Ended	4/30/2020	4.81%	5.03%
Year Ended	4/30/2019	4.05%	5.15%
Year Ended	4/30/2018	4.27%	5.51%
Year Ended	4/30/2017	4.07%	5.50%

(ii) 5 Year Comparison of Investment Return on Actuarial Value

		<u>Actual MVA</u>	<u>Actual AVA</u>	<u>Assumed</u>
Year Ended	4/30/2021	25.25%	9.14%	7.00%
Year Ended	4/30/2020	1.28%	4.66%	7.00%
Year Ended	4/30/2019	6.35%	5.70%	7.00%
Year Ended	4/30/2018	6.91%	5.69%	7.00%
Year Ended	4/30/2017	8.22%	5.74%	7.00%

DEVELOPMENT OF MAY 1, 2021 AMORTIZATION PAYMENT

(1)	Unfunded Actuarial Accrued Liability as of May 1, 2020	\$22,449,418
(2)	Sponsor Normal Cost developed as of May 1, 2020	432,261
(3)	Expected administrative expenses for the year ended April 30, 2021	44,663
(4)	Expected interest on (1), (2) and (3)	1,603,281
(5)	Sponsor contributions to the System during the year ended April 30, 2021	1,920,922
(6)	Expected interest on (5)	67,232
(7)	Expected Unfunded Actuarial Accrued Liability as of April 30, 2021, (1)+(2)+(3)+(4)-(5)-(6)	22,541,469
(8)	Change to UAAL due to Assumption Change	0
(9)	Change to UAAL due to Actuarial (Gain)/Loss	160,332
(10)	Unfunded Accrued Liability as of May 1, 2021	22,701,801
(11)	UAAL Subject to Amortization (100% AAL less Actuarial Assets)	22,701,801

<u>Date</u> <u>Established</u>	<u>Years</u> <u>Remaining</u>	<u>5/1/2021</u> <u>Amount</u>	<u>Amortization</u> <u>Amount</u>
5/1/2021	20	22,701,801	1,528,574

DETAILED ACTUARIAL (GAIN)/LOSS ANALYSIS

(1) Unfunded Actuarial Accrued Liability (UAAL) as of May 1, 2020	\$22,449,418
(2) Expected UAAL as of May 1, 2021	22,541,469
(3) Summary of Actuarial (Gain)/Loss, by component:	
Investment Return (Actuarial Asset Basis)	(649,279)
Salary Increases	(55,720)
Active Decrements	843,410
Inactive Mortality	(339,133)
Other	<u>361,054</u>
Change in UAAL due to (Gain)/Loss	160,332
Change to UAAL due to Assumption Change	<u>0</u>
(4) Actual UAAL as of May 1, 2021	\$22,701,801

RECONCILIATION OF CHANGES IN CONTRIBUTION REQUIREMENT

(1) Contribution Determined as of May 1, 2020	\$ 2,097,211
(2) Summary of Contribution Impact by component:	
Change in Normal Cost	(42,068)
Change in Assumed Administrative Expense	(6,640)
Investment Return (Actuarial Asset Basis)	(46,778)
Salary Increases	(4,014)
New Entrants	907
Active Decrements	60,764
Inactive Mortality	(24,433)
Contributions (More) or Less than Recommended	(1,176)
Increase in Amortization Payment Due to Payroll Growth Assumption	54,714
Change in Expected Member Contributions	(6,455)
Assumption Change	-
Other	<u>32,323</u>
Total Change in Contribution	17,144
(3) Contribution Determined as of May 1, 2021	\$2,114,355

STATUTORY MINIMUM REQUIRED CONTRIBUTION

Contribution requirements shown on this page are calculated according to statutory minimum funding requirements of the Illinois Pension Code. We do not believe this method is sufficient to fund future benefits; as such, we recommend funding according to the contributions developed in Section E of this report.

Valuation Date	5/1/2021	5/1/2020
Applicable to Fiscal Year Ending	<u>4/30/2023</u>	<u>4/30/2022</u>
Actuarial Accrued Liability (PUC)	53,412,613	51,083,468
Actuarial Value of Assets	<u>32,971,457</u>	<u>30,519,997</u>
Unfunded Actuarial Accrued Liability (UAAL)	20,441,156	20,563,471
UAAL Subject to Amortization	15,099,895	15,455,124
Normal Cost ¹	\$956,571	\$953,543
% of Total Annual Payroll ¹	27.5	28.0
Administrative Expenses ¹	41,149	47,789
% of Total Annual Payroll ¹	1.2	1.4
Payment Required to Amortize Unfunded Actuarial Accrued Liability over 19 years (as of 5/1/2021) ¹	1,128,272	1,113,480
% of Total Annual Payroll ¹	32.5	32.7
Total Required Contribution	2,125,992	2,114,812
% of Total Annual Payroll ¹	61.2	62.1
Expected Member Contributions ¹	(344,110)	(337,655)
% of Total Annual Payroll ¹	(9.9)	(9.9)
Expected City Contribution	1,781,882	1,777,157
% of Total Annual Payroll ¹	51.3	52.2

Assumptions and Methods:

Actuarial Cost Method	Projected Unit Credit
Amortization Method	90% Funding by 2040

All other assumptions and methods are as described in the Actuarial Assumptions and Methods section.

¹ Contributions developed as of 5/1/2021 displayed above have been adjusted to account for assumed interest.

PROJECTION OF BENEFIT PAYMENTS

Year	Payments for Current Actives	Payments for Current Inactives	Total Payments
2021	37,210	2,685,961	2,723,171
2022	74,623	2,715,765	2,790,388
2023	124,384	2,792,009	2,916,393
2024	196,987	2,901,379	3,098,366
2025	269,361	2,976,545	3,245,906
2026	353,604	3,031,879	3,385,483
2027	429,888	3,084,766	3,514,654
2028	507,328	3,134,533	3,641,861
2029	650,805	3,188,145	3,838,950
2030	791,259	3,231,107	4,022,366
2031	949,211	3,268,507	4,217,718
2032	1,112,253	3,299,360	4,411,613
2033	1,289,812	3,322,634	4,612,446
2034	1,494,279	3,337,288	4,831,567
2035	1,676,302	3,359,109	5,035,411
2036	1,895,917	3,354,000	5,249,917
2037	2,085,935	3,337,586	5,423,521
2038	2,291,955	3,309,368	5,601,323
2039	2,472,927	3,294,261	5,767,188
2040	2,662,159	3,242,353	5,904,512
2041	2,870,777	3,178,244	6,049,021
2042	3,061,357	3,102,032	6,163,389
2043	3,289,007	3,013,873	6,302,880
2044	3,441,645	2,914,035	6,355,680
2045	3,592,167	2,802,927	6,395,094
2046	3,746,997	2,681,102	6,428,099
2047	3,915,933	2,549,364	6,465,297
2048	4,071,649	2,408,796	6,480,445
2049	4,225,707	2,260,771	6,486,478
2050	4,372,811	2,106,852	6,479,663
2051	4,539,704	1,948,709	6,488,413
2052	4,647,464	1,788,079	6,435,543
2053	4,740,264	1,626,845	6,367,109
2054	4,817,174	1,467,024	6,284,198
2055	4,880,987	1,310,798	6,191,785
2056	4,932,015	1,160,363	6,092,378
2057	4,970,328	1,017,754	5,988,082
2058	4,994,046	884,699	5,878,745
2059	5,001,305	762,530	5,763,835
2060	4,991,326	652,064	5,643,390

ACTUARIAL ASSUMPTIONS AND METHODS

Interest Rate	7.00% per year compounded annually, net of investment related expenses. We will continue to monitor this assumption in light of the target asset allocation of the trust and the expected long-term return by asset class.
Mortality Rate	<p>Active Lives: PubS-2010 Employee mortality, projected 5 years past the valuation date with Scale MP-2020. 10% of active deaths are assumed to be in the line of duty.</p> <p>Inactive Lives: PubS-2010 Healthy Retiree mortality, projected 5 years past the valuation date with Scale MP-2020.</p> <p>Beneficiaries: PubS-2010 Survivor mortality, projected 5 years past the valuation date with Scale MP-2020.</p> <p>Disabled Lives: PubS-2010 Disabled mortality, projected 5 years past the valuation date with Scale MP-2020.</p> <p>The mortality assumptions sufficiently accommodate anticipated future mortality improvements.</p>
Retirement Age	See table later in this section. This is based on a 2017 experience study performed for the State of Illinois Department of Insurance.
Disability Rate	See table later in this section. 60% of the disabilities are assumed to be in the line of duty. This is based on a 2017 experience study performed for the State of Illinois Department of Insurance.
Termination Rate	See table later in this section. This is based on a 2017 experience study performed for the State of Illinois Department of Insurance.
Inflation	2.50%.
Cost-of-Living Adjustment	<p><u>Tier 1:</u> 3.00% per year after age 55. Those that retire prior to age 55 receive an increase of 1/12 of 3.00% for each full month since benefit commencement upon reaching age 55.</p> <p><u>Tier 2:</u> 1.25% per year after the later of attainment of age 60 or first anniversary of retirement.</p>

Salary Increases

See table below. This is based on a 2017 experience study performed for the State of Illinois Department of Insurance.

Salary Scale	
Service	Rate
0	11.00%
1	10.75%
2	8.75%
3	8.50%
4	7.00%
5	6.25%
6	5.25%
7	4.25%
8 - 16	4.00%
17 - 32	3.75%
32+	3.50%

Marital Status

80% of Members are assumed to be married.

Spouse's Age

Males are assumed to be three years older than females.

Funding Method

Entry Age Normal Cost Method.

Actuarial Asset Method

Investment gains and losses are smoothed over a 5-year period. In the first year, 20% of the gain or loss is recognized. In the second year 40%, in the third year 60%, in the fourth year 80%, and in the fifth year 100% of the gain or loss is recognized. The actuarial investment gain or loss is defined as the actual return on investments minus the actuarial assumed investment return. Actuarial Assets shall not be less than 80% nor greater than 120% of the Market Value of Assets.

Funding Policy Amortization Method

The UAAL is amortized according to a Level Percentage of Payroll method over a period ending in 2041. The initial amortization amount is 100% of the Accrued Liability less the Actuarial Value of Assets.

Payroll Growth

3.50% per year.

Administrative Expenses

Expenses paid out of the fund other than investment-related expenses are assumed to be equal to those paid in the previous year.

Decrement Tables

% Terminating During the Year		% Becoming Disabled During the Year		% Retiring During the Year (Tier 1)		% Retiring During the Year (Tier 2)	
Age	Rate	Age	Rate	Age	Rate	Age	Rate
20	14.00%	20	0.000%	50 - 51	15%	50 - 54	5%
25	10.40%	25	0.030%	52 - 54	20%	55	40%
30	5.60%	30	0.140%	55 - 64	25%	56 - 64	25%
35	3.10%	35	0.260%	65 - 69	40%	65 - 69	40%
40	1.90%	40	0.420%	70+	100%	70+	100%
45	1.50%	45	0.590%				
50	1.50%	50	0.710%				
56+	0.00%	55	0.900%				
		60	1.150%				

GLOSSARY

Total Annual Payroll is the projected annual rate of pay for the fiscal year following the valuation date of all covered members.

Present Value of Benefits is the single sum value on the valuation date of all future benefits to be paid to current Members, Retirees, Beneficiaries, Disability Retirees and Vested Terminations.

Normal (Current Year's) Cost is the current year's cost for benefits yet to be funded.

Unfunded Accrued Liability is a liability which arises when a pension plan is initially established or improved and such establishment or improvement is applicable to all years of past service.

Total Recommended Contribution is equal to the Normal Cost plus an amount sufficient to amortize the Unfunded Accrued Liability over a period ending in 2041. The recommended amount is adjusted for interest according to the timing of contributions during the year.

Entry Age Normal Cost Method - Under this method, the normal cost is the sum of the individual normal costs for all active participants. For an active participant, the normal cost is the participant's normal cost accrual rate, multiplied by the participant's current compensation.

- (a) The normal cost accrual rate equals:
 - (i) the present value of future benefits for the participant, determined as of the participant's entry age, divided by
 - (ii) the present value of the compensation expected to be paid to the participant for each year of the participant's anticipated future service, determined as of the participant's entry age.
- (b) In calculating the present value of future compensation, the salary scale is applied both retrospectively and prospectively to estimate compensation in years prior to and subsequent to the valuation year based on the compensation used for the valuation.
- (c) The accrued liability is the sum of the individual accrued liabilities for all participants and beneficiaries. A participant's accrued liability equals the present value, at the participant's attained age, of future benefits less the present value at the participant's attained age of the individual normal costs payable in the future. A beneficiary's accrued liability equals the present value, at the beneficiary's attained age, of future benefits. The unfunded accrued liability equals the total accrued liability less the actuarial value of assets.
- (d) Under this method, the entry age used for each active participant is the participant's age at the time he or she would have commenced participation if the plan had always been in existence under current terms, or the age as of which he or she first earns service credits for purposes of benefit accrual under the current terms of the plan.

DISCUSSION OF RISK

ASOP No. 51, Assessment and Disclosure of Risk Associated with Measuring Pension Obligations and Determining Pension Plan Contributions, states that the actuary should identify risks that, in the actuary's professional judgment, may reasonably be anticipated to significantly affect the plan's future financial condition.

Throughout this report, actuarial results are determined under various assumption scenarios. These results are based on the premise that all future plan experience will align with the plan's actuarial assumptions; however, there is no guarantee that actual plan experience will align with the plan's assumptions. It is possible that actual plan experience will differ from anticipated experience in an unfavorable manner that will negatively impact the plan's funded position.

Below are examples of ways in which plan experience can deviate from assumptions and the potential impact of that deviation. Typically, this results in an actuarial gain or loss representing the current-year financial impact on the plan's unfunded liability of the experience differing from assumptions; this gain or loss is amortized over a period of time determined by the plan's amortization method. When assumptions are selected that adequately reflect plan experience, gains and losses typically offset one another in the long term, resulting in a relatively low impact on the plan's contribution requirements associated with plan experience. When assumptions are too optimistic, losses can accumulate over time and the plan's amortization payment could potentially grow to an unmanageable level.

- Investment Return: When the rate of return on the Actuarial Value of Assets falls short of the assumption, this produces a loss representing assumed investment earnings that were not realized. Further, it is unlikely that the plan will experience a scenario that matches the assumed return in each year as capital markets can be volatile from year to year. Therefore, contribution amounts can vary in the future.
- Salary Increases: When a plan participant experiences a salary increase that was greater than assumed, this produces a loss representing the cost of an increase in anticipated plan benefits for the participant as compared to the previous year. The total gain or loss associated with salary increases for the plan is the sum of salary gains and losses for all active participants.
- Payroll Growth: The plan's payroll growth assumption, if one is used, causes a predictable annual increase in the plan's amortization payment in order to produce an amortization payment that remains constant as a percentage of payroll if all assumptions are realized. If payroll does not increase according to the plan's payroll growth assumption, the plan's amortization payment can increase significantly as a percentage of payroll even if all assumptions other than the payroll growth assumption are realized.
- Demographic Assumptions: Actuarial results take into account various potential events that could happen to a plan participant, such as retirement, termination, disability, and death. Each of these potential events is assigned a liability based on the likelihood of the event and the financial consequence of the event for the plan. Accordingly, actuarial liabilities reflect a blend of financial consequences associated with various possible outcomes (such as retirement at one of various possible ages). Once the outcome is known (e.g. the participant retires) the liability is adjusted to reflect the known outcome. This adjustment produces a gain or loss depending on whether the outcome was more or less favorable than other outcomes that could have occurred.

- Contribution Risk: This risk results from the potential that actual employer contributions may deviate from actuarially determined contributions, which are determined in accordance with the Board's funding policy. The funding policy is intended to result in contribution requirements that if paid when due, will result in a reasonable expectation that assets will accumulate to be sufficient to pay plan benefits when due. Contribution deficits, particularly large deficits and those that occur repeatedly, increase future contribution requirements and put the plan at risk for not being able to pay plan benefits when due.

Impact of Plan Maturity on Risk

For newer pension plans, most of the participants and associated liabilities are related to active members who have not yet reached retirement age. As pension plans continue in operation and active members reach retirement ages, liabilities begin to shift from being primarily related to active members to being shared amongst active and retired members. Plan maturity is a measure of the extent to which this shift has occurred. It is important to understand that plan maturity can have an impact on risk tolerance and the overall risk characteristics of the plan. For example, plans with a large amount of retired liability do not have as long of a time horizon to recover from losses (such as losses on investments due to lower than expected investment returns) as plans where the majority of the liability is attributable to active members. For this reason, less tolerance for investment risk may be warranted for highly mature plans with a substantial inactive liability. Similarly, mature plans paying substantial retirement benefits resulting in a small positive or net negative cash flow can be more sensitive to near term investment volatility, particularly if the size of the fund is shrinking, which can result in less assets being available for investment in the market.

To assist with determining the maturity of the plan, we have provided some relevant metrics in the table following titled "Plan Maturity Measures and Other Risk Metrics". Highlights of this information are discussed below:

- The Support Ratio, determined as the ratio of active to inactive members, has decreased from 84.2% on May 1, 2018 to 79.1% on May 1, 2021, indicating that the plan has been maturing.
- The Accrued Liability Ratio, determined as the ratio of the Inactive Accrued Liability, which is the liability associated with members who are no longer employed but are due a benefit from the plan, to the Total Accrued Liability, is 72.5%. With a plan of this maturity, losses due to lower than expected investment returns or demographic factors will need to be made up for over a shorter time horizon than would be needed for a less mature plan.
- The Funded Ratio, determined as the ratio of the Actuarial Value of Assets to the Total Accrued Liability, has stayed approximately the same from May 1, 2018 to May 1, 2021.
- The Net Cash Flow Ratio, determined as the ratio of the Net Cash Flow (contributions minus benefit payments and administrative expenses) to the Market Value of Assets, stayed approximately the same from May 1, 2018 to May 1, 2021. The current Net Cash Flow Ratio of -0.9% indicates that contributions are not currently covering the plan's benefit payments and administrative expenses.

It is important to note that the actuary has identified the risks above as the most significant risks based on the characteristics of the plan and the nature of the project, however, it is not an exhaustive list of potential risks that could be considered. Additional advanced modeling, as well as the identification of additional risks, can be provided at the request of the audience addressed on page 2 of this report.

PLAN MATURITY MEASURES AND OTHER RISK METRICS

	<u>5/1/2021</u>	<u>5/1/2020</u>	<u>5/1/2019</u>	<u>5/1/2018</u>
<u>Support Ratio</u>				
Total Actives	34	33	33	32
Total Inactives	43	41	39	38
Actives / Inactives	79.1%	80.5%	84.6%	84.2%

Asset Volatility Ratio

Market Value of Assets (MVA)	36,134,523	29,140,362	29,022,830	27,497,602
Total Annual Payroll	3,472,348	3,407,217	3,319,478	3,163,883
MVA / Total Annual Payroll	1,040.6%	855.3%	874.3%	869.1%

Accrued Liability (AL) Ratio

Inactive Accrued Liability	40,389,129	35,744,001	33,642,040	31,668,918
Total Accrued Liability	55,673,258	52,969,415	50,643,997	47,530,827
Inactive AL / Total AL	72.5%	67.5%	66.4%	66.6%

Funded Ratio

Actuarial Value of Assets (AVA)	32,971,457	30,519,997	29,406,129	28,029,102
Total Accrued Liability	55,673,258	52,969,415	50,643,997	47,530,827
AVA / Total Accrued Liability	59.2%	57.6%	58.1%	59.0%

Net Cash Flow Ratio

Net Cash Flow ¹	(322,917)	(251,862)	(213,534)	(320,216)
Market Value of Assets (MVA)	36,134,523	29,140,362	29,022,830	27,497,602
Ratio	-0.9%	-0.9%	-0.7%	-1.2%

¹ Determined as total contributions minus benefit payments and administrative expenses.

STATEMENT OF FIDUCIARY NET POSITION
April 30, 2021

<u>ASSETS</u>	MARKET VALUE
Cash and Cash Equivalents:	
Certificates of Deposit	901,721
Cash and Cash Equivalents	248,067
Total Cash and Equivalents	1,149,788
Receivables:	
Accrued Past Due Interest	73,364
Total Receivable	73,364
Investments:	
Municipal Obligations	1,920,087
Corporate Bonds	2,194,883
U.S. Gov't and Agency Obligations	8,603,531
Mortgage Pools	44,219
Mutual Funds	22,156,783
Total Investments	34,919,503
Total Assets	36,142,655
 <u>LIABILITIES</u>	
Liabilities:	
Payable:	
Accounts Payable	8,132
Total Liabilities	8,132
Net Assets:	
Active and Retired Members' Equity	36,134,523
NET POSITION RESTRICTED FOR PENSIONS	36,134,523
TOTAL LIABILITIES AND NET ASSETS	36,142,655

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
 FOR THE YEAR ENDED April 30, 2021
 Market Value Basis

ADDITIONS

Contributions:

Member	327,973
City	1,920,922

Total Contributions 2,248,895

Investment Income:

Net Increase in Fair Value of Investments	6,645,529
Interest & Dividends	758,556
Less Investment Expense ¹	(87,007)

Net Investment Income 7,317,078

Total Additions 9,565,973

DEDUCTIONS

Distributions to Members:

Benefit Payments	2,533,355
------------------	-----------

Total Distributions 2,533,355

Administrative Expenses 38,457

Total Deductions 2,571,812

Net Increase in Net Position 6,994,161

NET POSITION RESTRICTED FOR PENSIONS

Beginning of the Year 29,140,362

End of the Year 36,134,523

¹ Investment Related expenses include investment advisory, custodial and performance monitoring fees.

ACTUARIAL ASSET VALUATION

April 30, 2021

Development of Actuarial Value of Assets

Market Value of Assets, 4/30/2021	36,134,523
(Gains)/Losses Not Yet Recognized	<u>(3,163,066)</u>
Actuarial Value of Assets, 4/30/2021	32,971,457
4/30/2021 Limited Actuarial Assets:	32,971,457

Development of Investment Gain/Loss

Market Value of Assets, 4/30/2020	29,140,362
Contributions Less Benefit Payments & Administrative Expenses	(322,917)
Expected Investment Earnings ¹	2,028,523
Actual Net Investment Earnings	<u>7,317,078</u>
2021 Actuarial Investment Gain/(Loss)	5,288,555

¹ Expected Investment Earnings = 7.00% x (29,140,362 + 0.5 x -322,917)

Gains/(Losses) Not Yet Recognized

Plan Year Ending	Gain/(Loss)	Amounts Not Yet Recognized by Valuation Year				
		2021	2022	2023	2024	2025
4/30/2018	(21,537)	(4,307)	0	0	0	0
4/30/2019	(178,596)	(71,438)	(35,719)	0	0	0
4/30/2020	(1,653,389)	(992,033)	(661,356)	(330,678)	0	0
4/30/2021	5,288,555	4,230,844	3,173,133	2,115,422	1,057,711	0
Total		3,163,066	2,476,058	1,784,744	1,057,711	0

Development of Asset Returns

(A) 4/30/2020 Actuarial Assets:	30,519,997
(I) Net Investment Income:	
1. Interest and Dividends	758,556
2. Realized Gains (Losses)	0
3. Change in Actuarial Value	2,102,828
4. Investment Expenses	<u>(87,007)</u>
Total	2,774,377
(B) 4/30/2021 Actuarial Assets:	32,971,457
Actuarial Asset Rate of Return = (2 x I) / (A + B - I):	9.14%
Market Value of Assets Rate of Return:	25.25%
Actuarial Gain/(Loss) due to Investment Return (Actuarial Asset Basis)	649,279

CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS
 April 30, 2021
 Actuarial Asset Basis

INCOME		
Contributions:		
Member	327,973	
City	1,920,922	
Total Contributions		2,248,895
Earnings from Investments		
Interest & Dividends	758,556	
Change in Actuarial Value	2,102,828	
Total Earnings and Investment Gains		2,861,384
EXPENSES		
Administrative Expenses:		
Investment Related ¹	87,007	
Other	38,457	
Total Administrative Expenses		125,464
Distributions to Members:		
Benefit Payments	2,533,355	
Total Distributions		2,533,355
Change in Net Assets for the Year		2,451,460
Net Assets Beginning of the Year		30,519,997
Net Assets End of the Year ²		32,971,457

¹ Investment Related expenses include investment advisory, custodial and performance monitoring fees.

² Net Assets may be limited for actuarial consideration.

STATISTICAL DATA

	<u>5/1/2021</u>	<u>5/1/2020</u>	<u>5/1/2019</u>	<u>5/1/2018</u>
<u>Actives - Tier 1</u>				
Number	18	21	22	23
Average Current Age	42.9	44.4	43.9	43.0
Average Age at Employment	24.9	25.3	25.6	25.6
Average Past Service	18.0	19.1	18.3	17.4
Average Annual Salary	\$116,719	\$114,685	\$111,605	\$108,450
<u>Actives - Tier 2</u>				
Number	16	12	11	9
Average Current Age	32.1	32.8	32.2	31.7
Average Age at Employment	28.8	29.6	30.0	29.9
Average Past Service	3.3	3.2	2.2	1.8
Average Annual Salary	\$85,713	\$83,236	\$78,562	\$74,392
<u>Service Retirees</u>				
Number	23	21	20	21
Average Current Age	65.0	64.7	64.1	63.4
Average Annual Benefit	\$97,575	\$95,168	\$92,173	\$89,021
<u>Beneficiaries</u>				
Number	4	3	3	2
Average Current Age	68.2	67.0	66.0	63.9
Average Annual Benefit	\$67,959	\$55,426	\$55,426	\$42,377
<u>Disability Retirees</u>				
Number	3	3	3	3
Average Current Age	65.8	64.8	63.8	62.8
Average Annual Benefit	\$51,647	\$50,980	\$50,312	\$49,645
<u>Terminated Vested</u>				
Number	13	14	13	12
Average Current Age	40.5	38.7	38.6	37.7
Average Annual Benefit ¹	\$28,658	\$28,658	\$28,658	\$20,779

¹ Average Annual Benefit for Terminated Vested members reflects the benefit for members entitled to a future annual benefit from the plan.

AGE AND SERVICE DISTRIBUTION

PAST SERVICE

AGE	0	1	2	3	4	5-9	10-14	15-19	20-24	25-29	30+	Total
15 - 19	0	0	0	0	0	0	0	0	0	0	0	0
20 - 24	0	0	0	0	0	0	0	0	0	0	0	0
25 - 29	3	2	0	0	0	1	0	0	0	0	0	6
30 - 34	1	0	1	1	0	1	0	0	0	0	0	4
35 - 39	0	1	0	1	0	2	4	1	0	0	0	9
40 - 44	0	0	0	1	0	1	1	6	0	0	0	9
45 - 49	0	0	0	0	0	0	0	1	3	0	0	4
50 - 54	0	0	0	0	0	0	0	0	1	1	0	2
55 - 59	0	0	0	0	0	0	0	0	0	0	0	0
60 - 64	0	0	0	0	0	0	0	0	0	0	0	0
65+	0	0	0	0	0	0	0	0	0	0	0	0
Total	4	3	1	3	0	5	5	8	4	1	0	34

VALUATION PARTICIPANT RECONCILIATION

1. Active lives

a. Number in prior valuation 5/1/2020	33
b. Terminations	
i. Vested (partial or full) with deferred benefits	0
ii. Non-vested or full lump sum distribution received	0
iii. Transferred service to other fund	0
c. Deaths	
i. Beneficiary receiving benefits	0
ii. No future benefits payable	0
d. Disabled	0
e. Retired	<u>(3)</u>
f. Continuing participants	30
g. New entrants	<u>4</u>
h. Total active life participants in valuation	34

2. Non-Active lives (including beneficiaries receiving benefits)

	Service Retirees, Vested Receiving <u>Benefits</u>	Receiving Death <u>Benefits</u>	Receiving Disability <u>Benefits</u>	Vested <u>Deferred</u>	<u>Total</u>
a. Number prior valuation	21	3	3	14	41
Retired	3	0	0	0	3
Vested Deferred	0	0	0	0	0
Death, With Survivor	(1)	1	0	0	0
Death, No Survivor	0	0	0	0	0
Disabled	0	0	0	0	0
Refund of Contributions	0	0	0	(1)	(1)
Rehires	0	0	0	0	0
Expired Annuities	0	0	0	0	0
Data Corrections	0	0	0	0	0
Hired/Termed in Same Year	0	0	0	0	0
b. Number current valuation	23	4	3	13	43

SUMMARY OF CURRENT PLAN

Article 3 Pension Fund

The Plan is established and administered as prescribed by “Article 3. Police Pension Fund – Municipalities 500,000 and Under” of the Illinois Pension Code.

Plan Administration

The Plan is a single employer defined benefit pension plan administered by a Board of Trustees comprised of:

- a.) Two members appointed by the Municipality,
- b.) Two active Members of the Police Department elected by the Membership, and
- c.) One retired Member of the Police Department elected by the Membership.

Credited Service

Complete years of service as a sworn police officer employed by the Municipality.

Normal Retirement

Date

Tier 1: Age 50 and 20 years of Credited Service.

Tier 2: Age 55 with 10 years of Credited Service.

Benefit

Tier 1: 50% of annual salary attached to rank on last day of service plus 2.50% of annual salary for each year of service over 20 years, up to a maximum of 75% of salary. The minimum monthly benefit is \$1,000 per month.

Tier 2: 2.50% per year of service times the average salary for the 48 consecutive months of service within the last 60 months of service in which the total salary was the highest prior to retirement times the number of years of service, up to a maximum of 75% of average salary. The minimum monthly benefit is \$1,000 per month.

For Tier 2 participants, the salary is capped at a rate of \$106,800 as of 2011, indexed annually at a rate of CPI-U, but not to exceed 3.00%.

Form of Benefit

Tier 1: For married retirees, an annuity payable for the life of the Member; upon the death of the member, 100% of the Member’s benefit payable to the spouse until death. For unmarried retirees, the normal form is a Single Life Annuity.

Tier 2: Same as above, but with 66 2/3% of benefit continued to spouse.

Early Retirement

Date	Tier 1: Age 60 and 8 years of Credited Service. Tier 2: Age 50 with 10 years of Credited Service.
Benefit	Tier 1: Normal Retirement benefit with no minimum. Tier 2: Normal Retirement benefit, reduced 6.00% each year before age 55, with no minimum benefit.
Form of Benefit	Same as Normal Retirement

Disability Benefit

Eligibility	Total and permanent as determined by the Board of Trustees.
Benefit Amount	A maximum of: <ul style="list-style-type: none">a.) 65% of salary attached to the rank held by Member on last day of service, and;b.) The monthly retirement pension that the Member is entitled to receive if he or she retired immediately.

For non-service connected disabilities, a benefit of 50% of salary attached to rank held by Member on last day of service.

Cost-of-Living Adjustment

Tier 1:

Retirees: An annual increase equal to 3.00% per year after age 55. Those that retire prior to age 55 receive an increase of 1/12 of 3.00% for each full month since benefit commencement upon reaching age 55.

Disabled Retirees: An annual increase equal to 3.00% per year of the original benefit amount beginning at age 60. Those that become disabled prior to age 60 receive an increase of 3.00% of the original benefit amount for each year since benefit commencement upon reaching age 60.

Tier 2: An annual increase each January 1 equal to 3.00% per year or one-half of the annual unadjusted percentage increase in the consumer price index-u for the 12 months ending with the September preceding each November 1, whichever is less, of the original pension after the attainment of age 60 or first anniversary of pension start date whichever is later.

Pre-Retirement Death Benefit

Service Incurred	100% of salary attached to rank held by Member on last day of service.
Non-Service Incurred	A maximum of: <ul style="list-style-type: none">a.) 54% of salary attached to the rank held by Member on last day of service, and;b.) The monthly retirement pension earned by the deceased Member at the time of death, regardless of whether death occurs before or after age 50.

For non-service deaths with less than 10 years of service, a refund of member contributions is provided.

Vesting (Termination)

Vesting Service Requirement	Tier 1: 8 years. Tier 2: 10 years.
Non-Vested Benefit	Refund of Member Contributions.
Vested Benefit	Either the termination benefit, payable upon reaching age 60 (55 for Tier 2), provided contributions are not withdrawn, or a refund of member contributions. The termination benefit is 2.50% of annual salary held in the year prior to termination (8-year final average salary for Tier 2) times creditable service.

Contributions

Employee	9.91% of Salary.
Municipality	Remaining amount necessary for payment of Normal (current year's) Cost and amortization of the accrued past service liability.

SUMMARY

Valuation Date	5/1/2021	5/1/2020
Measurement Date	4/30/2021	4/30/2020
Plan Membership:		
Inactives Currently Receiving Benefits	30	27
Inactives Not Yet Receiving Benefits	13	14
Active Plan Members	<u>34</u>	<u>33</u>
Total	77	74
Covered Payroll	\$ 3,472,348	\$ 3,407,217
Net Pension Liability		
Total Pension Liability	\$ 55,261,347	\$ 52,519,680
Plan Fiduciary Net Position	<u>36,134,523</u>	<u>29,140,362</u>
Net Pension Liability	\$ 19,126,824	\$ 23,379,318
Plan Fiduciary Net Position		
As a Percentage of Total Pension Liability	65.39%	55.48%
Net Pension Liability		
As a Percentage of Covered Payroll	550.83%	686.17%
Total Pension Expense	\$ 1,674,872	\$ 2,846,857
Development of Single Discount Rate		
Single Discount Rate	7.00%	7.00%
Long-Term Expected Rate of Return	7.00%	7.00%
High-quality Municipal Bond Rate	1.83%	2.85%
Number of Years Future Benefit Payments		
Are Expected to be Paid	99	99

SCHEDULE OF CHANGES IN NET PENSION LIABILITY
PLAN AND CITY REPORTING

GASB 68 Reporting Period Ending	04/30/2021	04/30/2020
Measurement Date	<u>04/30/2021</u>	<u>04/30/2020</u>
Total Pension Liability		
Service Cost	789,351	730,885
Interest	3,642,965	3,486,465
Changes of Benefit Terms	-	114,024
Differences Between Expected and Actual Experience	842,706	245,106
Changes of Assumptions	-	-
Benefit Payments, Including Refunds of Employee Contributions	<u>(2,533,355)</u>	<u>(2,265,113)</u>
Net Change in Total Pension Liability	2,741,667	2,311,367
Total Pension Liability - Beginning	<u>52,519,680</u>	<u>50,208,313</u>
Total Pension Liability - Ending (a)	\$ 55,261,347	\$ 52,519,680
 Plan Fiduciary Net Position		
Contributions - Employer	1,920,922	1,728,465
Contributions - Employee	327,973	329,449
Net Investment Income	7,317,078	369,394
Benefit Payments, Including Refunds of Employee Contributions	(2,533,355)	(2,265,113)
Administrative Expense	<u>(38,457)</u>	<u>(44,663)</u>
Net Change in Plan Fiduciary Net Position	6,994,161	117,532
Plan Fiduciary Net Position - Beginning	<u>29,140,362</u>	<u>29,022,830</u>
Plan Fiduciary Net Position - Ending (b)	\$ 36,134,523	\$ 29,140,362
 Net Pension Liability - Ending (a) - (b)	\$ 19,126,824	\$ 23,379,318
 Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	65.39%	55.48%
 Covered Payroll	\$ 3,472,348	\$ 3,407,217
Net Pension Liability as a Percentage of Covered Payroll	550.83%	686.17%

STATEMENT OF CHANGES IN NET PENSION LIABILITY
CITY REPORTING

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
	(a)	(b)	(a)-(b)
Balances at April 30, 2020	\$ 52,519,680	\$ 29,140,362	\$ 23,379,318
Changes for a Year:			
Service Cost	789,351	-	789,351
Interest	3,642,965	-	3,642,965
Differences Between Expected and Actual Experience	842,706	-	842,706
Changes of Assumptions	-	-	-
Changes of Benefit Terms	-	-	-
Contributions - Employer	-	1,920,922	(1,920,922)
Contributions - Employee	-	327,973	(327,973)
Net Investment Income	-	7,317,078	(7,317,078)
Benefit Payments, Including Refunds of Employee Contributions	(2,533,355)	(2,533,355)	-
Administrative Expense	-	(38,457)	38,457
Net Changes	2,741,667	6,994,161	(4,252,494)
Balances at April 30, 2021	\$ 55,261,347	\$ 36,134,523	\$ 19,126,824

Sensitivity of Net Pension Liability to changes in the Discount Rate:

	Current Discount		
	1% Decrease	Rate	1% Increase
	6.00%	7.00%	8.00%
Sponsor's Net Pension Liability	\$ 26,902,043	\$ 19,126,824	\$ 12,760,616

Pension Plan Fiduciary Net Position

Detailed information about the Pension Plan's Fiduciary Net Position is available in a separately issued Plan financial report.

PENSION EXPENSE AND DEFERRED OUTFLOWS OF RESOURCES AND DEFERRED INFLOWS OF
RESOURCES RELATED TO PENSIONS
YEAR-END APRIL 30, 2021

For the year ended April 30, 2021, the Sponsor will recognize a pension expense of \$1,674,872.

On April 30, 2021, the Sponsor reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between actual and expected experience	957,195	236,784
Changes of assumptions	874,965	192,166
Net difference between projected and actual earnings on pension plan investments	0	3,163,065
Total	\$1,832,160	\$3,592,015

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year-ended April 30:

2022	(\$343,293)
2023	(\$347,600)
2024	(\$333,004)
2025	(\$876,409)
2026	\$140,451
Thereafter	\$0

COMPONENTS OF PENSION EXPENSE
YEAR-END APRIL 30, 2021

	Net Pension Liability	Deferred Inflows	Deferred Outflows	Pension Expense
Beginning Balance	\$ 23,379,318	\$ 900,229	\$ 3,146,818	
Total Pension Liability Factors:				
Service Cost	789,351	-	-	789,351
Interest	3,642,965	-	-	3,642,965
Changes in Benefit Terms	-	-	-	-
Differences Between Expected and Actual Experience With Regard to Economic or Demographic Assumptions	842,706	-	842,706	-
Current Year Amortization	-	(316,347)	(267,559)	(48,788)
Changes in Assumptions About Future Economic or Demographic Factors or Other Inputs	-	-	-	-
Current Year Amortization	-	(96,083)	(451,322)	355,239
Benefit Payments, Including Refunds of Employee Contributions	(2,533,355)	-	-	-
Net Change	<u>2,741,667</u>	<u>(412,430)</u>	<u>123,825</u>	<u>4,738,767</u>
Plan Fiduciary Net Position:				
Contributions - Employer	1,920,922	-	-	-
Contributions - Employee	327,973	-	-	(327,973)
Projected Net Investment Income	2,028,523	-	-	(2,028,523)
Difference Between Projected and Actual Earnings on Pension Plan Investments	5,288,555	5,288,555	-	-
Current Year Amortization	-	(1,116,560)	(370,704)	(745,856)
Benefit Payments, Including Refunds of Employee Contributions	(2,533,355)	-	-	-
Administrative Expenses	(38,457)	-	-	38,457
Net Change	<u>6,994,161</u>	<u>4,171,995</u>	<u>(370,704)</u>	<u>(3,063,895)</u>
Ending Balance	<u>\$ 19,126,824</u>	<u>\$ 4,659,794</u>	<u>\$ 2,899,939</u>	<u>\$ 1,674,872</u>

AMORTIZATION SCHEDULE – EXPERIENCE

Increase (Decrease) in Pension Expense Arising from the Recognition of the Effects of Differences between Expected and Actual Experience

Year Base Established	Differences Between Expected and Actual Experience	Recognition Period (Years)	2021	2022	2023	2024	2025	Thereafter
2021	\$ 842,706	6	\$ 140,451	\$ 140,451	\$ 140,451	\$ 140,451	\$ 140,451	\$ 140,451
2020	\$ 245,106	6	\$ 40,851	\$ 40,851	\$ 40,851	\$ 40,851	\$ 40,851	\$ -
2019	\$ (473,570)	6	\$ (78,928)	\$ (78,928)	\$ (78,928)	\$ (78,928)	\$ -	\$ -
2018	\$ 274,605	6	\$ 45,768	\$ 45,768	\$ 45,768	\$ -	\$ -	\$ -
2017	\$ 202,447	5	\$ 40,489	\$ -	\$ -	\$ -	\$ -	\$ -
2016	\$ (1,424,513)	6	\$ (237,419)	\$ -	\$ -	\$ -	\$ -	\$ -
Net Increase (Decrease) in Pension Expense			(48,788)	148,142	148,142	102,374	181,302	140,451

AMORTIZATION SCHEDULE – CHANGES OF ASSUMPTIONS

Increase (Decrease) in Pension Expense Arising from the Recognition of the Effects of Changes of Assumptions

Year Base Established	Effects of Changes in Assumptions	Recognition Period (Years)	2021	2022	2023	2024	2025	Thereafter
2019	\$ 1,749,927	6	\$ 291,655	\$ 291,655	\$ 291,655	\$ 291,655	\$ -	\$ -
2018	\$ (576,498)	6	\$ (96,083)	\$ (96,083)	\$ (96,083)	\$ -	\$ -	\$ -
2017	\$ 798,335	5	\$ 159,667	\$ -	\$ -	\$ -	\$ -	\$ -
Net Increase (Decrease) in Pension Expense			\$ 355,239	\$ 195,572	\$ 195,572	\$ 291,655	\$ -	\$ -

AMORTIZATION SCHEDULE – INVESTMENTS

Increase (Decrease) in Pension Expense Arising from the Recognition of the Differences Between Projected and Actual Earnings on Pension Plan Investments

Year Base Established	Differences		Increase (Decrease) in Pension Expense Arising from the Recognition of the Differences Between Projected and Actual Earnings on Pension Plan Investments						
	Between Projected and Actual Earnings	Recognition Period (Years)	2021	2022	2023	2024	2025	Thereafter	
2021	\$ (5,288,555)	5	\$(1,057,711)	\$(1,057,711)	\$(1,057,711)	\$(1,057,711)	\$(1,057,711)	\$ -	
2020	\$ 1,653,389	5	\$ 330,678	\$ 330,678	\$ 330,678	\$ 330,678	\$ -	\$ -	
2019	\$ 178,596	5	\$ 35,719	\$ 35,719	\$ 35,719	\$ -	\$ -	\$ -	
2018	\$ 21,537	5	\$ 4,307	\$ 4,307	\$ -	\$ -	\$ -	\$ -	
2017	\$ (294,244)	5	\$ (58,849)	\$ -	\$ -	\$ -	\$ -	\$ -	
Net Increase (Decrease) in Pension Expense			\$ (745,856)	\$ (687,007)	\$ (691,314)	\$ (727,033)	\$ (1,057,711)	\$ -	

SCHEDULE OF CONTRIBUTIONS

Plan Year-End	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
04/30/2021	1,905,149	1,920,922	(15,773)	3,472,348	55.32%
04/30/2020	1,714,350	1,728,465	(14,115)	3,407,217	50.73%

The following assumptions were used to determine the Actuarially Determined Contribution for the plan year ending April 30, 2021:

Calculation Timing	The Actuarially Determined Contribution is calculated using a May 1, 2019 valuation date.
Interest Rate	7.00%
Mortality Rate	<p>Active Lives: PubS-2010 Employee mortality, projected 5 years past the valuation date with Scale MP-2018. 10% of active deaths are assumed to be in the line of duty.</p> <p>Inactive Lives: PubS-2010 Healthy Retiree mortality, projected 5 years past the valuation date with Scale MP-2018.</p> <p>Beneficiaries: PubS-2010 Survivor mortality, projected 5 years past the valuation date with Scale MP-2018.</p> <p>Disabled Lives: PubS-2010 Disabled mortality, projected 5 years past the valuation date with Scale MP-2018.</p>
Assumptions	All other assumptions and methods used for determining the Actuarially Determined Contribution can be found in the May 1, 2019 Actuarial Valuation Report for the City of Darien Police Pension Fund prepared by Foster & Foster Actuaries and Consultants.

