AGENDA

Engineering and Public Works Committee

Thursday, February 5, 2026
7:00 PM
Temporary Village Hall
1000 E. Woodfield Rd.
Schaumburg, IL 60193

VILLAGE OF SCHAUMBURG
PROGRESS THROUGH THOUGHTFUL PLANNING

A G E N D A

I. CALL TO ORDER

II. APPROVAL OF MINUTES

A. December 30, 2025

III. NEW BUSINESS

A. Recommendation to Accept Improvements at the Summit Grove Subdivision

B. Recommendation to Approve the Contract Renewal for the 2026 Annual Concrete Repair Program with Schroeder & Schroeder, Inc.

C. Recommendation to Award Bid for Traffic Signal and Opticom Maintenance to H&H Electric Company

D. Recommendation to Approve an Agreement for Custodial Maintenance and Day Porter Services with Crystal Maintenance Plus Corp.

E. Recommendation to Approve a Contract Renewal for the FY 26/27 Annual Street Improvement Program - Contract No. 1 - Phase II and Phase III Professional Engineering with Engineering Enterprises, Inc.

F. Recommendation to Approve a Contract Renewal for the FY 26/27 Annual Street Improvement Program - Contract No. 2 – Phase II and Phase III Professional Engineering with Chastain and Associates, LLC.

IV. COMMENTS FROM THE PUBLIC

V. ADJOURNMENT

VI. NEXT VILLAGE BOARD MEETING

A. February 24, 2026

In compliance with the Americans with Disabilities Act and other applicable Federal and State laws, the meeting will be accessible to individuals with disabilities. Persons requiring auxiliary aids and/or services should contact the Village Manager's Office at 847.923.4705, preferably no later than five days before the meeting.

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

December 30, 2025
02/05/26
Engineering and Public Works Committee

Presenter:
Lead Department: Engineering and Public Works

Executive Summary:

Recommended Action:

ATTACHMENTS:
- December 30, 2025

VILLAGE OF SCHAUMBURG
PROGRESS THROUGH THOUGHTFUL PLANNING

I have reviewed the following minutes and to the best of my knowledge, they correctly represent the actions taken at the meeting.

Michael Hall
Director of Engineering & Public Works

Village of Schaumburg
Engineering & Public Works
December 30, 2025

MEMBERS PRESENT: Mark Madej, Chairperson
Brian Bieschke, Trustee

OTHERS PRESENT: Brian Townsend, Village Manager
Michael Hall, Director of Engineering & Public Works
Ryan Franklin, Assistant Director of Community Development
Brent McQueen, Engineering Division Manager
Ryan Rivard, Superintendent of Utility Services
Mark Rysavy, Facilities Division Manager

Chairperson Madej called the Engineering and Public Works Committee Meeting to order at 7:00 p.m.

APPROVAL OF MINUTES:

Trustee Bieschke made a motion, seconded by Chairperson Madej, to approve the minutes from the meeting of December 4, 2025. All Ayes. Motion carried.

CONSENT AGENDA:

None.

Engineering & Public Works
714 S. Plum Grove Road • Schaumburg, IL 60193-4329 • (847) 895-7100 • www.schaumburg.com

NEW BUSINESS:

A. Recommendation to Approve a Code Amendment to Title 15: Land Usage, Chapter 150 Flood Control

Mr. Ryan Franklin, Assistant Director of Community Development, presented the first item of the evening. He explained that the Village participates in the National Flood Insurance Program (NFIP), which enables property owners within designated floodplain areas to obtain flood insurance coverage. Participation in the NFIP is also required for communities to remain eligible for certain forms of federal disaster relief funding. As a result of updated Federal Emergency Management Agency (FEMA) flood insurance rate maps, several new map panels have been designated, necessitating revisions to the Village Code. The new map panels will become effective on January 23, 2026.

The proposed ordinance amendment updates reference to the new flood insurance rate maps, incorporates revised definitions, and aligns the ordinance with FEMA's most recent model language. The proposed changes have been reviewed by the Village's consulting engineer as well as the Engineering and Public Works Department. A redlined version of the modifications and a clean copy of the updated ordinance were provided for review. Three map panels are affected by the revisions, with two properties impacted across two of the panels. A comparison map illustrating the 2008 delineation versus the updated delineation was also presented. Mr. Franklin noted that property owners may obtain a survey and request a Letter of Map Revision or Letter of Map Amendment through an established process. The proposed ordinance amendment was presented to ensure the Village remains compliant with current FEMA regulations.

Trustee Bieschke made a motion, seconded by Chairperson Madej, to recommend the Village Board approve the amendment to the municipal code Title 15: Land Usage, Chapter 150 Flood Control. All Ayes. Motion Carried.

B. Recommendation to Authorize Participation in the Sourcewell Cooperative Purchasing Program and Award the Purchase of Fitness Equipment to Life Fitness, LLC

Mr. Mark Rysavy, Facilities Division Manager, presented the next agenda item regarding the new Village Hall fitness area. He noted that this is a new amenity for Village Hall and requires the purchase of all new fitness equipment. Staff evaluated available options based on prior municipal experience and industry standards and determined that Life Fitness is widely regarded as a preferred provider due to its high-quality equipment, durability, and extended warranty offerings.

Staff distributed a Vetter survey to Village Hall employees to assess interest and usage preferences. Survey responses indicated general interest in cardiovascular equipment, free weights, cable-based strength equipment, and core-strengthening equipment. A layout diagram was provided showing the proposed configuration of the fitness area, with cardiovascular equipment located along the north side facing the pond, free weights and cable equipment situated centrally, and core equipment placed in the lower corner of the space.

Staff worked with Life Fitness, which is also providing equipment for the new police station project. Although the Village Hall project does not qualify as a public safety facility, Life Fitness extended the public safety discount to the Village Hall purchase due to the equipment being procured within

a two-year period. As a result, staff received an approximate 36% discount. While $150,000 had been budgeted for fitness equipment, the proposed cost is approximately $109,000.

Life Fitness is a member of the Sourcewell purchasing cooperative, and the proposal includes a two-year service contract covering routine maintenance such as lubrication, cable inspections, and general equipment checks, in addition to the manufacturer's standard warranty. Based on the quality of the equipment, favorable pricing, and included service support, staff recommend proceeding with Life Fitness for the Village Hall fitness equipment.

Trustee Bieschke inquired whether Life Fitness had provided information regarding the cost of maintaining the equipment following the expiration of the warranty period. Mr. Rysavy responded that staff would confirm the exact cost but estimated that the annual maintenance expense would be approximately $1,500 if the service plan were to be continued. He further noted that Police and Fire Department staff may be able to perform certain maintenance tasks, as they routinely service similar equipment. Staff will coordinate with those departments to assess feasibility, and if necessary, future budgets will include funding for the service plan.

Trustee Bieschke made a motion, seconded by Chairperson Madej, to recommend the Village Board authorize participation in the Sourcewell Cooperative Purchasing Contract #052324-LFF and award the purchase of Fitness Equipment to Life Fitness, LLC of Chicago, IL, in the amount of $109,181.82. All Ayes. Motion Carried.

C. Recommendation to Approve Participation in the ISAWWA Water Ambassador Program and Authorize Staff to Pursue Water Ambassador Community Certification for the Village of Schaumburg, including Implementation of Outreach Initiatives and Promotion of the Water 1-2-3 Guide for Elected Officials

Mr. Ryan Rivard, Superintendent of Utility Services, presented the next agenda item. He noted that at the previous Engineering and Public Works meeting, staff provided an overview of the Water 1-2-3 Guide and explained the purpose and criteria of the Water Ambassador Award. Based on that discussion, staff recommend moving forward with the proposed initiative.

Trustee Bieschke made a motion, seconded by Chairperson Madej, to recommend the Village Board approve participation in the ISAWWA Water Ambassador Program and authorize staff to pursue Water Ambassador Community certification for the Village of Schaumburg, including implementation of outreach initiatives and promotion of the Water 1-2-3 guide for elected officials. All Ayes. Motion Carried.

D. Recommendation to Approve Completion of the Plans and Specifications for Bidding of the FY 26/27 Street Improvement Program

Mr. Brett McQueen, Engineering Division Manager, presented the proposed street improvement program for the upcoming fiscal year on behalf of Mr. Joe Velna, Engineering Inspector. The program includes approximately 18 miles of preventative maintenance, 3.5 miles of resurfacing, 3 miles of modified reconstruction, and 1 mile of reconstruction. Improvements will occur on several streets (for example Wingate, Cedarcrest, Aimtree) and have been coordinated with planned water main and street projects. The program also includes two CDBG-funded streets and approximately 2.5 miles of bike path improvements. Staff recommend moving forward with the proposed list and is available to answer questions.

Trustee Bieschke made a motion, seconded by Chairperson Madej, to recommend the Village Board approve completion of bidding plans and specifications for the FY 26/27 Street Improvement Program. All Ayes. Motion Carried.

E. Recommendation to Approve Ratification of Expenditures for the American Lane and Plaza Drive Improvements with Builders Paving

Mr. McQueen continued presenting the last agenda item. In July, the Board approved a resolution authorizing the use of the remaining Rebuild Illinois Funds (RBI Funds) for improvements to American Plaza. The project was awarded to Builders Paving in August, and construction is now complete. Final quantities have been calculated, and additional sidewalk, curb and gutter, and driveway replacements were required beyond the original plan estimates. The savings we had in other areas did not fully offset the added quantities. As a result, total construction costs exceeded $1,000,000, approximately 9% over the awarded amount. However, this allowed the Village to fully expend all RBI Funds which was set to expire this year. Sufficient funding is available within the street program, and staff proposes an internal budget transfer of approximately $80,000 to cover the overage. Approval of the expenditure is recommended. Trustees noted and were impressed by the speed with which construction was completed.

Trustee Bieschke made a motion, seconded by Chairperson Madej, to recommend the Village Board approve ratification of expenditures for the American Lane and Plaza Drive Improvements with Builders Paving, LLC of Hillside, IL in the amount of $86,880.20. All Ayes. Motion Carried.

UNFINISHED BUSINESS

None.

DEFERRALS

None.

COMMENTS FROM THE AUDIENCE/STAFF

None.

ADJOURNMENT

Trustee Bieschke made a motion, seconded by Trustee Madej, to adjourn the meeting at 7:13 p.m. All Ayes. Motion carried.

