



---

**MANAGER'S REPORT FOR DECEMBER 2, 2011**  
**GENERAL INFORMATION AND RESPONSES TO MAYOR & COMMISSIONER REQUESTS**

***Places to be this Week...***

**Tuesday, December 6, 2011** – The Village Council meeting will be held in the Village Council Chambers at 7 p.m.

***Future Calendar Reminders...***

**Tuesday, December 13, 2011** – The Village Council meeting will be held in the Village Council Chambers at 7 p.m.

**Thursday, December 15, 2011** – Fire Department Badge Pinning Ceremony at Fire Station 2 at 7 p.m.

**December 23 – December 26, 2011** – Village Hall will be closed for the Christmas holidays on Friday, December 23 and Monday, December 26, 2011.

**Fire Department Promotional Ceremony** – The Fire Department will host a Promotional and Badge Pinning Ceremony on Thursday, December 15, 2011 at Fire Station 2 at 7 p.m. The invitation is attached. Refreshments will be served following the ceremony.

**December Village Council Meetings** – The December 20, 2011 Village Council meeting will be cancelled.

**Holiday Luncheons** – Village Council members are invited to attend the annual holiday luncheons at Village Hall on Thursday, December 15 and at Public Works on Tuesday, December 20.

**Banking Services** - The Village currently has a contract for banking services with Charter One Bank that expires on December 31, 2012. Two weeks ago, the Village was notified by its Charter One representative, Jill Hagan, that RBS Citizens, Charter One's parent company, has decided to eliminate its government banking division organization-wide and that effective December 2, the Village would no longer be served by a dedicated Charter One representative. Instead, the Village would have access to a 1-888 number with a customer service team to assist with Village with banking matters for the duration of the contract.

Village staff has been assessing the impact of this change and evaluating the available options to determine the best course of action. At this time, the Village's strategy includes the following:

- Evaluate customer service effectiveness after December 2 and understand the impact that an unexpected change in banking service providers would have on Village staff, residents and vendors to determine whether the Village would be best served in exploring an alternate banking relationship.
- Prepare a request for proposal (RFP) for banking services during the month of December in the event that the Village decides to further explore other options.
- In January 2012, decide whether to proceed with issuance of the RFP and review staff workload to determine how to best accommodate a change in banking service providers, given the significant amount of staff time that would be required.

Staff will continue to provide regular updates to Council on any major decisions that are made regarding this matter.

## **2012 New Sidewalk Installation Program**

The first neighborhood meeting for the 2012 Sidewalk Installation Program was held on Tuesday, November 29<sup>th</sup>. Approximately twenty five residents attended the meeting.

## **Street Sweeping**

The Village is completing the third of three fall sweeping cycles and estimate completion of the program to be the second week of December.

## **DuPage County – Belmont/Curtiss Intersection Improvements**

DuPage County is planning to improve the intersection of Belmont and Curtiss in 2012 to include left-turn lanes on Belmont. The County submitted 50% design plans for the Village's review this week.

## **ONGOING PROJECTS**

### **Belmont Underpass**

#### Work Performed This Week:

- Miscellaneous electrical work for the pump station and systems integrations.
- Stage 2 asphalt work south of tracks, Hitchcock and north of Prairie.
- Forming and pouring Stage 2 curbs, sidewalks and driveway aprons.
- Installing metal roof and doors at the pump station.
- Backfilling Retaining Wall E.
- Miscellaneous electrical work for underpass lighting and platform lighting.
- Excavated for the expansion of the southeast parking lot, began placing aggregate base course.
- Sheet pile removal from temporary run-around.
- Installing windows at north pedestrian tunnel canopy.
- Installing gutters and downspouts and the northeast and northwest stair canopies.

#### Work Anticipated Next Week:

- Installing miscellaneous landscaping and silt fence.
- Installing roofing, soffits, gutters, downspouts, HVAC units, garage door and intrusion & fire alarm systems at the Pump Station.
- Installing North Canopy gutters, downspouts and glass storefronts.