SCHEDULE OF INVESTMENT RETURNS

For the year ended April 30, 2021, the annual money-weighted return on Pension Plan investments, net of pension plan investment expense, was 24.83 percent. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Plan Year-End	Annual Money-Weighted Rate of Return Net of Investment Expense
04/30/2021	24.83%
04/30/2020	1.26%

ASSUMPTIONS – GASB PENSION LIABILITY AND PENSION EXPENSE

The GASB 67/GASB 68 Pension Liability as of April 30, 2021 and GASB 68 Pension Expense were determined as follows:

Valuation Date	May 1, 2021
Measurement Date	April 30, 2021
GASB 68 Expense Measurement Period	May 1, 2020 - April 30, 2021
Reporting Period	May 1, 2020 - April 30, 2021
Discount Rate	7.00%
Inflation	2.50%
Salary Increases	Service-based rates
Other Assumptions	A summary of complete assumptions can be found in the accompanying Actuarial Valuation as of May 1, 2021 for the City of Darien Police Pension Fund prepared by Foster & Foster Actuaries and Consultants.

NOTES TO THE FINANCIAL STATEMENTS

Support for Long-Term Expected Rate of Return

The Long-Term Expected Rate of Return on Pension Plan investments can be determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of Pension Plan investment expenses and inflation) are developed for each major asset class.

These ranges are combined to produce the Long-Term Expected Rate of Return by weighting the expected future real rates of return by target asset allocation percentage and by adding expected inflation.

Best estimates of geometric real rates of return for each major asset class included in the Pension Plan’s target asset allocation adopted as of April 30, 2021, as provided by Sawyer Falduto Asset Management, LLC, are summarized in the following table:

Asset Class	Target Allocation	Long Term Expected Real Rate of Return ¹
Large Cap Domestic Equity	42.00%	5.80%
Small Cap Domestic Equity	12.00%	7.60%
International Equity	6.00%	7.10%
Fixed Income	40.00%	1.30%
Total	100.00%	

¹ Please note that the implied long-term expected return of the total portfolio provided by the investment advisor would suggest that the Discount Rate is not supported. We will continue to monitor this in light of longer time horizons and the impact of Consolidation.

Inflation rate of investment advisor 2.00%

Concentrations

The Plan did not hold investments in any one organization that represent 5 percent or more of the Pension Plan’s fiduciary net position.

Discount Rate

The Discount Rate used to measure the Total Pension Liability was 7.00 percent.

The projection of cash flows used to determine the Discount Rate assumed that Plan Member contributions will be made at the current contribution rate and that Sponsor contributions will be made at rates equal to the difference between actuarially determined contribution rates and the Member rate. Based on those assumptions, the Pension Plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the Long-Term Expected Rate of Return on Pension Plan investments (7.00 percent) was applied to all periods of projected benefit payments to determine the Total Pension Liability.

For the purpose of this valuation, the expected rate of return on pension plan investments is 7.00 percent. The municipal bond rate is 1.83 percent (based on the daily rate closest to, but not later than the measurement date of the S&P Municipal Bond 20 Year High Grade Rate Index). The resulting single discount rate is 7.00 percent.

SUMMARY OF CURRENT PLAN

Article 3 Pension Fund

The Plan is established and administered as prescribed by “Article 3. Police Pension Fund – Municipalities 500,000 and Under” of the Illinois Pension Code.

Plan Administration

The Plan is a single employer defined benefit pension plan administered by a Board of Trustees comprised of:

- a.) Two members appointed by the Municipality,
- b.) Two active members of the Police Department elected by the Membership.
- c.) One retired member of the Police Department elected by the Membership.

Benefits Provided

The Plan provides retirement, termination, disability and death benefits.

A summary of the benefit provisions can be found in the accompanying Actuarial Valuation as of May 1, 2021 for the City of Darien Police Pension Fund prepared by Foster & Foster Actuaries and Consultants.

CITY OF DARIEN

Memorandum

TO: Mayor Marchese, City Council, Clerk, and Treasurer
FROM: Bryon D. Vana, City Administrator
DATE: August 12, 2021
RE: Garbage Service Renewal

As you recall, the City has a contract with Waste Management (WM) (formally Advanced Disposal and Veolia) for garbage, yard waste, and recycling services. The 5-year contract extension was approved on February 21, 2017 and ends on March 31, 2022. Attached is the [draft RFP](#) for garbage service that will be used to solicit proposal for a new contract.

In summary, the RFP includes:

- Two options for services. Option 1 includes services currently provided to residents and Option 2 includes a cart program (no stickers) with unlimited refuse/yard waste/recycling.
- RFP is for a five-year period with a 2-year option to extend the contract.
- Routine RFP language such as insurance requirements, descriptions of services, submittal requirements, etc.
- RFP submittal deadline is September 15, 2021.

Upon receipt and review of the proposals received, the staff will review those with the Council. Once a proposal is determined to be the best for the city the staff will finalize a contract to be approved by the city council.

Please contact me with any questions.



**REQUEST FOR PROPOSAL (RFP)
FOR
SOLID WASTE SERVICES**

April 1, 2022 – March 31, 2027

NOTICE TO PROPOSERS

The City of Darien is seeking sealed proposals for exclusive Curbside Residential Solid Waste and Recycling Services. The proposal deadline is Wednesday, **September 15, 2021** at 3:00 p.m.

Proposals shall be submitted to the
CITY OF DARIEN
ATTN: Lisa Klemm
1702 Plainfield Rd
Darien IL 60561.

An electronic version of the proposal is available on the City's website @: www.darienil.us under Reference Desk - Bids and Proposals.

The City of Darien reserves the right to reject any or all proposals and to waive any informalities in proposals and to accept the proposal deemed most advantageous to the City.

City Contact:
Lisa Klemm
Assistant to City Administrator
(630) 353-8104
lklemm@darienil.gov

Table of Contents

Page No.

Section I: Project Overview	1
A) Introduction.....	1
B) Current Services.....	1
C) Contract Term.....	2
Section II: Scope of Service	3
A) Scope of Disposal.....	3
B) Definitions.....	3
C) Examination of Service Area.....	5
D) Hours and Standards of Collection.....	5
E) Holidays.....	6
Section III: Residential Refuse Collection	6
A) General Service Requirements.....	6
B) Refuse Receptacles.....	7
C) Improperly Prepared Refuse.....	7
D) Special Pickups.....	7
E) Construction Material.....	8
F) Christmas Tree Pick-up.....	8
G) Leaf Pick-up.....	8
H) Additional Service.....	8
Section IV: Residential Recycling Collection	8
A) General Service.....	8
B) Minimum Recyclable Materials to be Collected.....	8
C) Recycling Receptacles.....	9
D) Improperly Prepared Recyclables.....	9
Section V: Residential Yard Waste Collection	9
A) General Service.....	9
B) Yard Waste Stickers.....	10
C) Yard Waste Containers.....	10
D) Improperly Prepared Yard Waste.....	10
Section VI: General Requirements	10
A) Municipal Facilities.....	10
B) Special Events.....	11
C) No Strike Guarantee.....	11
D) Natural Disaster/Emergency Clean-up Services.....	11
E) Service Implementation.....	11

Section VII: Compensation	12
A) Collection Rates.....	12
B) Collection of Charges.....	12
C) Senior Discount.....	12
D) Records.....	12
E) Vacation Hold Service.....	13
Section VIII: Public Awareness.....	13
A) Holiday Notification.....	13
B) Maintain Schedule of Pick-up.....	13
C) Public Education Program.....	13
D) Mobile Applications and Online Services.....	14
Section IX: Reporting & Customer Service.....	14
A) Monthly Reporting Requirements.....	14
B) Missed Collections and Complaint Response.....	14
C) Contact.....	15
Section X: General Provisions	15
A) Compliance with Laws.....	15
B) Adherence to Schedule.....	15
C) Indemnification.....	16
D) Performance Bond.....	16
E) Insurance.....	17
F) Licenses and Taxes.....	19
G) Equal Employment Opportunity.....	19
H) Remedies and Penalties.....	19
I) Independent Contractor Not Employed.....	20
J) Right of Inspection.....	20
K) Additional Requirements.....	20
L) Prevailing Wage Rates.....	20
M) Non-Assignment.....	20
N) Penalties and Fines.....	20
Section XI: Submittal Requirements.....	20
A) Format.....	20
B) Proposal Content.....	21
C) Financial Proposal.....	22
D) Contractual Arrangements.....	22
E) Proposal Deadline.....	22
F) City Contact.....	22
G) Addenda and Interpretation.....	22
H) Minimum Specifications; Deviations.....	23
I) Basis of Selection.....	23

ATTACHMENTS & EXHIBITS

Exhibit A – Current Service Darien

Exhibit B – RFP Proposal Form – Sticker/Cart Option 1

Exhibit C – RFP Proposal Form – Carts Only Option 2

Exhibit D – Darien Municipal Facilities

Attachment A – Map of (current) Routes

DRAFT

I. Project Overview

A. Introduction

The City of Darien (the “City”), a community located in DuPage County, Illinois is seeking one qualified and responsible company (the “Contractor”) to provide refuse, recycling and yard waste collection services to all single family and some multi-residential units within City limits that currently utilize curbside solid waste collection.

The goal of the City is to maintain its current level of solid waste services, while exploring enhanced service options as described in this Request for Proposals (RFP). It is the intent of the City to award the Contractor the sole exclusive franchise contract, license, and privilege to collect all refuse, recyclable material, and yard waste for all single-family homes and multi-family properties which currently utilize curbside refuse collection services. The Contractor shall be an independent contractor as to the work, notwithstanding that in certain respects the Contractor is required to follow the direction of the City.

B. Current Service (Exhibit A)

1. **Frequency of Collection:** The Contractor provides a once a week, same-day refuse, yard waste, and recyclable curbside collection service to all single-family (detached and attached).
2. **Days of Collection:** The City is currently divided into five collection routes; Monday through Friday. The map that details the current residential collection schedule by area is attached hereto and incorporated herein as if fully set forth as Attachment A.
3. **Hours of Collection:** The Contractor shall not commence work before 6:00 a.m., and shall cease collection by 6:00 p.m. The Contractor shall furnish sufficient numbers of vehicles and personnel to accomplish the work within the specified time period, regardless of adverse conditions, mechanical breakdowns, or other similar hindrances. The Contractor's employees shall provide collection services to Darien residents with as little noise, disturbance, and disruption as possible.
4. **Items Collected:** All Residential accounts receive refuse (including bulk items and white goods) collection, recycling collection of listed items with a provision of wheeled carts and yard waste collection services utilizing a yard waste sticker program. Residential accounts have the option of placing approved waste containers and bags curbside in addition to supplied carts, or renting additional carts from the Contractor at the expense of the account holder. Stickers required for non-renters. The City also receives complimentary refuse, recycling, and yard waste collection services at all City facilities, and for all designated City events.

5. **Collection Carts:**

Residents currently have the option of a sticker program or the rental carts defined below.

- a. **Refuse Cart:** Each customer can receive a - refuse cart (35, 65 or 95 gallon), and each attached single-family customer receives a 65-gallon refuse cart. The customer may request to replace said cart with a 35-gallon, 65 gallon, or 95-gallon cart. Customers utilizing a 95-gallon refuse cart may rent an additional refuse cart for an additional monthly charge.
- b. **Recycling Cart:** The customer may request a 35-gallon cart, 65-gallon or a 95-gallon cart. Customers utilizing a 95-gallon recycling cart may request an additional recycling cart at no additional cost to accommodate their recycling needs.
- c. **Cart Replacement** The Contractor purchases and maintains a reasonable supply of 35-gallon, 65-gallon and 95-gallon refuse and recycling carts. Broken or stolen carts are replaced by the contractor at no cost to the customers in exchange for the damaged cart (if applicable).

6. **Unit Breakdown:** As of July 2021, the City’s estimated current waste based on the units receiving service:

CART SIZE	REFUSE	RECYCLE
35 gallon	275	84
65 gallon	1740	2278
95 gallon	1051	96

In 2020, residents used an estimated 155,500 stickers.

C. Contract Term

- 1. **Initial Term:** The initial term of the contract shall be for five (5) years commencing at 12:01 a.m. on April 1, 2022 and shall remain in full force and effect through termination at 11:59 p.m. on March 31, 2027.
- 2. **Renewal Term:** Upon request, the City may exercise an option to extend the contract terms and conditions as the initial contract and at the escalation rates shown in Exhibit B and Exhibit C.

II. Scope of Service

A. Scope of Disposal

The Contractor shall furnish at its expense and without liability to the City, all labor, equipment, vehicles, implements, materials and transportation necessary and proper to load, haul, and dispose of all curbside waste and recyclables within the Corporate Limits of the City from April 1, 2022 through March 31, 2027 ("initial term") The collection of residential refuse, yard waste, and recyclable materials shall be a joint program awarded to one firm and cannot be quoted or operated as separate programs.

B. Definitions

The following words and phrases, when used in this Contract, shall have the meanings as specified herein.

Bulk Materials: Any items set forth as refuse which are too large to fit into an approved refuse container and which exceed, in total, fifty (50) pounds in weight. Examples include sofas, large tables and chairs, dressers, bookcases, mattresses and box springs, other large household furniture, and large appliances not containing CFC's (chlorofluorocarbons), switches containing mercury, and PCB's (polychlorinated biphenyls). "White goods" exceeding fifty (50) pounds in total weight also fit into this category.

Excluded Waste: The Hazardous materials, wastes or substances; toxic substances, wastes or pollutants; contaminants; pollutants; infectious wastes; medical wastes; or radioactive wastes, each as defined by applicable federal, state, or local laws or regulations.

Household Construction and Demolition Debris: Waste materials from "do-it-yourself" interior and exterior household construction, remodeling, and repair projects, including, but not limited to, drywall, plywood, paneling, lumber, and other building materials; cabinets; carpeting; disassembled household fixtures; and small amounts of sod, earth, clay, sand, concrete, rocks, and similar materials.

Household Garbage: All organic household or kitchen wastes, such as rejected or unused food and food residues, paper used in wrapping food, household refuse, inorganic and incombustible household waste (i.e. cans, metal ware, broken glass, crockery, stoneware, and similar waste resulting from the regular operation of the household) empty cartons and crates, discarded toys, discarded clothing and furniture, and similar materials. Household garbage shall not include waste from any manufacturing process, construction materials, broken concrete, lumber, large rocks, and other similar materials.

Refuse: All discarded and unwanted household and kitchen wastes, including but not limited to: food, food residues, and materials necessarily used for packaging, storing, preparing and consuming same, usually defined as “garbage”; and all combustible and non-combustible waste materials resulting from routine domestic housekeeping, including but not limited to: aluminum and steel cans, glass containers, plastic containers, crockery and other containers, metal, paper (of all types), including newspapers, books, magazines, catalogs, boxes and cartons, cold ashes, furniture, furnishings and fixtures, household appliances (all kinds), textiles and leathers, toys and recreational equipment and similar items. For the purposes of this Agreement, the terms “garbage”, “refuse”, “rubbish”, and “waste” shall be synonymous unless otherwise more specifically defined (for example: “yard-waste”).

Refuse Containers: Refuse containers shall include:

Garbage Can: A plastic or galvanized metal can of a capacity not less than four (4) gallons and not to exceed thirty-four (34) gallons in size. No garbage can shall exceed fifty (50) pounds in weight when filled.

Garbage Bag: A plastic bag of a capacity not to exceed thirty-three (33) gallons in size and fifty (50) pounds in weight when filled.

Cart: A wheeled plastic container with a tight-fitting top, not to exceed ninety-five (95) gallons in size, requiring a semi-automated mechanism for collection. All carts must be approved by and/or supplied by the Contractor.

Bundle: Any material allowed under the definition of Refuse. A bundle of material shall be tied and not exceed eighteen (18) inches in diameter and fifty (50) pounds in weight. No item contained within each bundle shall exceed two (2) inches in diameter.

Recyclables: (Also referred to as recyclable materials) Materials which have a useful second life in the economic cycle if they are successfully collected, separated, processed, and marketed for return to the economic mainstream. Recyclable materials shall include post-consumer paper, plastic, metal, and glass products including, but not limited to, corrugated cardboard; chipboard; carrier stock; newspaper; glossy and non-glossy magazines and catalogs; telephone directories; paperback books; brown Kraft paper bags; mixed paper; junk mail; aseptic packaging and gable-top containers; PET (#1) plastic bottles and containers; HDPE (#2) plastic bottles and containers; PVC (#3) plastic bottles and containers; LDPE (#4) plastic bottles and containers; PP (#5) plastic bottles and containers; other (#7) plastic bottles and containers; aluminum formed wraps, trays, containers; steel, tin, and bi-metal cans; and brown, green, and clear glass bottles and jars, and any other items the City and the Contractor agree to recycle in the future.

Residential: All single-family and multi-family accounts currently receiving curbside collection services.

White Goods: Any domestic large appliance that contains CFC or HCFC

refrigerant gas, capacitors containing PCBs, mercury switches, or other hazardous components. Examples include, but are not limited to, refrigerators, freezers, air conditioners, ranges (both electric and gas) humidifiers, dehumidifiers, water heaters, furnaces, and other similar large appliances.

Yard Waste: Materials accumulated as the result of the cultivation and maintenance of lawns, shrubbery, vines, trees and gardens.

Yard Waste Containers: Yard waste containers shall include:

Kraft Paper Bag: A special biodegradable paper bag, not to exceed thirty-three (33) gallons in size, which will shred and degrade quickly in the composting process.

Bundle: Any material allowed under the definition of "Hard Landscape Waste" such as limbs, branches, or other loose items which do not exceed four (4) feet in length and fifty (50) pounds in weight. Each branch shall not exceed four (4) inches in diameter, with the total diameter of the bundle not to exceed twenty-four (24) inches.

Yard Waste Cart: A wheeled plastic container with a tight-fitting top, not to exceed ninety-five (95) gallons in size. Carts must be approved by and/or supplied by Contractor.

C. Service Area

1. **Examination:** It is the responsibility of the Contractor to be completely informed of all conditions under which service is to be performed, the service area, and all other relevant matters pertaining to the refuse, recycling and yard waste collection services as specified in this RFP. This includes, but is not limited to, type of housing, population density, roads, traffic patterns, required collection procedure, labor requirements, and other factors that would affect the execution and/or completion of the services covered by the specifications in this RFP.
2. **Future Development/Annexations:** The Contractor shall service any residential land annexed to the City of Darien during the term of the Contract, as well as any residential dwellings constructed during said term. Service to land annexed to the City and future residential development shall be provided on the same terms as set forth herein. Any changes to the corporate boundaries or service area resulting from annexations, zoning actions, site plan approvals, construction, etc., shall be communicated to the Contractor by the City.

D. Hours and Standards of Collection

No refuse, recyclable materials and yard waste pickups shall be collected prior to 6:00 a.m. no later than 6:00 p.m. The City, at its sole discretion, may allow the Contractor to alter the starting and/or ending times due to unique circumstances, such as inclement weather or heavy volumes during the leaf

collection season. In said events the Contractor shall furnish all vehicles and personnel necessary to complete the routes within a reasonable amount of time on the same collection day. The Contractor's crews will diligently work with as little noise, disturbance, and disruption to residents as possible.

The Contractor shall not allow garbage, refuse, recyclable materials or yard and organic waste to scatter nor spread as a result of the Contractor's service provided within the City. Any garbage, refuse, recyclable materials or yard and organic waste spilled on the yard or street shall be picked up prior to leaving the site of collection. The Contractor shall carry on each collection vehicle not less than one broom and shovel to clean up any garbage, refuse, recyclable materials, or yard and organic waste spilled. The Contractor shall be responsible for any real and/or personal property damage caused by its employees, and or agents. All containers shall be replaced to the same locations as found after emptying and shall be replaced in the same condition, except that containers shall not be placed in the middle of driveways, in driveway aprons or near the curb in such a manner as to risk their falling into the street or being hit by a vehicle. Any acceptable containers, which have been substantially damaged through the fault of the Contractor, shall be replaced by the Contractor with containers of like kind and quality as those damaged.

E. Holidays

No refuse, recycling or yard waste collection shall be provided by the Contractor on:

New Year's
Day
Memorial
Day
Fourth of
July
Labor
Day
Thanksgiving
Day
Christmas Day

In the event that a holiday falls on a regularly scheduled collection day, refuse, recycling and yard waste collection services shall be delayed one day after the recognized holiday. The Contractor shall give notice of the rescheduling of collections due to a holiday and shall include; the date and time the rescheduled collection(s) will occur, and the date and time the normal collection will resume.

III. Refuse Collection

A. General Service Requirements

The Contractor is required to provide refuse collection once each week from every residence included and covered by this agreement in the City and dispose of the same in an environmentally safe and responsible manner in accordance with the provisions of this Proposal and in compliance with all

Federal, State, County and Local laws, ordinances, and regulations, including, but not limited to, the ordinances of the City.

B. Refuse Receptacles

The Contractor will provide (under Exhibit C), at its own expense, the use of an approximately 35, 65- or 95-gallon refuse cart (receptacle with a lid and wheels) for each customer no later than April 1, 2022. The cart will remain the property of the Contractor and the Contractor will be responsible for replacement of carts that become worn or damaged through normal usage. Carts that are recorded as stolen will also be replaced at no charge following the customer filling a police report. Residents shall have the option of renting additional waste carts at a cost per-month, per cart fee as established by the Contractor.

C. Improperly Prepared Refuse

The Contractor shall provide a tagging system for Refuse that is not collected. The tagging system shall provide a simple explanation as to why the Refuse materials were not picked up, including, but not limited to, the following: contaminants, improper preparation, materials not accepted in program, or some combination thereof. Refuse materials that are rejected shall be returned to the point of collection and shall not be left on the street.

D. Special Pickups

- 1) The Contractor shall offer a special curbside collection service or other services for large quantities of acceptable waste agreed upon by the Contractor and the City. Such Special Service Collection shall be by advance arrangement with the Contractor at the customer's request. The minimum amount for a special pickup shall be included on both Exhibit B and Exhibit C. The following standards shall apply to Special Service Collection:
- 2) The Contractor shall advise the customer directly of the terms of such collection: i.e., what materials will be collected, how the materials should be prepared, the date of collection, the policy on furnishing advance estimates of charges, and other relevant factors.
- 3) The Contractor shall also, at the request of the City, collect quantities of Acceptable Waste left at the curb without proper preparation in unusual circumstances, i.e., evictions, "skip-outs," or emergencies, and shall bill the property owner for such costs.
- 4) The Contractor shall also offer dumpster rental and pick-up service for residents with household remodeling and repair projects that generate in excess of two (2) cubic yards of construction and demolition debris that cannot be easily picked up at the curbside. The terms of, as well as charges and payment for this Special Service Collection shall be arranged solely between the Contractor and the resident.

- 5) Contractor shall provide Special Service Collection for materials not required for collection under this Agreement; provided, however, that in no event shall Contractor be required to collect Excluded Waste. Service shall be provided within seven (7) days after receipt of a "special pick-up" service request.

E. Construction Material

The Contractor will pick up small amounts of construction material that is in proper containers, weighing less than fifty (50) pounds or bundled into four (4) foot bundles not exceeding the fifty (50) pounds, and secured on both sides. This debris from small remodeling projects cannot exceed two (2) cubic yards, about the equivalent of ten (10) normal refuse containers. This material will be picked up at no additional charge to the customer.

In the event that construction materials exceed the above-mentioned specifications, the Contractor shall pickup material up to the acceptable amounts and provide the customer a notification tag on the remaining excess material describing the reason for no pickup.

F. Christmas Tree Pick-up

The Contractor shall provide a special collection for Christmas trees on the regular pick-up days for a four-week period following the Christmas holiday.. The exact dates shall be mutually determined by the Contractor and the City. The Contractor agrees to perform this once a year service at no charge to the City residents.

G. Leaf Pick-Up

The Contract shall provide leaf pick up during the period of October 15th through the 2nd full week of December at no charge to the residents.

H. Additional Service

On request, the Contractor shall provide the residents of the City with any additional disposal service beyond that herein described for all types of refuse material including earth, sod, rocks, concrete, excavations and other materials.

IV. Residential Recycling Collection

A. General Service

The Contractor is required to provide commingled recycling collection once each week from every curbside residential service in the City.

B. Minimum Recyclable Materials to be Collected

The City and its residents shall be able to combine all acceptable Recyclables in the same cart. Acceptable Recyclables shall include, but not be limited to, corrugated cardboard; chipboard; carrier stock; newspaper; glossy and non-glossy magazines and catalogs; telephone directories; paperback books;

brown Kraft paper bags; mixed paper; junk mail; aseptic packaging and gable-top containers; PET (#1) plastic bottles and containers; HDPE (#2) plastic bottles and containers; PVC (#3) plastic bottles and containers; LDPE (#4) plastic bottles and containers; PP (#5) plastic bottles and containers; other (#7) plastic bottles and containers; aluminum formed wraps, trays, containers; steel, tin, and bi-metal cans; and brown, green, and clear glass bottles and jars.

C. Recycling Receptacles

Under Exhibit C, the Contractor shall provide one (1) two-wheeled recycling cart to every Residential household unit as part of monthly service. The Contractor agrees to have all recycling carts delivered no later than April 1, 2022. The Contractor shall maintain ownership of these carts and will be responsible for delivery as well as maintenance and/or replacement of the cart if the carts are damaged through normal wear and tear, or are stolen. If a cart is stolen, a police report shall be required as proof of theft prior to the replacement of the cart at no cost to the resident. Three sizes of carts (35, 65, or 95 gallon) shall be available for the convenience of customers. Residents shall have the option of renting additional recycling carts at a cost per-month, per cart fee as established by the Contractor.

D. Improperly Prepared Recyclables

The Contractor shall provide a tagging system for Recyclables that are not collected. The tagging system shall provide a simple explanation as to why the Recyclable materials were not picked up, including, but not limited to, the following: contaminants, improper preparation, materials not accepted in program, acceptable waste and/or yard waste mixed with Recyclables, or some combination thereof. Recyclable materials that are rejected shall be returned to the cart or acceptable container and shall not be left on the street or park-way areas.

V. Yard Waste

A. General Service

1. The Contractor will provide once per week unlimited curbside yard waste collection of properly tagged yard waste bags and bundles, and also from yard with paid subscription..
2. Yard waste collection and disposal services shall be paid for through the purchase of yard waste stickers (Exhibit B) on a per use basis. In order for an approved yard waste bag or bundle to be eligible for collection, each shall be affixed securely and visibly with a pre-paid yard waste sticker exclusively supplied by the Contractor. Bundles shall not exceed four (4) feet in length, two (2) feet in diameter, or fifty (50) pounds in weight, and bundles shall not contain individual branches greater than two (2) inches in diameter.

3. Collection Season: Yard Waste, will be required to be collected only during the designated yard waste season. Presently, the City's yard waste season begins April 1 until the second full week in December. The City is requesting proposers to suggest alternative yard waste season dates to provide residents with the most adequate duration of service.

B. Yard Waste Sticker

The Contractor shall provide prepaid yard waste disposal stickers for the collection of yard waste. Such stickers shall be available for purchase from the Contractor by mail, at City Hall and at local retailers throughout the City.

C. Yard Waste Containers

Kraft Paper Bag: A special biodegradable paper bag, not to exceed thirty-three (33) gallons in size, which will shred and degrade quickly in the composting process.

Bundle: Brush may be tied in bundles not exceeding 4 feet in length, 2 feet in diameter and 50 pounds in weight.

D. Improperly Prepared Yard Waste

The Contractor shall provide a tagging system for yard waste materials not collected. The tagging system shall provide a simple explanation as to why the yard and organic waste materials were not picked up, including, but not limited to, the following: contaminants, improper preparation, acceptable waste and/or yard waste mixed, improper size, or some combination thereof.

VI. General Requirements

A. Municipal Facilities (see Exhibit D)

The Contractor shall provide, at no cost to the City, a minimum of twice per week, and as required by the City, refuse, yard waste and recycling, containers and collection, as well as special pick-ups (to include electronics and household hazardous waste) upon request of the City, from the following municipal properties:

LOCATION

City Hall
1702 Plainfield Road

Police Department
1710 Plainfield Road

Public Works Facility
1041 S. Frontage
Road

The City reserves the right to include additional municipal buildings or facilities for service by the Contractor during the term of the Contract. The number and type of containers or dumpsters and their placement at each location shall be specified by the City and shall be furnished at no charge by the Contractor during the term of the Contract. The dumpsters shall be lockable.

The City can also receive **unlimited** roll-off container loads at no cost during in any contract year.

B. Special Events

The City currently receives as needed refuse and recycling collection services and for City sponsored community events. It is the intent of the City to sustain the current level of service provided to the City for up to 5 events per calendar year.

C. No Strike Guarantee

The Contractor shall not be relieved of its obligation to perform services in a timely and complete manner under this Agreement as a result of a strike, work stoppage, work slowdown, sympathy strike, or other job action of Contractor's employees or the employees of any other entity. In the event that a strike, work stoppage, work slowdown, sympathy strike, or other job action interferes with Contractors' ability to perform services in a timely and complete manner, Contractor shall be obligated to take all reasonable and necessary steps to secure, at its sole expense, replacement employees and/or subcontractors to perform such services. In the event that Contractor is unable to perform its obligations under this paragraph, the City may at its sole option and without waiving any other rights for breach, secure alternate services from another Company and charge to Contractor the costs of those services, less any cost savings occasioned by not paying Contractor's normal fees.

D. Natural Disaster/Emergency Clean-Up Services

In the event of a disaster, as declared by the City, the Contractor will provide upon request, additional vehicles, equipment and employees to maintain a normal collection schedule or as nearly practical a schedule agreeable to the City. The Contractor will be responsible for servicing the City in a timely manner, within one week of the disaster.

In addition, the Contractor and the City will negotiate a fee to be paid for any additional services that may be required during an emergency, such as providing roll-off dumpsters and any additional curbside pick-ups. If an agreement cannot be reached between the Contractor and the City, the City will be able to pursue the necessary services from another company.

E. Service Implementation

All aspects of the refuse, recycling and yard waste collection service selected by the City must be implemented by April 1, 2022

VII. Compensation

A. Collection Rates

The Contractor agrees to provide, for the term of the contract, solid waste collection and recycling as provided in the specifications of this RFP. The Contractor will provide their proposed rates on the proposal worksheets identified in Exhibit B and Exhibit C.

B. Collection of Charges

The Contractor shall be responsible for the collection of all accounts. All charges for service shall be collected by the Contractor directly from its customers. The Contractor shall not look to the City, but shall look solely to its customers, for the payment of its charges for collection and disposal.

Where the Contractor intends to terminate collection service relative to a customer, the Contractor shall notify the customer in writing prior to the termination of the collection service, of the proposed termination date and the reason for said termination.

The City encourages the Contractor to provide descriptions and examples of termination procedures and processes of accounts attached to this RFP, including the notification process to both the customer and the City Administrator for all terminated accounts.

C. Senior Discount

It is the intent of the City to offer a senior discount for residents 65+ for use of a 35-gallon cart under the Cart Only Program – Exhibit C, provided the Contractor receives all needed documentation and proof of qualifications from senior residents. The City encourages the Contractor to attach any alternatives to this RFP for senior discounted services in addition to completing the rates outlined in Exhibit C. City encourages the Contractor to limit the price of a 35-gallon to no more than \$10.00.

D. Records

The Contractor shall maintain complete and accurate books, records and accounts showing its total quarterly billings for the collection service in the City, and gross receipts from the sale of recyclable materials during the term of the Contract. Such books and records shall be made available for examination and audit by the City at any time during business hours.

E. Vacation Hold Service

The Contractor shall provide and administer a vacation hold service for Exhibit C. In order to qualify for vacation hold service an account must request the hold for a period of no less than four full weeks. To qualify, hold service weeks shall be

consecutive. Hold service shall not be allowed for a period less than four weeks and partial weeks shall not be prorated or counted to achieve the minimum number of consecutive weeks required. An account shall not be limited to the number of vacations holds or the duration of a vacation hold so long as it otherwise complies with this paragraph.

VIII. Public Awareness

A. Holiday Notification

The Contractor shall assist the City with notifying the residents of their collection days and changes in service schedules due to holidays throughout the duration of the franchise contract.

B. Maintain Schedule of Pick-up

The Contractor is encouraged to pick up solid waste throughout the City on the same day of the week during the term of the contract (the "Schedule"). The Schedule shall not be changed without the consent of the City nor without giving a minimum of thirty (30) days written notice to all affected residents by enclosing a copy of such notice with the mailing of the Contractor's last invoice immediately preceding such Schedule change, and by publishing the Schedule change three (3) times in a newspaper of general circulation in the City.

C. Public Education Program

The Contractor shall develop a Public Education Program to educate residents about the service it provides. The Contractor shall create, supply and maintain throughout the term of the franchise contract educational materials including, but not limited to informational brochures, magnets or stickers to the City for distribution to new residents and residents upon request. The materials should inform residents of the aspects included in the refuse, recycling and yard waste collection services. The Contractor and City shall mutually agree upon the contents of the informational materials. The Contractor shall provide for the preparation, printing and mailing/delivery costs of all consumer education materials. For the duration of the contract, the Contractor shall, upon request of the City, make personnel available for appearances at meetings and other gatherings to explain the collection program.

D. Mobile Applications and Online Services

The Contractor shall provide the City informational materials and examples of any applicable mobile application(s) and online services offered by the Contractor for purposes including, but not limited to service registration, online bill pay, service requests and complaints for Darien customers attached to this RFP.

IX. Reporting & Customer Service

A. Monthly Reporting Requirements

The Contractor shall provide the City with the following monthly reports:

- 1) Complaints: A report of all complaints, the dates and times of such complaints, and the corrective action taken by the Contractor with respect to each complaint.
- 2) Refuse: A report on the status of the refuse collection program, including an account of the total weight and cubic yardage of refuse collected each month and the disposition of same.
- 3) Recycling: A report on the status of the curbside recycling program, including an account of weekly and monthly participation rates, the total weight and volume of recyclable materials collected and deposited at any and all material processing facilities, revenues collected from the material processing facilities, and summaries of any problems encountered with program implementation.
- 4) Yard Waste: A report on the status of the yard waste collection program, including the volume of yard waste collected and deposited at each yard waste processing facility, and summaries of problems encountered with program implementation.
- 5) Alternate Services: A report on the status of the E-Waste and/or Household Hazardous Waste collection program(s), including the volume of waste collected and the processing facility, along with a summary of problems encountered with program implementation.

B. Missed Collections and Complaint Response

The Contractor shall maintain an office equipped with sufficient telephones, internet and personnel to provide prompt, courteous and efficient service at which Darien customers can pay their bills, to residents wishing to request service, or file complaints by telephone or in person, Monday through Friday (except holidays) from at least 8:30 a.m. to 5:00 p.m.. Every complaint shall be given prompt, courteous attention. In the case of alleged missed collections, the Contractor shall investigate, and, if such allegation is verified, shall make the collection within 24 hours after the complaint is received. In the event of valid complaints for other incident, including, but not limited to, breakage of glass during collection or recyclables; items or refuse, recyclables and/or yard waste dropped during collection; and the like are not cleaned up by the collection crew, the Contractor shall promptly arrange for clean-up within twenty-four (24) hours after a complaint or notification is received. In the event this occurs on a day preceding a holiday or weekend, the complaint shall be serviced on the next working day. The Contractor and the City agree to jointly establish reasonable administrative regulation for the investigation and resolution of alleged missed collections.

The Contractor shall maintain a daily log of complaints received. The complaint record shall be forwarded monthly for inspection by the City during regular business hours.

C. Contact

The contractor shall notify the City of its designated contact person(s) to handle any issues relative to the franchise contract as well as any complaints received by the City regarding the solid waste collection services provided by the Contractor. Such person(s) shall be available to discuss and, if necessary, meet with City personnel to resolve problems. In addition, a telephone number by which the Contractor may be reached after regular hours shall be provided to the City for use by City personnel.

X. General Provisions

A. Compliance with Laws

The Contractor shall covenant and agree to comply at all times with all laws, ordinances, and regulations of the City of Darien, the County of DuPage, the State of Illinois, and the United States, in the performance of Service under the Agreement, including, but not limited to environmental laws and regulations.

B. Adherence to Schedule

The Contractor shall carefully adhere to the Schedule. Time shall be of the essence of the Contract. Failure of the Contractor to adhere to the Schedule shall be a material breach of this Contract and grounds for its immediate termination.

The Contractor shall not be excused for failure to comply with the City-approved Schedule by reason of any street or other construction work performed by the City or its contractors. The City reserves the right to construct any improvement or to permit any construction in any street, which may have the effect, for a time, of preventing the Contractor from traveling its accustomed route or routes for collection. The Contractor shall continue to collect solid waste as outlined in the contract by a reasonably acceptable method to the same extent as though no interference existed upon the streets formerly traversed, without extra cost to City residents.

Notice of Default
Required

If at any time during the course of the Contract the Contractor shall collect waste from any Residential part of the City on a day other than the scheduled day (except in case of the holidays specified above) the Contractor shall notify the City that the Contractor is in "Default" under the Contract. If a similar violation should occur once more within the three (3) week period following the week of the original Default it shall be considered a material breach of this Contract and grounds for its immediate termination.

C. Indemnification

The Contractor shall indemnify, defend, save, and hold harmless the City, its officers and employees, from any and all liability, losses, damages, expenses, and lawsuits, including workers' compensation claims, attorney's fees and costs of defense, on account of:

- The negligence of the Contractor, its employees, agents, or assigns
- Any assertion of claim under the Illinois Workers' Compensation Act of similar acts made by persons furnished by the Contractor or subcontractor
- Any action in law or equity resulting from the negligence or willful misconduct of Contractor brought by any party under Federal or State law in an effort to set aside the Contract.