Respectfully submitted,

Jessi Dussard

Jessi Dussard
Recording Secretary
Engineering & Public Works

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Recommendation to Accept Improvements at the Summit Grove Subdivision
02/05/26
Engineering and Public Works Committee

Presenter: Ryan Franklin, Assistant Director, Community Development Department
Lead Department: Community Development

Executive Summary:

The Summit Grove subdivision was approved in August 2020, and includes 149 single family lots. The development included public improvements including roadways and utilities. Community Development Department staff are recommending that the improvements as listed below, and as depicted in the exhibits, be accepted by the Village. Once accepted by the Village Board, these improvements will be considered public infrastructure.

1. Approximately 6,543 feet of roadway, including pavement, curb, and sidewalk
2. Approximately 1,798 feet of bike path
3. Approximately 11,849 feet of storm sewer including manholes
4. Approximately 6,252 feet of sanitary sewer including manholes
5. Approximately 7,060 feet of water main including valves, vaults and hydrants
6. 14 streetlights including conduit
7. Roadway signage

Recommended Action:

The Village Manager recommends the Engineering and Public Works Committee recommend the Village Board accept the subject improvements as depicted in the Exhibits, and direct staff to obtain a Bill of Sale, at no cost to the Village, from Nitti Development for the subject improvements and approve the required Resolution.

ATTACHMENTS:
- Summit Grove Acceptance Memo.doc
- Summit Grove Letter Requesting Acceptance.pdf
- Summit Grove Color Coded Utility Map.pdf
- Summit Grove Resolution

MEMORANDUM

Date: January 20, 2025

To: Brian Townsend, Village Manager

From: Jack Gallagher, Interim Village Engineer of Community Development

Subject: Recommendation to Accept improvements at the Summit Grove Subdivision

For: Engineering and Public Works Committee

Introduction

Community Development Department staff are recommending that the improvements as listed below, and as depicted in the exhibits, be accepted by the Village. Once accepted by the Village Board, these improvements will be considered public infrastructure.

1. Approximately 6,543 feet of roadway, including pavement, curb, and sidewalk
2. Approximately 1,798 feet of bike path
3. Approximately 11,849 feet of storm sewer including manholes
4. Approximately 6,252 feet of sanitary sewer including manholes
5. Approximately 7,060 feet of water main including valves, vaults and hydrants
6. 14 streetlights including conduit
7. Roadway signage

Discussion

Project History

The Summit Grove subdivision was approved by the Village Board on August 26, 2020, and a Land Development Permit was issued on April 8, 2021 to the Developer, Nitti Development. The subdivision includes 149 single family residential lots.

Throughout construction, inspections of the improvements were conducted by Community Development. An MWRD partial final inspection passed on January 17, 2025. During the second half of 2025, Engineering and Public Works staff and Community Development staff made multiple inspections of the work as part of the walk-through inspection process for acceptance of public improvements. Punch list items identified during these inspections have been addressed.

As of January 7th, 2026, 136 homes have been issued a clean Certificate of Occupancy, 11 homes have been issued a Conditional Certificate of Occupancy, and 2 homes are under construction (these 2 are part of the School District 211 Builder EDU program).

Maintenance Bond

Village code Sections 151.16 and 151.17 require a 12-month maintenance bond in the amount of 20% of the Engineer's Opinion of Probable Cost of the accepted improvements. Upon Village Board acceptance of the improvements, the maintenance bond will go into effect, and the project security that was required for issuance of the Land Development Permit will be closed out. The maintenance bond will be held for 12 months by the Finance Department after being posted by the Developer.

Recommendation

Staff recommends the Engineering and Public Works Committee recommend the Village Board accept the subject improvements as depicted in the Exhibits, and direct staff to obtain a Bill of Sale, at no cost to the Village, from Nitti Development for the subject improvements and approve the required Resolution.

Docusign Envelope ID: 05F3FD5B-653C-45D3-B244-D5DF9DA02C9D

NITTI DEVELOPMENT

June 11, 2025

Village of Schaumburg
101 Schaumburg Court
Schaumburg, IL 60193

Attention: Jack Gallagher
Interim Village Engineer of Community Development

Subject: Village Acceptance of Public Improvements at Summit Grove Subdivision

Dear Mr. Gallagher,

Per Section 151.16 PROCEDURE FOR APPROVAL AND ACCEPTANCE OF IMPROVEMENTS is providing this letter as a formal request that the Village of Schaumburg accept the following improvements completed under Land Development Permit 20-04394 . We request that the Village of Schaumburg accept the following improvements as depicted on the As-Built Plans:

1. Concrete sidewalk
2. Concrete curb and asphalt paving / roadways
3. Storm sewer and Sanitary sewer including manhole structures
4. Water main, valves and valve vaults
5. Street signs and controllers
6. Street signs
7. Landscaping in right of way

We look forward to working with you through this process.

Sincerely,

DocuSigned by:
222620D0209D461...
Joseph Nitti

SCHOLTEN DRIVE
MILLER WAY
REDLINGER ROAD
PLUM GROVE ROAD
SUMMIT DRIVE
KINGSPORT DRIVE
CARTWRIGHT LANE
CARTWRIGHT COURT
JULIE DRIVE
OUTLOT 1
OUTLOT 2
OUTLOT 3
OUTLOT 4
OUTLOT 5
OUTLOT 6
OUTLOT 7
OUTLOT 8
OUTLOT 9

CONTRACTOR TO USE O-RING GASKETED RCP PIPE FOR STORM SEWER BETWEEN POND 2 AND 3

OBSERVATION WELL. SEE POND DETAIL ON 8.2 FOR MORE INFORMATION (TYP)

DETENTION POND 2
BOTTOM OF POND 727.0
NWL 728.0
HWL 732.0

DETENTION POND 3
BOTTOM OF POND 717.9
NWL 718.4
HWL 722.4

4" PERFORATED UNDERDRAIN

WETLAND AREA 7B
NWL 747.1
HWL 748.1

WETLAND AREA 7A
NWL 742.5
HWL 743.5

DETENTION POND 1
BOTTOM OF POND 737.0
NWL 737.5
HWL 743.5

RAIN GARDEN 1
BPOND 742.00
HWL 746.00

RAIN GARDEN 2
BPOND 745.00
HWL 749.00

RAIN GARDEN 3
BPOND 740.75
HWL 743.5

RAIN GARDEN 4
BPOND 737.50
HWL 743.50

LEGEND

- ROAD, CURB & SIDEWALKS WITHIN PUBLIC RIGHT- OF-WAY
- SANITARY SEWER & MANHOLES
- WATERMAIN & STRUCTURES
- STORM SEWER & STRUCTURES
- STREET SIGNAGE
- STREET LIGHTING

GRAPHIC SCALE
100 50 0 100
1" = 100'

NO.	DATE	REVISIONS DESCRIPTION

ORIGINAL ISSUE DATE: 06/16/2025

PROJECT NO: 19220
PROJECT MANAGER: BCR
DESIGNED BY: DEF
DRAWN BY: DB

OVERALL UTILITY PLAN

SUMMIT GROVE
SCHAUMBURG ILLINOIS

7325 Janes Avenue
Woodridge, IL 60517
630.724.9200 phone
www.v3co.com

DRAWING NO.
EX 1.0

FENCELINE

#3443
SAN
RIM=762.93
IE 6" VCP N=751.90
IE 5" VCP W=OBSTRUCTED BY LADDER

#1416
WVV
RIM=763.63
T/KEY=757.13
WATER FILLED

#1341
SAN
RIM=763.97
6" VCP N,S=752.92

#1315
INLET
RIM=763.13
IE 12" RCP W=756.13

#1467
WVV
RIM=761.68
WATER FILLED

#1464
WVV

SCHOLTEN DRIVE

KINGSPORT DRIVE

#1
SA
RIM=761.85
IE 6" VCP N,W=754.30

MILLER WAY

HWL 749.60
B/POND 748.60

RAIN GARDEN 2
B/POND 748.60
HWL 749.60

4" PERFORATED UNDERDRAIN

WETLAND AREA 7B
NWL 747.1
HWL 748.1

OUTLOT 6

HWL 750.00
B/POND 749.00

RAIN GARDEN 1
B/POND 749.00
HWL 750.00

RAIN GARDEN 4
B/POND 745.70
HWL 746.70

B/POND 74
HWL

OUTLOT 7

73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 121 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149

LEGEND

- ROAD, CURB & SIDEWALKS WITHIN PUBLIC RIGHT- OF-WAY
- SANITARY SEWER & MANHOLES
- WATERMAIN & STRUCTURES
- STORM SEWER & STRUCTURES
- STREET SIGNAGE
- STREET LIGHTING

GRAPHIC SCALE
40 20 0 40
1" = 40

REVISIONS

NO.	DATE	DESCRIPTION

ORIGINAL ISSUE DATE: 06/16/2025

NO.	DATE	DESCRIPTION

PROJECT NO.: 19220
PROJECT MANAGER: BCR
DESIGNED BY: DEF
DRAWN BY: DB

UTILITY PLAN - AREA 1

SUMMIT GROVE

SCHAUMBURG ILLINOIS

7325 Janes Avenue
Woodridge, IL 60517
630.724.9200 phone
www.v3co.com

DRAWING NO.
EX 1.1



LEGEND

- ROAD, CURB & SIDEWALKS WITHIN PUBLIC RIGHT- OF-WAY
- SANITARY SEWER & MANHOLES
- WATERMAIN & STRUCTURES
- STORM SEWER & STRUCTURES
- STREET SIGNAGE
- STREET LIGHTING

GRAPHIC SCALE

40 20 0 40

1" = 40

REVISIONS

NO.	DATE	DESCRIPTION

ORIGINAL ISSUE DATE: 06/16/2025

NO.	DATE	DESCRIPTION

PROJECT NO.: 19220
PROJECT MANAGER: BCR
DESIGNED BY: DEF
DRAWN BY: DB

UTILITY PLAN - AREA 2

SUMMIT GROVE

SCHAUMBURG ILLINOIS

7325 Janes Avenue
Woodridge, IL 60517
630.724.9200 phone
www.v3co.com

DRAWING NO.

