



**MANAGER'S REPORT FOR MAY 20, 2011  
GENERAL INFORMATION AND RESPONSES TO MAYOR & COMMISSIONER REQUESTS**

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

**Saturday, May 21, 2011 at 9:00 am** – Coffee with the Council at the Main Street Train Station

**Tuesday, May 24, 2011 at 6:30 pm** – Long Range Financial Plan Meeting: Issue Identification and Solutions

- General Fund
- Transportation Fund
- Downtown TIF

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

**Long Range Financial Plan Meetings** – This year's LRFP meetings will take place in the Village Hall Committee Room on the following dates:

**Tuesday, June 28, 2011 at 6:30pm**  
**Tuesday, July 26, 2011 at 6:30pm**  
**Tuesday, August 23, 2011 at 6:30pm**  
**Tuesday, August 30, 2011 at 6:30pm (if necessary)**

**Long Range Financial Plan** – The first LRFP meeting will take place on Tuesday, May 24 at 6:30 pm in the Committee Room. Topics for the meeting include the General Fund, Transportation Fund and Downtown TIF Fund. Staff will present background information, identify trends and issues and present proposed solution strategies and action items. At the end of each fund discussion there will be time for Council and community dialogue regarding the recommendations. There is no planned service prioritization discussion or exercise. Staff recommends that all Council members view the presentation that is currently posted on the Village website prior to Tuesday's meeting. No other preparation is required. At the conclusion of the meeting, staff will provide the Council with binders of information that may be useful during the planning process. The binders will be updated with additional information at each subsequent meeting. All of the information in the binders as well as audio podcasts of the meeting will be posted on the LRFP website. Light snacks and drinks will be served.

**Comprehensive Annual Financial Report (CAFR)** – The Village's auditor, Baker Tilly, is nearing completion of the FY2010 CAFR, also known as the audit. The CAFR should be completed within the next few weeks. During a recent discussion with the Village Finance Director, Baker Tilly indicated that there will be no management letter comments. The lack of management letter comments reflects the Village's efforts to improve our financial procedures and the hard work of the Village staff in the Finance Department and other staff members that have contributed to the improvements and the Council's commitment to long-range financial planning efforts and overall financial and fiduciary responsibility.

## ONGOING PROJECTS

### Belmont Underpass

#### Work Performed This Week:

- Installed sheeting for east and west abutment of RR Bridge, bracing and excavate at RR Bridge, temporary sheeting for pedestrian tunnel, bracing and excavate at pedestrian tunnel, caissons for precast panels at south boarding platform and temporary sheeting for southeast & southwest stairwells.
- Formed bridge deck for Highway Bridge.
- Continued concrete work for pump station.
- Excavation of Belmont Road and proposed northwest entrance/exit ramp north of RR Tracks.
- Frame and place concrete for curb and gutter on Burlington Avenue.

#### Work Planned For Next Week:

- Continue installing bracing, excavating, and pile driving for east abutment of RR Bridge.
- Frame and place concrete for east abutment footing of RR Bridge.
- Drive piles for west abutment of RR Bridge.
- Frame and place concrete for Pedestrian Tunnel footings and backfill footing and prepare for precast tunnel.
- Backfill and prepare for precast panels for South Boarding Platform.
- Form Highway Bridge Deck and install shear studs.
- Braced excavation and pile driving of stairwells.
- Frame, reinforce and place concrete for Pump Station.
- Lagging for Wall B/C.
- Excavation of Belmont Road and proposed northwest entrance/exit ramp north of RR Tracks.
- Frame and place concrete for curb and gutter on Burlington Avenue.
  - Percent Complete: 46%

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

### **2010 Resurfacing (B) Phase 2**

Awarded Amount: \$1,843,543.38

Contract Completion Date: Portion postponed until spring 2011

#### Work Performed This Week:

Asphalt driveway aprons replaced on the north side of 5<sup>th</sup> & 6<sup>th</sup> Streets.

Concrete curb & gutter removal and replacement operations ongoing on the south side of 5<sup>th</sup> & 6<sup>th</sup> Streets.

Concrete aprons and sidewalk removal and replacement operations ongoing on the south side of 5<sup>th</sup> & 6<sup>th</sup> St.

#### Work Anticipated Next Week:

Concrete curb, apron and sidewalk removal and replacement operations should be completed on the south side of 5<sup>th</sup> & 6<sup>th</sup> Streets week of 5/23.

Asphalt driveway aprons should be replaced on the south side of 5<sup>th</sup> & 6<sup>th</sup> Streets the week of 5/23.

Backfilling behind the new curbs on the south side of 5<sup>th</sup> and 6<sup>th</sup> Streets should take place by end of week of 5/23.

Final parkway preparation and start of sod placement may begin on 7<sup>th</sup> St, 8<sup>th</sup> St and 55<sup>th</sup> Place the week of 5/23.

- Percent Complete 85%

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

Awarded Amount: \$1,832,424.50

Contract Completion Date: 8/5/11

Anticipated Start of Construction: Early June, 2011

Work Performed This Week:

Some field layout / marking beginning.

Work Anticipated Next Week:

Field layout / marking to continue.