The Contractor shall further indemnify, defend, save, and hold harmless the City, its officers and employees, from any and all claims or causes of action, including reasonable attorney's fees and expenses, whether in contract or tort or arising out of a violation of any Federal, State, or local law as a result of an act or failure to act by the Contractor, its employees, agents or subcontractors.

This indemnification obligation shall survive the duration of this Agreement.

D. Performance Bond/Irrevocable Letter of Credit

The Contractor shall furnish an acceptable Performance Bond or an Irrevocable Letter of Credit not later than ten (10) working days following the execution of the Franchise Agreement, executed by a surety company having a policy rating of at least A- and a financial rating of at least VIII in the latest edition of A.M. Best's Insurance Guide and licensed to do business in the State of Illinois, in the amount of six hundred thousand dollars (\$600,000.00) from a reputable banking institution to guarantee the faithful performance of the Contract. The Performance Bond or Letter of Credit shall be payable to the City and prepared in a format approved by the City Attorney. It shall remain in effect for the full term of the Contract, including any extension period, and be delivered to the City prior to the City's execution of the Contract.

E. Insurance

The Contractor shall procure and maintain for the duration of the Contract, the following minimum insurance coverage:

- Workers' Compensation Insurance as prescribed by the laws of the State of Illinois
- Employers' Liability Insurance, with limits of not less than one million dollars (\$1,000,000) per occurrence
- Business Automobile Liability Insurance, with limits of not less than five million dollars (\$5,000,000) combined single limit per occurrence for bodily injury and property damage.
- Environmental Impairment/Pollution Liability Insurance of not less than one million (\$1,000,000) combined single limit per occurrence.
- Comprehensive General Liability Insurance with limits of not less than ten million dollars (\$10,000,000) combined single limit per occurrence for bodily injury, and property damage, and five million dollars (\$5,000,000) per occurrence for personal injury. The minimum General Aggregate shall be no less than ten million dollars (\$10,000,000).

The Contractor shall include the City, its officers, employees, and agents as additional insured on any of the foregoing policies (except Workers' Compensation). The Contractor shall also furnish to the City, a Certificate of Insurance attesting to the respective insurance coverage for each year during of the Contract.

The City shall receive written notice of cancellation or reduction in coverage from the Contractor on any insurance policy within thirty (30) days prior to the effective date of cancellation or reduction. To the extent permitted by law, all or any part of any required insurance may be provided under a plan of self-insurance.

As an additional insured, the City will be protected to the same extent as the Contractor without limitation or qualification to the extent of Contractor's indemnification and contractual liability coverages required herein. All insurance or self-insurance coverage provided by the Contractor and evidenced on the certificate is primary and non-contributory to any other insurance that is afforded by the City of Darien. As such, any other insurance or self-insurance the City has retained shall be on an excess or contingent basis as respects the contractual obligations of the Contractor and as regards to the insurance required of the Contractor under this agreement.

There shall be no future endorsement or modification of Contractor's comprehensive general liability insurance evidenced on the certificate which limits the scope of coverage arising from pollution.

The Contractor shall provide contractual liability coverage which shall at a minimum, indemnify and hold harmless the City and its officer, officials, employees and agents from and against all claims, damages, losses and expenses including, but not limited to legal fees (attorney and paralegal fees and court costs), arising out of or resulting from Contractor's performance under this contract, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to destruction of tangible property, including the loss of use resulting there from and (ii) is caused in whole or in part by any wrongful, negligent act or omission of the Contractor, any of their subcontractors, agents, employees or anyone else directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. This obligation shall not be construed to negate, abridge, or otherwise reduce any other right to indemnity, which would otherwise exist in favor of the City. The indemnification obligation of this paragraph further shall not be limited by any limitation on the amount or type of damages, compensation of benefits payable by or for the Contractor, its subcontractors, or anyone else for whom they may be directly or indirectly liable under any Worker's or Workman's Compensation Acts, Disability Acts or any other Employee Benefit Act.

All insurance or self-insurance required to be obtained by the Contractor pursuant to this agreement and evidenced by the Contractor on the certificate shall provide that any failure to comply with any reporting provisions of any evidenced coverage shall not affect coverage provided to the City, its officers, directors, employees or agents.

Under no circumstances shall the City be deemed to have waived any of the coverage requirements of the Agreement by (1) allowing the Contractor to undertake any action under this contract before receipt of any certificates of coverage or additional insured endorsements; (2) by failing to review any certificates or documents received; or (3) by failing to advise the Contractor that any-certificate or additional insured endorsement fails to contain all the required insurance provision or is otherwise deficient in any manner. The Contractor agrees that the obligation to provide the insurance and/or self-insurance required by these documents are solely its responsibility and that its obligations cannot be waived by any act or omission of the City.

Nothing contained in this contract is to be construed as limiting the liability of the Contractor. The City does not, in any way represent that the coverages or limits of insurance specified are sufficient to adequately protect the City or the Contractor, are not merely minimums. The obligations of the Contractor to purchase insurance or obtain self-insured coverage shall not, in any way, limit its obligations to the City in the event the City should suffer an injury or loss in excess of the amount recoverable or any loss or portion of a loss which is not covered by Contractor's insurance or self-insurance coverages.

In order to protect the City, the Contractor shall require all its subcontractors to purchase insurance protecting the owner that is equal to the coverages required herein by the Contractor.

To the extent permitted by law, all or any part of any required insurance may be provided under a plan of self-insurance.

F. Licenses and Taxes

The Contractor shall be responsible for obtaining all licenses and permits necessary for the successful performance of the Contract. The Contractor shall also pay all Federal, State, and local taxes, including sales tax, social security, workmen's compensation, unemployment insurance, and any other tax which may be chargeable against labor, material, equipment, or real estate.

G. Equal Employment Opportunity

Contractor agrees to comply with Title VII of the Civil Rights Act of 1964 (42 U.S.C. paragraph 2000a, et seq.) and the Illinois Human Rights Act (775 ILCS 5/1-101, et seq.) including:

- 1) Refraining from unlawful discrimination in employment and undertake affirmative action to eliminate the effects of any past discrimination.
- 2) Comply with the procedures and requirements of the Department of Human Rights' regulations concerning equal employment opportunities and affirmative action.

Provide such information, with respect to its employees and applicants for employment, and assistance as the Department of Human Rights may reasonably request.

H. Remedies and Penalties

If the Contractor fails to perform any of its obligations under the Contract to the reasonable satisfaction of the City ("Default"), the City shall have as such one or more of the following remedies as it may elect:

In the event of Contractor's failure to collect, remove and properly dispose of the solid waste in accordance with the time periods set forth herein for more than 3 consecutive days (excluding Sundays, Saturdays and holidays), the City Administrator may cause such refuse and other disposable materials to be collected and disposed of by means available to the City, and any and all expense incurred by the City for that purpose shall be charged to the Contractor.

Except for the violation of those terms and provisions of this Contract which expressly state that the failure constitutes a material breach and grounds for its immediate termination, if Contractor is otherwise in default of this Contract, the City may notify the Contractor that it is in Default, stating in general terms the nature of the Default, and that the Contractor's rights under the Contract will be terminated in 60 days unless the Contractor cures its Default within 30 days. If

the Contractor fails to cure its Default within 15 days after such notice, the Contractor's rights under the Contract shall cease 30 days after such notice.

I. Independent Contractor Not Employed

The Contractor acknowledges that it is an independent Contractor and that none of its employees, agents, or assigns are employees of the City. The Contractor shall be solely responsible for all of Contractor's employees' unemployment, social security, and other payroll tax payments required by law or union Contract.

J. Right of Inspection

The Contractor shall, upon reasonable notice, make accessible for inspection by the City, every landfill, incinerator, transfer station, recycling facility, and yard waste disposal site which receives waste from the City as a result of the Contract.

K. Additional Requirements

The Contractor at all times shall maintain access to disposal facilities approved by IEPA, the necessary financial resources, the vehicles, equipment and supplies, personnel, permits and licenses required to perform the Services, all in accordance with the specifications and provisions contained in the Contract.

L. PREVAILING WAGE RATES

The Contractor shall comply, if applicable, with the prevailing wage rates for public works projects as issued by the State of Illinois Department of Labor, current edition at date of bid submission.

M. NON-ASSIGNMENT

The Contractor shall not assign or subcontract any rights or interests under the Contract or any part thereof to any other person, firm, or corporation without the prior written consent of the City.

N. PENALTIES AND FINES

The Contractor shall be solely liable for all fines and penalties imposed by the City or any other governmental agency resulting from the Contractor's performance or its failure to perform its duties and obligations under the Contract.

XI. Submittal Requirements

A. Format

Two (2) paper copies of the Proposal shall be submitted in a **sealed** envelope clearly marked with "Proposal for Refuse, Recycling and Yard Waste Services" to:

City of Darien
ATTN: Lisa Klemm
1702 Plainfield Road
Darien, IL 60561

Contractors are advised to adhere to the Submittal Requirements in this section. Failure to comply with the instructions of the Request for Proposal may be cause for rejection of the Proposal. The City reserves the right to accept any Proposals and/or any part or parts thereof and/or to reject any or all Proposals.

If a Contractor chooses to include material of a confidential nature in its Proposal, such material should be clearly identified as confidential, and the City will keep such information confidential to the extent permitted by law.

B. Proposal Content

- 1) Cover Letter – Signed by an authorized representative of the Contractor. The letter must include the title of the representative and his or her responsibility with respect to the provision of the Services.
- 2) Executive Summary – The executive summary or introduction shall include a statement of the Contractor's understanding of the services to be performed.
- 3) Litigation – A discussion of: (i) potential enforcement actions or pending litigation against the Contractor (or against any subsidiary or parent of the Contractor or any subcontractor which the Contractor intends to use to provide a portion of the services) with a potential judgment in excess of \$100,000; and (ii) judgments, fines, sanctions and settlements entered in the last year on excess of \$25,000 against the Contractor (or against any subsidiary or parent of the Contractor or any subcontractor which the Contractor intends to use to provide a portion of the services) or against any facilities owned or operated by the Contractor.
- 4) Operational Approach – This section will include a statement of the Contractor's understanding of all requirements for the Services. This section must be specific, detailed, and complete. It should clearly and fully demonstrate that the Contractor understands the requirements and the operational problems inherent in the provision of Services. The Contractor should also present valid and practical solutions for those problems. In addition, samples of complaint and waste volumes report must be included. The Contractor shall identify any and all subcontractors with which it intends to enter into subcontracts for the performance of a portion of the services.
- 5) Organizational Plan and Chart. This section will include a description of the organization and management structure that will be utilized to perform the services. At a minimum, this section will include a chart identifying the job categories or personnel committed and will specifically identify the

assignments of the key personnel. The Proposer should demonstrate that the proposed manpower level on which it has based its Cost Proposals set forth in Appendix A, B, C, and D are sufficient and can be reasonably expected to meet or exceed the requirements needed to perform the services described in this request for Proposal.

- 6) Municipal References – Submit at least three (3) municipal , including the name, address and telephone number of a contact person at the municipality responsible for monitoring the contract between the Contractor and the municipality , and a brief description of the services performed thereunder.
- 7) Schedule of Alterations and Deviations – A detailed breakdown of any and all deviations from the RFP document which would be incorporated into the Contractors Service (organic waste, etc).

C. Financial Proposal

- 1) Residential Fee Proposal – Required - Describe the firm's proposed fees for providing the Services as provided in this RFP per month, per household and complete Exhibits B and C.

D. Contractual Arrangements

- 1) The awarded contractor for residential collection will be required to execute a contract for the services as set in this RFP, or as amended for residential collection as approved by City Council.

E. Proposal Deadline

All proposals must be received at the Darien City Hall, 1702 Plainfield Rod, Darien, IL 60561 by 3:00 p.m., Wednesday, September 15, 2021. Proposals received after the deadline will not be accepted.

F. City Contact

Any questions concerning this RFP will be directed to:

Lisa Klemm
Assistant to City Administrator
1702 Plainfield Road
Darien, IL 60561
(630) 353-8104
lklemm@darienil.gov

G. Addenda and Interpretation

No Contractor shall be entitled to rely upon any oral interpretation of the meaning of this Request for Proposal. It is the responsibility of the Contractor to seek clarification of any interpretation of the meaning of this Request for Proposal.

Every request for such interpretation shall be made in writing and addressed to the City Contact via e-mail. Any and all such interpretations and supplemental instructions will be in the form of written addenda to this RFP and forwarded to qualified Contractors. The failure of any Contractor to receive any such addendum or interpretation shall not relieve such Contractor from any obligation under its Proposal as submitted.

H. Minimum Specifications; Deviations

Each specification included in this package describes the services which the City feels to meet performance requirements of the City, and shall be considered the minimum standards expected of the Contractor. The specifications are not intended to exclude potential Contractors. Contractors may indicate alternatives (ie. organic waste disposal) to these specifications if the proposed changes are equal to or greater than what is required by these specifications.

If the Contractor is unable to meet any of the specifications contained herein, it shall also separately list all requested deviations from the specifications, and a justification shall be stated for such deviations.

If a Contractor does not indicate alternatives to or deviations from the specifications, the City shall assume that the Contractor shall fully comply with those specifications. The City shall be the sole and final judge of compliance with the specifications.

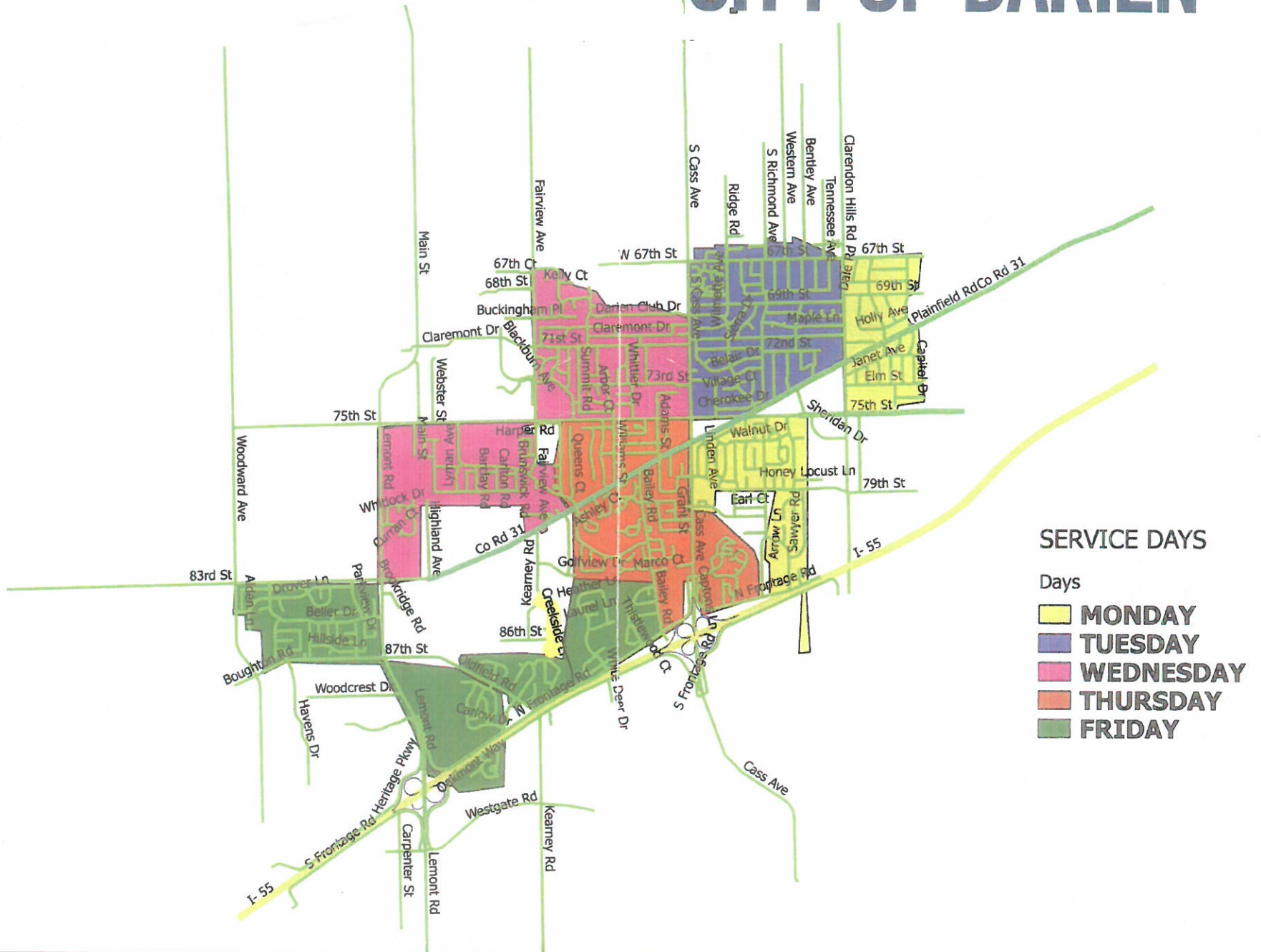
The City further reserves the right to determine the acceptability or unacceptability of any and all alternatives and deviations, and to negotiate the effects and costs of any such alternatives and deviations prior to reaching a decision on the awarding of an Agreement. The City shall unequivocally be the sole and final judge as to whether any alternative or deviation is of an equivalent or better quality of service. This decision is final and shall not be subject to recourse by any person, firm, or corporation.

I. Basis of Selection

The City of Darien will evaluate proposals, and if a vendor is selected, the vendor will be selected on the basis of:

1. The Contractor's plan to provide the City of Darien with the services as specified in the RFP.
2. The Contractor's experience in providing services similar to those described in this request for proposal.
3. The Contractor's references from municipalities where the Contractor currently holds or held an exclusive franchise contract within the last five years.
4. The Contractor's financial proposal.
5. Any other factors relevant to the Contractor's capacity and willingness to satisfy the City of Darien.

CITY OF DARIEN



**CITY OF DARIEN
CURRENT SERVICE – EXHIBIT A**

Service	Monthly rate – weekly recycling service
Refuse/Yardwaste Stickers	\$3.91/sticker
Bulk Items White Goods TV Collection Special Collections	2 stickers per item 5 stickers per item 5 stickers per tv \$10.00/yard
<u>Optional Cart Program</u> <ul style="list-style-type: none"> • 35 gallon refuse cart – 35 gallon recycling cart • 65 gallon refuse cart – 65 gallon recycling cart • 95 gallon refuse cart – 95 gallon recycling cart • Bulk items • White Goods • TV Collections • Special Collections 	\$16.60 \$18.85 \$23.34 1 sticker per item 2 stickers per item 5 stickers per tv \$10.00/yard
Optional Seasonal Yardwaste Subscription Service (includes a 95 gallon yardwaste cart) Billed annually beginning of April	\$140.68
Leaf Pick Up (October 15 th through 2 nd full week of December)	FREE
Christmas Tree Pick Up (first 2 weeks in January)	FREE
Annual Rate Adjustment	3%

***Currently, there is no discount for seniors.**

CITY OF DARIEN – OPTION 1
Includes Sticker/Cart Option – EXHIBIT B

Description of Service	RATES FOR INITIAL CONTRACT PERIOD					RATES FOR 2 OPTIONAL YEARS	
	Year 1 4/1/22-3/31/23	Year 2 4/1/23-3/31/24	Year 3 4/1/24 –3/31/25	Year 4 4/1/25-3/31/26	Year 5 4/1/26 -3/31/27	Option Year 1 4/1/27 – 3/31/28	Option Year 2 4/1/28 – 3/31/29
Refuse Sticker price (includes recycling) to be charged to customer							
Optional Cart 35 gallon (refuse collection or yard waste collection) - Monthly fee to be charged (includes recycling collection) once per week collection							
Optional Cart 65 gallon (refuse collection or yard waste collection) - Monthly fee to be charged (includes recycling collection) once per week collection							
Optional Cart 95 gallon (refuse collection or yard waste collection) - Monthly fee to be charged (includes recycling collection) once per week collection							
One Amnesty Day Collection (over the 5 year period)							
Cart/Sticker Price Increase for One Amnesty Day Collection							
Bulk Items (number of stickers)							
White Goods (number of stickers)							
Cost of replacement recycling bins							
Special Collections (charge per cubic yard to resident)							

**CITY OF DARIEN – OPTION 2
CARTS ONLY – EXHIBIT C**

Provide pricing for a two-cart program and services outlined below.

Description of Service	RATES FOR INITIAL CONTRACT PERIOD					RATES FOR 2 OPTIONAL YEARS	
	Year 1 4/1/22-3/31/23	Year 2 4/1/23-3/31/24	Year 3 4/1/24 -3/31/25	Year 4 4/1/25-/31/26	Year 5 4/1/26 -/31/27	Option Year 1 4/1/27 – 3/31/28	Option Year 2 4/1/28 – 3/31/29
Monthly Rate for UNLIMITED weekly with a 65 or 95 gallon refuse cart; UNLIMITED yard waste service in 32 gallon yard waste bag or can; One bulk item weekly							
Senior rate for limited refuse services with a 35 gallon refuse cart; includes one bulk item weekly							
Monthly Rental for additional refuse cart							
Monthly Rental for additional recycle cart							
Monthly Rental for 95 gallon yard waste/organics cart							
White Good Pickup							
Special Collections (charge per yard)							
At Your Door Special collection (household hazardous waste and electronics collection)							

City of Darien
EXHIBIT D

CITY OF DARIEN MUNICIPAL FACILITIES

Darien City Hall
1702 Plainfield Road
Darien, 60561

1 – 4-Yard Covered Container
2 – 96-Gallon Recycling Totes

Darien Police Facility
1710 Plainfield Road
Darien, 60561

1 – 4-Yard Covered Container
3 – 96-Gallon Recycling Totes

Darien Public Works Facility
1041 S. Frontage Road
Darien, 60561

1 – 4-Yard Covered Containers
1 – 20 -Yard Landscape Waste seasonal)
1 – 20-Yard Dumpster (on-call basis- **unlimited**)
(Contractor may pay the City of Darien \$25,000 in lieu of providing these dumpsters)

The Contractor shall provide, at no cost to the City, the collection and disposal of all garbage and rubbish once each week, or more often if requested by the City. A comprehensive recycling program shall also be provided at no cost from the municipal facilities listed above (new or additional facilities may be added at any time during the Contract term). The Contractor shall be responsible for supplying all service equipment associated with carts and containers/dumpsters to said facilities as set forth in the Contract.

Darien Police Department

Monthly Report

August 2021



Student Safety

As students return to school we want to remind parents that providing alcohol to minors and hosting parties is against the law and sends a dangerous message to teens about alcohol use. Social hosting in DuPage County has long been a problem. According to the 2020 Illinois Youth Survey 44% of DuPage County 12th graders who self-report using alcohol advise they obtained that alcohol from their parents with parent permission. An additional 29% of DuPage County 12th graders report obtaining alcohol from someone else's parent with that parent's permission.

School Bus

The school year is fast approaching. A reminder that it is a violation to pass a stopped school bus. Anytime a bus is stopped with flashing red lights / stop sign it is illegal to pass whether on the roadway or private property when children are actively loading or unloading.

Tornado Safety

Tornado watch or warning, there is a difference. A tornado watch is issued for broad areas where conditions exist for the development of a tornado. A tornado warning is issued for areas where a tornado is imminent or detected on radar. Watches, commonly issued a few hours before a storm could hit, are meant to alert the public of a developing threat. Warnings are often issued minutes before a tornado hits. They are urgent calls to seek shelter immediately.

On June 21st Darien neighborhoods were hit by a tornado. Fortunately no injuries were reported. There was a few homes that received significant damage and others that had minor damage. A number of trees were broken or uprooted. Many power lines were down and power out for many residents. As bad as it was it could have been worse. The response of the public to take shelter is appreciated.

A few things of importance that I think many people do not realize is that sirens are for those people outside. Though sirens are loud enough for many people indoors to hear, that is not their intended purpose. When the tornado sirens alert you really don't have a lot of time as storms are unpredictable and change quickly, so move to a place of safety.

Inside your home or business rely on a tornado warning from a weather radio, television, cell phone, etc. not on the sirens. Sirens may not be loud enough to be heard when the windows are closed and the noise of the storm is loud. The warnings received on radio, television, phone, etc. are going to provide more detail.

On August 9th tornado sirens were sounded. Many people in our area saw clear skies. If the location of the storm is in DuPage and large enough to cover a significant portion of the county a siren will be sounded for the county. If the location of the storm is predominately south or north the sirens being sounded will be more localized.

There is no all clear siren. Please continue to monitor the storm via a weather radio, cell phone or television. If you happen to hear a second siren it is because of a different event generally a different storm center is moving into the area.

Crime Alert – Stolen Motor Vehicle

We are experiencing an increase in stolen motor vehicles recently. The most common type of vehicles that have been stolen, or attempted are Dodge Charger’s, Challenger’s, Durango’s and Jeep Cherokee’s. It appears as if the offenders are using sophisticated equipment and do not need a key to operate the vehicle. The best deterrent for this is to park these vehicles inside your garage. It is also helpful to have security lighting and cameras.

If you have information that is related to crimes that have occurred, you can e-mail the Investigations Division with a crime tip at crimetips@darienil.gov or you can leave a message at 630-353-8150.

Citizen Complaints

This is a listing of complaints that have been submitted to the police department from residents. The chart details the complaint and our response.

<u>Location</u>	<u>Issue</u>	<u>Dates Monitored</u>	<u>Police Response</u>
6800 Block of Richmond	Speeding Rush Hours	01/28/21 - 02/12/21	12 Observations / 337 Minutes 0 Warnings / 0 Citations 0.0 Per Hour
75th Street in front of Eisenhower	Speeding Drop Off & Pick Up	02/05/21 – 02/26/21	16 Observations / 233 Minutes 8 Warnings / 1 Citation 2.3 Per Hour
2233 Green Valley Rd	Parking over the Sidewalk Throughout the Day	03/10/21 – 03/24/21	24 Observations / 72 Minutes 0 Warnings / 1 Citations 0.8 Per Hour
1300 to 1500 block of Darien Club Drive	Speeding Throughout the Day	03/16/21 – 03/31/21	30 Observations / 600 Minutes 4 Warnings / 1 Citation 0.5 Per Hour
Beller/Ailsworth	Speeding & Stop Sign Violations Throughout the Day	04/02/21 – 04/12/21	22 Observations / 531 Minutes 7 Warnings / 1 Citation 0.9 Per Hour
Jewel - Northwest corner of parking lot	Loud Noise, Speeding, Littering Between 7:00 - 11:00pm	04/07/21 – 04/21/21	25 Observations / 394 Minutes 0 Warnings / 0 Citations 0.0 Per Hour
Hinsbrook Park (Beachnut / Ironwood)	Parking Restrictions Game Time	04/16/21 – 04/25/21	13 Observations / 57 Minutes 5 Warnings / 0 Citations 5.3 Per Hour
Wilmette / 69th	Speeding Between 8:15-8:35am & 1:30-1:55pm	04/16/21 – 04/30/21	14 Observations / 301 Minutes 3 Warnings / 1 Citation 0.8 Per Hour
Clarendon Hills Rd between 67th & Plainfield Rd	Speeding Not During Rush Hour	04/28/21 – 05/12/21	26 Observations / 552 Minutes 13 Warnings / 2 Citations 1.6 Per Hour

71st Street from Fairview to Cass	Speeding 6:00-8:00am	05/10/21 – 05/24/21	18 Observations / 369 Minutes 5 Warnings / 1 Citations	1.0 Per Hour
8000 Block of Farmingdale	Parking Over the Sidewalk Throughout the Day	05/16/21 – 05/26/21	20 Observations / 94 Minutes 9 Warnings / 0 Citations	5.7 Per Hour
Oldfield Rd. & Myers Woods	Speeding Throughout Day	06/08/21 – 07/16/21	90 Observations / 4,144 Minutes 73 Warnings / 31 Citations	1.4 Per Hour
Nantucket Dr. from 75 th to 79 th Street	Speeding Throughout Day	06/02/21 – 06/16/21	22 Observations / 513 Minutes 3 Warnings / 1 Citation	0.5 Per Hour
Richmond 69 th to 70 th Street	Speed & Noise Throughout Day	06/10/21 – 06/25/21	230 Observations / 5,276 Minutes 89 Warnings / 35 Citations	1.4 Per Hour
Walnut & Warwick	Speeding & Stop Sign	06/08/21 – 06/22/21	27 Observations / 659 Minutes 6 Warnings / 1 Citation	0.6 Per Hour
67th Street from Cass Ave to Clarendon Hills Rd	Speeding Throughout the Day	03/09/21 – 07/31/21	292 Observations / 6,953 Minutes 118 Warnings / 43 Citations	1.4 Per Hour
Warwick Walnut to Janet	Speeding	07/24/21 – 08/01/21	6 Observations / 186 Minutes 0 Contacts	0.0 Per Hour
Lakeridge near Carlisle	Speeding	07/19/21 – 08/02/21	20 observations / 463 Minutes 0 Contacts	0.0 Per Hour

We believe that we should be problem solvers not just enforcers. Our hope is that there is voluntary compliance with laws and ordinances. Because we have voluntary compliance and people living in and visiting Darien have high concern for their fellow man they voluntarily abide by Illinois Statutes and Darien Ordinances. If we never issued a speeding ticket because everyone drove within the speed limit or never needed to issue a ticket for too tall of grass or a building in disrepair that would be great as it would mean that we had compliance with the law. Unfortunately voluntary compliance is not always the case and enforcement is necessary.

If you're bothered by something please contact the police department. We will investigate and try to resolve the situation. Absent voluntary compliance or workable alternative we will enforce the law.

The police and others in the City (e.g. zoning & property maintenance) work together to create an environment where we bring the resources of the City to resolve a situation. Countless times people have contacted myself or Dan Gombac with an issue. Where there is a need for the assistance from the other we have always helped in resolving a situation.

Calls for Service

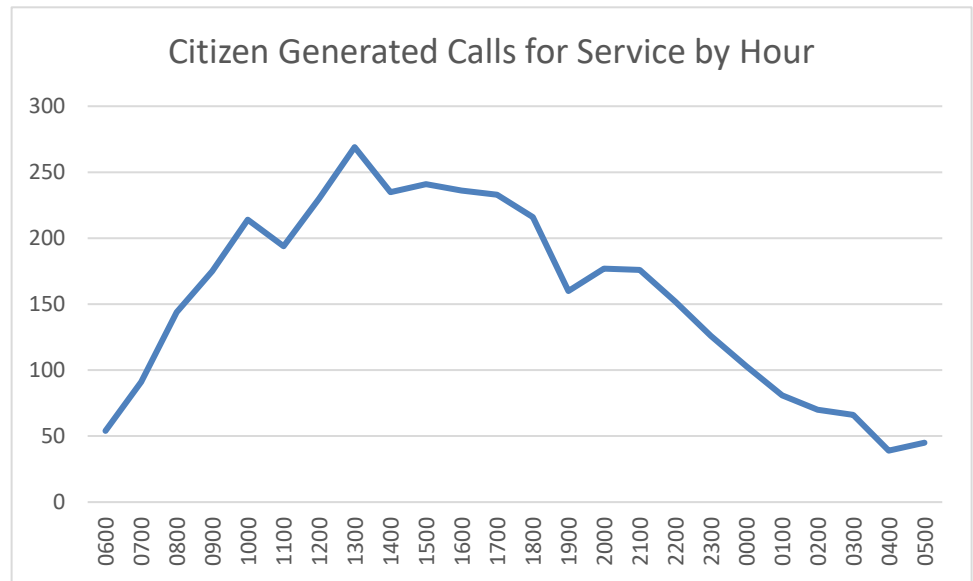
July 2021

	<u>Jul</u> <u>2021</u>	<u>Jul</u> <u>2020</u>	<u>Jul</u> <u>2016</u>	<u>Jul</u> <u>2012</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>9 Year</u> <u>Change</u>	<u>YTD</u> <u>2021</u>	<u>YTD</u> <u>2020</u>	<u>YTD</u> <u>2016</u>	<u>YTD</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>9 Year</u> <u>Change</u>
Citizen Generated	673	601	748	715	12.0%	-10.0%	-5.9%	3727	3425	4461	4211	8.8%	-16.5%	-11.5%
Officer Initiated	733	827	2075	1748	-11.4%	-64.7%	-58.1%	5258	3761	16261	12721	39.8%	-67.7%	-58.7%

There was a significant drop in calls for service during the first several months of COVID both in calls generated by the public and self-initiated calls by officers. Both citizen generated and officer initiated calls for service have increased in 2021 over 2020.

The chart depicting officer initiated activity is deceptive. In prior years officers would put themselves out on any type of activity. For example, when they drove through a parking lot of a strip mall they would put themselves out on focused or preventative patrol. The practice of placing oneself on a “preventative” call was stopped and considered a part of their “normal” activities. When an officer places him / herself out on an activity now it is because of a specific complaint.

Calls for service have remained constant for ten plus years. Each year shows generally the same type of graph shown here. Knowing this, when we discussed permanent shifts with the Union changes were made to the officers’ schedule so that manpower corresponds to workload.



Crime Summary

July 2021

Part 1 Offenses

	<u>Jul</u> <u>2021</u>	<u>Jul</u> <u>2020</u>	<u>Jul</u> <u>2016</u>	<u>Jul</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>10 Year</u> <u>Change</u>	<u>YTD</u> <u>2021</u>	<u>YTD</u> <u>2020</u>	<u>YTD</u> <u>2016</u>	<u>YTD</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>10 Year</u> <u>Change</u>
Murder	0	0	0	0	0.0%	0.0%	0.0%	0	0	0	1	0.0%	0.0%	-100.0%
Sexual Assault	1	1	0	1	0.0%	0.0%	0.0%	3	1	0	2	200.0%	0.0%	50.0%
Robbery	0	0	0	0	0.0%	0.0%	0.0%	0	4	0	3	-100.0%	0.0%	-100.0%
Assault & Battery	2	0	0	0	0.0%	0.0%	0.0%	4	3	1	2	33.3%	300.0%	100.0%
Violent Crime	3	1	0	1	200.0%	0.0%	200.0%	7	8	1	8	-12.5%	600.0%	-12.5%
Burglary	3	3	7	10	0.0%	-57.1%	-70.0%	11	22	26	38	-50.0%	-57.7%	-71.1%
Theft	16	37	38	37	-56.8%	-57.9%	-56.8%	85	127	137	184	-33.1%	-38.0%	-53.8%
Motor Vehicle Theft	3	1	1	5	200.0%	200.0%	-40.0%	7	4	5	11	75.0%	40.0%	-36.4%
Arson	0	0	1	0	0.0%	-100.0%	0.0%	0	0	1	0	0.0%	-100.0%	0.0%
Property Crime	22	41	47	52	-46.3%	-53.2%	-57.7%	103	153	169	233	-32.7%	-39.1%	-55.8%
Part One Crime	25	42	47	53	-40.5%	-46.8%	-52.8%	110	161	170	241	-31.7%	-35.3%	-54.4%

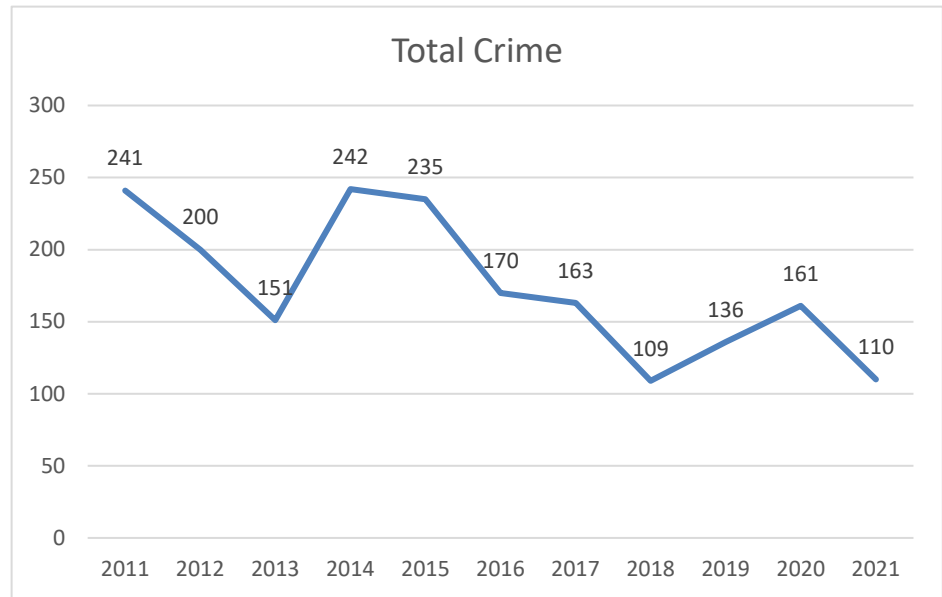
Part 2 Offenses

	<u>Jul</u> <u>2021</u>	<u>Jul</u> <u>2020</u>	<u>Jul</u> <u>2016</u>	<u>Jul</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>10 Year</u> <u>Change</u>	<u>YTD</u> <u>2021</u>	<u>YTD</u> <u>2020</u>	<u>YTD</u> <u>2016</u>	<u>YTD</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>10 Year</u> <u>Change</u>
Assault	0	0	0	0	0.0%	0.0%	0.0%	1	3	3	5	-66.7%	-66.7%	-80.0%
Battery	1	1	3	2	0.0%	-66.7%	-50.0%	9	11	20	26	-18.2%	-55.0%	-65.4%
Domestic Battery	4	1	5	3	300.0%	-20.0%	33.3%	20	26	37	30	-23.1%	-45.9%	-33.3%
Criminal Damage	1	1	1	11	0.0%	0.0%	-90.9%	23	21	14	35	9.5%	64.3%	-34.3%
Criminal Trespass	1	1	2	0	0.0%	-50.0%	0.0%	4	4	3	9	0.0%	33.3%	-55.6%
Disorderly Conduct	0	1	4	3	-100.0%	-100.0%	-100.0%	15	19	24	29	-21.1%	-37.5%	-48.3%

Some items of note regarding crime include drawing your attention to overall crime. Overall crime is violent crime and property crime as measured by the FBI added together. It is not all criminal acts. It is a consistent measure since the 1930's when the FBI first established the Uniform Crime Reports (UCR). It allows comparisons against other police departments, regions, changes over time, etc.

What does it mean for us in Darien? Look at the graph to the right. It's easy to see where crime is currently at within Darien. The trend has been downward over a period of time.

We were safe and we're getting safer. Your cooperation with reporting criminal acts, placing video cameras on your houses and places of business, your willingness to contact us when there is a problem before it goes too far, your desire to have a safe community and stand up as a witness has not gone unnoticed and is proven in the data when there is trust and respect by and for the police and the community.