EX 1.2

CONTRACTOR TO USE
O-RING GASKETED RCP
PIPE FOR STORM SEWER
BETWEEN POND 2 AND 3

OBSERVATION WELL.
SEE POND DETAIL ON
8.2 FOR MORE
INFORMATION
(TYP)

DETENTION POND 2
BOTTOM OF POND 727.0
NWL 728.0
HWL 732.0

4" PERFORATED
UNDERDRAIN

4" PERFORATED
UNDERDRAIN

DETENTION POND 3
BOTTOM OF POND 717.9
NWL 718.4
HWL 722.4

HWL 732.00
NWL 728.00
NWL 728.00
HWL 732.00
HWL 722.40
NWL 718.40
HWL 722.40

#3751
SAN
RIM=734.55
IE 18" RCP NE=717.65
IE 18" RCP W=718.20
IE 18" RCP W=725.05

#2972
WVV
RIM=728.77
WATER FILLED

#2973
WVV
RIM=728.54
WATER FILLED
CONTROL PANEL
IN VAULT

#2977
WVV
RIM=728.66
WATER FILLED

#2748
WVV
RIM=728.22
UNABLE TO OPEN

#2734
UNKNOWN
RIM=728.32
CONDUIT AND WIRES

#2726
WVV
RIM=726.73
UNABLE TO OPEN
LOCKED

#2186
INLET
RIM=723.35
IE 12" RCP E=718.70

#2468
48" FES
IE=715.68

#2467
48" FES
IE=715.65

#2466
48" FES
IE=715.21

#2161
INLET
RIM=722.00
IE 12" RCP E=718.27

#1703
INLET
RIM=720.74
IE 12" RCP E=717.09

#1717
STM
RIM=720.28
IE 12" RCP E=716.28
IE 12" RCP E=716.98

#1721
INLET
RIM=719.14
IE 12" RCP W=716.02

#1748
INLET

FLOODWAY LIMITS
PER FEMA MAP

FLOODPLAIN LIMIT
PER ELEVATION

APPROXIMATE LIMIT
OF FLOODWAY

APX. LIMIT OF
ZONE X(SHADED)

FLOODPLAIN LIMITS
PER FEMA MAP

APX. LIMIT OF
ZONE X (SHADED)

SCHOLTEN DRIVE

REDLINGER ROAD

OUTLOT 3

OUTLOT 4

38 37 36 35 34 33 32 11 10 9 8 7 6 5 4 3 2 1 25 24 23 22 21 20 19 18 17 16 15 14 13 12

LEGEND

- ROAD, CURB & SIDEWALKS WITHIN PUBLIC RIGHT- OF-WAY
- SANITARY SEWER & MANHOLES
- WATERMAIN & STRUCTURES
- STORM SEWER & STRUCTURES
- STREET SIGNAGE
- STREET LIGHTING

GRAPHIC SCALE
40 20 0 40
1" = 40

REVISIONS

NO.	DATE	DESCRIPTION

ORIGINAL ISSUE DATE: 06/16/2025

NO.	DATE	DESCRIPTION

PROJECT NO.: 19220
PROJECT MANAGER: BCR
DESIGNED BY: DEF
DRAWN BY: DB

UTILITY PLAN - AREA 3

SUMMIT GROVE
SCHAUMBURG ILLINOIS

7325 Janes Avenue
Woodridge, IL 60517
630.724.9200 phone
www.v3co.com

DRAWING NO.
EX 1.3

RINGSPORT DRIVE

CARTWRIGHT LANE

REDLINGER ROAD

CARTWRIGHT COURT

CARTWRIGHT LANE

OUTLET 7

RAIN GARDEN 1
B/POND 749.00
HWL 750.00

HWL 750.00
B/POND 749.00

HWL 746.70

#1467
WVV
RIM=761.68
WATER FILLED

#1464
WVV
RIM=761.50
WATER FILLED

#1145
INLET
RIM=760.95
IE 12" RCP W=759.68

#1609
INLET
RIM=759.41
IE 4" PVC E=757.96
IE 12" RCP W=756.66

#6603
STM
RIM=753.65
IE 12" RCP E=751.61

#5651
STM
RIM=754.07
IE 12" RCP E=748.87

#5618
STM
RIM=747.39
IE 12" RCP W=744.09
IE 14" RCP E=744.09

FIRE HYDRANT

91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135

LEGEND

- ROAD, CURB & SIDEWALKS WITHIN PUBLIC RIGHT- OF-WAY
- SANITARY SEWER & MANHOLES
- WATERMAIN & STRUCTURES
- STORM SEWER & STRUCTURES
- STREET SIGNAGE
- STREET LIGHTING

GRAPHIC SCALE
40 20 0 40
1" = 40

REVISIONS

NO.	DATE	DESCRIPTION

ORIGINAL ISSUE DATE: 06-06-2025

NO.	DATE	DESCRIPTION

PROJECT NO.: 19220
PROJECT MANAGER: BCR
DESIGNED BY: DEF
DRAWN BY: DB

UTILITY PLAN - AREA 4

SUMMIT GROVE

SCHAUMBURG ILLINOIS

7325 Janes Avenue
Woodridge, IL 60517
630.724.9200 phone
www.v3co.com

DRAWING NO.
EX 1.4

WETLAND AREA 7A
NWL 742.5
HWL 743.5

HT

112

111

OUTLOT 7

OUTLOT 9

DETENTION POND 1
BOTTOM OF POND 737.0
NWL 737.5
HWL 743.5

RAIN GARDEN 3
B/POND 742.5
HWL 743.5

B/POND 742.50
HWL 743.50
HWL 743.50
NWL 737.50

4" PERFORATED
UNDERDRAIN

NWL 737.50
HWL 743.50

HWL 743.50
NWL 737.50

#5387
SAN
RIM=745.17
IE 12" DIP N=729.12
IE 12" DIP S=729.17

#5452
STM
RIM=739.89
IE 24" RCP W=735.19
UNABLE TO SEE EASTERLY
OUTLET

#5453
STM
RIM=739.72
IE 12" CMP N=735.22
IE 24" RCP E=734.92
IE 18" CMP S=734.82
IE 24" RCP W=734.87

#5565
SAN
RIM=743.16
IE 12" DIP N=729.76
IE 12" DIP S=729.81
IE 12" DIP W=730.26

#5564
STM
RIM=741.84
IE 8" RCP NW=735.94
IE 21" RCP NE=735.84

#7664
STM
RIM=748.08
IE 12" RCP SW=741.23
IE 12" RCP NW=741.18

#5563
STM
RIM=743.30
IE 21" RCP W=738.90
IE 3" PVC NW=739.10

#5562
STM
RIM=743.65
IE 3" PVC NE=739.50
IE 21" RCP E=739.45

#5578
STM
RIM=747.51
IE 14" RCP W SE=741.56

#5618
STM
RIM=747.39
IE 12" RCP W=744.05
IE 14" RCP E=744.09

LEGEND

- ROAD, CURB & SIDEWALKS WITHIN PUBLIC RIGHT- OF-WAY
- SANITARY SEWER & MANHOLES
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UTILITY PLAN - AREA 5

SUMMIT GROVE
SCHAUMBURG ILLINOIS

7325 Janes Avenue
Woodridge, IL 60517
630.724.9200 phone
www.v3co.com

DRAWING NO.
EX 1.5

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE SUMMIT GROVE SUBDIVISION PUBLIC IMPROVEMENTS

WHEREAS, the Village of Schaumburg approved the Summit Grove Subdivision and required the developer to construct certain public improvements pursuant to Village Code and an approved Land Development Permit; and

WHEREAS, the public improvements constructed for the Summit Grove Subdivision include, but are not limited to, roadways, sidewalks, bike paths, storm sewer, sanitary sewer, water main, street lighting, signage, and related public infrastructure appurtenances; and

WHEREAS, the approximate limits of the public improvements to be accepted by the Village are depicted on the exhibits attached hereto and incorporated herein as Exhibit "A"; and

WHEREAS, the Village of Schaumburg has inspected the public improvements and determined that they have been constructed in substantial compliance with applicable Village codes, standards, and approved plans; and

WHEREAS, the developer has submitted a written request for acceptance of the public improvements and has agreed to provide a bill of sale conveying the public improvements to the Village at no cost; and

WHEREAS, pursuant to Village Code Sections 151.16 and 151.17, the developer is required to post a twelve (12) month maintenance bond in an amount equal to twenty percent (20%) of the Engineer's Opinion of Probable Cost for the accepted improvements to guarantee workmanship and materials during the warranty period.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG:

SECTION ONE: The Village of Schaumburg hereby accepts the public improvements for the Summit Grove Subdivision, as depicted on Exhibit "A," subject to the receipt of a bill of sale in a form acceptable to the Village Attorney and the posting of the required maintenance bond.

SECTION TWO: Upon acceptance, the public improvements shall be deemed public infrastructure of the Village of Schaumburg, and the twelve (12) month maintenance period shall commence in accordance with Village Code.

SECTION THREE: This Resolution shall be in full force and effect from and after its passage and approval according to law.

AYES:

NAYS:

ABSENT:

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE SUMMIT GROVE SUBDIVISION PUBLIC IMPROVEMENTS

PASSED AND APPROVED THIS _____ DAY OF _____ , 2026.

_____
Tom Dailly, Village President

ATTEST:

_____
Jane Lentino, Village Clerk

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Recommendation to Approve the Contract Renewal for the 2026 Annual Concrete Repair Program with Schroeder & Schroeder, Inc.
02/05/26
Engineering and Public Works Committee

Presenter: Rick Evans, Engineering Inspector
Lead Department: Engineering and Public Works

Account(s):	Budget:	Expense Request:
SEE ATTACHED TABLE		

The budget status for this request is: On Budget

Amount On Budget: $0

Executive Summary:

The Annual Concrete Repair Program addresses curb and sidewalk repairs identified through Customer Service Requests (CSRs). Curbs are replaced that no longer drain properly or are damaged beyond repair. Sidewalks are replaced because they have settled, drain poorly, or have been displaced by tree roots creating vertical separation. The program also restores curbs, sidewalks, and pavement damaged or removed during Village utility repairs.

In addition, the Engineering Division is currently procuring a firm to proactively identify sidewalk deficiencies using mobile scanning equipment. Approximately one-tenth of the Village sidewalks will be evaluated in 2026. Sidewalk replacement activities stemming from this proactive sidewalk evaluation will be performed up to the budgeted amount as part of the 2026 Concrete Repair Program.