Information about the project is provided on the Village's and Metra's web sites

- Percent Complete: 80%

### **Lot A (Warren Avenue) Retaining Wall Rehabilitation**

Awarded Amount: \$86,800.00

Contract Completion Date: November 24, 2011

#### Work Performed This Week:

- Installation of precast coping, cap, handrail and fence.
- Cleaning & resurfacing wall.
- Removal of protective shield.
- Clean up and remove all construction debris from site.

#### Work Anticipated Next Week:

Work is suspended for 2-3 weeks for removal and replacement of ornamental fence posts and panels.

Replacement is due to the contractor using an incorrect fence post. The construction area will be cleaned and reopened for parking and pedestrian traffic prior to suspending the work. The re-resurfacing of the wall will be

suspended until 2012 due to unfavorable weather conditions. The contractor attempted to apply a finish to the concrete when temperatures did not meet minimum requirements, resulting in a white appearance to the wall. The wall will be cleaned, primed and resurfaced a second time in 2012.

- Percent Complete: 75%

### **75<sup>th</sup> St Street Light Removal**

This contract was awarded at the November 8 Council meeting and staff is working with the County and the Contractor to time the removal at the latest date possible for both.

### **Prentiss Creek Sub E – Kensington Place**

Concept Design Award Amount: \$14,808.00

Concept Design Report completed. A meeting with representatives from the home owners associations was completed on October 18.

### **Lacey Creek (Sub G) Stormwater Improvements - 35<sup>th</sup> St between Saratoga and Venard**

Design underway. Staff is currently reviewing draft report and 50% plan set. Due to expected permitting delays, construction of project has been pushed to 2012.

### **Streambank Stabilization - St. Joseph North Branch**

Design/Build contract amount \$298,719.00

A meeting was held this week with DuPage County Staff to discuss amended permitting requirements. Based on the outcome of the meeting, a final plan set is currently being completed. Permit applications are anticipated within the near future.

### **Streambank Stabilization - St. Joseph South Branch**

Design/Build contract amount \$387,750.00

Design plans are currently being finalized in anticipation of permit submittals.

### **Green Streets/Sustainable Water Program and Downtown Business District Water Quality Enhancements**

Design contract amount \$26,397.80

Bid documents for the pilot project are in the process of being finalized. A contractor will be acquired over the winter so that the project can be constructed as soon as the weather breaks, with vegetative restoration to follow immediately thereafter. Final report drafts have been delivered and have been reviewed for both the Downtown Business District and Green Streets portions of the project.

## **COMPLETED PROJECTS**

### **2011 Roadway Maintenance Program, Street Resurfacing (B) Phase 2**

Awarded Amount: \$1,676,260.57

Anticipated Start of Construction: August, 2011

Contract Completion Date: 11/17/11

#### **Work Performed This Week:**

- Misc concrete work remaining completed on 39<sup>th</sup> St, N end Downers Dr and on Barneswood at Saratoga.
- Remaining miscellaneous asphalt drive replacement completed throughout project.
- Surface course paving completed on Coral Berry, Buckthorn, Arrowwood, Downers Dr., Goldenbell, Venard N of Barneswood and 39<sup>th</sup> St.
- Parkway restoration prep completed and sod placement completed throughout all streets.

- New stone shoulders completed on Oak Hill, Hickory Trail, Acorn and 35<sup>th</sup> St.

Work Anticipated Next Week:

- Possibility of minor punch list work and sod watering. Additional punch list will be generated over the winter. Minor pavement striping would also be completed in spring.

Percent Complete 99%

**Lacey Creek (Sub D), 39<sup>th</sup> St., West of Saratoga, SW-075**

Review of the draft Drainage Improvement Study report was completed. The construction of improvements within the 39<sup>th</sup> Street right-of-way is currently taking place as part of the 2011 Roadway Maintenance Program.

**2<sup>nd</sup> and Cumnor Stormwater Improvements**

Award Amount: \$1,055,141.50

Contract Completion Date: November 4, 2011 (excluding restoration)

Work Completed This Week

Project closeout and punch list items

Work Anticipated Next Week

Project closeout and punch list items

Educational signage delivery and installation expected early December.