Arrest Report

July 2021

Part One Offenses

	Jul 2021	Jul 2020	Jul 2016	Jul 2011	1 Year Change	5 Year Change	10 Year Change	YTD 2021	YTD 2020	YTD 2016	YTD 2011	1 Year Change	5 Year Change	10 Year Change
Murder	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	0	0.00%	0.00%	0.00%
Sexual Assault	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	0	0.00%	0.00%	0.00%
Robbery	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	1	0.00%	0.00%	-100.00%
Assault & Battery	1	0	0	0	0.00%	0.00%	0.00%	1	0	1	4	0.00%	0.00%	-75.00%
Violent Crime	1	0	0	0	0.00%	0.00%	0.00%	1	0	1	5	0.00%	0.00%	-80.00%
Burglary	2	1	0	2	100.00%	0.00%	0.00%	3	5	0	2	-40.00%	0.00%	50.00%
Theft	2	2	7	2	0.00%	-71.43%	0.00%	12	14	40	27	-14.29%	-70.00%	-55.56%
Motor Vehicle Theft	0	1	0	0	-100.00%	0.00%	0.00%	0	2	0	0	-100.00%	0.00%	0.00%
Arson	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	0	0.00%	0.00%	0.00%
Property Crime	4	4	7	4	0.00%	-42.86%	0.00%	15	21	40	29	-28.57%	-62.50%	-48.28%
Total Part One Crime	5	4	7	4	25.00%	-28.57%	25.00%	16	21	41	34	-23.81%	-60.98%	-52.94%

Part Two Offenses

	Jul 2021	Jul 2020	Jul 2016	Jul 2011	1 Year Change	5 Year Change	10 Year Change	YTD 2021	YTD 2020	YTD 2016	YTD 2011	1 Year Change	5 Year Change	10 Year Change
Assault	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	1	0.00%	0.00%	-100.00%
Battery	0	0	0	0	0.00%	0.00%	0.00%	3	0	3	10	0.00%	0.00%	-70.00%
Domestic Battery	5	1	1	3	400.00%	400.00%	66.67%	18	12	10	13	50.00%	80.00%	38.46%
Criminal Damage	0	1	0	0	-100.00%	0.00%	0.00%	1	3	10	6	-66.67%	-90.00%	-83.33%
Criminal Trespass	0	0	2	0	0.00%	-100.00%	0.00%	0	1	7	15	-100.00%	-100.00%	-100.00%
Disorderly Conduct	0	0	1	1	0.00%	-100.00%	-100.00%	5	0	5	28	0.00%	0.00%	-82.14%
Alcohol Possession	0	0	1	0	0.00%	-100.00%	0.00%	0	0	8	4	0.00%	-100.00%	-100.00%
Alcohol Consumption	2	0	3	1	0.00%	-33.33%	100.00%	4	1	6	13	300.00%	-33.33%	-69.23%

Arrest Report

July 2021

Drug Related Offenses

	Jul 2021	Jul 2020	Jul 2016	Jul 2011	1 Year Change	5 Year Change	10 Year Change	YTD 2021	YTD 2020	YTD 2016	YTD 2011	1 Year Change	5 Year Change	10 Year Change
Cannabis	0	0	3	2	0.00%	-100.00%	-100.00%	1	1	31	27	0.00%	-96.77%	-96.30%
Controlled Substance	0	0	1	0	0.00%	-100.00%	0.00%	7	2	6	3	250.00%	16.67%	133.33%
Hypodermic Syringes	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	0	0.00%	0.00%	0.00%
Drug Paraphernalia	0	0	2	3	0.00%	-100.00%	-100.00%	0	0	15	15	0.00%	-100.00%	-100.00%
Methamphetamine	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	0	0.00%	0.00%	0.00%

Adult / Juvenile

	Jul 2021	Jul 2020	Jul 2016	Jul 2011	1 Year Change	5 Year Change	10 Year Change	YTD 2021	YTD 2020	YTD 2016	YTD 2011	1 Year Change	5 Year Change	10 Year Change
Adult	32	13	18	18	146.15%	77.78%	77.78%	149	62	271	152	140.32%	-45.02%	-1.97%
Juvenile	1	0	2	2	0.00%	-50.00%	-50.00%	2	1	45	59	100.00%	-95.56%	-96.61%

Warrants

	Jul 2021	Jul 2020	Jul 2016	Jul 2011	1 Year Change	5 Year Change	10 Year Change	YTD 2021	YTD 2020	YTD 2016	YTD 2011	1 Year Change	5 Year Change	10 Year Change
Served	1	4	1	4	-75.00%	0.00%	-75.00%	18	20	22	39	-10.00%	-18.18%	-53.85%

Traffic Crashes

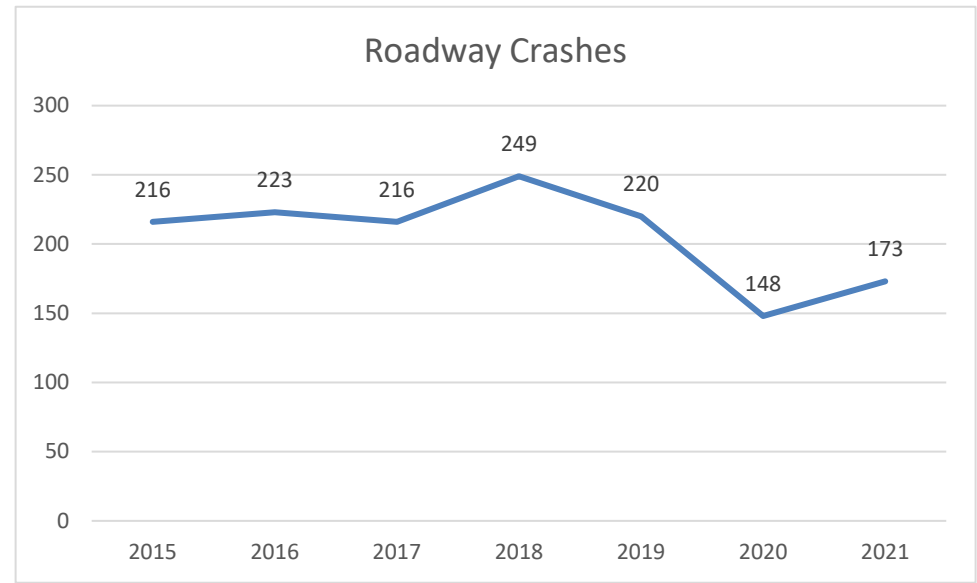
July 2021

	<u>Jul</u> <u>2021</u>	<u>Jul</u> <u>2020</u>	<u>Jul</u> <u>2016</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>YTD</u> <u>2021</u>	<u>YTD</u> <u>2020</u>	<u>YTD</u> <u>2016</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>
Private Property	15	10	15	50.0%	0.0%	94	75	120	25.3%	-21.7%
Hit & Run	6	2	3	200.0%	100.0%	21	19	23	10.5%	-8.7%
Public Way										
No Injuries	15	21	36	-28.6%	-58.3%	146	126	185	15.9%	-21.1%
Injury	6	7	3	-14.3%	100.0%	27	21	37	28.6%	-27.0%
Fatal	0	0	0	0.0%	0.0%	0	1	1	-100.0%	-100.0%
Total	21	28	39	-25.0%	-46.2%	173	148	223	16.9%	-22.4%
Fatalities	0	0	0	0.0%	0.0%	0	1	1	-100.0%	-100.0%
Hit & Run	4	1	3	300.0%	33.3%	19	19	18	0.0%	5.6%
DUI	0	2	0	-100.0%	0.0%	5	2	1	150.0%	400.0%

During COVID months there was a lot less traffic. With less traffic there is less chance of cars crashing. Traffic Crashes in 2020 dropped significantly especially in the beginning of the year. This year, year to date, compared to 2015 through 2019 shows a 21.6% decrease in the number of traffic crashes.

DUI Increase 2021

An unwelcomed trend for 2021 appears to be an increase in DUI arrests at accident scenes. Looking back on DUI arrests at the scene of an accident, discounting 2020 as an anomaly year, we have five a 150% increase. Sergeants are working on a DUI enforcement plan.



Traffic Enforcement

July 2021

	<u>Jul</u> <u>2021</u>	<u>Jul</u> <u>2020</u>	<u>Jul</u> <u>2016</u>	<u>Jul</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>10 Year</u> <u>Change</u>	<u>YTD</u> <u>2021</u>	<u>YTD</u> <u>2020</u>	<u>YTD</u> <u>2016</u>	<u>YTD</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>10 Year</u> <u>Change</u>
Traffic Stops					0.0%	0.0%	0.0%					0.0%	0.0%	0.0%
Moving Citation	173	151	56	100	14.6%	208.9%	73.0%	1058	560	502	485	88.9%	110.8%	118.1%
Moving Warning	320	399	91	153	-19.8%	251.6%	109.2%	2118	1198	640	951	76.8%	230.9%	122.7%
Total Moving	493	550	147	253	-10.4%	235.4%	94.9%	3176	1758	1142	1436	80.7%	178.1%	121.2%
Non-Moving Citation	73	89	35	137	-18.0%	108.6%	-46.7%	543	278	341	513	95.3%	59.2%	5.8%
Non-Moving Warning	203	134	50	162	51.5%	306.0%	25.3%	1451	545	487	810	166.2%	197.9%	79.1%
Total Non-Moving	276	223	85	299	23.8%	224.7%	-7.7%	1994	823	828	1323	142.3%	140.8%	50.7%
Total Citations	246	240	91	237	2.5%	170.3%	3.8%	1601	838	843	998	91.1%	89.9%	60.4%
Total Warning	523	533	141	315	-1.9%	270.9%	66.0%	3569	1743	1127	1761	104.8%	216.7%	102.7%
Total Enforcement Actions	769	773	232	552	-0.5%	231.5%	39.3%	5170	2581	1970	2759	100.3%	162.4%	87.4%
DUI Arrests	8	4	4	4	100.0%	100.0%	100.0%	42	22	23	42	90.9%	82.6%	0.0%

The number of traffic stops are grayed out because it has proven difficult to retrieve the data from the new system. However, the number of tickets both moving violations (rules of the road) and non-moving violations (e.g. license, registration, equipment, etc.) have increased.

Traffic Enforcement (continued)

July 2021

Violation Category	<u>Jul</u> <u>2021</u>	<u>Jul</u> <u>2020</u>	<u>Jul</u> <u>2016</u>	<u>Jul</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>10 Year</u> <u>Change</u>	<u>YTD</u> <u>2021</u>	<u>YTD</u> <u>2020</u>	<u>YTD</u> <u>2016</u>	<u>YTD</u> <u>2011</u>	<u>1 Year</u> <u>Change</u>	<u>5 Year</u> <u>Change</u>	<u>10 Year</u> <u>Change</u>
Speed	360	419	82	163	-14.1%	339.0%	120.9%	1903	1306	678	932	45.7%	180.7%	104.2%
Equipment	79	63	14	73	25.4%	464.3%	8.2%	634	241	162	375	163.1%	291.4%	69.1%
Registration	86	42	36	116	104.8%	138.9%	-25.9%	567	226	330	496	150.9%	71.8%	14.3%
Traffic Sign or Signal	66	76	30	41	-13.2%	120.0%	61.0%	445	227	257	218	96.0%	73.2%	104.1%
License	33	36	4	34	-8.3%	725.0%	-2.9%	247	101	73	131	144.6%	238.4%	88.5%
Distracted Driving	27	31	18	2	-12.9%	50.0%	1250.0%	216	113	129	7	91.2%	67.4%	2985.7%
Insurance	27	39	11	52	-30.8%	145.5%	-48.1%	215	105	113	228	104.8%	90.3%	-5.7%
Lane Violation	29	19	20	28	52.6%	45.0%	3.6%	177	74	101	146	139.2%	75.2%	21.2%
Signal	8	12	11	5	-33.3%	-27.3%	60.0%	77	48	51	55	60.4%	51.0%	40.0%
Cannabis	9	6	0	0	50.0%	0.0%	0.0%	59	22	0	0	168.2%	0.0%	0.0%
Other	3	11	1	11	-72.7%	200.0%	-72.7%	54	37	10	37	45.9%	440.0%	45.9%
Yield	9	7	3	5	28.6%	200.0%	80.0%	49	32	25	35	53.1%	96.0%	40.0%
Turning	5	8	0	3	-37.5%	0.0%	66.7%	42	26	16	19	61.5%	162.5%	121.1%
Seatbelt	5	3	1	14	66.7%	400.0%	-64.3%	19	5	12	61	280.0%	58.3%	-68.9%
Accident	0	1	0	1	-100.0%	0.0%	-100.0%	14	5	6	4	180.0%	133.3%	250.0%
Alcohol	4	0	0	2	0.0%	0.0%	100.0%	11	4	1	4	175.0%	1000.0%	175.0%
Reckless	0	0	0	0	0.0%	0.0%	0.0%	1	6	0	1	-83.3%	0.0%	0.0%
	750	773	231	550	-3.0%	224.7%	36.4%	4730	2578	1964	2749	83.5%	140.8%	72.1%

CITY OF DARIEN

**EXPENDITURE APPROVAL LIST
FOR CITY COUNCIL MEETING ON
August 16, 2021**

Approval is hereby given to have the City Treasurer of Darien, Illinois pay to the officers, employees, independent contractors, vendors, and other providers of goods and services in the indicated amounts as set forth.

A summary indicating the source of funds used to pay the above is as follows:

General Fund				\$126,735.59
Water Fund				\$444,976.94
Motor Fuel Tax Fund				\$142,492.95
Water Depreciation Fund				\$69,750.00
Stormwater Management Fund				
E-Citation Fund				
Capital Improvement Fund				43,784.97
State Drug Forfeiture Fund				
Federal Equitable Sharing Fund				
DUI Technology Fund				
			Subtotal:	<u>\$827,740.45</u>
General Fund Payroll	08/12/21	\$	236,100.90	
Water Fund Payroll	08/12/21	\$	26,617.23	
		Subtotal:	\$	<u>262,718.13</u>
Total to be Approved by City Council:				<u>\$ 1,090,458.58</u>

Approvals:

Joseph A. Marchese, Mayor

JoAnne E. Ragona, City Clerk

Michael J. Coren, Treasurer

Bryon D. Vana, City Administrator

CITY OF DARIEN
Expenditure Journal
General Fund
Administration
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
ACCURATE EMPLOYMENT SCREENING	SOLICITOR BACKGROUND CHECK - Poe	AP081621	4219	Liability Insurance	33.00
CHASE CARD SERVICES	NEWSPAPER FOR CITY HALL	AP081621	4213	Dues and Subscriptions	7.96
CHASE CARD SERVICES	ZOOM MEETINGS- SUBSCRIPTION	AP081621	4213	Dues and Subscriptions	14.99
CHASE CARD SERVICES	INTERNET -PUBLIC WORKS	AP081621	4267	Telephone	113.35
CHASE CARD SERVICES	VANA- CELL PHONE ACCESSORY	AP081621	4267	Telephone	11.39
CHASE CARD SERVICES	PW- CELL PHONE ACCESSORIES	AP081621	4267	Telephone	47.50
CHASE CARD SERVICES	REPLENISH I-PASS	AP081621	4273	Vehicle (Gas and Oil)	40.00
CHASE CARD SERVICES	PW- LAPTOP ACCESSORIES	AP081621	4325	Consulting/Professional	29.95
CHASE CARD SERVICES	911 MEDALLIONS	AP081621	4330	Contingency	559.75
CHASE CARD SERVICES	LUNCH FOR PW- JUNES TORNADO CLEAN UP	AP081621	4330	Contingency	302.40
CLEAN SLATE INC	JANITORIAL SERVICES - CITY HALL, POLICE DEPT & PUBLIC WORKS	AP081621	4345	Janitorial Service	1,501.92
DELL MARKETING L.P.	EXCEL 2ND COMPUTER (ICAC) - JEFF SIMEK	AP081621	4325	Consulting/Professional	90.57
DUPAGE COUNTY RECORDER	RECORDING OF LIENS- 7014 HIGH RD	AP081621	4221	Legal Notices	22.00
DUPAGE COUNTY RECORDER	RECORDING OF LIENS -NW CORNER PLAINFIELD /CLARENDON HILLS RD	AP081621	4221	Legal Notices	11.00
GOVTEMPSUSA LLC	VANA - (7-18-21 and 7-25-21)	AP081621	4325	Consulting/Professional	6,830.76
MECO CONSULTING GROUP LLC	COMMUNICATION SERVICES -JULY 2021	AP081621	4239	Public Relations	2,800.00

CITY OF DARIEN
Expenditure Journal
General Fund
Administration
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
MUNIWEB	WEBSITE MAINTENANCE- JULY 2021	AP081621	4325	Consulting/Professional	295.00
NICOR GAS	NICOR 82541110001 1702 PLAINFIELD RD	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	131.07
OFFICE DEPOT	OFFICE SUPPLIES -CITY HALL	AP081621	4253	Supplies - Office	52.35
OFFICE DEPOT	WASTE BASKET LINERS	AP081621	4253	Supplies - Office	21.91
VERIZON WIRELESS	VERIZON WIRELESS BILL	AP081621	4267	Telephone	1,198.85
				Total Administration	14,115.72

CITY OF DARIEN
Expenditure Journal
General Fund
City Council
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
MARY SULLIVAN	DMMC 2021 RECOGNITION DINNER	AP081621	4263	Training and Education	75.00
				Total City Council	75.00

CITY OF DARIEN
Expenditure Journal
General Fund
Community Development
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
CODE ENFORCEMENT REPRESENTATIV	CODE ENFORCEMENT CONSULTING SERVICES- JULY 2021	AP081621	4325	Consulting/Professional	1,222.00
DON MORRIS ARCHITECTS P.C.	INSPECTIONS- JULY 2021	AP081621	4325	Consulting/Professional	5,980.00
DON MORRIS ARCHITECTS P.C.	BUILDING PLAN REVIEWS- JULY 2021	AP081621	4328	Const/Prof Reimbursable	7,536.22
				Total Community Development	14,738.22

CITY OF DARIEN
Expenditure Journal
General Fund
Public Works, Streets
From 8/3/2021 Through 8/16/2021

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
AL WARREN OIL COMPANY INC	FUEL DELIVERY 8-5-21	AP081621	4273	Vehicle (Gas and Oil)	10,784.00
ALTORFER INDUSTRIES INC	LAMP	AP081621	4229	Maintenance - Vehicles	166.22
BANNERVILLE USA INC	SEASONAL POLE BANNER REPLACEMENTS (Wind Damage)	AP081621	4225	Maintenance - Equipment	3,520.00
CARLS SEPTIC SERVICE, INC.	SEPTIC	AP081621	4223	Maintenance - Building	145.00
CENTRAL SOD FARMS	SOD - (Pallets returned and deducted from invoice)	AP081621	4257	Supplies - Other	312.00
CINTAS #769	MATT RENTAL- POLICE DEPT	AP081621	4223	Maintenance - Building	49.94
CINTAS #769	MATT RENTAL -CITY HALL	AP081621	4223	Maintenance - Building	45.12
CINTAS #769	MATT RENTAL - PUBLIC WORKS	AP081621	4223	Maintenance - Building	50.87
CONTREE SPRAYER & EQUIPMENT CO EJ USA, INC.	LID FOR SPRAYER	AP081621	4229	Maintenance - Vehicles	115.95
	STORM SEWER SUPPLIES	AP081621	4257	Supplies - Other	594.40
ETERNALLY GREEN	75TH ST MEDIANS (PLAINFIELD -CASS)	AP081621	4350	Forestry	1,984.00
ETERNALLY GREEN	CITY HALL AND POLICE DEPT	AP081621	4350	Forestry	30.38
ETERNALLY GREEN	PUBLIC WORKS FACILITY	AP081621	4350	Forestry	73.00
ETERNALLY GREEN	BASINS	AP081621	4350	Forestry	1,125.00
ETERNALLY GREEN	CLOCK TOWER	AP081621	4350	Forestry	32.00
FLEETPRIDE	NYLON ELBOW	AP081621	4229	Maintenance - Vehicles	103.26
FREEWAY FORD-STERLING TRUCK	LATCH FOR #600	AP081621	4229	Maintenance - Vehicles	104.75
GRAINGER	MAINTENANCE EQUIPMENT	AP081621	4223	Maintenance - Building	197.63
HENDERSON PRODUCTS, INC.	REPAIR PARTS FOR 404	AP081621	4229	Maintenance - Vehicles	708.66
HOME DEPOT	MAINTENANCE SUPPLIES	AP081621	4223	Maintenance - Building	500.00

CITY OF DARIEN
Expenditure Journal
General Fund
Public Works, Streets
From 8/3/2021 Through 8/16/2021

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
HOME DEPOT	OPERATIONAL SUPPLIES	AP081621	4257	Supplies - Other	1,500.00
HOMER TREE CARE, INC.	TREE REMOVAL-DARIEN CLUB MEDIAN	AP081621	4375	Tree Trim/Removal	2,586.25
HOMER TREE CARE, INC.	TREE REMOVAL-DARIEN CLUB MEDIAN-REIMBURSEM...	AP081621	4375	Tree Trim/Removal	1,813.75
INTERSTATE BATTERY SYSTEM	BATTERIES	AP081621	4229	Maintenance - Vehicles	279.90
INTERSTATE BATTERY SYSTEM	CREDIT ON ACCOUNT	AP081621	4229	Maintenance - Vehicles	(144.95)
INTERSTATE BATTERY SYSTEM	CREDIT ON ACCOUNT	AP081621	4229	Maintenance - Vehicles	(108.00)
INTERSTATE BILLING SERVICE INC	EMERGENCY REPAIR FOR #109	AP081621	4229	Maintenance - Vehicles	4,308.45
JC LANDSCAPING/TREE SERVICE	DRAINAGE PROJECT-618 MAPLE LANE	AP081621	4374	Drainage Projects	5,113.00
JC LANDSCAPING/TREE SERVICE	DRAINAGE PROJECT-1601 HOLLY	AP081621	4374	Drainage Projects	5,918.50
JC LANDSCAPING/TREE SERVICE	DRAINAGE PROJECT-7113 SUMMIT and 7114 EXNER	AP081621	4374	Drainage Projects	14,283.50
JC LANDSCAPING/TREE SERVICE	DRAINAGE PROJECT-7113 SUMMIT and 7114 EXNER	AP081621	4374	Drainage Projects	4,234.76
JC LANDSCAPING/TREE SERVICE	DRAINAGE PROJECT-7914 ADAM /PINE CT	AP081621	4374	Drainage Projects	5,871.50
NAPA AUTO PARTS	ROTORS FOR #600	AP081621	4229	Maintenance - Vehicles	211.98
NAPA AUTO PARTS	BRAKE PADS FOR #600	AP081621	4229	Maintenance - Vehicles	73.98
NAPA AUTO PARTS	BRAKE PADS FOR #500	AP081621	4229	Maintenance - Vehicles	36.99
NAPA AUTO PARTS	ROTORS FOR #500	AP081621	4229	Maintenance - Vehicles	241.98
NAPA AUTO PARTS	IGNITION COIL FOR #403	AP081621	4229	Maintenance - Vehicles	315.22
NAPA AUTO PARTS	IGNITION COILFOR #403	AP081621	4229	Maintenance - Vehicles	528.75
NAPA AUTO PARTS	WHEEL BEARINGS FOR #403	AP081621	4229	Maintenance - Vehicles	468.93
NICOR GAS	NICOR 90841110001 1041 S FRONTAGE RD	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	71.10

CITY OF DARIEN
Expenditure Journal
General Fund
Public Works, Streets
From 8/3/2021 Through 8/16/2021

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
NORWALK TANK	REAR YARD PROJECT SUPPLIES	AP081621	4374	Drainage Projects	6,010.18
NORWALK TANK	REAR YARD PROJECT SUPPLIES	AP081621	4374	Drainage Projects	816.00
NORWALK TANK	REAR YARD PROJECT SUPPLIES	AP081621	4374	Drainage Projects	3,617.48
ODYSSEY GROUP LLC	NO IDLING SIGNS-DARIEN TOWNE CENTRE	AP081621	4257	Supplies - Other	330.00
ORANGE CRUSH LLC	ASPHALT FOR PALETTES	AP081621	4257	Supplies - Other	577.20
ROYAL OAK LANDSCAPING INC	MOWING- JULY 2021	AP081621	4350	Forestry	185.00
SEBERT LANDSCAPING	MULCH FOR 75TH ST, CLOCK TOWER and ENTRANCES	AP081621	4350	Forestry	3,097.00
SHREVE SERVICES INC	DIRT FOR RESTORATIONS	AP081621	4257	Supplies - Other	640.00
STATE CHEMICAL SOLUTIONS	MAINTENANCE SUPPLIES	AP081621	4223	Maintenance - Building	474.72
WESTOWN AUTO SUPPLY COMPANY	NGK PART	AP081621	4229	Maintenance - Vehicles	10.92
WHOLESALE DIRECT, INC.	SALT TRUCK	AP081621	4229	Maintenance - Vehicles	51.74
WHOLESALE DIRECT, INC.	REPAIR PARTS #206	AP081621	4229	Maintenance - Vehicles	109.99
WHOLESALE DIRECT, INC.	SHOP SUPPLIES	AP081621	4257	Supplies - Other	275.39
				Total Public Works, Streets	84,443.39

CITY OF DARIEN
Expenditure Journal
General Fund
Police Department
From 8/3/2021 Through 8/16/2021

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
AXON ENTERPRISES INC	TECH ASSURANCE PLAN- CEW ANNUAL PAYMENT X 2	AP081621	4217	Investigation and Equipment	2,403.94
BAZOS FREEMAN LLC	ADMIN TOW JUDGE FEE- JULY 2021	AP081621	4219	Liability Insurance	250.00
CHASE CARD SERVICES	2 HARD DRIVES FOR DETECTIVES	AP081621	4217	Investigation and Equipment	339.98
CHASE CARD SERVICES	BATTERIES	AP081621	4217	Investigation and Equipment	16.57
CHASE CARD SERVICES	K-9 SUPPLIES	AP081621	4217	Investigation and Equipment	94.46
CHASE CARD SERVICES	SURGE PROTECTOR FOR RECORDS	AP081621	4217	Investigation and Equipment	59.99
CHASE CARD SERVICES	LITHIUM BATTERIES	AP081621	4217	Investigation and Equipment	7.69
CHASE CARD SERVICES	CENTER CONSOLE REPAIR FOR D36	AP081621	4229	Maintenance - Vehicles	85.00
CHASE CARD SERVICES	NATIONAL NIGHT OUT- CANDY	AP081621	4239	Public Relations	43.04
CHASE CARD SERVICES	PHONE CASE FOR CSO	AP081621	4253	Supplies - Office	35.96
CHASE CARD SERVICES	BLU RAY DISCS FOR RECORDS	AP081621	4253	Supplies - Office	85.45
CHASE CARD SERVICES	RUBBER STAMP FOR RECORDS	AP081621	4253	Supplies - Office	9.89
CHASE CARD SERVICES	2 TONER	AP081621	4253	Supplies - Office	228.89
CHASE CARD SERVICES	OFFICE SUPPLIES- POLICE DEPT	AP081621	4253	Supplies - Office	21.73
CHASE CARD SERVICES	FLASHDRIVES FOR DETECTIVES	AP081621	4253	Supplies - Office	23.99
CHASE CARD SERVICES	DEFENSIVE TACTICS TRAINING- OBRIEN	AP081621	4263	Training and Education	150.00
CHASE CARD SERVICES	DEFENSIVE TACTICS TRAINING- RUNDELL	AP081621	4263	Training and Education	150.00
CHASE CARD SERVICES	IACP -CHIEF FLIGHT TO NEW ORLEANS	AP081621	4265	Travel/Meetings	197.95
CHASE CARD SERVICES	TRAINING ROOM SUPPLIES	AP081621	4265	Travel/Meetings	38.11

CITY OF DARIEN
Expenditure Journal
General Fund
Police Department
From 8/3/2021 Through 8/16/2021

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
CHASE CARD SERVICES	IPLA CONFERENCE LODGING- DEPUTY CHIEF NORTON	AP081621	4267	Telephone	137.64
CHASE CARD SERVICES	INTERNET-POLICE DEPT	AP081621	4267	Telephone	268.35
CHRISTINE CHARKEWYCZ	PROSECUTION FEES- JULY 2021	AP081621	4219	Liability Insurance	1,305.00
CURRENT TECHNOLOGIES CORP	REMOTE SUPPORT- VIDEO SURVEILLANCE	AP081621	4225	Maintenance - Equipment	38.75
DUPAGE COUNTY ANIMAL CONTROL	BOARDING /VACCINATIONS FOR DOG and CAT	AP081621	4201	Animal Control	390.00
DUPAGE COUNTY CHILDRENS	ANNUAL CONTRIBUTION- (July 1, 2021 through June 30, 2022)	AP081621	4337	Dumeg/Fiat/Child Center	3,500.00
IL PHLEBOTOMY SERVICES	BLOOD WORK- DAP-219144 and DAP21-9334	AP081621	4217	Investigation and Equipment	550.00
IPLA	IPLA FALL CONFERENCE - DEPUTY CHIEF JASON NORTON	AP081621	4263	Training and Education	225.00
KING CAR WASH	CAR WASHES- JULY 2021	AP081621	4229	Maintenance - Vehicles	195.00
MUNICIPAL ELECTRONICS DIVISION	RADAR CERTIFICATIONS	AP081621	4229	Maintenance - Vehicles	65.00
NAPA AUTO PARTS	BRAKES FOR D36	AP081621	4229	Maintenance - Vehicles	132.99
NICOR GAS	NICOR 82800010009 1710 PLAINFIELD RD	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	519.87
RMS OMEGA TECHNOLOGIES GROUP	ZEBRA ZQ BATTERIES	AP081621	4217	Investigation and Equipment	178.55
THE NORTHERN TRUST COMPANY	CREDIT FOR VOIDED CK 053537	APCREDIT081...	4217	Investigation and Equipment	(19.16)
THOMSON REUTERS -	WEST INFORMATION CHARGES (April 1 through April 30 2021)	AP081621	4217	Investigation and Equipment	372.15

CITY OF DARIEN
Expenditure Journal
General Fund
Police Department
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
THOMSON REUTERS -	ONLINE SOFTWARE SUBSCRIPTION	AP081621	4217	Investigation and Equipment	372.15
TRI-TECH FORENSICS	GUN BOXES FOR EVIDENCE ROOM	AP081621	4217	Investigation and Equipment	45.00
VERIZON WIRELESS	VERIZON WIRELESS BILL	AP081621	4267	Telephone	756.21
WHOLESALE DIRECT, INC.	SUPPLIES FOR POLICE DEPT	AP081621	4229	Maintenance - Vehicles	88.12
				Total Police Department	13,363.26
				Total General Fund	126,735.59

CITY OF DARIEN
Expenditure Journal
Water Fund
Public Works, Water
From 8/3/2021 Through 8/16/2021

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
ALEXANDER CHEMICAL CORPORATION	SODIUM HYPOCHLORITE	AP081621	4255	Supplies - Operation	188.16
BACKFLOW SOLUTIONS INC	BSI ONLINE SUBSCRIPTION	AP081621	4231	Maintenance - Water System	495.00
CARLS SEPTIC SERVICE, INC.	SEPTIC	AP081621	4223	Maintenance - Building	145.00
CLEAN SLATE INC	JANITORIAL SERVICES - CITY HALL, POLICE DEPT & PUBLIC WORKS	AP081621	4223	Maintenance - Building	500.64
CONSTELLATION NEW ENERGY, INC.	1220 PLAINFIELD RD	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	1,908.54
CONSTELLATION NEW ENERGY, INC.	18W736 MANNING	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	54.34
CONSTELLATION NEW ENERGY, INC.	9S720 LEMONT RD	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	79.73
CONSTELLATION NEW ENERGY, INC.	0 LAKEVIEW & OAKLEY	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	24.09
CONSTELLATION NEW ENERGY, INC.	67TH RIDGE	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	35.59
CONSTELLATION NEW ENERGY, INC.	0 CASS AV LITE RT/25 NO OF JAMES PETER CT	AP081621-2	4271	Utilities (Elec,Gas,Wtr,Sewer)	17.82
DUPAGE WATER COMMISSION	WATER PURCHASE	AP081621	4340	DuPage Water Commission	878,531.99
DUPAGE WATER COMMISSION	WATER PURCHASE	AP081621-2	4340	DuPage Water Commission	436,549.89
DUPAGE WATER COMMISSION	WATER PURCHASE	APVOID081621	4340	DuPage Water Commission	(878,531.99)
ETERNALLY GREEN	CITY HALL & POLICE DEPT	AP081621	4223	Maintenance - Building	30.37
ETERNALLY GREEN	PUBLIC WORKS FACILITY	AP081621	4223	Maintenance - Building	73.00
ETERNALLY GREEN	WATER PLANT FERTILIZATION	AP081621	4223	Maintenance - Building	218.75
HOME DEPOT	OPERATIONAL SUPPLIES-WATER DEPT	AP081621	4255	Supplies - Operation	591.33
KAMAN FLUID POWER LLC	REPAIR HOSE	AP081621	4225	Maintenance - Equipment	42.72
KAMAN FLUID POWER LLC	REPAIR HOSES	AP081621	4225	Maintenance - Equipment	378.89
LAWSON PRODUCTS INCORPORATED	BOLTS	AP081621	4231	Maintenance - Water System	137.40
NICOR GAS	NICOR 05002110004 1930 MANNING RD	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	58.98
NICOR GAS	NICOR 90841110001 1041 S FRONTAGE RD	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	71.10
NICOR GAS	NICOR 23644110001 8600 LEMONT RD	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	52.30

CITY OF DARIEN
Expenditure Journal
Water Fund
Public Works, Water
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
NICOR GAS	NICOR 12344110007 1897 MANNING DR	AP081621	4271	Utilities (Elec,Gas,Wtr,Sewer)	41.18
RED WING SHOES	BOOTS- DILLETT	AP081621	4219	Liability Insurance	131.74
RED WING SHOES	UNIFORM- SCHUSTER	AP081621	4269	Uniforms	45.99
VERIZON WIRELESS	VERIZON WIRELESS BILL	AP081621	4267	Telephone	492.54
VULCAN CONSTRUCTION MATERIALS	STONE	AP081621	4231	Maintenance - Water System	<u>2,611.85</u>
				Total Public Works, Water	<u>444,976.94</u>
				Total Water Fund	<u>444,976.94</u>

CITY OF DARIEN
Expenditure Journal
Motor Fuel Tax
MFT Expenses
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
BROTHERS ASPHALT PAVING	FINAL PAY #4	AP081621	4855	Street Reconstruction/Rehab	141,764.96
CONSOLIDATED PLASTICS COMPANY	0 CASS AV LITE RT/25 N OF JAMES PETER CT	AP081621	4840	Street Lights	17.82
CONSOLIDATED PLASTICS COMPANY	0 CASS AV LITE RT/25 N OF JAMES PETER CT	APVOID081621-2	4840	Street Lights	(17.82)
CONSTELLATION NEW ENERGY, INC.	SW CORNER 75TH ST PLAINFIELD RD	AP081621	4840	Street Lights	269.83
CONSTELLATION NEW ENERGY, INC.	LITE RT/25 CONTRLR S FRONTAGE 0 E CASS ST	AP081621	4840	Street Lights	38.16
MATEUSZ BANKA	REIMBURSEMENT- OIL/TAR REMOVAL FROM AUTO (Janet /Holly)	AP081621	4855	Street Reconstruction/Rehab	420.00
				Total MFT Expenses	142,492.95
				Total Motor Fuel Tax	142,492.95

CITY OF DARIEN
Expenditure Journal
Water Depreciation Fund
Depreciation Expenses
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
GO PAINTERS	HYDRANT PAINTING	AP081621	4390	Capital Improv-Infrastructure	72,000.00
GO PAINTERS	HYDRANT PAINTING	AP081621-3	4390	Capital Improv-Infrastructure	69,750.00
GO PAINTERS	HYDRANT PAINTING	APVOID081621-3	4390	Capital Improv-Infrastructure	(72,000.00)
				Total Depreciation Expenses	69,750.00
				Total Water Depreciation Fund	69,750.00

CITY OF DARIEN
Expenditure Journal
Capital Improvement Fund
Capital Fund Expenditures
From 8/3/2021 Through 8/16/2021

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
119TH STREET MATERIALS	HAULING FOR PW PROJECTS (7-26 thru 7-30-21)	AP081621	4376	Ditch Projects	1,624.00
DOROTA SZPUNDOW	REIMBURSED FOR 4 SQUARES /CONCRETE SIDEWALK	AP081621	4376	Ditch Projects	457.20
JC LANDSCAPING/TREE SERVICE	LANDSCAPE /SOD -67TH ALABAMA	AP081621	4376	Ditch Projects	18,400.00
NORWALK TANK	REAR YARD PROJECT SUPPLIES	AP081621	4376	Ditch Projects	2,540.96
NORWALK TANK	DRAINAGE SUPPLIES	AP081621	4376	Ditch Projects	1,120.64
NORWALK TANK	SUPPLIES FOR PW PROJECT- CHESTNUT /69TH	AP081621	4376	Ditch Projects	2,346.00
NORWALK TANK	DRAINAGE PROJECT SUPPLIES	AP081621	4376	Ditch Projects	769.52
SHREVE SERVICES INC	DIRT FOR DITCH PROJECTS -RESTORATIONS	AP081621	4376	Ditch Projects	600.00
SHREVE SERVICES INC	DIRT FOR DITCH PROJECTS -RESTORATIONS	AP081621	4376	Ditch Projects	360.00
SHREVE SERVICES INC	DIRT FOR RICHMOND /69TH REAR YARD	AP081621	4376	Ditch Projects	640.00
UNDERGROUND PIPE & VALVE CO.	DRAINAGE PROJECT- GLENEYRE	AP081621	4376	Ditch Projects	187.60
UNILOCK - CHICAGO	RETAINING WALL- BAILEY	AP081621	4390	Capital Improv-Infrastructure	4,938.00
UNILOCK - CHICAGO	RETAINING WALL- BAILEY	AP081621	4390	Capital Improv-Infrastructure	4,938.00
VULCAN CONSTRUCTION MATERIALS	STONE-BAILEY RD REPAIRS	AP081621	4390	Capital Improv-Infrastructure	136.95
VULCAN CONSTRUCTION MATERIALS	STONE -BAILEY RD REPAIRS	AP081621	4390	Capital Improv-Infrastructure	1,994.85
XBE CHICAGO	HAULING-(7-30-21)	AP081621	4376	Ditch Projects	2,731.25

CITY OF DARIEN
Expenditure Journal
Capital Improvement Fund
Capital Fund Expenditures
From 8/3/2021 Through 8/16/2021

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
				Total Capital Fund Expenditures	43,784.97
				Total Capital Improvement Fund	43,784.97
Report Total					827,740.45



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ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
07/20	Payment Thank You - Web BRYON VANA TRANSACTIONS THIS CYCLE (CARD 4484) \$3455.28- INCLUDING PAYMENTS RECEIVED	-3,455.28
07/14	BUONA CTR 30 847-738-7700 IL <i>LUNCH - TORNADO CLEAN-UP</i> MARY BELMONTE TRANSACTIONS THIS CYCLE (CARD 8706) \$302.40	302.40
07/07	COMCAST CHICAGO 800-COMCAST IL <i>POLICE DEPT INTERNET</i>	268.35
07/10	STAPLS7334604069000001 877-8267755 MI <i>PD OFFICE SUPPLIES</i>	21.73
07/11	AMZN Mktpl US*299MA3QL2 Amzn.com/bill WA <i>FLASHDRIVES</i>	23.99
07/12	SOUTHWES 5261408999796 800-435-9792 TX <i>FLIGHT-CHIEF</i>	197.95
091021	1 A MDW MSY <i>IACP (NEW ORLEANS)</i>	
	2 V MSY MDW	
07/15	rectitudetraining.com San Francisco CA <i>DEFENSIVE TACTICS - OBRIEN</i>	150.00
07/15	rectitudetraining.com San Francisco CA <i>'' '' RUNDELL</i>	150.00
07/16	Amazon.com*2E7U17CK2 Amzn.com/bill WA <i>2 HARD DRIVES - DETECTIVES</i>	339.98
07/18	Amazon.com*2E3W33LQ2 Amzn.com/bill WA <i>2 TONERS</i>	228.89
07/20	AMZN Mktpl US*2E17R6XF0 Amzn.com/bill WA <i>BATTERIES</i>	16.57
07/20	Amazon.com*2E3TA2KG1 Amzn.com/bill WA <i>PHONE CASE - CSO</i>	35.96
07/21	AMZN Mktpl US*2E0L61HE0 Amzn.com/bill WA <i>BLU RAY DISCS</i>	85.45
07/27	STAPLS7335029378000001 877-8267755 MI <i>RUBBER STAMP</i>	9.89
07/27	Amazon.com*2P5TC63F1 Amzn.com/bill WA <i>LITHIUM BATTERIES</i>	7.69
07/29	EAGLE RIDGE RESORT & SPA GALENA IL <i>LODGING IPLEA - NORTON</i> ROSE MARY GONZALEZ TRANSACTIONS THIS CYCLE (CARD 2755) \$1674.09	137.64
07/06	ACE CUSTOM SCARBOROUGH ON <i>911 Medallions</i>	559.75
07/10	ZOOM.US 888-799-9666 WWW.ZOOM.US CA <i>COUNCIL MEETINGS</i>	14.99
07/12	CHICAGO TRIB SUBSCRIPTIO 312-546-7900 TX <i>CITY HALL NEWSPAPER</i>	7.96
07/13	IL TOLLWAY-AUTOREPLENISH 800-824-7277 IL <i>I-PASS REPLENISH</i>	40.00
07/16	AMZN Mktpl US*293Z67Y82 Amzn.com/bill WA <i>VANA - CELL PHONE ACCESSORY</i>	11.39
07/21	T-MOBILE STORE # 3PSN DARIEN IL <i>PW - CELL PHONE ACCESSORIES</i>	47.50
07/22	COMCAST CHICAGO 800-COMCAST IL <i>PW - INTERNET</i>	113.35
07/22	AMZN Mktpl US*2E87P0BT0 Amzn.com/bill WA <i>PW - LAPTOP ACCESSORIES</i> DANIEL GOMBAC TRANSACTIONS THIS CYCLE (CARD 8085) \$824.89	29.95
07/14	WAL-MART #2215 DARIEN IL <i>TRAINING ROOM SUPPLIES</i>	38.11
07/23	SPEEDWAY AUTO PARTS LTD 815-726-0666 IL <i>D36 - CONSOLE REPAIR</i>	85.00
07/23	PETSMART # 0422 DARIEN IL <i>K-9 SUPPLIES</i>	94.46
07/26	BEST BUY MHT 00003160 DOWNERS GROVE IL <i>SURGE PROTECTOR</i>	59.99
07/29	WAL-MART #2215 DARIEN IL <i>NATIONAL NIGHT OUT - CANDY</i> DAVID WIGGINS TRANSACTIONS THIS CYCLE (CARD 0600) \$320.60	43.04

2021 Totals Year-to-Date

Total fees charged in 2021	\$0.00
Total interest charged in 2021	\$0.00

Year-to-date totals do not reflect any fee or interest refunds



Customer Service:
1-800-275-0863



Mobile: Download the
Chase Mobile® app today

August 2021						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

New Balance

\$3,121.98

Minimum Payment Due

\$624.00

Payment Due Date

08/24/21

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay a late fee, and existing and new balances may become subject to the Default APR.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, go to www.chase.com

ACCOUNT SUMMARY

Previous Balance	\$3,455.28
Payment, Credits	-\$3,455.28
Purchases	+\$3,121.98
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	<u>\$0.00</u>
New Balance	\$3,121.98
Opening/Closing Date	07/03/21 - 08/02/21
Credit Limit	\$50,000
Available Credit	\$46,878
Cash Access Line	\$2,500
Available for Cash	\$2,500
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

AGENDA MEMO
City Council
Meeting Date: August 16, 2021

Issue Statement

Consideration of a Motion to Grant a Waiver of the Raffle License Bond Requirement for the Darien District 61 Educational Foundation.