The Annual Concrete Repair Program contract for 2025 was awarded to Schroeder & Schroeder Inc. (Schroeder) on March 11, 2025, and allowed for two (2), one (1) year optional extensions, including a negotiated economic adjustment for each extension year. Schroeder sent a letter to the Engineering Division Staff on December 19, 2025 expressing interest in renewing the contract for the first optional extension year. Schroeder is requesting a 2.5% increase on all unit prices, which is in line with the local Consumer Price Index (CPI) increase over the last 12 months. The unit price increases are justified based on the increase in material costs and are fair and equitable when compared to recently bid projects. If approved, the term of this extension will go into effect beginning May 1, 2026 and last through April 30, 2027.

Schroeder successfully completed tasks within the 2025 Concrete Repair Program during their initial term. They have proven to be reliable and responsive and were able to adjust their schedule when needed to address the needs of the Village. Staff has been satisfied with the services provided by Schroeder and recommends the contract be awarded up to the anticipated budgeted amount for the FY 26/27 period.

Recommended Action:

The Village Manager recommends that the Engineering and Public Works Committee recommend the Village Board approve a contract renewal for the 2026 Annual Concrete Repair Program with Schroeder & Schroeder, Inc. of Skokie, IL, in an amount not to exceed the proposed FY 26/27 budget of $1,600,000.

ATTACHMENTS:

- Budget Table
- 2026 Renewal Letter

FY 26/27 CONCRETE REPAIR PROGRAM			
Improvement	**Account**	**Budget**	**Expense Request**
Curb Replacement Program	4409010-7454 (26011-20-230)	$525,000.00	$525,000.00
Sidewalk Replacement Program	4409010-7456 (22010-20-230)	$500,000.00	$500,000.00
Public Works Utility Dig-Up Program - Concrete & Asphalt Restoration	5724060-7260	$265,000.00	$265,000.00
Public Works Utility Dig-Up Program - Landscaping Restoration	5724060-7247	$60,000.00	$60,000.00
Proactive Sidewalk Repair	4409010-7456 (27XXX-20-230)	$250,000.00	$200,000.00
Town Square Sidewalk Repairs	2389010-7453 (20002-20-230)	$50,000.00	$50,000.00
	Total:	**$1,650,000.00**	**$1,600,000.00**

Schroeder & Schroeder Inc.
CONCRETE CONTRACTORS
7306 CENTRAL PARK - SKOKIE, ILLINOIS 60076
PHONE 847-933-0526 · FAX 847-933-0528

December 19, 2025

Village of Schaumburg
Engineering & Public Works
714 S. Plum Grove Road
Schaumburg, IL 60193
Attn: Mr. Richard D. Evans Jr., Engineering Inspector

RE: Annual Concrete Repair Program – 2026 Contract Renewal

Dear Mr. Evans,

With the 2026 construction season around the corner, Schroeder & Schroeder, Inc. would like to express its interest in extending the contract for the Village of Schaumburg Annual Concrete Repair Program into 2026.

Based on current economic inflation factors, the cost increase of labor and materials realized in 2025 followed typical annual escalation averages based on historical trends and is expected to continue into 2026. Per the Consumer Price Index for All Urban Consumers (CPI-U) for Chicago-Naperville-Elgin, as published by the U.S. Bureau of Labor Statistics, the inflation rate increased 2.5 percent for the 12 months ending in November 2025. Accordingly, we propose renewing the contract with the Village at a 2.5% price increase for 2026.

If the Village of Schaumburg has a mutual interest in renewing this contract for 2026, please let us know formally so we can lock in these prices and coordinate the necessary documentation.

It was our pleasure to service your concrete needs in 2025 and we look forward to another season of the same.

Sincerely,

Andrew Joiner
Chief Estimator / Senior Project Manager
Schroeder & Schroeder, Inc.

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Recommendation to Award Bid for Traffic Signal and Opticom Maintenance to H&H Electric Company
02/05/26
Engineering and Public Works Committee

Presenter: Mark Rysavy, Facilities Division Manager
Lead Department: Engineering and Public Works

Account(s):	Budget:	Expense Request:
1014010-7256 Line 10	$12,000	$12,000
1014010-7256 Line 30	$112,700	$112,652.16

The budget status for this request is: Under Budget

Amount Under Budget: $47.84

Executive Summary:

The Village contracts traffic signal and opticom maintenance each year. The contract covers monthly maintenance of all 26 traffic signals owned by the Village, plus the emergency opticom systems. H&H Electric Co. has held this contract for several contract cycles and has performed well. As the contract is expiring on April 30, 2026 staff received bids on December 5, 2025 for FY 26/27.

For the second bid period in a row, H&H was the only bidder. Also, for the second consecutive bid cycle, H&H did not propose a cost increase to the monthly values. Most of the intersections will continue to cost $408.65 each month to maintain. The smaller intersections with less equipment will cost $245.19 monthly. One intersection at 1000 N. Walnut is $152.19 monthly. The Opticom system at each intersection is a flat rate of $40 per month.

The total cost of the contract is $124,652.16 with $12,000 of that going to opticom systems and the remainder to traffic signal maintenance. This contract was last bid for FY 24/25 and was limited to a one year contract with a single allowable extension because of bidding requirements involved with MFT funding. The Village has moved this funding from MFT to the general fund for FY 26/27, allowing for a one year contract with three possible extensions.

With the cost of the work not being increased since FY 24/25 and the excellent work performance of H&H over the last several contracts, staff is recommending moving forward with H&H Electric Co. for the Traffic Signal and Opticom Maintenance contract.

Recommended Action:

The Village Manager recommends the Engineering and Public Works Committee recommend the Village Board award a bid for Traffic Signal and Opticom Maintenance to H&H Electric Co. of Franklin Park, IL, for FY 26/27 with three optional one-year extensions not to exceed the approved budget.

ATTACHMENTS:

- H&H Historical Bids
- H&H Bid Submittal

H&H Bid Comparison	2017 Monthly Unit Price	2021 Monthly Unit Price	2024 Monthly Unit Price	2026 Monthly Unit Price
Traffic Signal Maintenance	$ 207.00	$ 204.10	$ 408.65	$ 408.65
Traffic Signal Opticom Maintenance	$ 51.10	$ 38.10	$ 40.00	$ 40.00

Village of Schaumburg
Engineering and Public Works
Mike Hall, Department Director
Atcher Municipal Center, Schaumburg, IL 60193

[H&H ELECTRIC CO.] RESPONSE DOCUMENT REPORT

IFB No. 2025-IFB-073

Traffic Signal and Opticom Maintenance

RESPONSE DEADLINE: December 5, 2025 at 10:00 am

Report Generated: Wednesday, December 31, 2025

H&H Electric Co. Response

CONTACT INFORMATION

Company:
H&H Electric Co.

Email:
louie.veneziano@hh-electric.com

Contact:
Louie Veneziano

Address:
2830 Commerce Street
Franklin Park, IL 60131

Phone:
N/A

Website:
www.hh-electric.com

Submission Date:
Dec 4, 2025 3:26 PM (Central Time)

ADDENDA CONFIRMATION

No addenda issued

QUESTIONNAIRE

1. Authorized Person(s)*

Pass

Please provide the following information for each person(s) authorized to submit a response on behalf of your organization:

Name
Title
Phone Number
Email Address

Name: Louie Veneziano

Title: President

Phone Number: 708-453-2222

Email Address: louie.veneziano@hh-electric.com

2. Equal Employment Opportunity Clause*

Pass

EQUAL EMPLOYMENT OPPORTUNITY CLAUSE required by the Illinois Fair Employment Practices Commission as a material term of all public contracts.

During the performance of this contract, the contractor agrees as follows:

PRICE TABLES

COMPLETE MAINTENANCE OF PEDESTRIAN PUSH BUTTON STATIONS AND TRAFFIC SIGNAL SYSTEMS AT THE FOLLOWING LOCATIONS

Provide a Monthly Unit Cost for Each Location

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	1000 North Walnut Drive (Pedestrian Push Button)	12	Each Month	$152.19	$1,826.28
2	Martingale & Corporate Crossing	12	Each Month	$408.65	$4,903.80
3	Woodfield & Perimeter Drive	12	Each Month	$408.65	$4,903.80
4	Woodfield & Mall Drive	12	Each Month	$408.65	$4,903.80
5	Woodfield & Meacham	12	Each Month	$408.65	$4,903.80
6	Woodfield & Plaza Drive	12	Each Month	$408.65	$4,903.80
7	Woodfield & Plum Grove	12	Each Month	$408.65	$4,903.80
8	Woodfield & Martingale	12	Each Month	$408.65	$4,903.80
9	Woodfield & National Parkway	12	Each Month	$408.65	$4,903.80
10	Basswood & State Parkway	12	Each Month	$408.65	$4,903.80
11	McConnor & Roosevelt	12	Each Month	$408.65	$4,903.80
12	Bode & Springinsguth	12	Each Month	$408.65	$4,903.80
13	Thoreau Drive North @ Convention Center Entrance	12	Each Month	$408.65	$4,903.80
14	Meacham @ Drummer Drive	12	Each Month	$245.19	$2,942.28
15	Meacham @ Thoreau Drive	12	Each Month	$245.19	$2,942.28
16	Meacham @ Tower Drive	12	Each Month	$245.19	$2,942.28
17	Meacham @ Remington Road	12	Each Month	$245.19	$2,942.28
18	Meacham @ American Lane	12	Each Month	$245.19	$2,942.28
19	Meacham @ I90	12	Each Month	$245.19	$2,942.28

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
20	Springinsguth & EB Frontage Road	12	Each Month	$408.65	$4,903.80
21	Rodenburg & EB Frontage Road	12	Each Month	$408.65	$4,903.80
22	Wright & EB Frontage Road	12	Each Month	$408.65	$4,903.80
23	Springinsguth & WB Frontage Road	12	Each Month	$408.65	$4,903.80
24	Rodenburg & WB Frontage Road	12	Each Month	$408.65	$4,903.80
25	Wright & WB Frontage Road	12	Each Month	$408.65	$4,903.80
26	Plum Grove Rd & American Ln	12	Each Month	$408.65	$4,903.80
TOTAL					$112,652.16

COMPLETE MAINTENANCE OF OPTICOM SYSTEM AT INTERSECTIONS

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
27	Monthly Unit Price - $/intersection	1	Each Month	$40.00	$40.00
28	Annual Unit Price - $/Intersection	1	Each Year	$480.00	$480.00
29	Annual Price for all 26 Intersections	1	Each Year	$12,000.00	$12,000.00
TOTAL					$12,520.00

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Recommendation to Approve an Agreement for Custodial Maintenance and Day Porter Services with Crystal Maintenance Plus Corp.
02/05/26
Engineering and Public Works Committee

Presenter: Justin Briski, Superintendent of Field Services
Lead Department: Engineering and Public Works

Account(s):	Budget:	Expense Request:
SEE ATTACHED BUDGET TABLE		

Executive Summary:

The Village of Schaumburg solicited a Request for Proposal (RFP) for custodial maintenance and day porter services to maintain high-quality cleaning standards across municipal facilities. 14 vendors were evaluated based on the criteria outlined in the RFP, which included organizational overview, qualifications, approach to the project, and overall value and price. Each proposal was scored by Village staff to ensure compliance with specifications and to identify the vendor that offered the best combination of quality and cost-effectiveness.