- Percent Complete 0%

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

Advertise Date: 5/2/11

Bid Opening Date: 5/16/11

Anticipated Start of Construction: August, 2011

**2011 Preventive Seal**

Awarded Amount: \$153,000.00

Contract Completion Date: July 2011

Anticipated Start of Construction: Early June, 2011

Duration of the project is 45 days

**2011 Paver Crosswalk Upgrades**

The contract was advertised on May 18<sup>th</sup> with bid opening scheduled for June 1<sup>st</sup> and start of construction for early July. Nineteen (19) crosswalks within the Downtown Business District are scheduled to be rehabilitated by a method using hot-applied synthetic asphalt material. The duration of the project is 25 days.

**McCollum Park Stormwater Improvements**

Current Contract Amount: \$1,250,204.53

Project is Substantially Complete

Current Punch List Completion Date: May 31, 2011

Work Performed This Week:

The contractor submitted schedule for completion of punch list work and started on May 19<sup>th</sup> with anticipated completion of all punch list items by May 20<sup>th</sup>. An inspection by the Village and Downers Grove Park District will be scheduled upon completion of punch list work.

Work Anticipated Next Week:

None.

**2011 Sidewalk Program**

This project was approved and awarded at the May 17<sup>th</sup> Council meeting. Work is scheduled to start in early June.

**Maple/BNSF Railroad Grade Reduction**

The project was approved and awarded at the May 17<sup>th</sup> council meeting. Work is scheduled to start the week of June 6<sup>th</sup> and be completed by the end of July.

**2010 Water Main Improvements**

Paving, restoration, and punch list work is scheduled to begin the week of May 23rd. Notices to residents were mailed.

**Street Light Replacement, Concord Square II**

Project bid opening was May 16th and is on the council agenda for June 7th and an award on June 14th.

Construction to start early this summer.

## **2<sup>nd</sup> and Cumnor**

Bid advertisement anticipated for the beginning of June, with construction projected to begin in late July or early August.

Relocation of the existing ComEd utility poles anticipated for the middle of June.

### Work to Be Performed This Week

The existing homes will be utilized by the police department and fire department throughout the month of May to perform training exercises.

## **Storm Sewer Replacement on Washington St, Grant to Ogden**

In-house design is underway. Staff is exploring trenchless technologies to reduce construction impact, construction time and cost. A neighborhood meeting was held April 21, 2011 and bid advertisement anticipated for early June.

## **Washington Park Stormwater Improvements**

Current Contract Amount: \$3,055,860.23

Project is Substantially Complete

Current Punch List Completion Date: May 31, 2011

### Work Performed This Week:

Continue to work on punch-list items

### Work Anticipated Next Week:

Complete punch-list items.

### Miscellaneous:

Village staff directed the contractor to perform a few extra items involving ornamental fencing, railings and electrical items that were requested by the Park District. These items should be completed by May 31, 2011.

- Percent Complete (per contract): 100%

## **Washington Street/Sherman Street Stormwater Improvements**

Current Contract Amount: \$547,159.12

Contract Completion Date: December 19, 2010

### Work to be Performed Spring 2011:

Grade and restore parkways near new inlets on Sherman between Fairview and Douglas

Restore asphalt patch for manhole placed late 2010 near Sherman and Prospect

- Percent Complete: 90%

## **SJN Sub B, Storm Sewer on Pershing Ave**

In-house design underway. A neighborhood meeting was held April 18, 2011.

Bid advertisement anticipated for week of May 23, 2011.

## **Davis St Storm Sewer**

In-house design underway. A neighborhood meeting was held on May 18, 2011.

Bid advertisement anticipated for week of May 30, 2011.

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

Design underway. Final Report and Construction Plans due June 2011.

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

A second neighborhood meeting for the area of 39<sup>th</sup> Street and Candlewood Court is scheduled for Monday, May 23<sup>rd</sup>, 2011 at 6:30pm at the Public Works Facility. The project includes improvements to roadway geometry along 39<sup>th</sup> Street, as well as stormwater analysis and design recommendations for the existing components of the stormwater infrastructure in the area. Preliminary study has been performed. Conceptual stormwater solutions for will be available for public comments and questions. Additional input will be collected

and used to finalize the design. An engineering consultant is working on a final report for the project. The report is scheduled to be submitted for Village review during the first week of June.

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

Design underway. Final Report and Construction Plans due June 2011.

### **Lacey Creek Streambank Stabilization**

Contract Amount: \$561,200.00.

The duration of the project is approximately 75 days with vegetative maintenance and monitoring to be performed through 2013.

Vegetative restoration of approximately 50% of the affected properties has been completed. The remaining properties are expected to be restored next week, pending resident feedback.

- Percent Complete: 90%

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

Kickoff meeting for Concept Design with design consultant, Living Waters Consultants completed 5/6/11.

Completed concept design report anticipated for middle of July.

### **Storm Sewer Replacement on Washington St, Grant to Ogden**

In-house design underway. Bid advertisement anticipated for early June.

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

Design contract amount \$26,397.80

A project kick-off meeting was recently held with the design engineer. It is anticipated that site topography, soil samples, and other various information will be collected within the next two weeks in order to facilitate preliminary design work.

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

Design/Build contract amount \$298,719.00

A neighborhood meeting was recently held, with the intent to introduce the project to area residents and gather any information/feedback prior to beginning design. Preliminary design plans are expected to be complete at the end of May.

### **59th Street Streambank Stabilization**

Contract amount \$18,249.50.

Vegetative Restoration was recently completed along the banks of the newly graded ditch. Additional vegetative "plugs" will be installed within the next few weeks, as weather allows. Vegetative maintenance and monitoring to be performed through 2013

- Percent Complete: 95%

### **ATTACHMENTS**

None