BACKUP

Background/History

The Darien District 61 Educational Foundation has applied for a Class B Raffle License and they have also requested waiver of the bond requirement. The City regularly waives the bond requirement for qualified charitable organizations and has waived this requirement for the Darien District 61 in the past.

Staff/Committee Recommendation

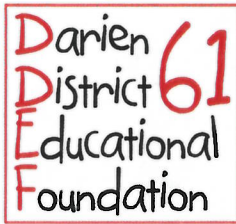
It is recommended that the raffle license bond requirement for the Darien District 61 Educational Foundation raffle be waived.

Alternate Consideration

Not approve waiver.

Decision Mode

This item will be placed on the August 16, 2021 City Council Agenda for formal consideration.



Supporting Educational Excellence

7414 Cass Avenue
Darien, IL 60561
www.darien61foundation.org

August 1, 2021

City of Darien – City Clerk’s Office
Ms. Maria Gonzalez
1702 Plainfield Road
Darien, IL 60561

Dear Ms. Gonzalez,

Please find our application for a Class B raffle license attached. The application is for the Darien District 61 Educational Foundation annual fund raiser. The event will take place the entire month of October, 2021 and will use the results of the Illinois Pick 3 Daily Evening Draw. The Foundation requests a waiver of the raffle license bond.

Thank you for the consideration. I am available for any questions there may be.

Sincerely,

A handwritten signature in black ink, appearing to read "Bonnie L. Kucera". The signature is written in a cursive style and is enclosed in a hand-drawn oval.

Bonnie L. Kucera
Grant Chairperson
Darien District 61 Educational Foundation Board
1427 Coventry Court
Darien, IL 60561
630-960-5341 – Home
630-508-2878 – Cell
bonniekucera@yahoo.com

Board of Directors

Barbara Finnegan,
Chairperson

Andrew
Blumenfeld,
Vice-Chairperson

Krishan Sant,
Treasurer

David May,
Secretary

Bonnie Kucera

Jane Moss

Kathy Weaver

Ex-Officio

Robert Langman,
Ed.D.,
Superintendent
District 61

CITY OF DARIEN

APPLICATION FOR RAFFLE LICENSE

Class A License

Class B License

NAME OF ORGANIZATION: Darien District 61 Educational Foundation

ADDRESS: 7414 S. Cass Avenue; Darien IL 60561

TELEPHONE NUMBER: 630-960-5341 FAX NUMBER: -

TYPE OF ORGANIZATION: Charitable 501c3
(Charitable, Educational, Religious, Fraternal, Veterans or Labor)

LIST THE AREA (S) WITHIN THE CITY IN WHICH RAFFLE CHANCES WILL BE SOLD OR ISSUED:
Darien 61 Schools, Brookhaven Plaza, Jewel

LIST THE TIME (S) OF DAY DURING WHICH RAFFLE CHANCES WILL BE SOLD OR ISSUED:

LIST THE DATE AND TIME OF THE DETERMINATION OF WINNING CHANCES:
October 01 → 31st 2021 - Illinois Evening Pick 3 Lottery

LIST THE LOCATION (S) AT WHICH WINNING CHANCES WILL BE DETERMINED:

I, BARBARA FINNEGAN, being the first duly sworn, state on oath that the foregoing organization is a not-for-profit organization.

Barbara Finnegan
Presiding Officer

ATTEST:
Jamie B. McG
Secretary

APPROVED BY: _____
Mayor

DATE: _____

MAILED ON: _____
Date

BY: _____

AGENDA MEMO
ADMIN/FINANCE COMMITTEE
August 16, 2021

ISSUE STATEMENT

A resolution accepting a proposal from Eco Clean Maintenance to provide janitorial services for the City of Darien.

RESOLUTION

BACKGROUND/HISTORY

Clean Slate informed the City that they would be unable to renew their contract for the 4th and final year of the optional bid from 2018. Staff posted the RFP, conducted a pre-proposal meeting with 8 companies in attendance, and received proposals from 6 of the companies.

While Best Quality submitted the lowest bid ([Attachment A](#)) for \$1,985.00 per month, Best Quality was the city's cleaning service prior to Clean Slate. Staff had concerns with Best Quality's performance. The second lowest bid, Eco Clean Maintenance, is roughly 6.2% higher or \$2,108.00 per month. Our current monthly cost is \$2,002.56. References provided by Eco Clean Maintenance have been verified. Additionally, bids included an optional 3-year extension pending first year performance.

The FYE 22 budget for Cleaning/Janitorial Services is split as follows:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET FY 21/22	YEARLY COST
10-4345	Janitorial Services (75% split)	\$20,488.00	\$19,416.00
50-4223	Janitorial Services (25% split)	7,750.00	5,880.00
	TOTAL	\$28,238.00	\$25,296.00

STAFF/COMMITTEE RECOMMENDATION

Admin/Finance Committee recommends approval of a resolution authorizing the Mayor to sign an agreement with Eco Clean Maintenance

ALTERNATE CONSIDERATION

As directed.

DECISION MODE

This item will be placed on the August 16, 2021 City Council Agenda for approval.

BID TAB - CLEANING/JANITORIAL SERVICES

September 1, 2021

Pre-Proposal Meeting - July 12, 2021 10:00 a.m.

Proposal Due - July 20, 2021 10:00 a.m.

DID NOT SUBMIT BID

DESCRIPTION	UNIT	TOTAL	S&K Facility Mtce LLC		Best Quality		ECO Clean Maintenance		City Wide Facility Solutions		The Tidy Queens Corp		Total Facility Mtce		Vega Building Mtce		Bravo Services, Inc	
			Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual
City Hall - 3x per week	Monthly	12	935.00	\$11,220.00	550.00	\$6,600.00	618.00	\$7,416.00	605.00	\$7,260.00	2,175.68	\$26,108.16	1,758.86	\$21,106.32		\$0.00		\$0.00
Police Department - 5x per week	Monthly	12	1,455.00	\$17,460.00	950.00	\$11,400.00	1,000.00	\$12,000.00	2,625.00	\$31,500.00	3,628.92	\$43,547.04	2,189.96	\$26,279.52		\$0.00		\$0.00
Public Works - 5x per week	Monthly	12	725.00	\$8,700.00	485.00	\$5,820.00	490.00	\$5,880.00	550.00	\$6,600.00	2,419.28	\$29,031.36	775.00	\$9,300.00		\$0.00		\$0.00
TOTALS			3,115.00	\$37,380.00	1,985.00	\$23,820.00	2,108.00	\$25,296.00	3,780.00	\$45,360.00	8,223.88	\$98,686.56	4,723.82	\$56,685.84	0.00	\$0.00	0.00	\$0.00

OPTIONAL CONTRACT EXTENSION - BID TAB - CLEANING/JANITORIAL SERVICES

YEAR 2

DESCRIPTION	UNIT	TOTAL	S&K Facility Mtce LLC		Best Quality		ECO Clean Maintenance		City Wide Facility Solutions		The Tidy Queens Corp		Total Facility Mtce		Vega Building Mtce		Bravo Services, Inc	
			Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual
City Hall - 3x per week	Monthly	12	935.00	\$11,220.00	550.00	\$6,600.00	668.00	\$8,016.00		\$0.00	2,215.98	\$26,591.76	1,811.62	\$21,739.44		\$0.00		\$0.00
Police Department - 5x per week	Monthly	12	1,455.00	\$17,460.00	950.00	\$11,400.00	1,050.00	\$12,600.00		\$0.00	3,696.13	\$44,353.56	2,255.68	\$27,068.16		\$0.00		\$0.00
Public Works - 5x per week	Monthly	12	725.00	\$8,700.00	485.00	\$5,820.00	490.00	\$5,880.00		\$0.00	2,464.08	\$29,568.96	798.25	\$9,579.00		\$0.00		\$0.00
TOTALS			3,115.00	\$37,380.00	1,985.00	\$23,820.00	2,208.00	\$26,496.00	0.00	\$0.00	8,376.19	\$100,514.28	4,865.55	\$58,386.60	0.00	\$0.00	0.00	\$0.00

OPTIONAL CONTRACT EXTENSION - BID TAB - CLEANING/JANITORIAL SERVICES

YEAR 3

DESCRIPTION	UNIT	TOTAL	S&K Facility Mtce LLC		Best Quality		ECO Clean Maintenance		City Wide Facility Solutions		The Tidy Queens Corp		Total Facility Mtce		Vega Building Mtce		Bravo Services, Inc	
			Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual
City Hall - 3x per week	Monthly	12	935.00	\$11,220.00	600.00	\$7,200.00	693.00	\$8,316.00		\$0.00	2,256.27	\$27,075.24	1,865.96	\$22,391.52		\$0.00		\$0.00
Police Department - 5x per week	Monthly	12	1,455.00	\$17,460.00	1,000.00	\$12,000.00	1,100.00	\$13,200.00		\$0.00	3,763.33	\$45,159.96	2,323.35	\$27,880.20		\$0.00		\$0.00
Public Works - 5x per week	Monthly	12	725.00	\$8,700.00	550.00	\$6,600.00	515.00	\$6,180.00		\$0.00	2,508.89	\$30,106.68	822.19	\$9,866.28		\$0.00		\$0.00
TOTALS			3,115.00	\$37,380.00	2,150.00	\$25,800.00	2,308.00	\$27,696.00	0.00	\$0.00	8,528.49	\$102,341.88	5,011.50	\$60,138.00	0.00	\$0.00	0.00	\$0.00

OPTIONAL CONTRACT EXTENSION - BID TAB - CLEANING/JANITORIAL SERVICES

YEAR 4

DESCRIPTION	UNIT	TOTAL	S&K Facility Mtce LLC		Best Quality		ECO Clean Maintenance		City Wide Facility Solutions		The Tidy Queens Corp		Total Facility Mtce		Vega Building Mtce		Bravo Services, Inc	
			Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual
City Hall - 3x per week	Monthly	12	935.00	\$11,220.00	600.00	\$7,200.00	718.00	\$8,616.00		\$0.00	2,296.56	\$27,558.72	1,921.93	\$23,063.16		\$0.00		\$0.00
Police Department - 5x per week	Monthly	12	1,455.00	\$17,460.00	1,000.00	\$12,000.00	1,150.00	\$13,800.00		\$0.00	3,830.53	\$45,966.36	2,393.05	\$28,716.60		\$0.00		\$0.00
Public Works - 5x per week	Monthly	12	725.00	\$8,700.00	550.00	\$6,600.00	540.00	\$6,480.00		\$0.00	2,553.69	\$30,644.28	846.85	\$10,162.20		\$0.00		\$0.00
TOTALS			3,115.00	\$37,380.00	2,150.00	\$25,800.00	2,408.00	\$28,896.00	0.00	\$0.00	8,680.78	\$104,169.36	5,161.83	\$61,941.96	0.00	\$0.00	0.00	\$0.00

RESOLUTION NO. _____

**A RESOLUTION ACCEPTING A PROPOSAL FROM ECO CLEAN
MAINTENANCE TO PROVIDE JANITORIAL SERVICES FOR THE CITY OF
DARIEN BEGINNING SEPTEMBER 1, 2021**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU
PAGE COUNTY, ILLINOIS, as follows:**

SECTION 1: The City Council of the City of Darien hereby accepts a proposal from Eco Clean Maintenance to provide janitorial services for the City of Darien, a copy of which is attached hereto as "**Exhibit A**".

SECTION 2: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE
COUNTY, ILLINOIS, this 16th day of August 2021.**

AYES: _____

NAYS: _____

ABSENT: _____

**APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY,
ILLINOIS, this 16th day of August 2021.**

JOSEPH MARCHESE, MAYOR

ATTEST:

JOANNE E. RAGONA, CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

**BID PROPOSAL
FOR
CITY OF DARIEN
BY
ECO CLEAN MAINTENANCE, INC.**



ECO CLEAN MAINTENANCE, INC.

June 25th, 2021

City of Darien
1702 Plainfield Rd
Darien, IL 60561

Re: Janitorial Services Proposal

To whom this may concern:

I would like to take this opportunity to introduce our company. We are a commercial janitorial company specializing in providing state of the art janitorial services to companies with diversified requirements. We are very confident that our extremely competitive rates and the highest standard of services in the industry could be an added benefit to your company.

QUALITY CONTROL AND EXCELLENT ON PREMISES SUPERVISION are only two of a long list of reasons that separate us from our competition.

In *Eco Clean Maintenance, Inc.* we believe that we offer outstanding customer service and satisfaction that our clients deserve, expect and will receive.

I would appreciate a few moments from your busy schedule to present to you what sets us ahead of the competition and provide you with our competitive rates.

Thank you for your time.

YOUR SATISFACTION MEANS OUR SUCCESS!

Truly yours,

Dylan Meyer
Sales Manager
Eco Clean Maintenance, Inc.
773-616-9009

515 W. Wrightwood Avenue • Elmhurst, IL 60126
Phone (877) 463-2601 • Fax (773) 930-3353
E-mail ecocleanmaintenance@yahoo.com

**REQUEST FOR PROPOSAL (RFP)
FOR
MUNICIPAL FACILITY CLEANING SERVICES
FOR
THE CITY OF DARIEN**

City Facilities Included in Request:

City Hall – 1702 Plainfield Road

Police Department – 1710 Plainfield Road

Public Works – 1041 S. Frontage Road

Pre-Proposal Meeting, Monday, July 12, 2021 – 10:00 a.m.

Proposal Due Tuesday, July 20, 2021 – 10:00 a.m.

PART 1 – GENERAL TERMS AND CONDITIONS

1. INTENT

It is the intent of the City of Darien, to solicit bids from qualified vendors to furnish all supervision, labor, janitorial supplies, consumable materials, tools, and equipment necessary to complete all cleaning and janitorial services in a workmanlike and acceptable manner at three (3) City-owned facilities, which locations are in DuPage County, within the corporate limits of the City of Darien, Illinois.

2. MANDATORY PRE-BID MEETING:

Failure to attend the pre-bid meeting will result in disqualification from the bid process. The pre-proposal meeting will be held in the City Hall Conference Room, 1702 Plainfield Road (630) 852-5000, on the date and time shown on the cover page of these Specifications and Proposal Documents.

3. AWARD

Award shall be made to the lowest responsive and responsible bidder who best meets the specifications including financial capacity to perform, experience and qualifications performing similar work, and scheduling based upon the evaluation criteria specified herein.

The City of Darien reserves the right to reject any or all bids, waive technicalities, and to award in part or in whole or not award any portion of the bid, whatever is deemed to be in the best interest of the City.

This contract is a non-exclusive contract with the City of Darien. The City reserves the right to use other contractors or its own employees to perform work similar to that being performed under the terms of this contract. Performance of work by others shall be considered consistent with the terms of this contract and shall not be construed as cause for the Contractor to cease performance of work as directed.

4. FAMILIARITY

Bidders are responsible to verify and become familiar with all conditions, instructions and specifications governing this contract. Before submission of a bid, Bidders are advised to 1) Inspect the site(s) of the proposed work and become familiarized with all the site conditions that may affect the performance of the work; and 2) Review all General Conditions, Specifications, and details provided with these bid documents.

5. BIDDER QUALIFICATIONS AND EVALUATION CRITERIA

To be considered for award of a contract, Bidders must demonstrate the capability to provide services required in accordance with these bid specifications. This includes:

- A. Attendance at Mandatory Pre-Bid Meeting
- B. Bid pricing
- C. Compliance with specifications
- D. References
- E. Not currently suspended from participation in any Local, State or Federal Projects

6. ADDENDA AND REQUESTS FOR INFORMATION

Any and all changes to these specifications are valid only if they are included by written Addendum to All Bidders. No interpretation of the meaning of the plans, specifications or other contract documents will be made orally. Failure of any bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this bid as submitted. All addenda so issued shall become part of the bid documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused a bidder to improperly submit a bid.

7. PREVAILING WAGE/CERTIFIED PAYROLL REQUIREMENTS (Public Act 94-0515)

N/A

8. EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS ACT (30 ILCS 570/)

N/A

9. ILLINOIS HUMAN RIGHTS ACT (775 ILCS 5/)

In the event the Contractor's non-compliance with the provision of the Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Applicable Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

10. WAIVER OF WORKERS COMPENSATION/OCCUPATIONAL DISEASE EXPENSE REIMBURSEMENT

The Contractor agrees to waive any and all rights to reimbursement of workers' compensation expenses under Section 1(a)(4) of the Illinois Workers' Compensation Act (820 ILCS 305), and as amended; and the Contractor agrees to waive any and all rights to reimbursement of occupational disease expenses under Section 1(a)(3) of the Illinois Occupational Diseases Act (820 ILCS 310), and as amended.

11. SUBCONTRACTORS

If any Bidder intends on subcontracting out all or any portion of the engagement, that fact, and the name of the proposed subcontracting firm(s) must be clearly disclosed on the form provided herein (use additional sheets if necessary). Failure to identify subcontractors could result in disqualification.

In the event the Contractor requires a change of the subcontractor(s) identified, a written request from the Contractor and a written approval from the City of Darien is required.

Notwithstanding written consent to subcontract, the Contractor shall perform with the Contractor's own organization, work amounting to not less than fifty (50%) percent of the total contract cost, and with materials purchased or produced by the Contractor. A subcontractor shall be bound by the conditions of this contract and shall perform in accordance with all terms and specifications of the contract.

12. CHANGE IN STATUS

The Contractor shall notify the City immediately of any change in its status resulting from any of the following: (a) Contractor is acquired by another party; (b) change in greater than 5% ownership interest; (c) Contractor becomes insolvent; (d) Contractor, voluntarily or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; (d) Contractor ceases to conduct its operations in the normal course of business. The City shall have the option to terminate its agreement with the Contractor immediately on written notice based on any such change in status.

13. INVOICES, PAYMENTS, AND QUANTITIES

Payment will be made by the City of Darien thirty (30) days after receipts of statement or invoice from Contractor for services rendered.

14. INDEPENDENT CONTRACTOR

The Contractor is an independent contractor and no employee or agent of the Contractor shall be deemed for any reason to be an employee or agent of the City.

15. TERMINATION

The City of Darien reserves the right to terminate this contract, or any part of this contract, upon ten (10) days written notice. In case of such termination, the Contractor(s) shall be entitled to receive payment for work completed to date in accordance with the terms and conditions of this contract. In the event that this contract is terminated due to Contractor's default, the City shall be entitled to purchase substitute items and/or services elsewhere and to charge the Contractor with any or all losses incurred, including attorney's fees and expenses.

16. INSURANCE REQUIREMENTS

The successful bidder ("Contractor") shall furnish, separately to the City of Darien, within ten (10) calendar days after being notified of the acceptance of bid, and shall maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

MINIMUM SCOPE OF INSURANCE – Coverage shall be at least as broad as:

Insurance Services Office Commercial General Liability occurrence form CG 0001 with the City of Darien named as additional insured on a primary and non-contributory basis. This primary, non-contributory additional insured coverage shall be confirmed through the following required policy endorsements:

- A. ISO Additional Insured Endorsement CG 20 10; and
- B. Owners and Contractors Protective Liability (OCP) policy with the City of Darien as insured; and
- C. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto."; and
- D. Workers' Compensation as required by the Workers' Compensation Act of the State of Illinois and Employers' Liability insurance.

MINIMUM LIMITS OF INSURANCE – Contractor shall maintain limits no less than the following:

- A. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, and property damage and \$1,000,000 per occurrence for personal injury. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000 or a project/contract specific aggregate of \$1,000,000.
- B. Owners and Contractors Protective Liability (OCP): \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- C. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- D. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.

DEDUCTIBLES AND SELF-INSURED RETENTIONS – Any deductibles or self-insured retentions must be declared to and approved by the City of Darien. At the option of the City of Darien, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City of Darien, its officials, employees, agents and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

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

A. General Liability and Automobile Liability Coverages

- a. The City of Darien, its officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of the Contractor's work, including activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City of Darien, its officials, agents, employees and volunteers.
- b. The Contractor's insurance coverage shall be primary and non-contributory as respects the City of Darien, its officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City of Darien, its officials, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage

provided to the City of Darien, its officials, employees, agents and volunteers.

- d. The Contractor's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Contractor's insurance shall apply separately to each insured against who claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- e. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Contractor shall be required to name the City of Darien, its officials, employees, agents and volunteers as additional insureds.
- f. All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.
- g. The contractor and all subcontractors hereby agree to waive any limitation as to the amount of contribution recoverable against them by City of Darien. This specifically includes any limitation imposed by any state statute, regulation, or case law including any Workers' Compensation Act provision that applies a limitation to the amount recoverable in contribution such as *Kotecki v. Cyclops Welding*.

B. Workers' Compensation and Employers' Liability Coverage

- a. The insurer shall agree to waive all rights of subrogation against the City of Darien, its officials, employees, agents and volunteers for losses arising from work performed by Contractor for the municipality.

C. All Coverages

- a. **No Waiver.** Under no circumstances shall the City of Darien be deemed to have waived any of the insurance requirements of this Contract by any act or omission, including, but not limited to
 - i. Allowing work by Contractor or any subcontractor to start before receipt of Certificates of Insurance and Additional Insured Endorsements.
 - ii. Failure to examine, or to demand correction of any deficiency, of any Certificate of Insurance and Additional Insured Endorsement received.
- b. Each insurance policy required shall have the City of Darien expressly endorsed onto the policy as a Cancellation Notice Recipient. Should any of the policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

ACCEPTABILITY OF INSURERS – Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

VERIFICATION OF COVERAGE – Contractor shall furnish the City of Darien with certificates of insurance naming the City of Darien, its officials, employees, agents and volunteers as additional insureds, and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the City of Darien before any work commences. The City of Darien reserves the right to request full certified copies of the insurance policies and endorsements.

SUBCONTRACTORS – Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

ASSUMPTION OF LIABILITY – The contractor assumes liability for all injury to or death of any person or persons including employees of the contractor, any sub-contractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way arising out of any work performed pursuant to this agreement.

17. REGULATORY REQUIREMENTS

Successful bidder must comply with all applicable laws, regulations, and rules promulgated by any Federal, State, County, Municipal and/or other governmental unit or regulatory body now in effect or which may be in effect during the performance of the work. Included within the scope of the laws, regulations, and rules referred to in this paragraph but in no way to operate as a limitation, are Occupational Safety & Health Act (OSHA), Illinois Department of Labor (IDOL), Department of Transportation, all forms of traffic regulations, public utility, Intrastate and Interstate Commerce Commission regulations, Workers' Compensation Laws, Prevailing Wage Laws, the Social Security Act of the Federal Government and any of its titles, the Illinois Department of Human Rights, Human Rights Commission, or EEOC statutory provisions and rules and regulations.

PART 2 – TECHNICAL TERMS AND SPECIAL PROVISIONS

1. SCOPE OF WORK

- 1.1. The successful bidder ("Contractor") shall furnish the necessary labor, equipment and materials required to provide a high level of janitorial services and cleaning in accordance with these contract terms, conditions and special provision. The bid shall include all costs associated with furnishing supervision, lead workers, labor, contractor-supplied materials, tools, consumable materials, and equipment necessary meet or exceed the quality standards described herein.
- 1.2. The Contractor shall become fully acquainted with the nature of the work, all sites at which work is to be accomplished, and the conditions affecting the cost and performance of work at these locations within the corporate limits of the City of Darien, which locations are in DuPage Counties, Illinois, and to be serviced as follows:
 - 1) City Hall, 1702 Plainfield Road – three (3) alternating days cleanings/week: Monday, Wednesday, Friday
 - 2) Police Station, 1710 Plainfield Road – five (5) consecutive days cleanings/week: Monday-Friday.
 - 3) Public Works, 1041 S. Frontage Road – five (5) consecutive cleanings/week: Sunday-Thursday only
- 1.3. A list of tasks by location and frequency is included in Appendix A - Cleaning and Janitorial Task Schedule. A separate description of facility use is included in these special provisions to familiarize bidders with the extent of cleaning expected at each.
- 1.4. The Contractor will provide professional cleaning and janitorial services in accordance with safety data sheets (SDS, formerly MSDS), equipment manufacturer recommendations, applicable industry safety codes, and the Occupational Safety and Health Administration (OSHA) regulations.
- 1.5. Damage to Property: Contractor shall exercise caution to avoid damaging equipment, buildings, walls, flooring, and especially the finished workspaces. The Contractor shall be responsible for damage caused by their actions or failure to protect appropriately, and shall immediately notify the Police Department of any such damage. The City reserves the right to repair or replace that which was damaged or assess the Contractor such cost as may be reasonable and related to damage caused by the Contractor, and deduct these costs from any payment due the Contractor.

2. CONTRACT TERM AND RENEWAL

- 2.1. The initial term of this contract will be for the period of September 1, 2021 through August 31, 2022 with the option for four (4) annual renewals. There shall be no pricing adjustments for the initial contract term.
- 2.2. The City may, at its option and with the concurrence of the Contractor, extend the period of this agreement an additional three (3) years in one (1) year increments through December 31, 2025. All renewals shall commence on September 1st and terminate on August 31st of any calendar year.
- 2.3. The Contractor shall be notified in writing of the City's intention to renew the contract period not less than sixty (60) calendar days prior to the expiration of the contract. The optional annual renewals will be based on performance and rating of services provided.
- 2.4. Unit price adjustments may be made at the time of any renewal of the contract. The unit price adjustments cannot exceed the percentage increase of the Chicago Area Consumer Price Index

(Chicago-Gary-Kenosha) for the most recent twelve (12) month period preceding the renewal notification, as published by the Labor Department, and in no case can increase more than 5 percent in any one year. Expenditure category used shall be "All Items".

- 2.5. The Contractor shall accept or decline the renewal in writing no later than fifteen (15) business days after the date contained in the City's renewal request.

3. NOTIFICATION OF WORK AND FACILITY SCHEDULES

- 3.1. Supervision: This contract will be under the direct supervision of the assigned designee and detailed supervision provided by the Public Works Superintendent or their authorized representative(s). Any alterations, modifications, or claims for any extra work to be performed under this contract shall be made only by written agreement between the Contractor and the Director and shall be made prior to commencement of such changes.
- 3.2. The Contractor will meet once per month with the assigned designee during the first 90 days of the contract, and once per 3-months (quarter) thereafter.
- 3.3. The Contractor shall have at least one telephone number for calls 24 hours per day, seven (7) days per week including holidays.
- 3.4. The Contractor shall establish a routine normal schedule for the completion of the work. The schedule shall be submitted for approval to the assigned designee at the commencement of the contract and shall be re-submitted anytime revisions in the schedule occur. It shall be the Contractor's responsibility to provide sufficient manpower to complete the schedule each day regardless of sickness, leaves, or other personnel matters.
- 3.5. The Contractor may have to occasionally revise the normal cleaning and janitorial work schedule in various meeting rooms and nearby common areas so as to not interfere with scheduled meetings or events. The City will provide advance notice of meetings and events. Such meeting room use is considered a normal activity of the facility and shall in no way diminish the Contractor's responsibility for cleaning the meeting rooms and common areas following the meeting.
- 3.6. The facilities' uses, hours of operation and normal times at which cleaning and janitorial services could be completed, has been generalized herein and is not intended to be all-inclusive:
 - 3.6.1. City Hall – upper and lower levels, includes administrative offices, conference room, bathrooms, and coffee station. The lower level includes council chambers, bathrooms and breakroom. Permanent file storage and computer network equipment rooms are also located on the lower level.
 - 3.6.1.1. Normal use hours are 8:30 AM to 5:00 PM.
 - 3.6.1.2. The Contractor will have access normally Monday through Friday 6:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
 - 3.6.1.3. The Contractor shall be responsible for cleaning all offices, common areas, stairways, meeting rooms, break rooms, and restrooms.
 - 3.6.2. Police Station – upper and lower, includes administrative offices of the Police Department, secured offices of the Police Chief and Commanders, as well as criminal evidence and prisoner processing rooms. The meeting room is frequently scheduled for daytime and evening meetings. Break rooms are used daily for employees' preparation and consumption of snacks and meals as well as public use associated with the meeting rooms. Locker rooms are used daily and its showers used occasionally. *This contract does not include the temporary prisoner detention areas.*

- 3.6.2.1. This building is operating 24-hours each day with law enforcement staff; however administrative normal use hours are 8:00 AM to 5:00 PM.
 - 3.6.2.2. The Contractor will have access normally Monday through Friday 6:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
 - 3.6.2.3. The Contractor will be restricted occasionally from the offices of the Police Chief and Commanders, and the Evidence Processing Room when doors are locked; however, unlocked doors shall indicate a request for routine cleaning and janitorial services.
 - 3.6.2.4. The Contractor shall be responsible for cleaning all offices, common areas, meeting rooms, break rooms, restrooms, and locker rooms.
- 3.6.3. Public Works – two levels, includes administrative offices, restrooms, work spaces and meeting rooms. The conference room is used occasionally for daytime and evening meetings. The break room is used daily for employees' preparation and consumption of snacks and meals, and occasionally for daytime meetings. This contract does not include the garage areas or locker room.
- 3.6.3.1. Normal use hours are 7:00 AM to 3:30 PM.
 - 3.6.3.2. The Contractor will have access normally Monday through Friday 4:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
 - 3.6.3.3. This building may occasionally operate with personnel all hours each day; for example, emergency repairs or wintertime snow and ice control operations.
 - 3.6.3.4. Personnel can have on their boots and clothing a great deal of grease, dust, dirt, mud, salt, and asphalt. Extra effort may be required to maintain floors.
 - 3.6.3.5. The Contractor shall be responsible for cleaning all offices, work spaces, common areas, meeting rooms, break rooms, and restrooms.

4. CONTRACTOR'S PERSONNEL

- 4.1. The Contractor shall provide to the City a designated contact person on all work performed by the Contractor's crew(s). At all times that crews are working in any City facility the designated contact person shall be available by telephone and be able to contact crews working in those facilities. The designated contact person shall be responsible for the instruction and training of personnel in the proper work methods and procedures. The designated contact person will schedule and coordinate all services and functions as required by the contract and as specified in the task schedules. It is not necessary for the designated contact person to be on site.
- 4.2. Employee Work List and Background Check: The Contractor shall confidentially submit a current list of the names, addresses, date of births, and photo identification of all employees who will perform work under this contract. All employees on this list shall be first required to submit to a fingerprint-based background check conducted by the City's Police Department prior to being allowed access to City facilities. Changes in this employment list shall be reported to the City Administrator within 48 hours. No employee shall be allowed on the job site until the documentation has been provided and the City has had sufficient time to conduct its background checks to approve each employee. The City shall have and shall exercise full and complete control over clearance for Contractor's employees, or to request changes to the employee list.
- 4.3. All Contractors' employees will display photo identification badges while working on City premises. No employees will be allowed access to any area without displaying the required identification badge.

- 4.4. Keys and access cards issued by the City to the Contractor's personnel shall be in the possession of a single employee at all times when in City facilities. In the event that a card is lost or damaged, Contractor shall IMMEDIATELY NOTIFY THE POLICE DEPARTMENT so that access for that card may be halted. The Contractor shall reimburse the City for the cost of keys and access cards, including all costs associated with replacement keys and changing of locks if deemed necessary by the City.
- 4.5. All employees and representatives of the Contractor's company must be able to read and understand all chemical labels, building signs, and warning signs.
- 4.6. To ensure competent and safe performance of the work, all employees shall be bonded under the Contractor's company, and the Contractor shall provide appropriate training to employees prior to the beginning of service under this Contract. The Contractor is responsible for any theft or tampering by his workers or during the period the workers are in the building.
- 4.7. The Contractor's employees will be working in areas which are under secured access and other areas which will be generally open to the public during reasonable hours for meetings and other uses. All secured areas shall be maintained in a secured condition and these areas shall be locked immediately upon completing the required work. The Contractor, upon completion of the public use, will secure access to the public meeting areas of the buildings. All areas shall be secured when the Contractor has completed his daily operations.
- 4.8. Any employee(s) of the Contractor whom the City deems careless, discourteous, or otherwise objectionable or who cannot meet standards required for security or other reasons will be prohibited from entering the buildings to perform work. The Contractor shall be required to provide alternate employee(s) to complete the work required.

5. CLEANING AND JANITORIAL SERVICES SPECIFICATIONS

- 5.1. The Contractor shall provide all equipment, labor, and supplies for the services described in this section. The Contractor shall provide, at no additional cost to the City, all equipment and janitorial supplies required to support these work activities with the exception of consumable materials as may be optioned herein.
- 5.2. The Contractor shall provide a high level of cleaning and janitorial services with the care and expectations as described herein and at the frequency specified in Appendix A - Cleaning and Janitorial Task Schedule. These descriptions are not all-inclusive, as the Contractor's exceptional work practices should be the standard when conducting cleaning activities.
 - 5.2.1. **DUSTING:** Satisfactory and acceptable dusting will present a surface free from all dust and other loose material and shall be completed using appropriate means such as treated cloths or micro-fiber cloths.
 - 5.2.2. **CLEANING (Non-Floor Surfaces):** A satisfactory and acceptable clean surface shall be completely free of all loose and adhering dirt or other foreign material down to the original finish of the surface. A clean surface will appear both physically and visually clean, free from streaks or other residue. If a cleaning agent is required, an approved agent for the surface to be cleaned shall be used in accordance with the manufacturer's use recommendations.
 - 5.2.3. **RESTROOMS AND LOCKER ROOMS:** All porcelain fixtures, chrome and metal work, and glass shall be cleaned and free from streaks, dirt or grime using approved cleaners. Bowls, urinals and sinks shall be free from water stains, rings and biological stains. Floors, walls, and partitions shall be cleaned and free from stains, dirt, grime or streaks. Sanitizing shall be completed with an approved disinfectant. Restrooms shall be free of objectionable odors.
 - 5.2.4. **KITCHENS AND LUNCHROOMS:** All fixtures, appliances, chrome and metal work, and glass shall be cleaned and polished to a shiny appearance free from streaks, dirt, grease and grime. Sinks shall be free from rings and stains and free from objectionable odor. Floors, walls, cabinets, tables, chairs and garbage receptacles shall be free from stains, dirt, grime, odors, grease and streaks. Microwave ovens shall be clean and free from "cooked on" foodstuffs.
 - 5.2.5. **FLOORS AND CARPETS:** A satisfactory and acceptable floor or carpet will not have dust, streaks, marks or dirt in corners behind doors or under furniture. All paper clips, staples, etc. shall be picked up. The use of vacuuming equipment and/or treated dust mops will be used to keep the floors clean and free of all dust, dirt and loose foreign material, including all corners, crevices and other hard to reach areas, regardless of the surface. Waxed floors will show a "wet look" gloss and shall not be yellowed, streaked, cloudy, foggy, hazy, or otherwise show signs of films. Heavy use carpet areas will be spot cleaned as needed to maintain a dirt-free appearance between contractual cleanings. Baseboard shall be cleaned periodically to remove dirt, dust, and scuff marks.
 - 5.2.6. **WET MOPPING:** Satisfactory and acceptable wet mopping will present a clean floor free from streaks, smears and dried dirt. Safe, all-purpose detergents will be used on all resilient and hard floor surfaces. During winter months when snow & ice control chemicals may be in use Contractor shall use an approved neutralizing product. Water will be changed daily at a minimum, between cleaning processes, or when the level of soil is such that more frequent water changes are required to maintain satisfactory cleaning. These same standards shall apply to cleaning of stairways and chair mats.
 - 5.2.7. **SPOT CLEANING:** When a spot or stain is detected in the carpet, effort shall be made to identify the stain and use an appropriate spot cleaner to eliminate the stain. If the stain

cannot be cleaned, the City Administrator shall be notified of the approximate location of the stain and methods attempted to remove it.

5.2.8. **GLASS:** A satisfactory and acceptable glass, mirror or vitreous surface will be free from streaks, smears, and spots. All interior glass and at entrances shall be cleaned.

5.2.9. **MISCELLANEOUS CLEAN UP, RESTRICTIONS AND REQUESTS:**

5.2.9.1. Use wet floor warning signs whenever floors are mopped and dampened.

5.2.9.2. Pick up swept dirt.

5.2.9.3. Empty mop bucket and rinse out mop in designated sinks or basins.

5.2.9.4. Clear all sink drains of debris.

5.2.9.5. Restore any materials to proper storage location.

5.2.9.6. Turn-off all lights.

5.2.9.7. Keep clean and orderly the dumpster sites.

5.2.9.8. Keep storage areas and janitor's closets clean, safe and organized.

5.2.9.9. Never leave keys or access cards off your person. Lost or stolen keys or access cards shall be REPORTED TO THE POLICE DEPARTMENT IMMEDIATELY. Do not go into cabinets, closets, or storage areas that you have not been authorized to access.

5.2.9.10. Do not remove paper, boxes, or other items from the floor that are not in wastebaskets.

5.2.9.11. Place all "found" valuables on desk in the Clerk's Office at the City Hall.

5.2.9.12. Place a sign on both the front and rear windshield of your car if you drive to a work location showing "JANITOR".

5.2.9.13. Do not use office telephones for personal calls.

5.2.9.14. Do not allow anyone except Contractor's personnel or authorized City employees to enter the building if the building has been locked or secured

5.2.9.15. Note immediately if anything was broken or damaged when Contractor's personnel entered a work location, and NOTIFY THE POLICE DEPARTMENT within one (1) hour.

5.2.9.16. If Contractor's personnel feel harassed or witness a crime, CALL THE POLICE DEPARTMENT IMMEDIATELY

5.3. The City will provide at each facility the secure locations for storage of Contractor's equipment, cleaning supplies, and consumable materials, as well as all containers for refuse disposal both inside and outside the facilities, including recycling containers when applicable.

5.4. If for any reason the City objects to the use of a cleaning or janitorial product, the Contractor shall discontinue use and find a substitute acceptable to the City. All products supplied or used under this Contract shall be new in their original containers and within product expiration dates.

5.5. **SAFETY, LABELING & COMPLIANCE:** All supplies of the Contractor and stored at the City facilities shall meet all applicable standards for product safety, and which shall be deemed stored safely in the City facilities without modifications. Any items determined not to be in compliance

shall be corrected or removed. Contractor shall furnish the City copies of Safety Data Sheets (SDS, formerly MSDS), for all products used, prior to beginning service, and shall update copies of the SDS annually and at any time a new chemical or cleaning product is to be used.

- 5.6. **Building Alarms:** Contractor's personnel are responsible for arming and disarming alarm systems at the City facilities. For each false alarm that occurs due to the action of the Contractor's personnel, the Contractor shall be charged the fines assessed by the Fire Protection District.
- 5.7. **Inspections & Corrections:** Periodic inspections shall assess the Contractor's performance in meeting these standards. The Contractor and the City shall jointly establish a system whereby the City can give notice to the Contractor indicating problems, complaints and other discrepancies. The Contractor shall formally respond to these requests and notices. Any deficiencies noted in any inspection shall be corrected within twenty-four (24) hours, or by such time mutually agreed to by the City.
- 5.8. The Contractor shall accept the facilities and appurtenances in their current condition. No compensation will be allowed for modifications or repairs to meet Contractor's requirements. Under no circumstances will any facility's components be upgraded, enhanced, or improved, after the bid has been awarded, to the Contractor's specifications or for the benefit of the Contractor.