After a thorough review of all submissions, the recommendation is to award the contract to Crystal Maintenance Plus Corp. (Crystal) as the most cost-effective and qualified vendor. Crystal's proposal includes an annual cost of $340,352 for custodial services and $52,000 for day porter services, for a combined total of $392,352. This bid is $15,368 lower than the second-lowest proposal and $67,540 less than the current contractor’s bid, delivering significant savings while meeting all service requirements. This contract also includes $13,100 for unplanned maintenance as well as special events, making the total $405,452.

EPW staff reached out to all references provided by Crystal, and the feedback was very positive. The references consistently emphasized Crystal's reliability, responsiveness, and ability to deliver high-quality custodial services. Their long-standing relationships with Arlington Heights (10 years), Buffalo Grove (10 years), Elk Grove Village (12 years), and the Schaumburg Park District (9 years) highlight a strong history of exceptional performance. References commended Crystal's proactive communication, attention to detail, and commitment to maintaining facilities at a high standard.

Recommended Action:

The Village Manager recommends the Engineering and Public Works Committee recommend the Village Board execute an agreement for the Custodial Maintenance and Day Porter Services with Crystal Maintenance Plus Corp of Wheeling, IL, for FY 26/27 with three optional one-year extensions for the proposed amount of $405,452, and approve the required Resolution.

ATTACHMENTS:

- Budget Table
- Vendor Score by Criteria
- Custodial Services Totals
- Proposal
- Resolution
- Agreement

CUSTODIAL SERVICES AND DAY PORTER CONTRACT WITH CRYSTAL MAINTENANCE PLUS CORP				
Accounts	**Description**	**FY26/27 - Custodial Services Proposal**	**FY26/27 - Day Porter Services Proposal**	**FY 26/27 - Expense Request**
1014080 - 7242 Line #10	Custodial Services	$ 160,236	$ 26,000	$ 186,236
1014080 - 7242 Line #20	Unplanned Custodial	$ 6,000		$ 6,000
1014080 - 7247 Line #20 (2095)	Unplanned Custodial	$ 600		$ 600
5114080 - 7242 Line #10	Custodial Services	$ 19,880		$ 19,880
5114080 - 7242 Line #20	Unplanned Custodial	$ 500		$ 500
5724080 - 7242 Line #10	Custodial Services	$ 160,236	$ 26,000	$ 186,236
5724080 - 7242 Line #20	Unplanned Custodial	$ 6,000		$ 6,000
TOTALS		**$ 353,452**	**$ 52,000**	**$ 405,452**

Vendor	Overview of Organization	Contractor's Qualifications and Experience	Approach to the Project	Value and Price	Total Score
Crystal Maintenance Plus Corp.	10	30	25	30	95
Midway Building Services	10	30	30	22	92
Uni Max Management Corp	10	30	27.5	23	90.5
P.C.S.I. Perfect Cleaning System, Inc.	10	30	20	19	79
Finest Building Maintenance of Illinois LLC	10	30	22.5	15	77.5
Bravo Services, Inc.	10	27.5	10	27.5	75
Smith Maintenance Company	10	30	20	12	72
Multisystem Management Company	10	30	12.5	17.5	70
Alpha Building Maintenance Service Inc.	10	30	15	14.5	69.5
Kleen-Tech Services, LLC	10	20	27.5	10	67.5
Diamond 7 Enterprises Inc	10	25	20	12	67
The Tidy Queens	10	30	17.5	6	63.5
Property First	5	30	15.5	9.5	60
Deep Kleen and Maintenance LLC	7.5	15	10	26.5	59
Total Facility Maintenance, Inc.	5	30	12.5	7.5	55
Perfection Plus	10	15	22.5	2	49.5
Majesty Cleaning Services, Inc.	5	5	5	1	16

Custodial and Day Porter Services

Contractor	Custodial Services	Day Porter	Total
Crystal Maintenance Plus Corp.	$340,352.00	$52,000.00	$392,352.00
Deep Kleen and Maintenance LLC	$354,794.00	$44,400.00	$399,194.00
Bravo Services, Inc.	$344,270.00	$63,450.00	$407,720.00
Uni Max Management Corp	$384,695.00	$67,600.00	$452,295.00
Midway Building Services	$392,825.17	$67,067.37	$459,892.54
P.C.S.I. Perfect Cleaning System, Inc.	$439,220.00	$56,139.00	$495,359.00
Multisystem Management Company	$454,373.00	$60,490.00	$514,863.00
Alpha Building Maintenance Service Inc.	$494,130.00	$46,800.00	$540,930.00
Smith Maintenance Company	$518,078.97	$48,808.48	$566,887.45
Diamond 7 Enterprises Inc.	$498,504.00	$83,772.00	$582,276.00
Kleen-Tech Services, LLC	$535,295.00	$50,249.00	$585,544.00
The Tidy Queens	$566,634.99	$78,793.08	$645,428.07
Perfection Plus	$662,153.36	$52,598.00	$714,751.36
Majesty Cleaning Services, Inc	$782,232.42	$182,000.00	$964,232.42

Village of Schaumburg
Engineering and Public Works
Mike Hall, Department Director
Atcher Municipal Center, Schaumburg, IL 60193

[CRYSTAL MAINTENANCE PLUS CORP.] RESPONSE DOCUMENT REPORT

RFP No. 2025-RFP-075

Custodial and Day Porter

RESPONSE DEADLINE: December 5, 2025 at 10:00 am

Report Generated: Tuesday, January 6, 2026

Crystal Maintenance Plus Corp. Response

CONTACT INFORMATION

Company:
Crystal Maintenance Plus Corp.

Email:
service@crystalmsc.com

Contact:
Monika Talar

Address:
749 Prestwick Lane
Wheeling, IL 60090

Phone:
(708) 307-8090

Website:
https://www.crystalmcp.com

Submission Date:
Dec 3, 2025 10:42 AM (Central Time)

ADDENDA CONFIRMATION

Addendum #1
Confirmed Dec 2, 2025 6:55 PM by Monika Talar

QUESTIONNAIRE

1. Authorized Person(s)*

Please provide the following information for each person(s) authorized to submit a response on behalf of your organization:

Name
Title
Phone Number
Email Address

Monika Talar

Owner

708-307-8090

service@crystalmsc.com

Diana Stypula

General Manager

Account Supervisor

847-345-6539

service@crystalmsc.com

PRICE TABLES

CUSTODIAL SERVICES

Annual cost to supply all custodial services. Include estimated annual hours for each building in last column.

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Hours
1	Temporary Village Hall - 1000 Woodfield Rd	1	Lump Sum	$58,200.00	$58,200.00	1920
2	Prairie Center for the Arts - 201 Schaumburg Ct	1	Lump Sum	$30,960.00	$30,960.00	1320
3	Public Safety Building - 1000 W Schaumburg Rd	1	Lump Sum	$129,792.00	$129,792.00	4992
4	Engineering and Public Works Building - 714 S Plum Grove Rd	1	Lump Sum	$53,400.00	$53,400.00	1920
5	Vehicle Maintenance Facility - 714 S Plum Grove Rd	1	Lump Sum	$13,800.00	$13,800.00	480
6	Fire Station 54 Headquarters - 1601 N Roselle Rd	1	Lump Sum	$15,120.00	$15,120.00	600
7	The Barn - 231 Civic Dr	1	Lump Sum	$13,320.00	$13,320.00	580
8	Nursing Division Building - 746 E Schaumburg Rd	1	Lump Sum	$5,880.00	$5,880.00	240
9	Schaumburg Regional Airport - 905 W Irving Park Rd	1	Lump Sum	$19,880.00	$19,880.00	1176
TOTAL					$340,352.00	

DAY PORTER SERVICES

Annual cost to supply all day porter services. Include estimated hours in last column.

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Hours
1	Temporary Village Hall - 1000 Woodfield Rd	1	Lump Sum	$52,000.00	$52,000.00	2080
TOTAL					**$52,000.00**	

LABOR PRICING FOR EMERGENCY / UNSCHEDULED SERVICES

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Day Porter Hourly Rate	1	$ / Hour	$25.00	$25.00
2	Special Event Clean Up Rate	1	$ / Hour	$25.00	$25.00
TOTAL					**$50.00**

RESOLUTION NO. R-26-____

A RESOLUTION AUTHORIZING THE VILLAGE MANAGER AND VILLAGE CLERK TO EXECUTE A CONTRACT FOR THE CUSTODIAL MAINTENANCE AND DAY PORTER SERVICES WITH CRYSTAL MAINTENANCE PLUS CORP.

WHEREAS, the President and Board of Trustees wish to execute an agreement with Crystal Maintenance Plus Corp. of Wheeling, IL for the Custodial Maintenance and Day Porter Services; and

WHEREAS, it would be in the best interests of the citizens of Schaumburg to execute the attached Agreement, Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG:

SECTION ONE: That the Village Manager and Village Clerk be and hereby are authorized and directed to execute the attached Agreement, Exhibit "A", between the Village of Schaumburg and Crystal Maintenance Plus Corp. of Wheeling, IL**.**

SECTION TWO: That the Village Manager and Village Clerk be and hereby are authorized to sign any documents in furtherance of this Resolution.