- Percent Complete: 98%

**Storm Sewer Replacement on Washington Street, Grant to Ogden**

Award Amount: \$304,765.00

Estimated Construction Duration: 60 days

Work Completed This Week

Project closeout and punch list items

Work Anticipated Next Week

Project closeout and punch list items

- Percent Complete: 99%

**Davis Street Storm Sewer**

Current Contract Amount: \$451,712.50

Contract Completion Date: November 11, 2011

Work Performed This Week:

Project closeout and punch list

Work Anticipated Next Week:

Project closeout and punch list

- Percent Complete: 99%



Davis Street

Davis Street

**Street Light Replacement, Concord Square II**

Contract Amount: \$31,930.52

Contract Completion Date: November 18, 2011

All of the street lights have been replaced, all wiring and restoration is complete.

**2011 Fall Roadway Patching (ST-004D-11)**

Contract Amount: \$175,000.00

Work is complete, contract close-out is underway.

**Storm Sewer Rehabilitation Project - Prospect Avenue Lincoln to Chicago**

Installed 614 feet of 24" Cured-in-place pipe liner. Installed 45' of new storm sewer to be used as a future connection for a stormwater cost share program.

Work is complete, contract close-out is underway.

**Washington Street/Sherman Street Stormwater Improvements**

Contract Amount: \$547,159.12

Contract Completion Date: December 19, 2010

Work is complete, contract close-out is underway.

**SJN Sub B, Storm Sewer on Pershing Avenue**

Current Contract Amount: \$364,112.00

Contract Completion Date: September 30, 2011

Work Performed This Week:

Project closeout and punch list items

Work Anticipated Next Week:

Project closeout and punch list items

- Percent Complete: 99%



Pershing Avenue

**2011 Roadway Maintenance Program, Street Resurfacing (A) Phase 1**

Contract Amount: \$1,832,424.50

Minor punch list work and contract close-out ongoing.

**Washington Park Stormwater Improvements**

Contract Amount: \$3,055,860.23

Project is Complete. The Park District has accepted the park improvements.

Village working with contractor to internally close out project.

**McCullum Park Stormwater Improvements**

Current Contract Amount: \$1,250,204.53

Project is Complete. The Park District has accepted the park improvements.

Village working with contractor to internally close out project.

**2011 Paver Crosswalk Upgrades (S-007-11)**

Awarded Amount: \$129,727.50

Contract Completion Date: August 5, 2011

Work is complete, contract close-out is underway.

**Maple/BNSF Railroad Grade Reduction**

Contract Amount: \$365,469.28

Contract Completion Date: August 12, 2011

The intersection was completed and opened to traffic Friday, August 19<sup>th</sup>. All work has been completed.

**2011 New Sidewalk Installation Program**

Contract Amount: \$ 248,407.35

Contract Completion Date: August 22, 2011

Installation complete of approximately 4600 feet of new sidewalk.

**2011 Replacement Sidewalk Program (S-006-11 & S-006-12)**

Awarded Amount: \$186,725.00

Contract Completion Date: August 18, 2011

Completing contract close-out.

**ATTACHMENTS**

Invitation to Fire Department Promotional Ceremony



*You are cordially invited to attend the  
Promotional Ceremony and Badge Pinning for*

*Matthew J. Daly  
Battalion Chief of Training*

*Paul Q. Johnson  
Bradley D. Cummings  
John J. Stoeber  
Lieutenant*

*Matthew D. Hills  
Michael A. Covelli  
Daniel P. Rietveld  
Thomas J. Aagesen  
Ryan J. McKeveit  
Firefighter/Paramedic*

*Matthew J. Liaromatis  
Scott D. Sohn  
Nicholas P. Gilbert  
Patrick L. Jagger  
Probationary Members*

*To be held at  
Station 2 – 5420 Main Street  
December 15, 2011 at 7:00 p.m.*

Cake and beverages will be served  
immediately following the ceremony.