6. CONSUMABLE MATERIALS – OPTION BID

- 6.1. All bidders shall provide with this bid the annual costs to furnish consumable products for City facility use which will be replenished as part of routine cleaning and janitorial services including hand soap, shower soap and urinal blocks. The City has previously provided consumable materials through other purchasing contracts; however, it may be in the best interest of the City for the Contractor to purchase and replenish these consumable supplies as part of the Cleaning and Janitorial Services Contract.
- 6.2. All products furnished shall be compatible with existing dispensing units or containers, and replenished during the course of routine services under this Contract. This item does not include facial tissues.
- 6.3. Contractor's selected products for consumable supplies shall be of the highest quality. The selected bidder (Contractor) may be requested to make available at no cost to the City sufficient samples of the proposed paper towels, liquid hand soap, and deodorant urinal blocks to assess product quality.
- 6.4. The total contract award of this Cleaning and Janitorial Services Contract may include the Consumable Materials–Option Bid if bid prices for this Option are within the City budget and pricing is most advantageous to the City.

The City is exempt from paying Illinois Sales Tax and Federal Excise Taxes. Prices submitted shall not include any of these taxes. Prices bid must include all applicable costs to the City including shipping costs to City facilities if necessary.

7. SPECIAL CLEANING – OPTION BIDS

7.1. All bidders shall provide on the Bid Proposal Form the one-time costs per each special cleaning service at City facilities, which services are not specified as part of routine services of this contract, including washing exterior windows, stripping and refinishing vinyl tile floors, hot-water extraction cleaning of carpeted areas, and hot-water extraction cleaning of cloth office furniture during the carpet cleaning.

7.1.1. The City will move and replace furniture as may be requested by the Contractor.

7.1.2. Costs for special cleaning services shall include all labor, equipment, materials, and supplies. No additional mark-up or cost increases may be later requested for mobilization, transportation, fuel, unique equipment, overhead, profit, etc. for completing this work as may be scheduled outside of normal facility hours including on weekends.

7.2. Payment will be made based on the prices provided by the selected bidder (Contractor) of this Cleaning and Janitorial Services Contract, at such time these special services are needed.

8. PAYMENT

8.1. Payment for all work completed and accepted will be made on the basis of the contract prices unless other agreements have been authorized in writing as specified herein. The Contractor shall submit the invoice to the City for all work completed during the month.

8.2. If scheduled work has not been completed in accordance with the approved schedule, payment will be withheld for the appropriate value of uncompleted work. At such time that the work is completed and accepted, payment will be made with the next scheduled monthly payment.

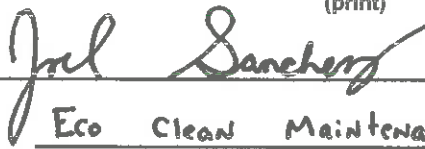
8.3. Any liquidated damages accrued and assessed as specified herein will be deducted from any monies due or to become due to the Contractor from the City.

CITY OF DARIEN
CLEANING/JANITORIAL SERVICES
BID SHEET

September 1, 2021 - August 31, 2022

LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 618	12	\$ 7,416
Police Department – 5x week	\$ 1,000	12	\$ 12,000
Public Works – 5x week	\$ 490	12	\$ 5,880
TOTAL	\$ 2,108		\$ 25,296

Name: JOEL SANCHEZ
(print)

Signature: 

Company Name: Eco Clean Maintenance

Address: 515 W Wrightwood Ave Elmhurst IL 60126

Office Phone: 773-616-9009

Cell Phone: 312-720-6920

Email: JSANCHEZ@ecocleanmaintenance.com

**CITY OF DARIEN
CLEANING/JANITORIAL SERVICES
BID SHEET**

Optional Contract Extension – Year 2

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 668	12	\$8,016
Police Department – 5x week	\$ 1,050	12	\$12,600
Public Works – 5x week	\$ 490	12	\$5,880
TOTAL	\$ 2,208		\$26,496


Optional Contract Extension – Year 3

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 693	12	\$8,316
Police Department – 5x week	\$ 1,100	12	\$13,200
Public Works – 5x week	\$ 515	12	\$6,180
TOTAL	\$ 2,308		\$27,696

Optional Contract Extension – Year 4

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 718	12	\$8,616
Police Department – 5x week	\$ 1,150	12	\$13,800
Public Works – 5x week	\$ 540	12	\$6,480
TOTAL	\$ 2,408		\$28,896

Name: JOEL SANCHEZ
(print)

Signature: 

Company Name: Eco Clean Maintenance

Address: 515 W Wrightwood Ave Elmhurst IL 60126

Office Phone: 773-616-9009

Cell Phone: 312-720-6980

Email: JSANCHEZ@ECCLEANMAINTENANCE.COM

Eco-Clean Maintenance, Inc.

OPTION BID

Consumable Materials

Year #1: \$7,200

Year #2: \$8,400

Year #3: \$9,600

Year #4: \$10,800

Additional Services

- **Stripping/Waxing of Floors=\$0.40 per sq. ft. (\$150 minimum)**
- **Carpet Cleaning=\$0.15 per sq. ft. (\$100 minimum)**
- **Windows=\$5 per window (Exterior/Interior)**
- **Machine Scrubbing of Floors=\$0.08 per sq. ft. (\$150 minimum)**

APPENDIX A

CLEANING AND JANITORIAL TASK SCHEDULE

	City Hall				Police Station				Public Works			
	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October
GENERAL HOUSEKEEPING												
Gather all waste paper, insert liners, and remove to proper disposal or recycling area. Paper and other recyclable materials shall be collected, and stored for removal as designated.	•				•				•			
Dust as necessary exposed area of tables, countertops, file cabinets, bookcases and shelves, and return vents.	•				•				•			
Spot clean soiled areas	•				•				•			
Wipe clean working areas of tables, other work surfaces. Papers on these surfaces should not be disturbed.	•				•				•			
Clean, scour, and sanitize drinking fountains	•				•				•			
Spot clean interior door glass, glass partitions, office windows, and light switches.	•				•				•			
Damp clean top handrail on all stairways	•				•				•			
Wipe clean all desktops, if free of clutter		•				•				•		
Dust as necessary all horizontal blinds in offices and common areas		•				•				•		
Empty exterior waste containers and insert new liners if required		•				•				•		
Clean and sanitize telephones		•				•				•		
Dust all horizontal surfaces including sills, ledges, moldings, picture frames, wall hangings, and radiators (including washrooms and lunchrooms)		•				•				•		
Dust tops of all room divider partitions, including attached cabinets		•				•				•		
Dust tops of all lockers						•						
Clean & Polish Kickplates		•				•				•		
Clean and polish all railings with approved cleaner		•				•						
Clean all entrance door glass & interior glass surfaces (not exterior windows)		•				•				•		
Remove fingerprints from doors, moldings and from around light switch plates (including washrooms and lunchrooms)		•				•				•		
Damp wipe complete railings of all stairways		•				•				•		
Vacuum upholstered chairs and furniture			•				•				•	
Damp wipe and mop clean the elevator			•				•					
Clean all entrance door glass & interior glass surfaces (not exterior windows)			•				•					
Dust HVAC vents & returns for cobwebs, dust & dirt, up to 10 feet			•				•					
Dust exterior of all lighting fixtures			•				•					
Clean or vacuum all vertical surfaces of room dividers and partitions, including attached cabinets			•				•					
Vacuum dust from all window blinds				•				•				•

CLEANING AND JANITORIAL TASK SCHEDULE

	City Hall				Police Station				Public Works			
	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October
RESTROOMS, SINKS, KITCHENS/BREAKROOMS												
Clean, sanitize and polish all metal and vitreous fixtures including toilet bowls, urinals, hand basins, and sinks	•				•				•			
Clean and sanitize toilet seats (both sides) and all counter areas	•				•				•			
Clean mirrors	•				•				•			
Empty all waste containers and insert liners	•				•				•			
Dust tops of partitions as necessary	•				•				•			
Spot clean partition doors as necessary	•				•				•			
Spot clean walls around sinks and walls around and under towel cabinets and urinals	•				•				•			
Clean and refill all dispensers	•				•				•			
Clean interior and exterior of microwaves	•				•				•			
Empty and clean coffee makers and coffee pots	•				•				•			
Spot clean exterior of refrigerators and dishwashers	•				•				•			
Damp clean exterior of waste containers		•				•				•		
Damp clean seats and backs of plastic chairs in breakrooms		•				•				•		
Damp clean partitions and partition doors and remove all writing where possible		•				•				•		
Spot clean all walls		•				•				•		
Damp clean seats and handles of exercise equipment in wellness room		•				•				•		
Change urinal blocks			•				•				•	
Thoroughly clean all washroom, locker room partitions and walls			•				•				•	
Clean exterior of all lockers			•				•				•	
FLOORCARE RESILIENT AND HARD												
Dust mop with treated mop, or sweep all open hard floor surfaces including stairways	•				•				•			
Mop all hard floor surfaces & entryways (mats to be picked up).	•				•				•			
Clean floor mats with vacuum	•				•				•			
Detergent mop and rinse and disinfect all washroom floor and locker room floors	•				•				•			
Damp clean all stair steps		•				•				•		
Machine spray buff all resilient tile areas			•				•				•	
Machine scrub and refinish all washroom floors (no wax). Scrub and clean all baseboards with appropriate mark remover if necessary			•				•				•	
FLOORCARE CARPETS												
Remove any spots with cleaner as needed	•				•				•			
Vacuum traffic areas and all meeting rooms	•				•				•			
Detail vacuum all corners and under chairs and tables		•				•				•		
Lift and vacuum under all plastic chair mats, damp wipe mat			•				•				•	
Damp clean all baseboards. Scrub and clean all baseboards with a City approved mark remover			•				•				•	

REFERENCES (Please print)

ORGANIZATION: * PLEASE See REFERENCES ON NEXT PAGE *

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE NUMBER: * REFERENCES ON Next PAGE *

CONTACT PERSON: _____

DATE OF PROJECT: _____

ORGANIZATION: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE NUMBER: _____

CONTACT PERSON: _____

DATE OF PROJECT: _____

ORGANIZATION: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE NUMBER: _____

CONTACT PERSON: _____

DATE OF PROJECT: _____

ORGANIZATION: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE NUMBER: _____

CONTACT PERSON: _____

DATE OF PROJECT: _____

Bidder's Name: Eco Clean Maintenance

Signature & Date: Jed Sanchez 7/8/21

REFERENCES

Village of Broadview

2350 S. 25th Ave.

Broadview, Illinois 60155

Phone: (708) 681-3600

Contact: Kevin McGrier

Job Description: Offices, Facilities

Contract Period: June 2019-Present

Building Size: 40,000 sq. ft.

Batavia Park District

327 W. Wilson St.

Batavia, IL 60510

Phone: (630) 879-5235

Contact: Brittany Meyer

Job Description: Offices, Facilities

Contract Period: January 2017-Present

Buildings Size: 50,000 sq. ft.

The Oaks Recreation and Fitness Center

10847 LaPorte Rd.

Mokena, IL 60448

Phone: (708) 372-8867

Contact: Jim VanGennep

Job Description: Fitness Club Center

Contract Period: March 2010-Present (extended/renewed)

Building Size: 60,000 sq. ft.

LaGrange School District 102

333 N. Park Rd.

La Grange Park, IL 60526

Phone: 708-215-7005

Contact: Mark Pavljasevic

Job Description: Schools, Offices, Facilities

Contract Period: August 2019-Present

Building Size: 200,000 sq. ft.

Will County Office of the County Executive

302 N. Chicago Street Ave.

Joliet, IL 60432

Contact: Kathy Henderson

Phone: (815) 671-9512

Job Description: Offices, Facilities, Courthouse, Sheriff's Complex, Health Dept.

Contract Period: December 2016- Present

Buildings Size: 450,000 sq. ft.

ECO-CLEAN MAINTENANCE, INC.

I. COMPANY BACKGROUND

Eco-Clean Maintenance, Inc. has been engaged in the contracting business under the present name for over 12 years. It is a corporation established on December 12, 2008 in State of Illinois. The Company's Owner/President, Eric Grabowski has 20 years of experience in commercial cleaning business.

COMPANY INFORMATION:

Eco-Clean Maintenance, Inc.

Attn.: Eric Grabowski

Phone: 773-310-2002

515 W. Wrightwood Ave.

Elmhurst, IL 60126

Currently we employ 85 full and part-time janitorial staff members and 10 support staff members. Our Company's Safety Supervisors are responsible for training of the new as well as the existing employees on a regular basis. Moreover, in order to provide our clients with the best quality of services, our supervisors are also required to complete the follow-up training every 6 months during their employment.

In Eco-Clean Maintenance, Inc. we believe that from major construction projects to daily commercial cleaning is of the utmost importance in maintaining a professional business facility. Therefore, our cleaning abilities are limitless: from post-construction projects to regular daily office cleaning. We utilize the latest in state-of-the-art equipment as well as products including but not limited to 3M, Rubbermaid, Johnson Diversey, and Spartan. Our commercial cleaning services include: carpet cleaning, window cleaning, power washing, tiles and grout, post-construction cleanup, and 24-hour emergency service.

QUALITY CONTROL AND EXCELLENT ON PREMISES SUPERVISION are only two of a long list of reasons that separate us from our competition.

In Eco-Clean Maintenance, Inc. we believe that we offer outstanding customer service and satisfaction that our clients deserve, expect and will receive.

YOUR SATISFACTION MEANS OUR SUCCESS!

II. COMPANY OVERVIEW

Our HR Department, Hiring Manager is responsible for recruiting process, which includes the interview stage and employees screening procedures. Among all required forms, we always insist on filing out Form I-9 to verify prospective candidate's legal status. At all times, without exception, we require at least 4 documents showing claimed legal status. Upon the satisfactory results from character screening, verification of previous employment and recommendation letters, the candidate is interviewed by our Hiring Manager.

In Eco-Clean Maintenance, Inc. we believe that personnel's attire stands for Company's good image. Therefore our employees are required to wear Company's uniform: T-shirts with company's logo and the matching work pants. Also, the Identification Badge is attached to the uniform.

Israel Cortez will be assigned to your facilities as an Area Supervisor. He has been working for our company for over 5 years and has 9 years of experience. He will be engaged in monitoring service levels and staff performance as well as he will be also responsible for communication between the Client and the cleaning crew.

Our Company will not provide any cleaning staff at your facility without prior training. At least two weeks prior to the first day of the contract, each employee will be required to take training classes and pass the performance test. In Eco-Clean Maintenance, Inc. we believe that employees are the most important factor of Company's outstanding performance. Therefore, in order to meet with the Clients' requirements, proper, and professional training is mandatory. Our Clients can be assured that all our personnel is required to complete 2 weeks of extensive training program prior to being assigned to new task. The employees who will be actively engaged in the janitorial services at your facility are our highly trained and skilled staff members with average 5 years of experience who have performed satisfactorily on other contracts the company was awarded. Crew members who will be assigned to the facilities will be required to pass the ongoing training and education program to ensure compliance with state and federal training requirements. Therefore, our company will employ a mandatory training for all

contracted employees at least quarterly. Crew members who will be assigned to your facilities speak English fluently.

Eco will train 2 additional cleaning members who will be ready to fulfill the duties in case of absenteeism of main cleaning crew. Our company operates 24 hours a day. Both, the Supervisor and the Assistant Supervisor will be available 24 hrs. Eco-Clean Maintenance, Inc. will offer emergency clean-up services at your facility during normal business hours within 2-4 hours notice during the weekday, weekday evening, and weekend evening.

As a recognized Company among the janitorial and custodial services providers, our Company has established Quality Assurance Program in order to provide our Clients with professional and outstanding services. In order to meet with the Clients' requirements and regularly expand superior standards of service, we systematically examine the level of our services.

In Eco-Clean Maintenance, Inc. we are aware of diversity of services required by different Clients. Therefore, we organize a "Personalized Quality Plan" for our Clients in order to meet with the mandatory responsibilities. We combine the procedure with the methods and frequencies for required work using the quality standards.

Another way of keeping our employees safe and providing our clients with the best quality of service is through our safe work procedures. Our employees are required to recognize the simple procedures, like how to protect their own health and provide the safety work environment when performing particular job. In Eco-Clean Maintenance, Inc. we provide our workers with customized operating procedures guidelines which differ from one another and depend in the type of performing work. The standards procedures include the following regulations:

- Material handling;
- Electrical safety;
- Emergency evacuation;
- Variety of required and allowed products, etc.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/16/2021

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

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

PRODUCER AssuredPartners of Illinois, LLC Four Westbrook Corporate Ctr, Ste 500 Westchester IL 60154	CONTACT NAME: Colatta Celaya PHONE (A/C, No, Ext): 847-745-1764 FAX (A/C, No): 847-745-1764 E-MAIL ADDRESS: colette.celaya@assuredpartners.com	
INSURED ECO Clean Maintenance, Inc 515 W. Wrightwood Ave Elmhurst IL 60126	ECOCLEA-01	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: West Bend Mutual Insurance Company	15350
	INSURER B: AmTrust Insurance Co of Kansas	15954
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER: 323091080** **REVISION NUMBER:**

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

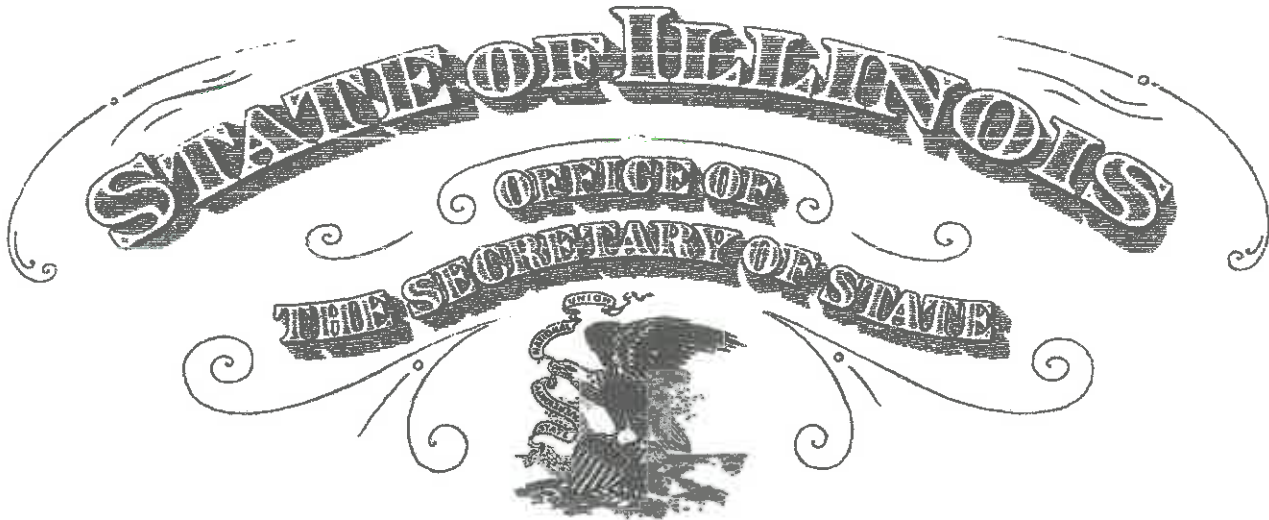
INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBSCRIBERS	INSO	WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:				A898760	3/11/2021	3/11/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY				A898760	3/11/2021	3/11/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0				A898760	3/11/2021	3/11/2022	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If Yes, describe under DESCRIPTION OF OPERATIONS below			N/A	KWC1237920	2/20/2021	2/20/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER Evidence of Insurance	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

File Number

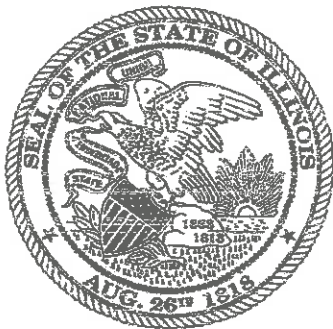
6647-166-7



To all to whom these Presents Shall Come, Greeting:

I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that

ECO-CLEAN MAINTENANCE INC., A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON DECEMBER 12, 2008, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE RELATING TO THE PAYMENT OF FRANCHISE TAXES, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.



In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 13TH day of MARCH A.D. 2017 .

Jesse White

SECRETARY OF STATE

Authentication #: 1707201894 verifiable until 03/13/2018

Authenticate at: <http://www.cyberdriveillinois.com>

Certificate of Completion



This Certifies That

Agnieszka B Dudek

is awarded this certificate for

OSHA - 10 Hour General Industry Outreach Training Program w/ PDF Study Guide

Credit Hours: 10

Completion Date: 12/29/2010 09:34 CST

Certificate Number:


Student Signature


Michael Millsap, Trainer C 0034819 and G 0021414



GreenBusinessBureau

Eco-Clean Maintenance Inc.

Having demonstrated their commitment to promoting and implementing business practices that are environmentally responsible, and having met the standards set forth by the Green Business Bureau, is hereby granted membership and recognized as a member in good standing.

Marcos Cordero

Marcos Cordero, LEED AP, CEO and Co-founder

MEMBER SINCE 2013

ECO-CLEAN MAINTENANCE, INC.

EQUAL EMPLOYMENT OPPORTUNITY POLICY

Eco-Clean Maintenance, Inc. is committed to providing a non-discriminatory employment environment for its employees.

The policy of Eco-Clean Maintenance, Inc. is to fully comply with applicable federal state and local laws, rules and regulations in the area of non-discrimination in employment. Discrimination against employees and applicants due to race, color, religion, sex [including sexual harassment], national origin, disability, age [40 years or older], military and veteran status is prohibited. Violations of this policy will be subject to discipline, up to and including termination.

Equal employment opportunity and non-discriminatory commitments include, but are not limited to, the areas of hiring, promotion, demotion or transfer, recruitment, discipline, layoff or termination, rate of compensation and company sponsored training.

All employees are expected to comply with Equal Employment Opportunity Policy. Managers and supervisors who are responsible for meeting business objectives are expected to cooperate fully in meeting Eco-Clean Maintenance, Inc.'s equal employment opportunity objectives.

An employee who believes he or she has been discriminated against must immediately report any incident to the company's Human Resources Manager.

The company will not tolerate retaliation against any employee who reports acts of discrimination to provide information in connection with any such complaint.

If you have any questions regarding this policy, please contact Eco-Clean Maintenance, Inc.'s Human Resources Manager.

Eco-Clean Maintenance, Inc. is an equal opportunity employer.

Eco-Clean Maintenance, Inc.

Quality Control

Quality control is important because high quality service is the name of the game. Thus, it needs to be monitored at the highest level. The first step in quality control is training. Getting the staff properly trained is paramount to high quality work. Each staff member undergoes training and testing phase before going out into the field. Once they have successfully passed their written and field tests they are placed on crew, where they work under the supervision of a crew leader and field supervisor. Right off the bat, you know you are getting a trained and tested staff. Beyond that, there are frequent check-ups and professional development training that occur on an ongoing basis for the entirety of one's career at Eco Clean.

Once our staff is trained and out in the field, they need to understand the scope of the job. Therefore, communication is a key in the providing high quality service. The first line of communication is a clear outline of the duties. This is achieved by easy-to-read daily cleaning checklists for the staff to follow. This allows the staff to clearly see what needs to be done that day, as well as gives the crew chief/supervisor an easy method to monitor that the work is being completed properly. The staff will use the checklist to execute the cleaning, while the supervisor will use the same checklist to monitor that the work has been completed and the level of satisfaction of the work. These checklists and notes can also be reviewed by the customer if they are interested to see the progress of the day-to-day operation of the project. Furthermore, we are always available to receive feedback from our customers, whether it be via telephone or email. We pride ourselves on our responsiveness, as we know our success is based wholly on your satisfaction.

Now our trained staff and supervisors are armed with a clear plan of action to attack this project. What happens when the plan is not perfectly executed? If work is not completed, or is not completed to a satisfactory level, the supervisor will determine the course of action to remedy the situation. These courses of action range from altering the order of cleaning, to improving cleaning technique, to improving time management, etc. Here is where our crew chiefs/supervisors act as teachers/coaches and guide our staff towards the goal of providing the highest level of service possible.

Therefore our quality control plan is a three pronged attack: Training, communication and guidance/rectification.

ECO-CLEAN MAINTENANCE, INC.

SUBSTANCE ABUSE PREVENTION POLICY

- 1) **ECO-CLEAN MAINTENANCE, INC.** is committed to protecting the safety, health, and well-being of its employees and all people who come into contact with its workplace(s) and property, and/or use its products and services.
- 2) Recognizing that drug and alcohol abuse pose a direct and significant threat to this goal, Eco-Clean Maintenance, Inc. is committed to ensuring a substance-free working environment for all of its employees
- 3) **ECO-CLEAN MAINTENANCE, INC.** therefore strictly prohibits the illicit use, possession, sale, conveyance, distribution, or manufacture of illegal drugs, intoxicants, or controlled substances in any amount or in any manner.
- 4) In addition, **ECO-CLEAN MAINTENANCE, INC.** strictly prohibits the abuse of alcohol or prescription drugs.
- 5) Any violation of this policy will result in adverse employment action up to and including dismissal and referral for criminal prosecution.

ECO-CLEAN MAINTENANCE, INC.

TRAINING OUTLINE AGENDA

TRAINING SESSION NOVEMBER 7, 2018

(Initial training for employees begins prior to the first day on the job, and periodic training sessions are conducted thereafter, either on an individual or a group basis)

I. Training Overview introduced by Company's President

Training improves morale, teaches methods, develops supervisory skills, builds team spirit, and increases supervisory knowledge and confidence. Our training program was designed to achieve standardization of training for all custodial workers, and is presented by our Training Coordinator and first-line supervisors.

To function effectively, all employees must know when to work, where to work, for whom to work, what work to do, and how best to complete the work. The objective is to quickly orient both inexperienced and experienced workers to the high quality standards of provided services.

Classroom training in cleaning methods and safety procedures reduces the time required to be spent with each employee, allowing for a smooth transition from trainee to a productive staff member.

II. Industry Overview

- A. Factors affecting cleaning
- B. Commercial Cleaning
- C. Advantages and disadvantages

III. Cleaning Processes - General cleaning procedures

- A. Wet
- B. Dry
- C. Low Moisture
- D. Other

IV. Systems Approach to Cleaning - Cleaning methods and use of products and equipment

- A. Manufacture
- B. Installation
- C. Prevention
- D. Vacuuming
- E. Spotting
- F. Cleaning
- G. Finishing
- H. Crew Procedures
- I. Equipment Care

V. Spot and Stain Removal

- A. The Basics
- B. Chemicals
- C. Permanent Damage
- D. Urine
- E. Other Specialized Spots

VI. Safety

- A. Chemical (Proper use of dilution of cleaning chemicals)
- B. IAQ/Indoor Environmental Quality
- C. Equipment
- D. Slip, Trip and Fall
- E. PPE
- F. MSDS
- G. Reporting
- H. Soil and Cleaning Theory

VII. Carpet Color and Dying

- A. Spot
- B. Full Room
- C. Side Match

VIII. Water Damage Restoration Basics

NOTE: After the training sessions are completed, a self assessment by the trainee is requested by the trainer, followed by a Trainer evaluation which determines the competencies of each new staff member. Trainee's that do not meet our required level of comprehension are NOT permitted to move on to "in field" training until our Training Coordinator feels that they are ready to do so.

AGENDA MEMO
CITY COUNCIL
AUGUST 16, 2021

CASE

Minor PUD Amendment: Society of Mount Carmel – Society of the Little Flower – National Shrine to St. Therese (8511 Bailey Road)

ORDINANCE

ISSUE STATEMENT

Motion to approve an ordinance granting a *Minor* Amendment to an approved Planned Unit Development (PUD). Petitioner, Society of Mount Carmel, seeks approval of a *Minor* PUD Amendment pursuant to City Code Section 5A-3-2-5(B) to allow for a one-story building addition to the existing rectory at 8511 Bailey Road. The proposed addition includes six (6) new bedrooms and bathrooms, a living room, exterior patio, five (5) car garage, and a basement.

Applicable Regulations: Zoning Ordinance Section 5A-3: PUD Regulations
 Zoning Ordinance Section 5A-7-3: R-3 District Standards
 Ordinance No. O-33-77 & Ordinance No. O-11-16

ATTACHMENTS

- A. [Application](#)
- B. [Site Improvement Plans](#)
- C. [Floor Plans](#)
- D. [Building Elevations](#)
- E. [Plat of Subdivision](#)
- F. [Aerial Site Image](#)
- G. [Engineering Review Approval Letter](#)

GENERAL INFORMATION

Petitioner/Owner:	Society of Mount Carmel
Property Location:	8511 Bailey Road
PIN Number:	09-33-401-014
Existing Zoning:	Multi-Family Residence District (R-3)/Planned Unit Development (PUD)
Existing Land Use:	Institutional/Religious Facilities
Comprehensive Plan:	Institutional (Existing & Future)
Surrounding Zoning & Uses	
North:	Single Family Residence District (R-2); Single Family Residential
East:	Single Family Residence District (R-1); Institutional/Religious Facilities
South:	Office (O), Planned Unit Development (PUD); Office/Institutional
West:	Single Family Residence District (R-2), Multi-Family Residence District (R-3)/Planned Unit Development (PUD); Single Family Residential, School
Size of Property:	30.70 Acres

CC AGENDA MEMO – *MINOR* PUD AMENDMENT

Floodplain & Natural Features:	According to the DuPage County Parcel Viewer System, there is a regulatory wetland on the subject site, but no floodplain.
History:	The subject property was annexed into the City of Darien in 1977, and at that time the City Council approved a <i>Special Use</i> for a Planned Unit Development (PUD). In 2016, the owner requested approval of a final plat of subdivision and a <i>Major</i> Amendment to the approved Planned Unit Development (PUD) to make site modifications and improvements.
Transportation:	The petition site gains access from Bailey Road and N Frontage Road.

DOCUMENTS SUBMITTED

This report is based on the following information submitted to the Community Development Department by the petitioner:

- Application Documents, dated June 30, 2021
Prepared by Charles Vincent George Architects
- Site Improvement Plans (Revised), dated August 4, 2021 (6 Pages)
Prepared by Engineering Resource Associates
- Floor Plans & Building Elevations, dated June 29, 2021 (4 Pages)
Prepared by Charles Vincent George Architects

OVERVIEW/DISCUSSION

The subject property is located at the northeast corner of N Frontage Road and Bailey Road. The property was annexed into the City of Darien in 1977, and at that time the City Council approved a *Special Use* for a Planned Unit Development (PUD) to include a church and similar places of worship, retreat and conference center, nursing home or similar use, and residential use(s). In 2016, the owner requested approval of a final plat of subdivision and a *Major* Amendment to the approved Planned Unit Development (PUD), including a new shrine chapel, reconstruction of parking lots and an additional parking lot, a new driveway onto N Frontage Road, and new pedestrian connections and plaza.

On June 30, 2021, the City received an application from Society of Mount Carmel to make minor site modifications to an existing driveway on site and to construct a building addition to the existing rectory. The existing rectory's first floor is 2,678 square feet, and the proposed first floor addition totals 7,183 square feet. The proposed addition also includes a basement area that is 2,601 square feet. The purpose of the proposed addition is to offer additional living space, which is the reason the expansion includes six (6) new bedrooms and bathrooms, a living room, exterior patio, five (5) car garage, and additional area in the basement.

Please note this request (*Minor* PUD Amendment) is subject to City Council approval pursuant to City Code Section 5A-3-2-5(B), which is listed in italicized text below.

CC AGENDA MEMO – MINOR PUD AMENDMENT

Minor Changes to PUD Developments – Approval Stipulations

Pursuant to City Code Section 5A-3-2-5(B), the City Council may, by ordinance, approve minor changes in the development which do not substantially change the concept or intent of the development without the review and recommendation of the Plan Commission and without a public hearing, but upon review and recommendation of the Planning and Development Committee. Minor changes shall be any change not defined as a major change. This provision shall not prohibit the City Council from requesting the review and recommendations of the Plan Commission.

Finally, if the City Council moves to approve the *Minor* PUD Amendment, staff recommends making the approval motion subject to the conditions stipulated in the Engineering Review Approval Letter (dated August 10, 2021) attached to this memo.

MSC MEETING – 07/26/2021 (CANCELLED)

Due to cancellation of the July 26, 2021 Municipal Services Committee (MSC) Meeting, the Committee did not discuss this item or hold a vote on the item prior to the City Council Meeting.

ALTERNATE CONSIDERATION

As directed by City Council.

DECISION MODE

This item will be placed on the August 16, 2021 City Council agenda for formal consideration.

ED UNIT DEVELOPMENT petition to the Mayor and City Council of the City of Darien:

Staff Use Only	
Case No.:	-
Date Received:	06/30/21
Fee Paid:	\$460.00
Check No.:	38444
Hearing Date:	07/26/21

PETITIONER INFORMATION

Society of Mount Carmel
Petitioner's Name

Society of Mount Carmel
Owner's Name

Rev. Robert Colarossi
Contact Name

8501 Bailey Road Darien, Ill
Address, City, State, Zip Code 60561

1317 N. Frontage Road Darien Ill. 60561
Address, City, State, Zip Code

630-971-0050
Phone #

630-971-0050
Phone #

RANDERSON@CARMELNET.ORG
Email

Robco@Robco.org
Fax #

630-971-0195
Email

PROPERTY INFORMATION

8511 Bailey Rd
Property address

30.70
Acreage

0933401014
PIN(s)

PUD
Zoning

Provide legal description on a separate sheet and attach, such as the plat of survey.

REQUEST

SOCIETY OF MOUNT CARMEL - SOCIETY OF THE LITTLE FLOWER - NATIONAL SHRINE OF ST. THERESE
PUD Name

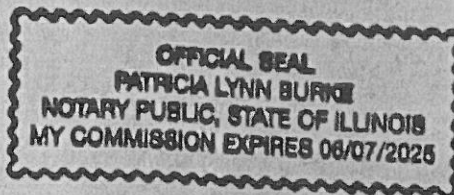
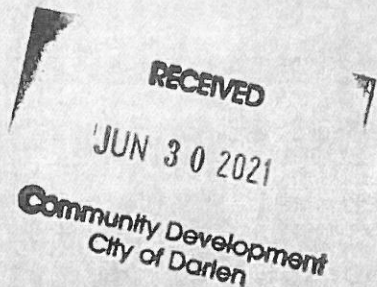
Brief description of the proposed development:

- MINOR CHANGE TO PUD. Preliminary PUD PUD Amendment
- Final PUD

ADDING A ONE STORY ADDITION INCLUDING SIX (6) NEW BEDROOM/BATH ROOMS, LAUNDRY/MUDROOM, LIVING ROOM, EXTERIOR PATIO, AND FIVE (5) CAR GARAGE. THE BASEMENT OF THE ADDITION WILL INCLUDE A UTILITY ROOM, STORAGE ROOM, EXERCISE ROOM, AND BLOWER ROOM.

Patricia E. Colarossi do hereby certify that I am the owner of record (or one of the owners of record or the attorney for the owners of record of the aforesaid described property) and I hereby make application as such.

Signature
Subscribed and sworn to before this 8th day of June, 2021
Patricia E. Colarossi
Notary Public

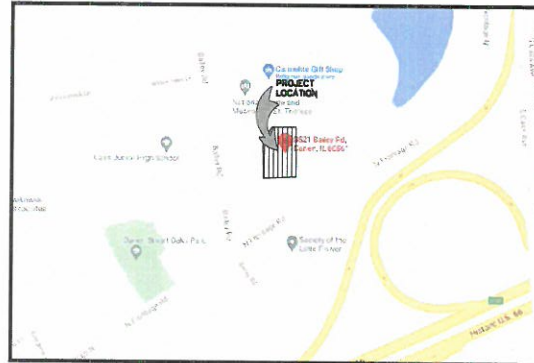


BUILDING ADDITION

8521 BAILEY ROAD
DARIEN, IL 60561
JOB NO. W21113.00
FINAL ENGINEERING

INDEX TO DRAWINGS

1. COVER
2. GENERAL NOTES
3. EXISTING CONDITIONS AND DEMOLITION PLAN
4. FINAL SITE ENGINEERING PLAN
5. EROSION CONTROL DETAILS
6. CONSTRUCTION DETAILS



LOCATION MAP

PREPARED FOR:
MUELLNER CONSTRUCTION INC.
2S315 DEERPATH ROAD.
BATAVIA, IL 60510
PH: (630) 844-6020

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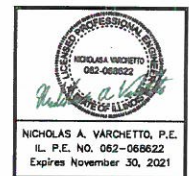


ENGINEERING
RESOURCE ASSOCIATES

2416 GALEN DRIVE
CHAMPAIGN, ILLINOIS 61821
PHONE (217) 351-6268
FAX (217) 355-1902

35701 WEST AVENUE, SUITE 150
WARRENVILLE, ILLINOIS 60555
PHONE (630) 393-3060
FAX (630) 393-2152

10 S. RIVERSIDE PLAZA, SUITE 875
CHICAGO, ILLINOIS 60606
PHONE (312) 474-7841
FAX (312) 474-6099



NICHOLAS A. VARCHETTO, P.E.
IL. P.E. NO. 082-068822
Expires November 30, 2021

PLAN SET DATED: AUGUST 4, 2021

PROFESSIONAL DESIGN FIRM NUMBER: 184.001186

GENERAL NOTES:

- UTILITY INFORMATION IS BASED UPON FIELD MEASUREMENTS AND BEST AVAILABLE RECORDS; FIELD DATA IS LIMITED TO THAT WHICH IS VISIBLE AND CAN BE MEASURED. THIS DOES NOT PRECLUDE THE EXISTENCE OF OTHER UNDERGROUND UTILITIES.
- THE CONTRACTOR SHALL NOTIFY J.U.L.L.E. (800) 892-0123, 48 HOURS PRIOR TO ANY EXCAVATION WORK TO DETERMINE THE EXACT LOCATION OF EXISTING UTILITIES.
- EXCEPT WHERE MODIFIED BY THE CONTRACT DOCUMENTS, ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE FOLLOWING DOCUMENTS:
 - IDOT "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION IN THE STATE OF ILLINOIS", LATEST EDITION.
 - "STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS"
 - "THE DUPAGE COUNTY COUNTYWIDE STORMWATER & FLOODPLAIN ORDINANCE"
 - ILLINOIS URBAN MANUAL, LATEST EDITION
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ADEQUATE SIGNS AND WARNING DEVICES TO INFORM AND PROTECT THE PUBLIC: "THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS", AS ADOPTED BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION, LATEST EDITION, SHALL BE CONSULTED. APPROPRIATE CONTROL METHODS SHOULD BE APPLIED TO THE SPECIFIC SITUATIONS AND TYPES OF CONSTRUCTION OPERATIONS BEING PERFORMED.
- THE CONTRACTOR SHALL ESTABLISH THE NECESSARY PERFORMANCE BONDS REQUIRED. PERMITS SHALL BE OBTAINED FROM ALL OUTSIDE GOVERNMENTAL AGENCIES HAVING JURISDICTION PRIOR TO INITIATION OF CONSTRUCTION ACTIVITIES.
- THE CONTRACTOR IS RESPONSIBLE FOR HAVING THE MOST RECENT SET OF "APPROVED" FINAL ENGINEERING PLANS WITH THE LATEST REVISION DATE ON THE JOB SITE PRIOR TO THE START OF CONSTRUCTION.
- THE CONTRACTOR IS TO VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF CONSTRUCTION AND WILL BE RESPONSIBLE FOR ANY DAMAGE TO THE SAME.
- CONTRACTOR SHALL RESTORE OFF-SITE SURFACES TO ORIGINAL CONDITION IF DAMAGED BY CONSTRUCTION.
- THE CONTRACTOR IS TO PROVIDE THE VILLAGE ENGINEER WITH RECORD DRAWINGS OF ALL UTILITIES SHOWING LOCATIONS OF ALL SEWER PIPE, MAINS, SERVICE STUBS, & STRUCTURES.
- THE ENGINEER WILL NOT BE RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS, TECHNIQUES, SEQUENCES, OR PROCEDURES OF CONSTRUCTION. THE ENGINEER WILL NOT BE RESPONSIBLE FOR THE CONTRACTOR'S FAILURE TO PERFORM OR FURNISH THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
- THE ENGINEER WARRANTS THE DESIGN, RECOMMENDATIONS, AND SPECIFICATIONS TO HAVE BEEN PROMULGATED ON CONDITIONS GENERALLY ENCOUNTERED WITHIN THE INDUSTRY. THE ENGINEER ASSUMES NO RESPONSIBILITY WHATSOEVER, WITH RESPECT TO THE DESIGN RECOMMENDATIONS AND SPECIFICATIONS, FOR COMPLEX OR UNUSUAL SOIL CONDITIONS ENCOUNTERED ON THE PROJECT. IT SHALL BE THE OWNER'S/BIDDER'S RESPONSIBILITY TO ASCERTAIN THE EXACT NATURE OF SUBSURFACE CONDITIONS PRIOR TO THE CONSTRUCTION OF THE IMPROVEMENT.
- ALL TRENCHES CAUSED BY THE CONSTRUCTION OF SEWERS, WATERMANS, WATER SERVICE PIPES AND IN EXCAVATIONS AROUND CATCH BASINS, MANHOLES, INLETS AND OTHER APPURTENANCES WHICH OCCUR WITHIN TWO FEET OF THE LIMITS OF EXISTING AND PROPOSED PAVEMENT IMPROVEMENTS, SIDEWALKS, AND CURB AND GUTTERS SHALL BE BACKFILLED WITH TRENCH BACKFILL (AS DEFINED IN SECTION 208 OF THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION AND SPECIAL PROVISIONS).
- AT LEAST 2 WORKING DAYS BEFORE COMMENCEMENT OF ANY WORK ACTIVITIES, THE CONTRACTOR WILL BE REQUIRED TO ATTEND AN ON-SITE PRECONSTRUCTION CONFERENCE. AT THIS CONFERENCE, THE CONTRACTOR WILL BE REQUIRED TO FURNISH AND DISCUSS INCLUDING BUT NOT LIMITED TO THE FOLLOWING: 1) WRITTEN PROGRESS SCHEDULE AND BEGINNING OF WORK 2) NAMES OF PROJECT MANAGER, FIELD SUPERINTENDENT AND THE NAME AND PHONE NUMBER OF A RESPONSIBLE INDIVIDUAL WHO CAN BE REACHED 24 HOURS A DAY.
- THE CONTRACTOR SHALL NOT BE PERMITTED TO OPERATE EXISTING WATER VALVES OR HYDRANTS WITHOUT PERMISSION FROM THE WATER DEPARTMENT. THE CONTRACTOR SHALL CALL THE WATER DEPARTMENT 24 HOURS PRIOR TO THE NEED TO OPERATE THE VALVES OR HYDRANTS.
- THE OWNER SHALL PROVIDE A FULL AND COMPLETE CIVIL ENGINEERING RECORD DRAWING PLAN SET IN HARD COPY AND AUTOCAD AT THE

- COMPLETION OF THE PROJECT. THE RECORD DRAWINGS SHALL INCLUDE ANY CHANGES FROM THE ORIGINAL CIVIL ENGINEERING PLANS. CURRENT ELEVATIONS SHALL BE SHOWN FOR THE FOLLOWING, AT A MINIMUM: 1) ALL RIM AND INVERTS 2) GRADE INFLECTION POINTS WITH PERIODIC GRADES SHOTS IN LEVEL AREAS 3) DETENTION POND GRADES WITH VOLUME CALCULATION. ADD NOTE COMPARING ACTUAL TO REQUIRED POND VOLUME.
- DUST CONTROL WILL BE IN ACCORDANCE WITH IDOT "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION IN THE STATE OF ILLINOIS", LATEST EDITION, SECTION 107.36.
 - ANY DEWATERING NECESSARY FOR THE INSTALLATION OF THE IMPROVEMENTS AS SHOWN ON THE PLANS SHALL BE THE CONTRACTORS RESPONSIBILITY. THE COST FOR DEWATERING SHALL BE INCLUDED IN THE INSTALLATION OF THE IMPROVEMENTS.
 - ANY POOR SOILS ENCOUNTERED UNDER AREAS TO BE PAVED SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER.
 - THE CONTRACTOR SHALL TAKE CARE TO PROTECT ADJACENT LAND TO THE PROJECT BY NOT DISTURBING THE SOIL BY DRIVING VEHICLES ON IT.
 - CONTRACTOR SHALL BE HELD RESPONSIBLE FOR DAMAGE TO PLANT MATERIAL OR SOILS OUTSIDE THE CONSTRUCTION LIMITS.
 - ANY REMOVAL ITEMS SHALL BE PROPERLY DISPOSED OF IN ACCORDANCE WITH THE SPECIFICATIONS
 - ALL TREES ARE DESIGNATED TO BE SAVED SHALL BE PROTECTED IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE 201.5 OF THE STANDARD SPECIFICATION AND SPECIAL PROVISIONS.
 - DURING CONSTRUCTION, ALL ROADS SHALL BE HARD SURFACED (TEMPORARY OR PERMANENT) AND IN PLACE, CAPABLE OF SUPPORTING VEHICLE LOADING UNDER ALL WEATHER CONDITIONS, PURSUANT TO THE 2015 INTERNATIONAL FIRE CODE, CHAPTER 5, CHAPTER 33, AND APPENDIX B. THE FINISH COAT SHALL BE AN ACCEPTABLE MATERIAL. ACCESS FOR FIRE DEPARTMENT VEHICLES SHALL BE MAINTAINED AT ALL TIMES.