SECTION THREE: That this Resolution shall be in full force and effect after passage and approval as required by law.

AYES:

NAYS:

ABSENT:

PASSED AND APPROVED this _____ day of _____, 2026.

_____
Village President

ATTEST:

_____
Village Clerk

2025-RFP-075

CUSTODIAL AND DAY PORTER

Village of Schaumburg

Atcher Municipal Center

Schaumburg, IL 60193

1. VILLAGE OF SCHAUMBURG

PROFESSIONAL SERVICES AGREEMENT FOR

THIS AGREEMENT is dated as of the Friday, May 1, 2026 ("Agreement") and is by and between the VILLAGE OF SCHAUMBURG, an Illinois municipal corporation ("Village") and the Consultant identified in Subsection 1A below. This Agreement has three years annual renewal options.

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in the Agreement, and pursuant to the Village's statutory powers, the parties agree as follows:

2. Professional Service Agreement

2.1. CONSULTANT.

A. Engagement of Consultant. The Village desires to engage the Consultant identified below to provide all necessary professional consulting services and to perform the work in connection with the project identified below:

Consultant Firm Name: Crystal Maintenance Plus Corp.

Street Address: 749 Prestwick Ln

City, State, Zip: Wheeling, IL 60090

Telephone: 708-307-8090

Email: service@crystalmsc.com

B. 2025-RFP-075, Custodial and Day Porter

C. Representations of Consultant. The Consultant has submitted to the Village a description of the services to be provided by the Consultant, a copy of which is attached as Exhibit 1 to this Agreement ("Services"). The Consultant represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the professional consulting services set forth in Exhibit 1 in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

D. Agreement Amount. The total amount billed by the Consultant for the Services under this Agreement shall not exceed $404,852.00, as outlined in Exhibit 1, including reimbursable expenses as identified in Exhibit 1, unless amended pursuant to Subsection 8A of this Agreement.

2.2. SCOPE OF SERVICES.

A. Retention of the Consultant. The Village retains the Consultant to perform, and the Consultant agrees to perform, the Services.

B. Services. The Consultant shall provide the Services pursuant to the terms and conditions of this Agreement.

C. Commencement; Time of Performance. The Consultant shall commence the Services immediately upon receipt of written notice from the Village that this Agreement has been fully executed by the Parties or on the date specified in Exhibit 1 (the "Commencement Date"). The Consultant shall diligently and continuously prosecute the Services until the completion of the Services, but in no event later than one year after the date of the execution of this Agreement ("Time of Performance").

D. Reporting. The Consultant shall regularly report to the Village, regarding the progress of the Services during the term of this Agreement.

2.3. COMPENSATION AND METHOD OF PAYMENT.

A. Agreement Amount. The total amount billed for the Proposal during the term of this Agreement shall not exceed the amount identified as the Agreement Amount in Subsection 1D of this Agreement, without the prior express written authorization of the Village.

B. Invoices and Payment. The Consultant shall be paid as provided in Exhibit 1. The Consultant shall submit invoices to the Village in an approved format for those portions of the Services performed and completed by the Consultant. The amount billed in any such invoice shall be based on the method of payment set forth in Exhibit 1. The Village shall pay to the Consultant the amount billed within 30 days after its receipt and approval of such an invoice.

C. Records. The Consultant shall maintain records showing actual time devoted and costs incurred, and shall permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under the Agreement. The records shall be made available to the Village at reasonable times during the Agreement period, and for three years after the termination of the Agreement.

D. Claim In Addition To Agreement Amount. If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Village, the Consultant shall provide written notice to the Village of such claim within 7 days after occurrence of such action as provided by Subsection 8D of this Agreement, and no claim for additional compensation shall be valid unless made in accordance with this Subsection. Any changes in the Agreement Amount shall be valid only upon written amendment pursuant to Subsection 8A of this Agreement. Regardless of the decision of the Village relative to a claim submitted by the Consultant, the Consultant shall proceed with all of the Services required to complete the Services under this Agreement as determined by the Village without interruption.

E. Taxes, Benefits and Royalties. The Agreement Amount includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

F. Final Acceptance. The Services, or, if the Services are to be performed in separate phases, each phase of the Services, shall be considered complete on the date of final written acceptance by the Village of the Services or each phase of the Services, as the case may be, which acceptance shall not be unreasonably withheld or delayed.

2.4. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The Key Project Personnel identified in Exhibit 1 shall be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel shall not be changed without the Village's prior written approval.

B. Availability of Personnel. The Consultant shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement. The

Consultant shall notify the Village as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant shall have no claim for damages and shall not bill the Village for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassigning, or resignation.

C. Approval and Use of Subcontractors. The Consultant shall perform the Services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by the Village in writing. All subcontractors and subcontracts used by the Consultant shall be acceptable to, and approved in advance by, the Village. The Village's approval of any subcontractor or subcontract shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by the Agreement. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" shall be deemed also to refer to all subcontractors of the Consultant, and every subcontract shall include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the Village, the Consultant shall immediately upon notice from the Village remove and replace such personnel or subcontractor. The Consultant shall have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the Time of Performance as a result of any such removal or replacement.

2.5. CONFIDENTIAL INFORMATION.

A. Confidential Information. The term "Confidential Information" shall mean information designated as "Confidential" in the possession or under the control of the Village relating to the technical, business or corporate affairs of the Village; Village property; user information, including, without limitation, any information pertaining to usage of the Village's computer system, including and without limitation, any information obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement. Village Confidential Information shall not include information that can be demonstrated: (i) to have been rightfully in the possession of the Consultant from a source other than the Village prior to the time of disclosure of said information to the Consultant under this Agreement ("Time of Disclosure"); (ii) to have been in the public domain prior to the Time of Disclosure; (iii) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Consultant or the Village; or (iv) to have been supplied to the Consultant after the Time of Disclosure without restriction by a third party who is under no obligation to the Village to maintain such information in confidence.

B. No Disclosure of Confidential Information by the Consultant. The Consultant acknowledges that it shall, in performing the Services for the Village under this Agreement, have access to or be directly or indirectly exposed to Confidential Information. The Consultant shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without express prior written consent of the Village unless required to perform the Services set forth in this Agreement. The

Consultant shall be permitted to disclose Confidential Information as necessary to its subcontractors to fulfill the obligations required by this Agreement. The Consultant shall use reasonable measures at least as strict as those the Consultant uses to protect its own confidential information. Such measures shall include, without limitation, requiring subcontractors of the Consultant to execute a non-disclosure agreement before obtaining access to Confidential Information.

2.6. STANDARD OF CARE; INDEMNIFICATION; INSURANCE.

A. Standard of Care. The Consultant warrants that the Services shall be performed in accordance with the standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in the same locale in existence at the time of performance of this Agreement. The standard of care expressed shall be in addition to any other representations expressed in the Agreement, or expressed or implied by law, which are hereby reserved unto the Village.

B. Indemnification. The Consultant shall, without regard to the availability or unavailability of any insurance either of the Village or the Consultant, indemnify and save harmless, the Village, its officials, and its employees, against any and all damages, liabilities, losses, and expenses, including reasonable attorneys' fees and administrative expenses recoverable under applicable law, to the extent arising, out of or caused by, the Consultant's negligent or wrongful acts or omissions in the performance of, or failure to perform, the Services or any part thereof, except to the extent caused by the negligence of the Village.

C. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant shall provide certificates of insurance and upon request, policies of insurance, all with coverages and limits acceptable to the Village, and evidencing at least the minimum insurance coverages and limits as set forth in Exhibit 2 to this Agreement. But in no event shall any work begin without an insurance certificate or policy having been provided and approved by the Village. Such certificates shall be from companies with a general rating of A and a financial size category of Class X or better, in Best's Insurance Guide. Such certificates of insurance shall provide that no insurer change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given to the Village. The Consultant shall, at all times during the term of this Agreement, maintain and keep in force, at the Consultant's expense, the insurance coverages provided above, including without limitation at all times to meet the Standard of Care requirements of Subsection 6(A) of this section.

D. No Personal Liability. No elected or appointed official or employee of the Village shall be personally liable, in law or in contract, to the Consultant as the result of the execution of this Agreement. Likewise, no claims or suits shall be made against the employees of the Consultant as a result of the execution of this Agreement.

2.7. CONSULTANT AGREEMENT GENERAL PROVISIONS.

A. Relationship of the Parties. The Consultant shall act as an independent contractor in providing and performing the Services. Nothing, in or done pursuant to this Agreement, shall be construed (i) to create the relationship of principal and agent, employer and employee, partners, or joint ventures between the Village and Consultant; or (ii) to create any relationship between the Village and any subcontractor of the Consultant.

B. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge, (1) no Village employee or agent is interested in the business of the Consultant or this Agreement; (2) as of the date of this Agreement neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

C. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code, 720 ILCS 5/33E-1 et seq. The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant shall be liable to the Village for all loss or damage that the Village may suffer, and this Agreement shall, at the Village's option, be null and void.

D. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A) (4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A) (4).

E. Patriot Act Compliance. The Consultant represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants to the Village that the Consultant and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant hereby agrees to defend, indemnify and hold harmless the Village, its corporate authorities, and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this subsection.

F. Termination. Notwithstanding any other provision hereof, the Village may terminate this Agreement at any time upon 15 days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant shall be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in Exhibit 1. The Consultant may also terminate the Agreement in the event the Village fails to make payment for services rendered, but only after the Consultant has provided written

notice to the Village of the lack of payment and allowed the Village 30 days to make payment or contest the payment or amount.

G. Term. The time of performance of this Agreement, unless terminated pursuant to the terms of this Agreement, shall expire on the date the Village determines that all of the Services under this Agreement are completed or upon final payment to Consultant. A determination of completion shall not constitute a waiver of any rights or claims which the Village may have or thereafter acquire with respect to any breach hereof by the Consultant or any right of indemnification of the Village by the Consultant. This Agreement has three years annual renewal options.

H. Compliance with Laws and Grants. Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable building and zoning statutes, ordinances, rules, and regulations, and the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C.

§§ 12101 et seq., and the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. Consultant shall also comply with all conditions of any federal, state, or local grant received by Village and made known to the Consultant with respect to this Agreement or the Services.

Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part thereof.