PAVEMENT:

- EXPANSION JOINTS SHALL BE PLACED, AS A MINIMUM AT ALL CONSTRUCTION JOINTS IN THE CURB. EXPANSION JOINTS SHALL BE DOWELED AND SPACED NO MORE THAN SIXTY (60) FEET ON CENTER.
- PRIOR TO PLACING ANY PAVEMENT MATERIAL, THE CONTRACTOR IS RESPONSIBLE FOR PROPERLY PREPARING AND COMPACTING THE SUBGRADE. THE PAVEMENT BASE COURSE SHALL BE PROOF-ROLLED WITH A FULLY LOADED DUMP TRUCK. THE ENGINEER SHALL BE NOTIFIED AT LEAST 24 HOURS BEFORE PROOF-ROLLING. ADDITIONAL PROOF-ROLLS MAY BE NECESSARY TO VERIFY THAT ANY UNSTABLE AREAS HAVE BEEN REPAIRED. NO PAVEMENT MATERIAL IS TO BE PAVED ON A WET OR SOFT SUBGRADE.
- ALL EXISTING PAVEMENT OR CONCRETE TO BE REMOVED SHALL BE SAWCUT TO A NEAT EDGE ALONG LIMITS OF PROPOSED REMOVAL BEFORE REMOVAL OPERATIONS BEGIN.

SOIL EROSION CONTROL PLAN:

- THE PROJECT AREA SHALL BE GRADED SO A MINIMAL AMOUNT OF STORMWATER RUNOFF AND LIKEWISE SOIL SEDIMENT WILL DISCHARGE UNRESTRICTED FROM THE SITE.
- IN ACCORDANCE WITH THE NPDES, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING EROSION CONTROL PROTECTION DURING CONSTRUCTION AS WELL AS PROVIDING PROTECTION TO ADJOINING STREETS FROM MUD AND POLLUTED RUNOFF AS WELL AS KEEPING EXISTING PAVEMENT CLEAN OF MUD AND DEBRIS. PAVEMENT SWEEPING OF CITY ROADS SHALL BE PERFORMED AS NECESSARY OR AT THE DIRECTION OF THE CITY ENGINEER. ALL EROSION CONTROL MEASURES SHALL BE INSPECTED AND CLEANED OR OTHERWISE MAINTAINED ON A WEEKLY BASIS, AND WITHIN 24 HOURS AFTER ANY SIGNIFICANT RAINFALL (0.5 INCHES OR GREATER) TO INSURE THAT ANY DAMAGE THAT MAY HAVE OCCURRED IS REPAIRED. ALL EROSION CONTROL INSTALLATION SHALL BE APPROVED BY THE CITY OF ST CHARLES ENGINEERING DIVISION PERSONNEL BEFORE CONSTRUCTION IS ALLOWED TO BEGIN.
- INLET PROTECTORS SHALL BE USED IN ALL STORM GRATES DURING CONSTRUCTION AND SHALL REMAIN IN PLACE UNTIL THE RESTORATION IS SUFFICIENTLY ESTABLISHED. THE INLET PROTECTORS SHALL BE MAINTAINED BY THE CONTRACTOR. THE CONTRACTOR SHALL KEEP A MAINTENANCE LOG. THE CITY ENGINEER CAN DETERMINE IF ADDITIONAL PRACTICES ARE NEEDED FOR BETTER SOIL EROSION AND SEDIMENT CONTROL.
- SILT FENCING SHALL REMAIN IN PLACE THROUGH THE CONSTRUCTION OF BUILDINGS TO SERVE AS EROSION CONTROL FOR THAT CONSTRUCTION.

- TO PREVENT SOIL FROM LEAVING THE SITE ON CONSTRUCTION VEHICLE WHEELS, WORK ENTRANCES SHALL BE CONSTRUCTED OF GRAVEL AND SHALL EXTEND AT LEAST 50 FEET INTO THE JOB SITE. THE EXISTING PAVEMENT SURFACES SHALL BE INSPECTED DAILY FOR SOIL DEBRIS AND SHALL BE CLEANED WHEN NECESSARY.
- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROPERLY DISPOSE OF ANY EXCESS EXCAVATED MATERIAL.
- DISPOSAL OF DEBRIS EXCAVATION AND PAVEMENT REMOVAL SHALL BE THE CONTRACTOR'S RESPONSIBILITY AND CONSIDERED AS AN INCIDENTAL EXPENSE.
- ANY TOPSOIL THAT WILL BE STOCKPILED ON SITE SHALL BE MANAGED IN ACCORDANCE WITH THE CURRENT NPDES REGULATIONS. IF THE STOCKPILE WILL REMAIN ON SITE FOR AN EXTENDED PERIOD, IT SHALL BE STABILIZED WITH GRASS AND/OR OTHER VEGETATION AND DOUBLE ROW OF SILT FENCING SHALL BE PLACED AROUND THE STOCKPILE.
- ALL ACCESS TO AND FROM THE CONSTRUCTION SITE IS TO BE RESTRICTED TO THE CONSTRUCTION ENTRANCE.
- ALL TEMPORARY AND PERMANENT EROSION AND SEDIMENT CONTROL PRACTICES MUST BE MAINTAINED AND REPAIRED AS NEEDED TO ASSURE EFFECTIVE PERFORMANCE OF THEIR INTENDED FUNCTION.
- THE ENGINEER SHALL BE NOTIFIED OF MAJOR AMENDMENTS OF THE SITE DEVELOPMENT OR EROSION AND SEDIMENTATION CONTROL PLANS, WHICH WILL BE APPROVED IN THE SAME MANNER AS THE ORIGINAL PLANS.
- ANY SEDIMENT REACHING A PUBLIC OR PRIVATE ROAD SHALL BE REMOVED BY SHOVELING OR STREET CLEANING (NOT FLUSHING) BEFORE THE END OF EACH WORKDAY AND TRANSPORTED TO A CONTROLLED SEDIMENT DISPOSAL.
- ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE DISPOSED OF WITHIN 30 DAYS AFTER THE FINAL SITE STABILIZATION IS ACHIEVED WITH PERMANENT SOIL STABILIZATION MEASURES
- DISTURBED AREAS SHALL BE STABILIZED WITH TEMPORARY OR PERMANENT MEASURES WITHIN 7 CALENDAR DAYS FOLLOWING THE END OF ACTIVE DISTURBANCE OR REDISTURBANCE.
- IF DEWATERING DEVICES ARE USED, DISCHARGE LOCATIONS SHALL BE PROTECTED FROM EROSION. ALL PUMPED DISCHARGES SHALL BE ROUTED THROUGH APPROPRIATELY DESIGNED SEDIMENT TRAPS OR BASINS.

SITE GRADING:

- EXCAVATION OF TOPSOIL AND OTHER STRUCTURALLY UNSUITABLE MATERIALS MAY REQUIRE EARTH EXCAVATION AND COMPACTED EARTH FILL MATERIAL IN ORDER TO ACHIEVE THE PLAN SUBGRADE ELEVATIONS.
- PLACEMENT OF THE EXCAVATED MATERIAL SHALL BE IN AREAS DESIGNATED BY THE OWNER FOR FUTURE USE, WITHIN AREAS TO BE LANDSCAPED, AND THOSE AREAS NOT REQUIRING STRUCTURAL FILL MATERIAL.
- COMPACTION OF THE EXCAVATED MATERIAL PLACED IN AREAS NOT REQUIRING STRUCTURAL FILL SHALL BE MODERATE.
- EXCESS MATERIALS, IF NOT UTILIZED AS FILL OR STOCKPILED FOR FUTURE LANDSCAPING, SHALL BE COMPLETELY REMOVED FROM THE CONSTRUCTION SITE AND DISPOSED OF BY THE CONTRACTOR.
- EXCAVATION OF EARTH AND OTHER MATERIALS WHICH ARE SUITABLE FOR USE AS STRUCTURAL FILL: THE EXCAVATION SHALL BE TO WITHIN A TOLERANCE OF 0.3" +/- OF THE PLAN SUBGRADE ELEVATIONS. THE TOLERANCE WITHIN PAVEMENT AREAS SHALL BE SUCH THAT THE EARTH MATERIAL SHALL BALANCE AS PART OF THE FINE GRADING OPERATION.
- PLACEMENT AND COMPACTION OF MATERIALS SHALL CONFORM TO I.D.O.T SPECIFICATIONS.
- THE CONTRACTOR SHALL MAINTAIN PROPER SITE DRAINAGE AT ALL TIMES DURING THE COURSE OF CONSTRUCTION AND PREVENT STORM WATER FROM RUNNING INTO OR STANDING IN EXCAVATED AREAS.
- PAYMENT FOR THE REMOVAL OF UNSUITABLE MATERIAL (EXCLUDING TOPSOIL EXCAVATION) SHALL BE BASED ON THE QUANTITIES AS FIELD MEASURED BY THE ENGINEER. THE CONTRACTOR SHALL PROVIDE AS PART OF HIS BID A UNIT PRICE PER CUBIC YARD FOR THE REMOVAL OF UNSUITABLE MATERIALS. SAID UNIT PRICE SHALL INCLUDE THE COMPLETE REMOVAL OF THE MATERIAL, REPLACEMENT WITH SUITABLE MATERIAL OBTAINED BY THE CONTRACTOR FROM A BORROW SOURCE, AND COMPACTION TO THE REQUIRED SPECIFICATIONS OF THE ENGINEER.
- ALL DISTURBED AREAS SHALL BE RESTORED W/6" TOPSOIL AND SEED AND BLANKET UNLESS OTHERWISE INDICATED.

10. IT IS THE RESPONSIBILITY OF THE DEVELOPER TO MAINTAIN ALL THE SEDIMENTATION CONTROL MEASURES. INSPECTIONS SHALL BE CONDUCTED AFTER A RAIN EVENT, AND IF MAINTENANCE OF THE STRUCTURES IS NECESSARY, INCLUDING REPAIR OF DAMAGE AND REMOVAL OF DEPOSITS OR SEDIMENT FROM VEGETATIVE FILTERS, IT SHALL BE DONE BY THE DEVELOPER.

<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>DATE</th> <th>BY</th> <th>DESCRIPTION</th> <th>DATE</th> <th>BY</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>8/23/21</td> <td>KK</td> <td>PRELIM ENGINEERING</td> <td></td> <td></td> <td></td> </tr> <tr> <td>9/04/21</td> <td>KK</td> <td>COMMENT REVIEW RESPONSE</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION	8/23/21	KK	PRELIM ENGINEERING				9/04/21	KK	COMMENT REVIEW RESPONSE					35701 WEST AVENUE, SUITE 150 WARRENWILLE, ILLINOIS 60555 PHONE (630) 398-5460 FAX (630) 398-2152	417 S. PIERREBITE PLAZA, SUITE 670 CHICAGO, ILLINOIS 60609 PHONE (312) 471-7941 FAX (312) 254-6093	2512 CALLE DRITE CHAMPAIGN, ILLINOIS 61821 PHONE (313) 264-7251 FAX (313) 266-1012	PROFESSIONAL DESIGN FIRM NUMBER: 184.001186 MUELLNER CONSTRUCTION INC.	TITLE: GENERAL NOTES 8821 BAILEY ROAD DARIEN, ILLINOIS 2 of 6 p.	SCALE: 1"=20' DATE: 08/04/2021 JOB NO: W21113.00 SHEET 2 OF 6
DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION																							
8/23/21	KK	PRELIM ENGINEERING																										
9/04/21	KK	COMMENT REVIEW RESPONSE																										

LOT 1 IN ST. THERESE CHAPEL, BEING A SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 33, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAN THEREOF RECORDED JUNE 28, 2017 AS DOCUMENT R2017-064801, IN DUPAGE COUNTY, ILLINOIS.

P.L.N: 09-33-401-014

COMMONLY KNOWN AS: 8521 BAILEY ROAD, DARIEN, ILLINOIS

LEGEND

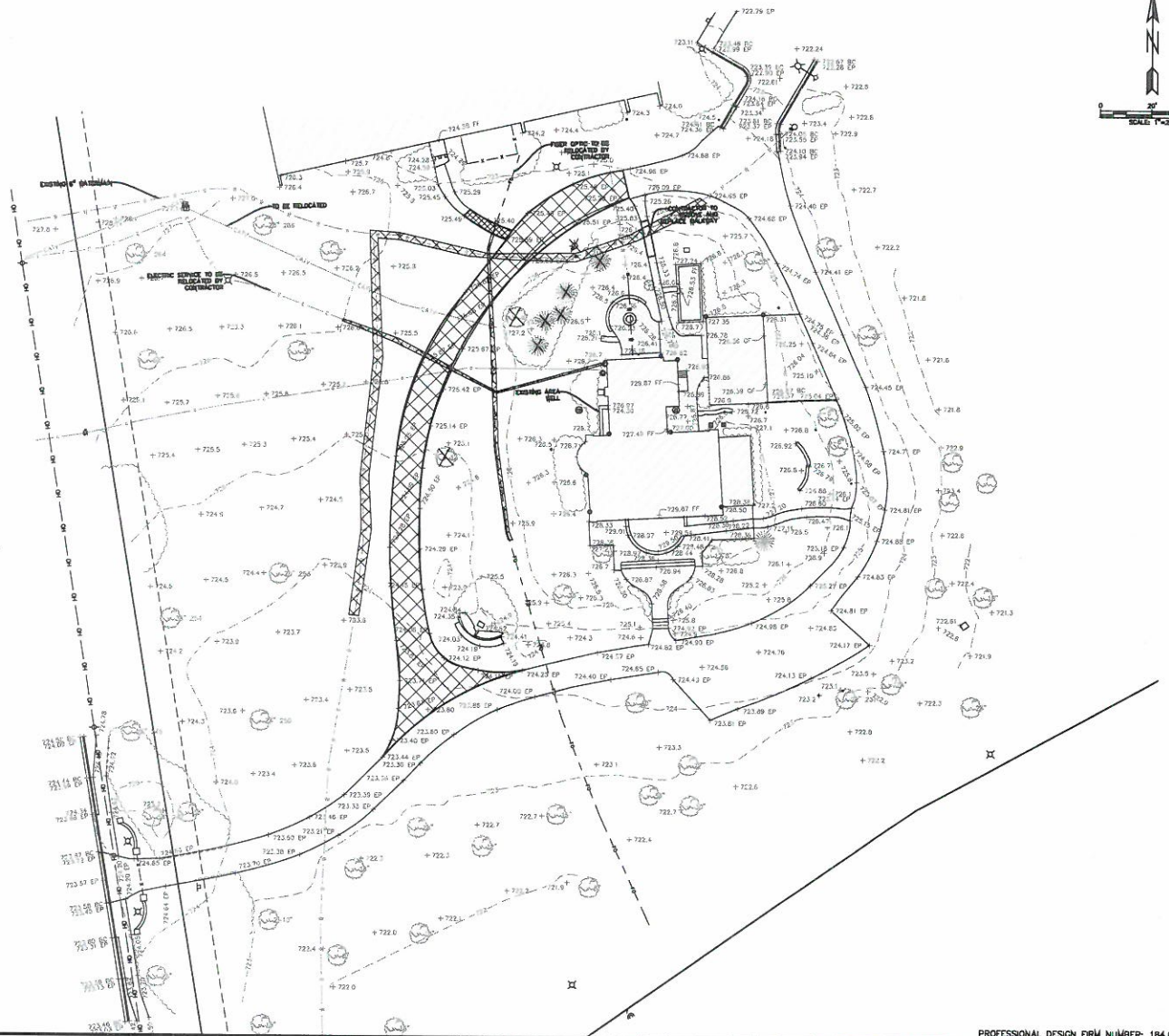
- = EX. WATER LINE
- = EX. UNDERGROUND CABLE (APPROXIMATE LOCATION)
- = EX. UNDERGROUND ELECTRIC (APPROXIMATE LOCATION)
- = EX. UNDERGROUND GAS (APPROXIMATE LOCATION)
- = EX. FENCE
- = EX. OVERHEAD WIRE (APPROXIMATE LOCATION)
- = EX. CONCRETE CURB & GUTTER
- = EX. DEPRESSION CURB
- = EX. DRIVEWAYS
- 74.0 X = EX. SPOT ELEVATION
- = EX. CONTIGUOUS TREE 1/2" TRUNK SIZE IN INCHES
- = EX. DECIDUOUS TREE 1/2" TRUNK SIZE IN INCHES
- = EX. BUSH
- = EX. EDGE OF BUSHES AND/OR SHRUBS/SMALL TREES

ABBREVIATIONS

- A/C = AIR CONDITIONER UNIT
- BC = BACK OF CURB
- BM = BENCHMARK
- C/PC = CONCRETE
- CO = CONDUIT
- E = ELECTRIC
- EM = ELECTRIC METER
- EP = EDGE OF PAVEMENT
- FF = FINISH FLOOR
- FI = FIRE HYDRANT
- FL = FLOOR FINISH
- GA = GAS METER
- GV = GAS VALVE
- N = NORTH
- NR = NORTH RECREATIONAL
- PE = POLYETHYLENE TEREPHTHALATE
- PP = POLYPROPYLENE
- PVC = POLYVINYL CHLORIDE PIPE
- S = SOUTH
- T = TOP OF FOUNDATION
- TR = TRANSFORMER
- TF = TOP OF WALL
- VB = VALVE BOX
- W = WEST
- W/LOC = MEASURED DIMENSION
- (XXX.XX) = RECORD DIMENSION

NOTES:

1. WATERMAIN VALVES SHALL BE INSTALLED PRIOR TO DEMOLITION.



SITE BENCHMARK #1
SOUTHWEST CORNER OF FIRE HYDRANT LOCATED APPROXIMATELY 48 FEET FROM THE NORTHWEST CORNER OF BUILDING AT ABOUT BAILEY ROAD ON THE SOUTH SIDE OF ASPHALT DRIVE.
ELEV: 728.18 (NAVD 88)

SITE BENCHMARK #2
TAD BOLT ON THE HYDRANT LOCATED APPROXIMATELY 101 FEET FROM THE NORTHEAST CORNER OF BUILDING AT ABOUT BAILEY ROAD ON EAST SIDE OF ASPHALT DRIVE.
ELEV: 725.42 (NAVD 88)

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JULIE
ILLINOIS
ORIGINAL SYSTEM

PREPARED FOR: MUELLNER CONSTRUCTION

DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION
8/23/21	KK	PRELIM DESIGN/RESPOND			
8/04/21	KK	COMMENT REVIEW RESPONSE			

ENGINEERING
RESOURCE ASSOCIATES

35701 WEST AVENUE, SUITE 150
WARRENVILLE, ILLINOIS 60555
PHONE: (630) 393-0040
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FAX: (312) 474-6999

2418 CALLEN DRIVE
CHICAGO, ILLINOIS 60611
PHONE: (312) 354-2004
FAX: (312) 354-1000

MUELLNER CONSTRUCTION INC.

PROFESSIONAL DESIGN FIRM NUMBER: 184.001186

EXISTING CONDITIONS AND DEMOLITION PLAN
8521 BAILEY ROAD
DARIEN, ILLINOIS

DATE: 08/04/2021
JOB NO: 182113.00
SHEET: 3 OF 6

LOT 1 IN ST. THERESE CHAPEL, BEING A SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 33, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 28, 2017 AS DOCUMENT R2017-064861, IN DUPAGE COUNTY, ILLINOIS.

P.L.N.: 09-33-401-014

COMMONLY KNOWN AS: 8261 BAILEY ROAD, DARIEN, ILLINOIS

NOTES:

1. WATERMAIN TO BE SHUT DOWN DURING REPLACEMENT. A LINE STOP WILL BE CAPED AND RECOVERED AFTER CONSTRUCTION IS OVER. COORDINATE WITH OWNER.
2. FIBER OPTIC, ELECTRICAL AND CATV TO BE RELOCATED TO BE COORDINATED WITH UTILITY AND CONTRACTOR.
3. CONTACT THE CITY OF DARIEN WATER DEPARTMENT AT LEAST 48 HOURS IN ADVANCE PRIOR TO WATERMAIN WORK AND HYDRANT INSTALLATION.
4. SANITARY SERVICES FOR THE NEW ADDITION SHALL CONNECT TO THE SANITARY SERVICES OF THE EXISTING BUILDING.
5. STEPS FOR WATERMAIN ACTIVATION, DISORDINATION AND PRESSURE TESTING TO BE PROVIDED BY CONTRACTOR PRIOR TO CONSTRUCTION.
6. DOWNSPOUTS SHALL SPLASH TO GRADE.

EXISTING IMPERVIOUS AREAS

EXISTING BUILDING: 2,816 S.F.
 CIRCLE ASPHALT DRIVE: 12,411 S.F.
 FRAME GARAGE AND DRIVEWAY: 1,451 S.F.
 FIRE PIT AND WALKWAY: 1,017 S.F.
 SHED: 222 S.F.
 CONCRETE ENTRANCE: 1,323 S.F.
 STAIRS: 127 S.F.
 CONCRETE WALK: 167 S.F.
TOTAL EXISTING: 19,301 S.F.

PROPOSED IMPERVIOUS AREAS

EXISTING BUILDING: 2,816 S.F.
 CIRCLE ASPHALT DRIVE: 9,173 S.F.
 FRAME GARAGE AND DRIVEWAY: 1,451 S.F.
 FIRE PIT AND WALKWAY: 1,017 S.F.
 SHED: 222 S.F.
 CONCRETE ENTRANCE: 1,323 S.F.
 STAIRS: 99 S.F.
 BUILDING ADDITION: 7,191 S.F.
 PATIOS: 536 S.F.
 NEW ASPHALT DRIVEWAY: 1,171 S.F.
TOTAL PROPOSED: 25,127 S.F.

INCREASED IMPERVIOUS: 25,127 S.F. - 19,301 S.F. = 5,826 S.F.
 SINCE NET NEW IMPERVIOUS 5,826 S.F. > 2,000 S.F. A VORCA# IS REQUIRED FOR THIS PROJECT.

IMP. DATA TABLE
 CIRCLE SHALLOW WATER TABLE PER SOIL SCIENTIST REPORT, SITE ELEVATION FOR PRE-IMP. ISU FOR 5.826 S.F. NEW IMPERVIOUS.

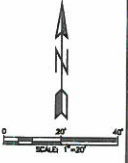
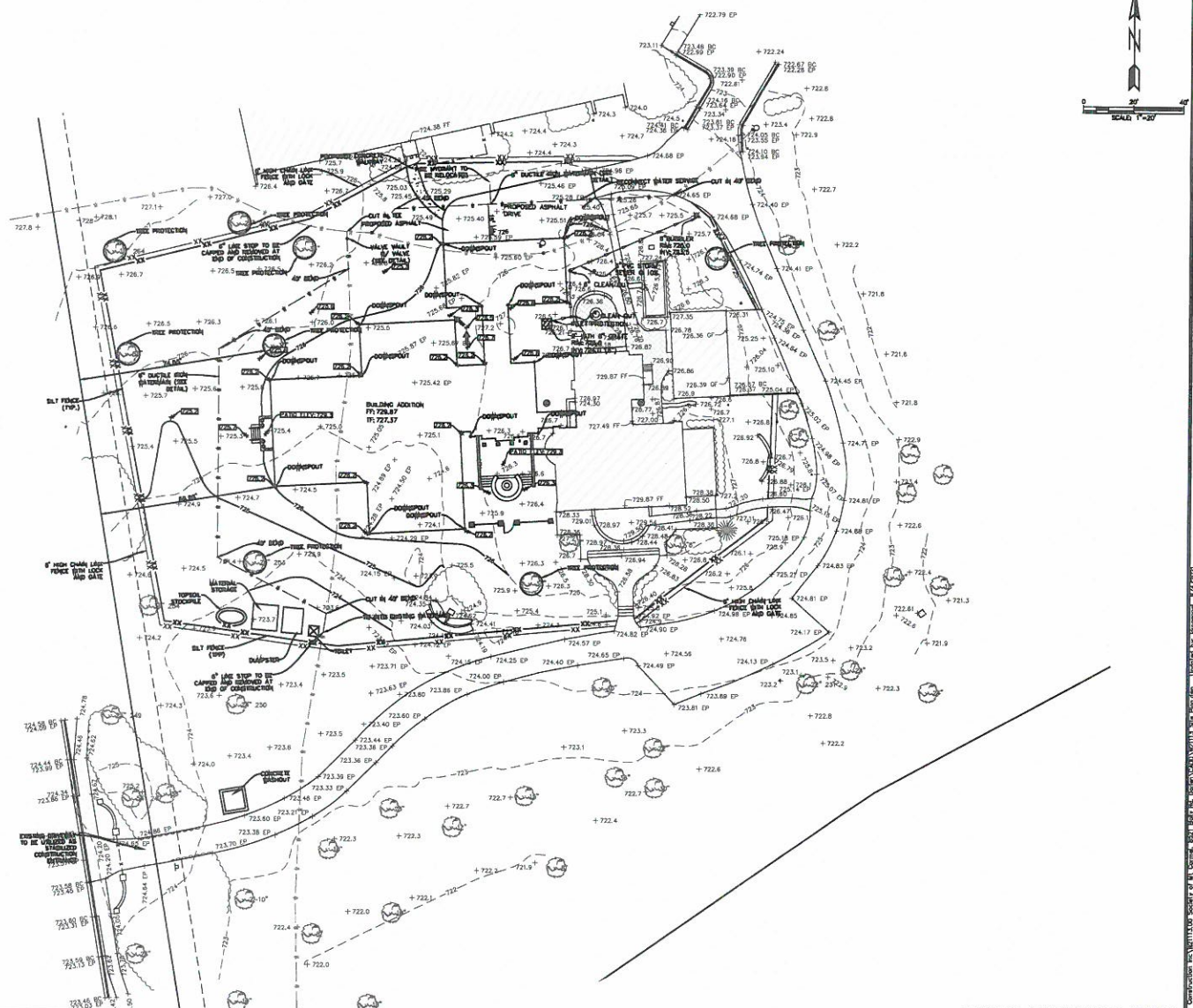
SITE BENCHMARK #1:
 SOUTHWEST BOLT ON FIRE HYDRANT LOCATED APPROXIMATELY 40 FEET FROM THE NORTHWEST CORNER OF BUILDING AT 8261 BAILEY ROAD ON THE SOUTH SIDE OF ASPHALT DRIVE.
 ELEV: 728.18 (NAVD 88)

SITE BENCHMARK #2:
 THE BOLT ON FIRE HYDRANT LOCATED APPROXIMATELY 101 FEET FROM THE NORTHEAST CORNER OF BUILDING AT 8261 BAILEY ROAD ON EAST SIDE OF ASPHALT DRIVE.
 ELEV: 728.42 (NAVD 88)

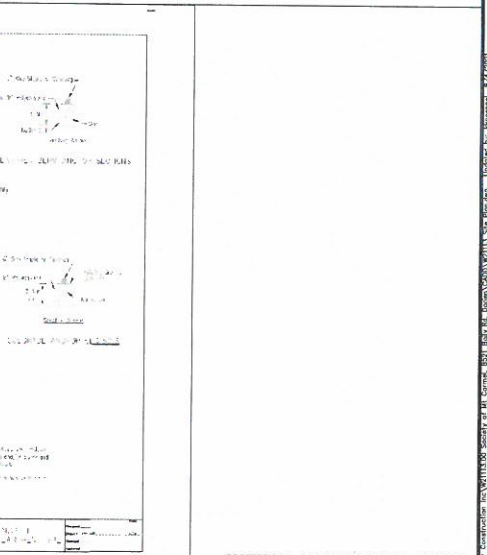
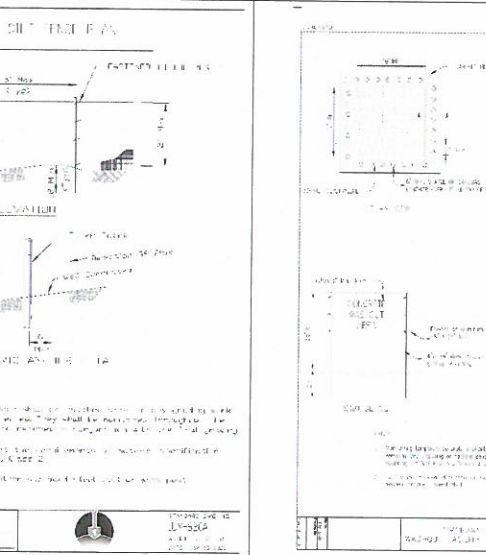
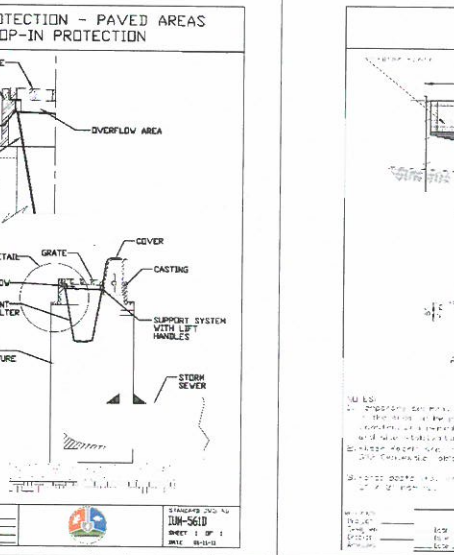
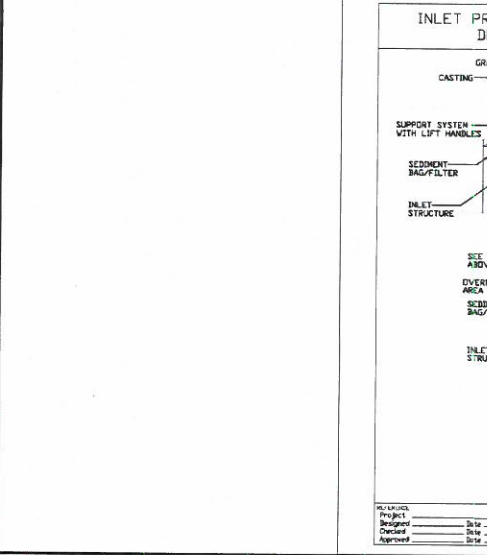
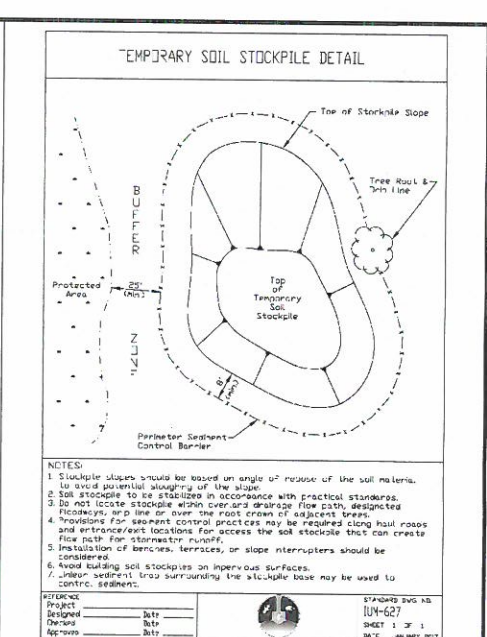
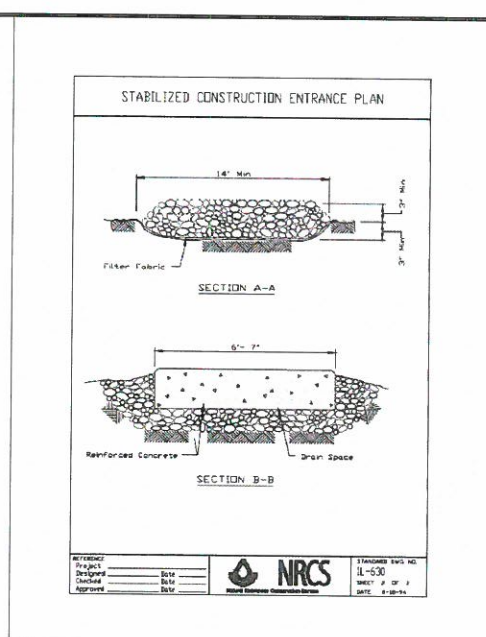
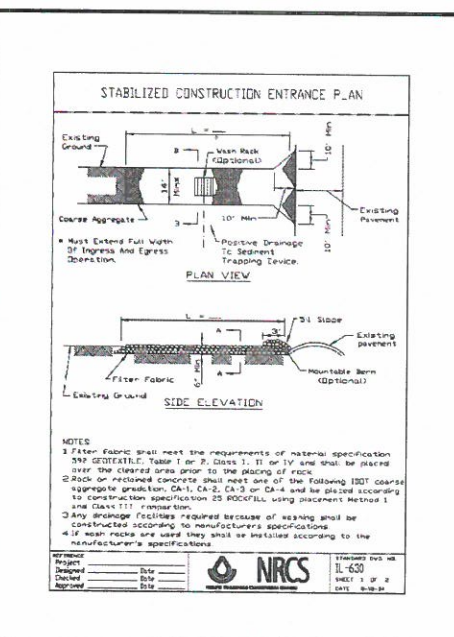
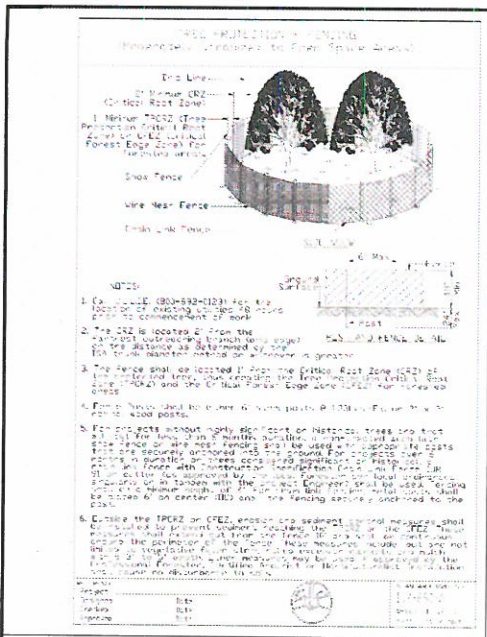
It's smart It's free It's the law

Call before you dig
1011
 CHICAGO ILLINOIS
 ONE-CALL SYSTEM
Call before you dig
you dig
800.892.0123

PREPARED FOR: MUELLNER CONSTRUCTION



<table border="1"> <thead> <tr> <th>REVISION</th> <th>DATE</th> <th>BY</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>8/23/21</td> <td>KK</td> <td>PRECISE ENGINEERING</td> </tr> <tr> <td>2</td> <td>9/04/21</td> <td>KK</td> <td>COMMENT REVIEW RESPONSE</td> </tr> </tbody> </table>		REVISION	DATE	BY	DESCRIPTION	1	8/23/21	KK	PRECISE ENGINEERING	2	9/04/21	KK	COMMENT REVIEW RESPONSE	<table border="1"> <thead> <tr> <th>DATE</th> <th>BY</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>8/23/21</td> <td>KK</td> <td>DESIGN</td> </tr> <tr> <td>9/04/21</td> <td>KK</td> <td>REVISION</td> </tr> </tbody> </table>	DATE	BY	DESCRIPTION	8/23/21	KK	DESIGN	9/04/21	KK	REVISION	<table border="1"> <thead> <tr> <th>DRAWN BY:</th> <th>CHECKED BY:</th> <th>APPROVED BY:</th> </tr> </thead> <tbody> <tr> <td>KK</td> <td>NY</td> <td>NY</td> </tr> </tbody> </table>	DRAWN BY:	CHECKED BY:	APPROVED BY:	KK	NY	NY	<p>ENGINEERING RESOURCE ASSOCIATES</p> <p>35701 WEST AVENUE, SUITE 150 WARRENVILLE, ILLINOIS 60065 PHONE (630) 388-0060 FAX (630) 388-2152</p> <p>2416 GALEN DRIVE CHICAGO, ILLINOIS 60606 PHONE (312) 474-7411 FAX (312) 474-6099</p>	<p>MUELLNER CONSTRUCTION INC.</p>	<p>PROFESSIONAL DESIGN FIRM NUMBER: 184.001186</p> <p>FINAL SITE ENGINEERING PLAN 8261 BAILEY ROAD DARIEN, ILLINOIS</p> <p>SCALE: 1"=20' DATE: 08/24/2021 JOB NO: 1821113.00 SHEET 4 OF 6</p>
REVISION	DATE	BY	DESCRIPTION																														
1	8/23/21	KK	PRECISE ENGINEERING																														
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KK	NY	NY																															



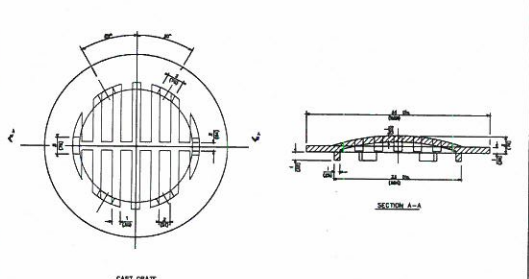
DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION
6/23/21	KK	PRELIM ENGINEERING			
8/04/21	KK	COMMENT REVIEW RESPONSE			

ENGINEERING RESOURCE ASSOCIATES
 35701 WEST AVENUE, SUITE 150
 WARRENVILLE, ILLINOIS 60555
 PHONE (630) 385-8060
 FAX (630) 385-1553

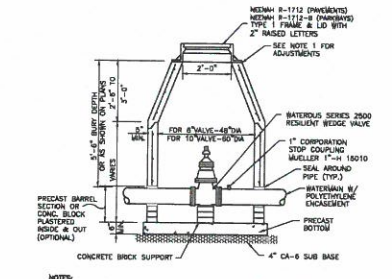
MUELLNER CONSTRUCTION INC.
 10 S. RIVERSIDE PLAZA, SUITE 875
 CHICAGO, ILLINOIS 60606
 PHONE (312) 474-7841
 FAX (312) 474-6093

EROSION CONTROL DETAILS
 8521 BAILEY ROAD
 DARIEN, ILLINOIS

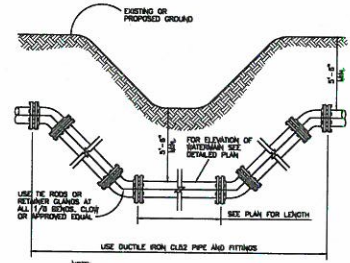
PROFESSIONAL DESIGN FIRM NUMBER: 184.001186
 SCALE: 1"=20'
 DATE: 08/04/2021
 JOB NO: W21113.00
 SHEET 5 OF 6



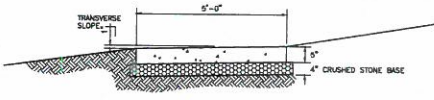
GRADE TYPE B
STANDARD 80403B-02



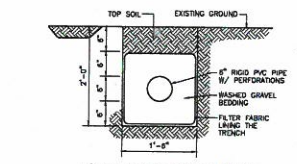
- NOTES:
- PRECAST-REINFORCED CONCRETE RISER RINGS AND CONES SHALL COMPLY WITH TEST STRENGTH = A.S.T.M. C-39. ADJUSTMENT RINGS SHALL NOT EXCEED 8" IN HEIGHT.
 - WALL THICKNESS SHALL BE 6" FOR 4' DIA. & 8" FOR 6' DIA. MANHOLE. MINIMUM CIRCULAR REINFORCEMENT SHALL BE 0.18 SQUARE INCH PER FOOT.
 - PRECAST ADJUSTMENT RINGS WILL BE PROVIDED FOR ALL ADJUSTMENTS WITH MAX. ADJUSTMENT EQUAL TO 1 1/2".
 - ALL VALVES SHALL BE ENCLOSED IN A VAULT UNLESS OTHERWISE SPECIFIED.
 - VALVE AND VAULT OF THE SIZE SPECIFIED IN THE PLANS AND SHALL INCLUDE CORPORATION STOP AS SHOWN.
 - ALL JOINTS BETWEEN PRE-CAST ELEMENTS, ADJUSTING RINGS AND MANHOLE FRAMES ON ALL UNDERGROUND STRUCTURES SHALL BE SET IN PLACE WITH ONE OF THE FOLLOWING BUTYL RUBBER JOINT SEALANTS AS MANUFACTURED BY CONCRETE PRODUCTS SUPPLY CO. - 1/2" STK. STA. HAMILTON-MET CABINET CO. - (EXENT SEAL), OR EQUAL, AS APPROVED BY THE VILLAGE ENGINEER, AND ALL JOINTS TO BE TUCKPOINTED WITH HYDRAULIC CONCRETE.



TYPICAL WATERMAIN
NOT TO SCALE



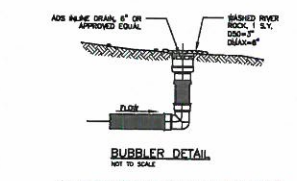
VALVE VAULT TYPE A
NOT TO SCALE



UNDERDRAIN TRENCH DETAIL
NOT TO SCALE

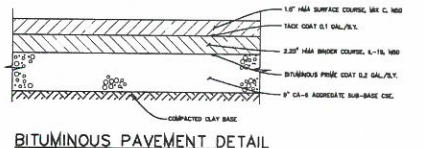
- NOTES:
- THE CONCRETE SIDEWALK SHALL BE CONSTRUCTED IN ACCORDANCE WITH SECTION 424 OF THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
 - THE CONCRETE SHALL CONFORM TO SECTION 1020 AND SHALL BE 4" SA (8) BAG MIXTURE WITH A 3-INCH SLUMP AND SHALL DEVELOP A MINIMUM OF 3,000 PSI COMPRESSIVE STRENGTH AT 14 DAYS.
 - THE SIDEWALK PORTION OF THE DRIVEWAY SHALL BE 3-INCHES THICK AND SHALL BE REINFORCED WITH FIBER MESH ADDITIVE.
 - PLACEMENT WILL NOT BE PERMITTED UNLESS THE TEMPERATURE IS 25° AND RISING, NO CHLORIDE ADDITIVE WILL BE PERMITTED IN THE CONCRETE.
 - SIDEWALK AT INTERSECTIONS SHALL BE DERESSED AND TEXTURED IN ACCORDANCE WITH THE AGREEMENT WITH DISABILITIES ACT; THE MAXIMUM ALLOWABLE SLOPE IS 1:20.
 - CONTROL JOINTS SHALL BE INSTALLED AT 5 FOOT CENTERS.
 - PRECASTED FIBER EXPANSION JOINTS SHALL BE INSTALLED AT 100 FOOT CENTERS MAXIMUM OF 3/8" THE SIDEWALK ABUTS CURB OR OTHER SIDEWALK OR AT THE END OF EACH PAVEMENT.
 - THE SIDEWALK SHALL HAVE A BROOM FINISH.

CONCRETE SIDEWALK DETAIL
NOT TO SCALE

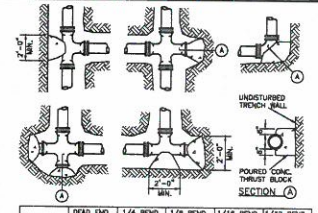


BUBBLER DETAIL
NOT TO SCALE

*NOTE: COST OF WASHED RIVER ROCK SHALL BE INCLUDED IN THE COST OF BUBBLER.



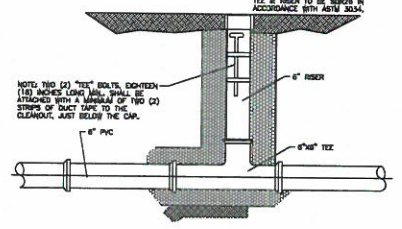
BITUMINOUS PAVEMENT DETAIL
N.T.S.



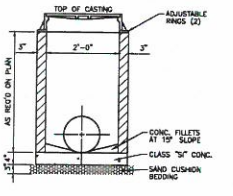
THRUST BLOCK DETAIL
NOT TO SCALE

SIZE (ø x length)	DEAD END OR TEE (sq. ft.)	1/4 BEND (sq. ft.)	1/2 BEND (sq. ft.)	1/8 BEND (sq. ft.)	1/2" BEND (sq. ft.)	1/2" BEND (sq. ft.)
6"	0.2	0.4	0.7	1.0	1.3	1.6
8"	0.3	0.6	1.0	1.4	1.8	2.2
10"	0.4	0.8	1.3	1.8	2.3	2.8
12"	0.5	1.0	1.6	2.2	2.8	3.4
14"	0.6	1.2	1.9	2.6	3.2	3.8
16"	0.7	1.4	2.2	3.0	3.6	4.2
18"	0.8	1.6	2.5	3.4	4.0	4.6
20"	0.9	1.8	2.8	3.8	4.4	5.0
24"	1.2	2.4	3.6	5.0	5.8	6.6

- NOTE:
- THE ABOVE TABLE IS BASED ON 2,000 PSF SOIL BEARING AGAINST THE UNDISTURBED TRENCH WALL AND ARC TO REPRESENT THE MINIMUM VERTICAL AREA OF THE THRUST BLOCK PERPENDICULAR TO THE FITTING INCLUDING THE ANGLE OF THE FITTING.
 - THRUST BLOCKING TO PREVENT MOVEMENT OF LINES UNDER PRESSURE AT BENDS, TEES, CAPS, VALVES, HYDRANTS AND AT POINTS SPECIFIED SHALL BE CLASS "C" CONCRETE, A MIN. OF 12" THICK, PLACED BETWEEN SOLID GROUND AND FITTING. ACCORDING TO BIRMINGHAM THRUST BLOCK SHALL BE PLACED AT BENDS OF 1 1/4" OR MORE. RETAINER GLANDS MAY BE USED IN PLACE OF THRUST BLOCKS. THE COST OF THRUST BLOCKS OR RETAINER GLANDS SHALL BE INCLUDED IN THE COST OF THE FITTING.
 - PROVIDE POLYETHYLENE ENCASEMENT THROUGHOUT THE ENTIRE LENGTH OF THE WATERMAIN AS REQUIRED.

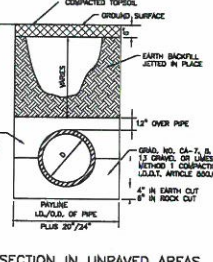


STORM SEWER CLEANOUT DETAIL
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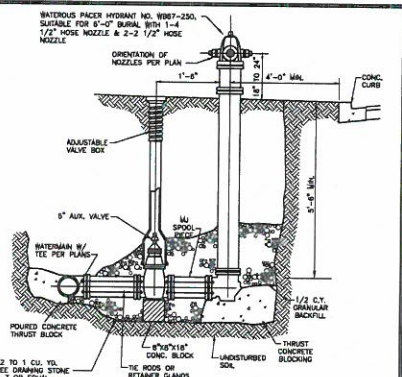


INLET, TYPE A
NOT TO SCALE

- NOTES:
- MINIMUM WALL THICKNESS SHALL BE 4" AND MINIMUM CIRCULAR REINFORCEMENT SHALL BE 0.18 SQUARE INCH PER FOOT.
 - THE BOTTOM MAY BE EITHER PRECAST WITH INVERTS AS INTEGRAL PART OR CAST IN PLACE WITH CLASS "C" CONCRETE.
 - ALL JOINTS BETWEEN PRE-CAST ELEMENTS, ADJUSTING RINGS AND FRAMES ON ALL UNDERGROUND STRUCTURES SHALL BE SET IN PLACE WITH ONE OF THE FOLLOWING BUTYL RUBBER JOINT SEALANTS: CONCRETE PRODUCTS SUPPLY CO. - 1/2" STK. STA. HAMILTON - KEET GASKET CO. - (EXENT SEAL), OR EQUAL, AS APPROVED BY THE VILLAGE ENGINEER, AND ALL JOINTS TO BE TUCKPOINTED WITH HYDRAULIC CONCRETE.
 - DRAINAGE STRUCTURES LOCATED IN REAR OR SIDE YARD AREAS SHALL BE INSTALLED WITH 3-4 INCH OR 3-4 INCH ADJUSTING RINGS. THIS WILL PROVIDE FOR A FUTURE MAXIMUM ADJUSTMENT OF 12 INCHES.
 - ALL JOINTS BETWEEN ADJUSTING RINGS SHALL BE SET IN PLACE WITH BUTYL RUBBER JOINT SEALANT.

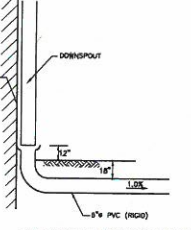


TRENCH SECTION IN UNPAVED AREAS
NOT TO SCALE



FIRE HYDRANT
NOT TO SCALE

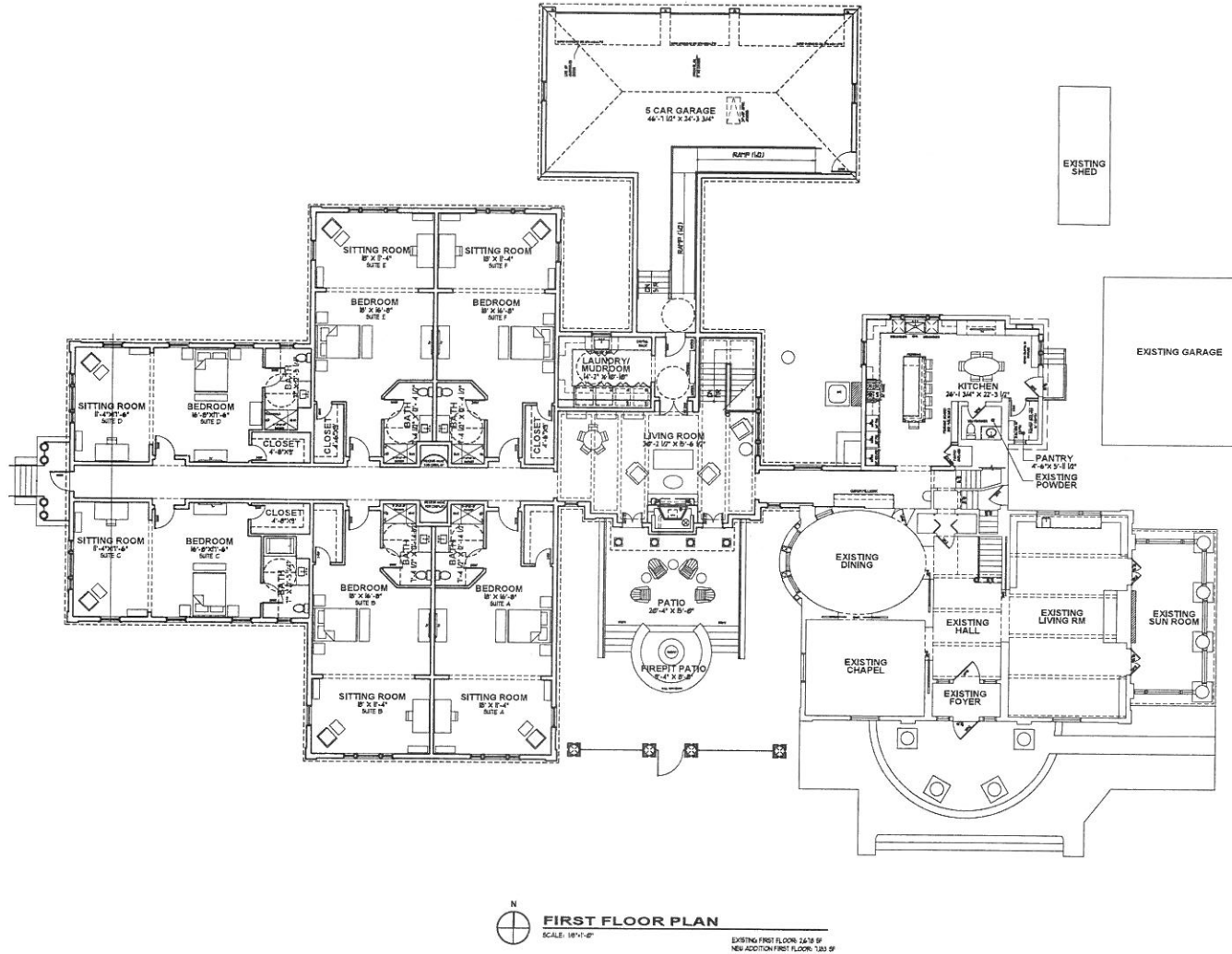
- NOTE: CONTRACTOR SHALL VERIFY THE SPECIFIC BRAND AND MODEL WITH THE CITY PRIOR TO ORDERING.



DOWNSPOUT DETAIL
NOT TO SCALE

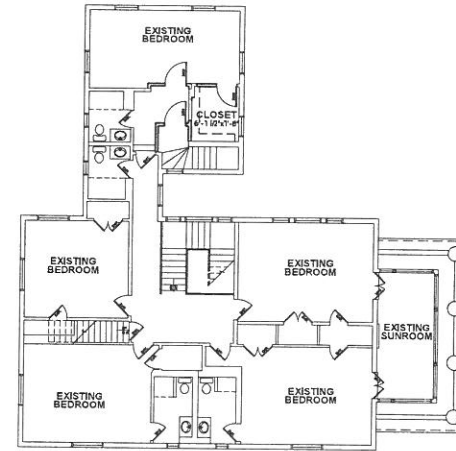
INSIDE PIPE DIAMETER	MINIMUM TRENCH BIRTH AT TOP OF PIPE (ft)	GRANULAR TRENCH BACKFILL C/Y FT OF DEPTH (ft/2')
6"	3'-2"	0.117
8"	3'-2"	0.117
10"	3'-2"	0.117
12"	3'-4"	0.12
14"	3'-6"	0.13
16"	3'-10"	0.14
18"	4'-0"	0.16
20"	4'-4"	0.17
24"	4'-11"	0.18
30"	5'-3"	0.19
36"	6'-0"	0.22
42"	6'-4"	0.23
48"	7'-11"	0.26
60"	7'-8"	0.28

TRENCH WIDTH TABLE
NOT TO SCALE

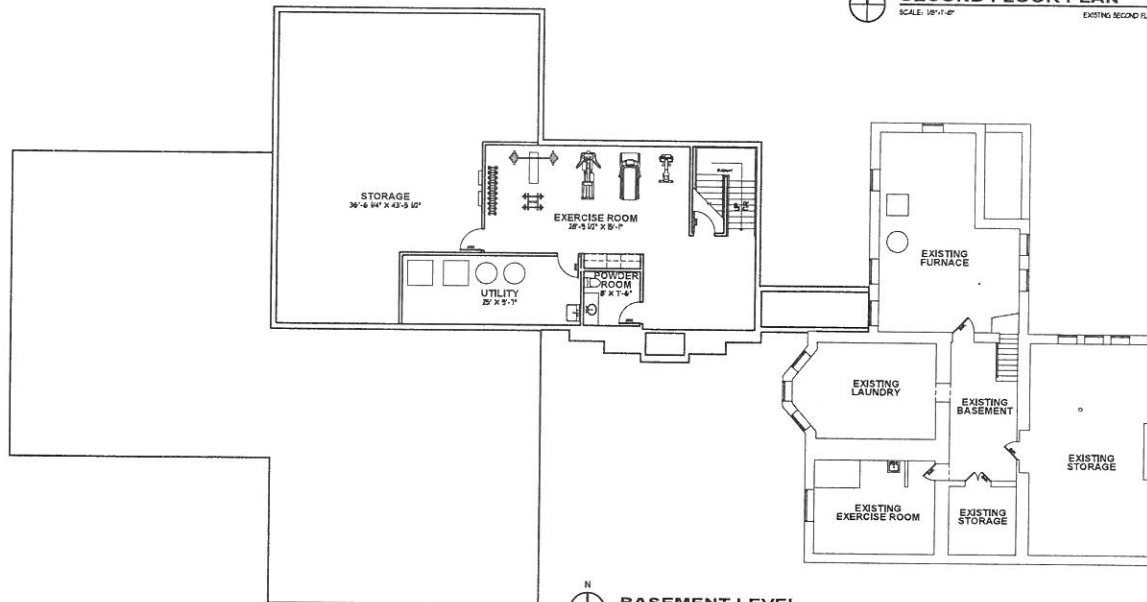


Society of Mount Carmel - Rectory
8511 Bailey Road - Darien, IL
June 29 2021 | project 2021-043


charles vincent george
ARCHITECTS
1245 E. Diehl Rd. Suite 101 • Naperville, IL 60563
P: 630.357.2023 • F: 630.357.2662



SECOND FLOOR PLAN
 SCALE: 1/8"=1'-0"
 EXISTING SECOND FLOOR: 1,475 SF

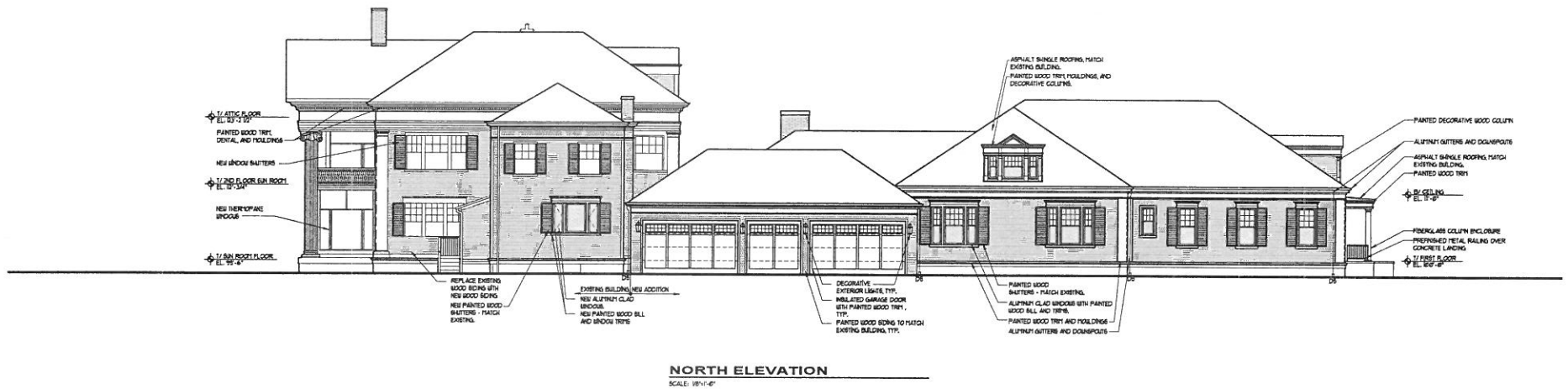


BASEMENT LEVEL
 SCALE: 1/8"=1'-0"
 EXISTING BASEMENT: 1,258 SF
 NEW ADDITION BASEMENT: 1,648 SF

Society of Mount Carmel - Rectory
 8511 Bailey Road - Darien, IL
 June 29 2021 | project 2021-043



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 ARCHITECTS
 1245 E. Diehl Rd. Suite 101 • Naperville, IL 60563
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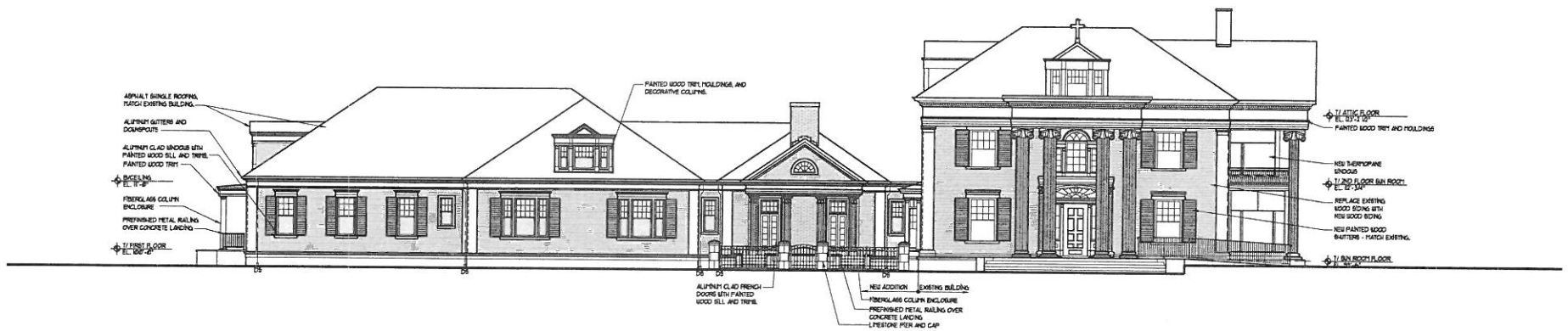


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8511 Bailey Road - Darien, IL
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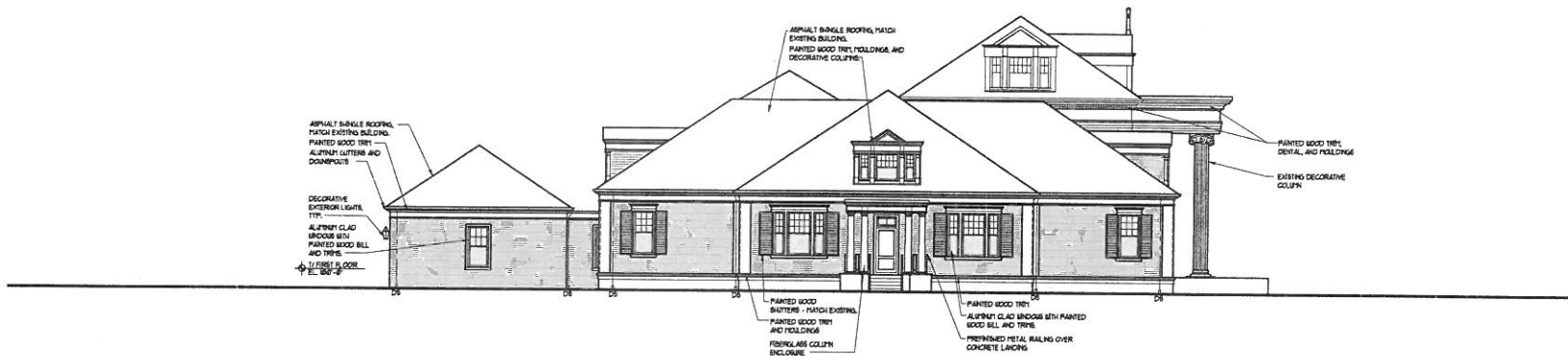
charles vincent george
ARCHITECTS

1245 E. Diehl Rd. Suite 101 • Naperville, IL 60563
P: 630.357.2023 • F: 630.357.2662



SOUTH ELEVATION

SCALE: 1/8"=1'-0"



WEST ELEVATION

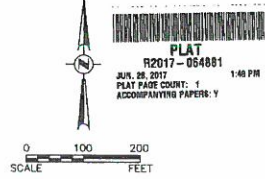
SCALE: 1/8"=1'-0"

Society of Mount Carmel - Rectory
 8511 Bailey Road - Darien, IL
 June 29 2021 | project 2021-043



charles vincent george
 ARCHITECTS
 1245 E. Diehl Rd. Suite 101 • Naperville, IL 60563
 P: 630.357.2023 • F: 630.357.2662

FINAL PLAT ST. THERESE CHAPEL PLAT OF SUBDIVISION



OWNER'S CERTIFICATE

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF THE LAND DESCRIBED IN THE ANNEXED PLAT AND HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED...

COUNTY OF DUPAGE PUBLIC WORKS CERTIFICATE

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. I, Nicholas B. Williams, SUPERINTENDENT OF THE COUNTY OF DUPAGE DEPARTMENT OF PUBLIC WORKS...

CITY ENGINEER'S CERTIFICATE

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. I, Daniel L. Lynch, CITY ENGINEER OF THE CITY OF DARIEN, ILLINOIS, HEREBY CERTIFY...

CERTIFICATE TO SPECIAL ASSESSMENTS

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. I, Michael J. Gales, CITY TREASURER OF THE CITY OF DARIEN, DO HEREBY CERTIFY...

NOTARY CERTIFICATE

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. I, Joseph R. O'Brien, Notary Public in and for said County, in and for said County, in and for said County...

NOTARY PUBLIC IN AND FOR SAID COUNTY, IN AND FOR SAID COUNTY, IN AND FOR SAID COUNTY, I, Joseph R. O'Brien, Notary Public in and for said County...

COUNTY CLERK'S CERTIFICATE

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. I, Paul Haines, COUNTY CLERK OF DUPAGE COUNTY, ILLINOIS, DO HEREBY CERTIFY...

MAYOR'S CERTIFICATE

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DUPAGE COUNTY, ILLINOIS...

CITY CLERK'S CERTIFICATE

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. I, Joseph E. Roscoe, CITY CLERK OF THE CITY OF DARIEN, ILLINOIS, HEREBY CERTIFY...

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT WE, ENGINEERS ENTERPRISES, INC. HAVE SURVEYED AND SUBDIVIDED THE FOLLOWING DESCRIBED PROPERTY: THAT PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, DUPAGE COUNTY, ILLINOIS...

STORM WATER DRAINAGE, DETENTION AND RETENTION RESTRICTIONS AND EASEMENTS

FOR THE PURPOSE OF PROMOTING SUFFICIENT DRAINAGE AND FLOOD CONTROL FOR THE BENEFIT OF THE SUBDIVISION AND PUBLIC GENERALLY, THE FOLLOWING EASEMENTS AND RESTRICTIONS ARE HEREBY DECLARED TO RUN WITH THE LAND...

ACCESS NOTE

THESE SHALL BE AT MOST ONE RESTRICTED HIGHWAY, RIGHT-OF-WAY VEHICLE ACCESS TO NORTH FRONTAGE ROAD (JULIUS ROSS ROAD), WITH CENTERLINE AS DEPICTED, FROM LOT 1. ALL OTHER ACCESS SHALL BE VIA INTERNAL CIRCULATION.

IDOT CERTIFICATION

THIS PLAT HAS BEEN APPROVED BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION WITH RESPECT TO HIGHWAY ACCESS PURSUANT TO PARAGRAPHS 3 OF AN ACT TO REPEAL THE LAW IN RELATION TO PLATS...

MAYOR'S CERTIFICATE

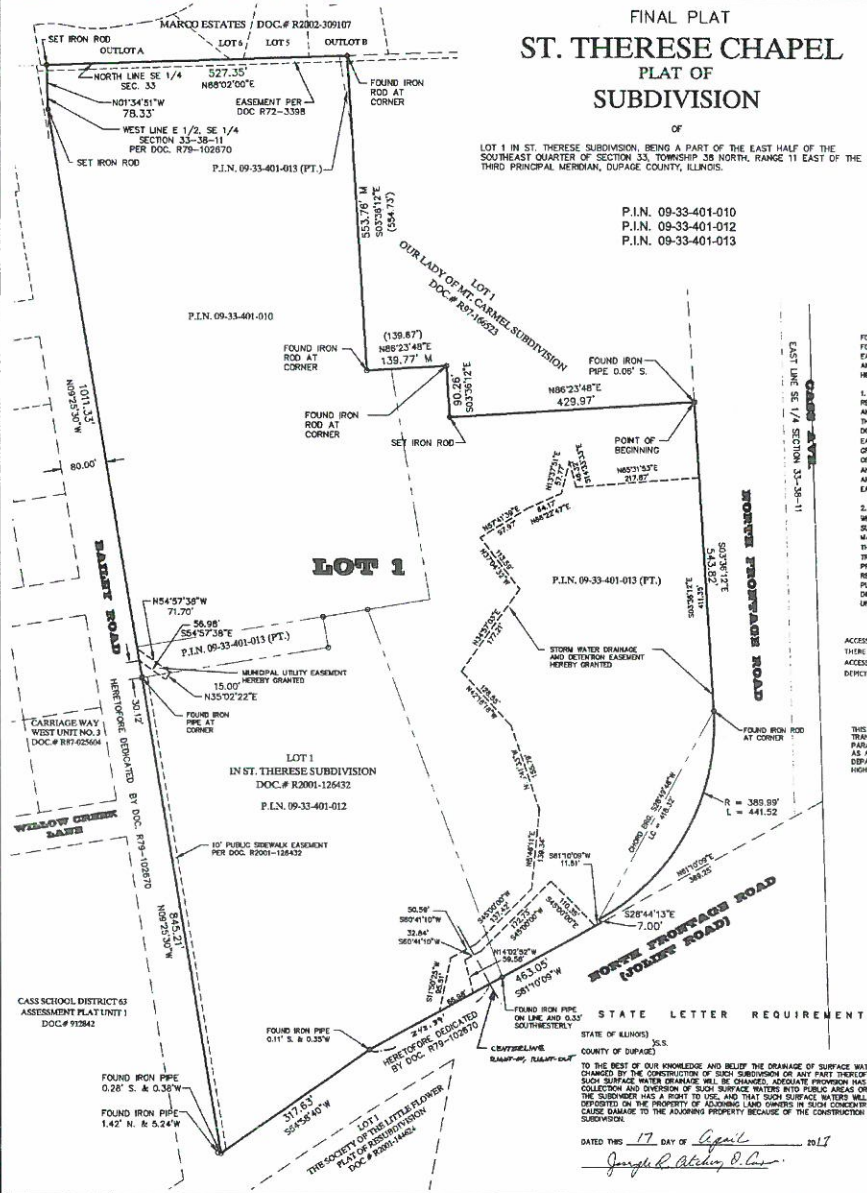
STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DUPAGE COUNTY, ILLINOIS...

CITY CLERK'S CERTIFICATE

STATE OF ILLINOIS, J.S.S. COUNTY OF DUPAGE. I, Joseph E. Roscoe, CITY CLERK OF THE CITY OF DARIEN, ILLINOIS, HEREBY CERTIFY...

STATE LETTER REQUIREMENT

TO THE BEST OF OUR KNOWLEDGE AND BELIEF THE DRAINAGE OF SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OF SUCH SUBDIVISION OR ANY PART THEREOF...



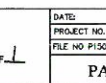
Engineering Enterprises, Inc. CONSULTING ENGINEERS 52 Wheeler Road Sugar Grove, Illinois 60554 630-465-6700 www.eeweb.com

SOCIETY OF THE LITTLE FLOWER 1313 N. FRONTAGE ROAD DARIEN, IL 60561

Table with 2 columns: No. and Date, and 2 columns: Review Submittal and Revisions.

ST. THERESE CHAPEL PLAT OF SUBDIVISION

DATE: APRIL 14, 2017 PROJECT NO: P15009 FILE NO P15009 PLAT OF SUBDIVISION





MEMO

**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520

August 10, 2021

City of Darien
1702 Plainfield Road
Darien, IL 60561

Attention: Jordan Yanke

Subject: National Shrine of Saint Therese – 8521 Building Addition
(CBBEL Project No. 950323H177)

Dear Jordan:

As requested on August 4, 2021, we have reviewed the Improvement Plans and supporting documents for the above property prepared by Engineering Resource Associates and dated August 4, 2021. Our previous comments have been addressed, and we have no objection to the City approving the plans subject to the following conditions.

General Comments

1. The sanitary sewer shall be reviewed and approved by the DuPage County Public Works.
2. A plat of easement for the watermain must be submitted. It should be a 20 foot wide Public Utility and Drainage Easement centered on the watermain. Final alignment can be dependent on the as-constructed location of the main.
3. We presume that the sizing and material of the water service to the building will be reviewed by the Building Department as it is regulated by the Illinois Plumbing Code.
4. A development security in the amount of \$123,190.88 is required. A copy of the EOPC is attached for reference.
5. The proposal includes a net new impervious area of 5826 SF, therefore Post Construction Best Management Practices (BMPs) are required for all new impervious area of the project. There is a total of 25,127 SF of new impervious area and the engineer has requested to pay fee in lieu as they report shallow groundwater. The required fee is \$\$12,563.50 (based on \$500/1000 Sf of impervious area).

If you have any questions, please feel free to contact me.

Sincerely,

Daniel L. Lynch, PE, CFM
Head, Municipal Engineering Department

Cc: Dan Gombac – City of Darien

CITY OF DARIEN
DU PAGE COUNTY, ILLINOIS

ORDINANCE NO. _____

**AN ORDINANCE GRANTING A MINOR AMENDMENT
TO AN APPROVED PLANNED UNIT DEVELOPMENT**

**(8511 Bailey Road: Society of Mount Carmel – Society of the Little Flower –
National Shrine to St. Therese)**

**ADOPTED BY THE
MAYOR AND CITY COUNCIL
OF THE
CITY OF DARIEN**

THIS 16th DAY OF AUGUST, 2021

**Published in pamphlet form by authority of
the Mayor and City Council of the City of
Darien, DuPage County, Illinois, this
_____ day of August, 2021.**

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TO AN APPROVED PLANNED UNIT DEVELOPMENT**

**(8511 Bailey Road: Society of Mount Carmel – Society of the Little Flower –
National Shrine to St. Therese)**

WHEREAS, the City of Darien is a home rule unit of local government pursuant to the provisions of Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, as a home rule unit of local government, the City may exercise any power and perform any function pertaining to its government except as limited by Article VII, Section 6; and

WHEREAS, heretofore, pursuant to Ordinance No. O-33-77, the City granted a Special Use for a Planned Unit Development (PUD) for the Subject Property (PIN No. 09-33-401-014) commonly referred to as “Society of Mount Carmel – Society of the Little Flower – National Shrine to St. Therese”; and

WHEREAS, heretofore, pursuant to Ordinance O-11-16, the City of Darien approved a Major Amendment to the approved PUD to allow for a new chapel, reconstructed and expanded parking facilities, new signage, and a new driveway entrance off of N. Frontage Road; and

WHEREAS, the City of Darien received a petition to modify the approved PUD to allow for a one-story building addition to the existing rectory at 8511 Bailey Road. The proposed addition includes six (6) new bedrooms and bathrooms, a living room, exterior patio, five (5) car garage, and a basement; and

WHEREAS, the City Council has reviewed the findings and recommendations described above and now determines to grant the petition subject to the terms, conditions and limitations described below.

ORDINANCE NO. _____

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: Approval of Minor Amendment to PUD Granted. A minor amendment to the approved PUD for Society of Mount Carmel – Society of the Little Flower – National Shrine to St. Therese is hereby approved to allow for a one-story building addition to the existing rectory at 8511 Bailey Road. The proposed addition includes six (6) new bedrooms and bathrooms, a living room, exterior patio, five (5) car garage, and a basement. The proposed addition and related project work shall be in substantial compliance with the following drawings:

- A. Site Improvement Plans, 6 Sheets, prepared by Engineering Resource Associates, latest version dated August 4, 2021
- B. Floor Plans & Building Elevations, 4 Sheets, prepared by Charles Vincent George Architects, latest version dated June 29, 2021

SECTION 2: Condition of Approval. As a condition of approval, the applicant must comply with the comments and recommendations in the letter from Christopher Burke Engineering, LTD. (Dan Lynch), City Engineer, dated August 10, 2021.

SECTION 3: Other Provisions of PUD. All of the terms, conditions, and limitations of Ordinance No. O-33-77 and Ordinance No. O-11-16, shall remain in full force and effect.

SECTION 4: Home Rule. This ordinance and each of its terms shall be the effective legislative act of a home rule municipality without regard to whether such ordinance should (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law, or (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the City of Darien that to the extent that the terms of this ordinance

ORDINANCE NO. _____

should be inconsistent with any non-preemptive state law, that this ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 5: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, this 16th day of August, 2021.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, this 16th day of August, 2021.

JOSEPH MARCHESE, MAYOR

ATTEST:

JOANNE E. RAGONA, CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



CITY OF DARIEN

RULES FOR COMPLIANCE WITH PUBLIC COMMENT REQUIREMENTS OF THE ILLINOIS OPEN MEETINGS ACT

I. PURPOSE OF RULES.

The purpose of these Rules is to comply with the requirement of Section 2.06 of the Illinois Open Meetings Act that a public comment section be provided at each meeting subject to the Open Meetings Act.

II. DEFINITION OF “PUBLIC BODY” or “BODY.”

For purposes of these Rules, the term “Public Body” or “Body” shall mean the City Council, any Committee of the City Council, and any Board and Commission established by the City Council.

III. RULES GOVERNING PUBLIC COMMENT.

A. Unless otherwise allowed by a majority vote of the Body, the public comment periods shall be as follows:

1. For the City Council, as set forth on the attached **Agenda template**.
2. For Council committees and advisory committees, at the conclusion of the meeting immediately before adjournment. At the direction of the Body, the floor may be opened for public comment in conjunction with specific agenda items.

B. Individuals seeking to make public comment to the Body shall be formally recognized by the Chair.

C. Individuals addressing the Body shall identify themselves by name, but need not provide their home address.

D. Individuals addressing the Body shall do so by addressing their comments to the Body

itself and shall not turn to address the audience.

E. Public comment time shall be limited to three (3) minutes per person.

F. An individual will be allowed a second opportunity to address the Body only after all other interested persons have addressed the Body and only upon the majority vote of the Body.

G. In the case of a special meeting, public comment will be limited to subject matters germane to the agenda of the special meeting.

IV. PUBLIC HEARING REQUIREMENTS.

Additional public comments periods will be allowed as required by law in the case of public hearing, subject to the same time constraints.

Approved by a Motion on November 17, 2014