I. Default. If it should appear at any time that the Consultant has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that permits completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other material requirement of this Agreement ("Event of Default"), and fails to cure any such Event of Default within ten business days after the Consultant's receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

- 1. Cure by Consultant. The Village may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement.
- 2. Termination of Agreement by Village. The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement.

- 3. Withholding of Payment by Village. The Village may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Consultant or as a result of reasonable actions taken by the Village in response to any Event of Default by the Consultant.

J. No Additional Obligation. The Parties acknowledge and agree that the Village is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant or with any vendor solicited or recommended by the Consultant.

K. Village Board Authority. Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Consultant to vendors shall be subject to the approval of the Village Board of Trustees. The Village shall not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the Village, without the knowledge and approval of the Village Trustees.

L. Mutual Cooperation. The Village agrees to cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with such non-confidential information that the Village may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the Village in the performance of the Services to complete the work and with any other consultants engaged by the Village.

M. News Releases. The Consultant shall not issue any news releases or other public statements regarding the Services without prior approval from the Village

N. Ownership. Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement ("Documents") shall be and remain the exclusive property of the Village. At the Village's request, or upon termination of this Agreement, the Consultant shall cause the Documents to be promptly delivered to the Village upon payment of all sums due and owing Consultant under the Agreement. Any reuse of Documents other than for the purposes of this Agreement shall be at Village risk and Consultant shall not be liable for any reuse of the Documents.

O. GIS Data. [NOTE: Use this only if applicable] The Village has developed digital map information through Geographic Information Systems Technology ("GIS Data") concerning the real property located within the Village. If requested to do so by the Consultant, the Village agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

- 1. Limited Access to GIS Data. The GIS Data provided by the Village shall be limited to the scope of the Services that the Consultant is to provide for the Village;
- 2. Purpose of GIS Data. The Consultant shall limit its use of the GIS Data to its intended purpose of furtherance of the Services; and
- 3. Agreement with Respect to GIS Data. The Consultant does hereby acknowledge and agree that:

a. Trade Secrets of the Village. The GIS Data constitutes proprietary materials and trade secrets of the Village and, shall remain the property of the Village;

b. Consent of Village Required. The Consultant will not provide or make available the GIS Data in any form to anyone without the prior written consent of the Village;

c. Supply to Village. At the request of the Village, the Consultant shall supply the Village with any and all information that may have been developed by the Consultant based on the GIS Data;

d. No Guarantee of Accuracy. The Village makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use thereof; and

e. Discontinuation of Use. At such time as the Services have been completed to the satisfaction of the Village, the Consultant shall cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authorized representative of the Village shall be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.

2.8. GENERAL PROVISIONS.

A. Amendment. No amendment or modification to this Agreement shall be effective unless and until such amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. This Agreement may not be assigned by the Village or by the Consultant without the prior written consent of the other party.

C. Binding Effect. The terms of this Agreement shall bind and inure to the benefit of the Parties hereto and their agents, successors, and assigns.

D. Notice. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, (iv) by facsimile, or (v) by electronic internet mail ("e-mail"). Facsimile notices shall be deemed valid only to the extent that they are (a) actually received by the individual to whom addressed and (b) followed by delivery of actual notice in the manner described in either (i), (ii), or (iii) above within three business days thereafter at the appropriate address set forth below. E-mail notices shall be deemed valid and received by the addressee thereof when delivered by e-mail and (a) opened by the recipient on a business day at the address set forth below, and (b) followed by delivery of actual notice in the manner described in either (i), (ii) or

(iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Subsection, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the Village shall be addressed to, and delivered at, the following address:

Village of Schaumburg

101 Schaumburg Road,

Schaumburg, Illinois 60193

Attention: Finance

E-mail: bids@schaumburg.com

Notices and communications to the Consultant shall be addressed to, and delivered at, the following address:

Consultant Firm Name: Crystal Maintenance Plus Corp.

Street Address: 749 Prestwick Ln

City, State, Zip: Wheeling, IL 60090

Email: service@crystalmsc.com

E. Third Party Beneficiary. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation other than the Consultant shall be made or be valid against the Village.

F. Provisions Severable. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

G. Time. Time is of the essence in the performance of this Agreement.

H. Governing Laws. This Agreement shall be interpreted according to the laws of the State of Illinois.

I. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the Village and the Consultant with respect to the Proposal and the Services.

J. Waiver. No waiver of any provision of this Agreement shall be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

K. Exhibit. Exhibits 1 and 2, are attached hereto, and by this reference incorporated in and made a part of this Agreement. In the event of a conflict between the Exhibit and the text of this Agreement, the text of this Agreement shall control.

L. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.

M. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

[SIGNATURES FOLLOW]

VILLAGE OF SCHAUMBURG

By:_____

Village Manager

ATTEST:

By:_____

Village Clerk

CONSULTANT

By:_____

TITLE:_____

ATTEST:

By: _____

TITLE:_____

2.9. EXHIBIT 1

SCOPE OF SERVICES

$404,852.00

[TO BE PREPARED BY CONSULTANT AND ACCEPTABLE TO VILLAGE]

[INCLUDE HOURLY RATES, LUMP SUM AMOUNTS, REIMBURSABLE COSTS, SCHEDULE FOR LUMP SUM OR INSTALLMENT PAYMENTS, INVOICE FORMAT, ETC.]

[SHALL INCLUDE SCHEDULE]

2.10. EXHIBIT 2 INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-per occurrence

$500,000 disease-per employee

$500,000 disease-policy limit

Such insurance shall evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for vehicles owned, non-owned, borrowed or rented.

All employees shall be included as insureds.

C. Comprehensive General Liability with coverage written on an “occurrence” basis and with limits no less than:

$1,000,000 Bodily Injury and Property Damage $2,000,000 Aggregate Coverages shall include:

- Broad Form Property Damage Endorsement

- Broad Form Contractual Liability (must expressly cover the indemnity provisions of the Contract)

D. Umbrella Policy or Excess liability Insurance with a limit of liability of not less than $2,000,000.

The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance, except professional liability, on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

E. Professional Liability Insurance. With a limit of liability of not less than $1,000,000 per claim/$2,000,000 in the aggregate and covering Consultant against all sums that Consultant may be obligated to pay on account of any liability arising out deviation from the professional standard of care set forth in the Agreement. If the policy is a claims made policy, it shall remain in effect for 5 years after the work has been completed.

F. Village as Additional Insured. Village shall be named as an Additional Insured on all policies except for:

Worker’s Compensation

Professional Liability

Each such additional Insured endorsement shall identify Village as follows: Village of Schaumburg, including its Board members and elected and appointed officials, its officers, and employees.

G. Other Parties as Additional Insureds. In addition to Village, the following parties shall be named as additional insured on the following policies:

Additional Insured

_____

_____

Policy or Policies

_____

_____

The Consultant will provide certificates of insurance evidencing the types and limits of insurance specified. The certificates of insurance will specifically address each of the requirements noted. All insurance noted is primary and in no event will be considered contributory to any insurance purchased by the Village.

The same full insurance coverage provided to the named insured, whether it is the Consultant or a sub-contractor, shall be provided to the Village without any limitations or endorsements that might limit or exclude coverage.

Any and all deductibles or other forms of retention are the responsibility of the Consultant. All deductibles or other forms of retention are subject to the approval of the Village. Consultant will disclose to the Village in writing the amounts of any deductible or self-insured retentions on the insurance required under this contract.

Consultant waives any right of subrogation it may have or later acquire against the Village.

The Consultant shall not allow any subcontractor to commence work on their subcontract until the same insurance has been obtained by the subcontractor. The Consultant and their subcontractor(s) shall maintain all insurance required for not less than one (1) year after completion of this contract except professional liability which shall be for 5 years.

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Recommendation to Approve a Contract Renewal for the FY 26/27 Annual Street Improvement Program - Contract No. 1 - Phase II and Phase III Professional Engineering with Engineering Enterprises, Inc.
02/05/26
Engineering and Public Works Committee

Presenter: Joe Velna, Engineering Inspector
Lead Department: Engineering and Public Works

Account(s):	Budget:	Expense Request:
SEE BUDGET TABLE		

Executive Summary:

In February 2024, staff issued a request for Statements of Qualifications and Proposals for Phase II and Phase III Professional Engineering in connection with the annual Street Improvement Program and the annual Concrete Repair Program for FY 24/25, FY 25/26, and FY 26/27. In April 2024, the Village Board approved an agreement with Engineering Enterprises, Inc. (EEI) of Sugar Grove, IL, to perform Phase II Design and Phase III Construction Engineering for Contract No. 1 and the Concrete Repair Program. Per the terms of the original agreement, an amendment is required for the engineering associated with FY 26/27.

Contract No. 1 of the FY 26/27 Street Improvement Program consists of 2.26 miles of Corrective Resurfacing, 1.92 miles of Reconstruction/ Modified Reconstruction, pedestrian enhancements, and repairs to two streets (Winfield Court and Odlum Court) funded by Community Development Block Grant funds. The Concrete Repair Program addresses curb and sidewalk repairs identified through Customer Service Requests (CSR) and restores curbs, sidewalks, and pavement damaged or removed during Village utility repairs. This year's concrete program will also include sidewalk repairs identified in the Proactive Sidewalk Evaluation.

EEI submitted a fee proposal in the amount of $496,654.18 to provide Phase II and Phase III engineering for Contract No. 1 of the Street Improvement Program, the Concrete Replacement Program, and the CDBG Resurfacing Program.

The submitted fee equates to 9.4% of the proposed construction budget for these improvements. This percentage is the same percentage charged by EEI for similar work completed in connection with the FY 24/25 and FY 25/26 programs. The percentage is lower than the recent average for Village projects, which has been 10.8% for engineering costs.

The attached budget table provides the financial information on the Village's Annual Street Improvement Program and the Concrete Repair Program. As shown in the attached table, EEI's proposal is under budget.

Recommended Action:

The Village Manager recommends that the Engineering and Public Works Committee recommend the Village Board approve a Contract Renewal for the FY 26/27 Annual Street Improvement Program - Contract No. 1 - Phase II and Phase III Professional Engineering with Engineering Enterprises, Inc. of Sugar Grove, IL, in the amount of $496,654.18, and approve the required Resolution.

ATTACHMENTS:

- EEI Budget Table
- EEI Resolution
- Agreement
- Project Scope

FY 26/27 Annual Street Program Contract No. 1 - Engineering Enterprises, Inc.							
Improvement	**Final Design Account**	**Final Design Budget**	**Construction Admin Account**	**Construction Admin Budget**	**Total Budget (Final Design + Construction Admin)**	**Fee Request (9.40% of Construction Budget)**	**Remaining (Budget - Fee Reqest)**
Street Reconstruction	4409010-7454 (23029-10-140)	$86,296.40	4409010-7454 (23029-20-220)	$276,148.48	$362,444.88	**$332,154.18**	$30,290.70
Sidewalk Repair Porgram	-	$0.00	4409010-7456 (22010-20-220)	$50,000.00	$50,000.00	**$47,000.00**	$3,000.00
Curb Replacement Program	-	$0.00	4409010-7454 (26011-20-220)	$52,500.00	$52,500.00	**$49,350.00**	$3,150.00
CDBG Resurfacing	2149010-7454 (27XXX-10-140)	$5,000.00	2149010-7454 (27XXX-20-220)	$10,000.00	$15,000.00	**$14,100.00**	$900.00
Utility Digs	-	$0.00	5729020-7457 (22010-20-220)	$32,500.00	$32,500.00	**$30,550.00**	$1,950.00
Proactive Sidewalk Repairs	-	$0.00	TBD	$37,500.00	$37,500.00	**$18,800.00**	$18,700.00
Town Square Sidewalk Repairs	-	$0.00	2389010-7453 (20002-20-220)	$5,000.00	$5,000.00	**$4,700.00**	$300.00
Totals		$91,296.40		$463,648.48	$554,944.88	**$496,654.18**	$58,290.70

RESOLUTION NO. R-26-____

A RESOLUTION AUTHORIZING THE VILLAGE MANAGER AND VILLAGE CLERK TO EXECUTE A CONTRACT RENEWAL FOR THE FY 26/27 ANNUAL STREET IMPROVEMENT PROGRAM - CONTRACT NO. 1 - PHASE II AND PHASE III PROFESSIONAL ENGINEERING WITH ENGINEERING ENTERPRISES, INC.

WHEREAS, the President and Board of Trustees wish to execute a contract renewal with Engineering Enterprises, Inc. of Sugar Grove, IL for the FY 26/27 Annual Street Improvement Program - Contract No. 1 - Phase II and Phase III Professional Engineering; and

WHEREAS, it would be in the best interests of the citizens of Schaumburg to execute the attached Agreement, Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG:

SECTION ONE: That the Village Manager and Village Clerk be and hereby are authorized and directed to execute the attached Agreement, Exhibit "A", between the Village of Schaumburg and Engineering Enterprises, Inc. of Sugar Grove, IL**.**

SECTION TWO: That the Village Manager and Village Clerk be and hereby are authorized to sign any documents in furtherance of this Resolution.

SECTION THREE: That this Resolution shall be in full force and effect after passage and approval as required by law.

AYES:

NAYS:

ABSENT:

PASSED AND APPROVED this _____ day of _____, 2026.

_____
Village President

ATTEST:

_____
Village Clerk

VILLAGE OF SCHAUMBURG
PROFESSIONAL SERVICES AGREEMENT FOR
STREET IMPROVEMENT PROGRAM CONTRACT #1 AND CONCRETE REPAIR PROGRAM
FISCAL YEAR 26/27 (2026 CALENDAR YEAR)

THIS AGREEMENT is dated as of the ____ day of _____, 20__ (***"Agreement"***) and is by and between the **VILLAGE OF SCHAUMBURG**, an Illinois municipal corporation (***"Village"***) and the Consultant identified in Subsection 1A below.

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in the Agreement, and pursuant to the Village's statutory powers, the parties agree as follows:

SECTION 1. CONSULTANT.

A. Engagement of Consultant. The Village desires to engage the Consultant identified below to provide all necessary professional consulting services and to perform the work in connection with the project identified below:

Consultant Firm Name: Engineering Enterprises, Inc.
Street Address: 52 Wheeler Road
City, State, Zip: Sugar Grove, IL, 60554
Telephone: 630-466-6700
Email: kwelte@eeiweb.com

B. Project Description.
Providing professional construction and design engineering services for the 2026 Street Program Contract 1 and 2026 Concrete Repair Program including street repairs at various locations, concrete repairs associated with CSR requests, other known concrete deficiencies and utility dig up repairs, and midblock pedestrian enhancements.

C. Representations of Consultant. The Consultant has submitted to the Village a description of the services to be provided by the Consultant, a copy of which is attached as Exhibit 1 to this Agreement (***"Services"***). The Consultant represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the professional consulting services set forth in Exhibit 1 in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

D. Agreement Amount. The total amount billed by the Consultant for the Services under this Agreement shall not exceed $496,654.18, as outlined in Exhibit 1, including reimbursable expenses as identified in Exhibit 1, unless amended pursuant to Subsection 8A of this Agreement.

SECTION 2. SCOPE OF SERVICES.

A. Retention of the Consultant. The Village retains the Consultant to perform, and the Consultant agrees to perform, the Services.

B. Services. The Consultant shall provide the Services pursuant to the terms and conditions of this Agreement.

C. Commencement; Time of Performance. The Consultant shall commence the Services immediately upon receipt of written notice from the Village that this Agreement has been fully executed by the Parties or on the date specified in Exhibit 1 (the ***"Commencement Date"***). The Consultant shall diligently and continuously prosecute the Services until the completion of the Services, but in no event later than 365 days after the date of the execution of this Agreement (***"Time of Performance"***).

D. Reporting. The Consultant shall regularly report to the Village, regarding the progress of the Services during the term of this Agreement.

SECTION 3. COMPENSATION AND METHOD OF PAYMENT.

A. Agreement Amount. The total amount billed for the Proposal during the term of this Agreement shall not exceed the amount identified as the Agreement Amount in Subsection 1D of this Agreement, without the prior express written authorization of the Village.

B. Invoices and Payment. The Consultant shall be paid as provided in Exhibit 1. The Consultant shall submit invoices to the Village in an approved format for those portions of the Services performed and completed by the Consultant. The amount billed in any such invoice shall be based on the method of payment set forth in Exhibit 1. The Village shall pay to the Consultant the amount billed within 30 days after its receipt and approval of such an invoice.

C. Records. The Consultant shall maintain records showing actual time devoted and costs incurred, and shall permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under the Agreement. The records shall be made available to the Village at reasonable times during the Agreement period, and for three years after the termination of the Agreement.

D. Claim In Addition To Agreement Amount. If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Village, the Consultant shall provide written notice to the Village of such claim within 7 days after occurrence of such action as provided by Subsection 8D of this Agreement, and no claim for additional compensation shall be valid unless made in accordance with this Subsection. Any changes in the Agreement Amount shall be valid only upon written amendment pursuant to Subsection 8A of this Agreement. Regardless of the decision of the Village relative to a claim submitted by the Consultant, the Consultant shall proceed with all of the Services required to complete the Services under this Agreement as determined by the Village without interruption.

E. Taxes, Benefits and Royalties. The Agreement Amount includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

F. Final Acceptance. The Services, or, if the Services are to be performed in separate phases, each phase of the Services, shall be considered complete on the date of final written acceptance by the Village of the Services or each phase of the Services, as the case may be, which acceptance shall not be unreasonably withheld or delayed.

SECTION 4. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The Key Project Personnel identified in Exhibit 1 shall be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel shall not be changed without the Village's prior written approval.

B. Availability of Personnel. The Consultant shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement. The Consultant shall notify the Village as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant shall have no claim for damages and shall not bill the Village for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassigning, or resignation.

C. Approval and Use of Subcontractors. The Consultant shall perform the Services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by the Village in writing. All subcontractors and subcontracts used by the Consultant shall be acceptable to, and approved in advance by, the Village. The Village's approval of any subcontractor or subcontract shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by the Agreement. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" shall be deemed also to refer to all subcontractors of the Consultant, and every subcontract shall include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the Village, the Consultant shall immediately upon notice from the Village remove and replace such personnel or subcontractor. The Consultant shall have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the Time of Performance as a result of any such removal or replacement.

SECTION 5. CONFIDENTIAL INFORMATION.

A. Confidential Information. The term ***"Confidential Information"*** shall mean information designated as "Confidential" in the possession or under the control of the Village relating to the technical, business or corporate affairs of the Village; Village property; user information, including, without limitation, any information pertaining to usage of the Village's computer system, including and without limitation, any information obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement. Village Confidential Information shall not include information that can be demonstrated: (i) to have been rightfully in the possession of the Consultant from a source other than the Village prior to the time of disclosure of said information to the Consultant under this Agreement (***"Time of Disclosure"***); (ii) to have been in the public domain prior to the Time of Disclosure; (iii) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Consultant or the Village; or (iv) to have been supplied to the Consultant after the Time of Disclosure without restriction by a third party who is under no obligation to the Village to maintain such information in confidence.

B. No Disclosure of Confidential Information by the Consultant. The Consultant acknowledges that it shall, in performing the Services for the Village under this Agreement, have access to or be directly or indirectly exposed to Confidential Information. The Consultant shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without express prior written consent of the Village unless required to perform the Services set forth in this Agreement. The Consultant shall be permitted to disclose Confidential Information as necessary to its subcontractors to fulfill the obligations required by this Agreement. The Consultant shall use reasonable measures at least as strict as those the Consultant uses to protect its own confidential information. Such measures shall include, without limitation, requiring subcontractors of the Consultant to execute a non-disclosure agreement before obtaining access to Confidential Information.

SECTION 6. STANDARD OF CARE; INDEMNIFICATION; INSURANCE.

A. Standard of Care. The Consultant warrants that the Services shall be performed in accordance with the standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in the same locale in existence at the time of performance of this Agreement. The standard of care expressed shall be in addition to any other representations expressed in the Agreement, or expressed or implied by law, which are hereby reserved unto the Village.

B. Indemnification. The Consultant shall, without regard to the availability or unavailability of any insurance either of the Village or the Consultant, indemnify and save harmless, the Village, its officials, and its employees, against any and all damages, liabilities, losses, and expenses, including reasonable attorneys' fees and administrative expenses recoverable under applicable law, to the extent arising, out of or caused by, the Consultant's negligent or wrongful acts or omissions in the performance of, or failure to perform, the Services or any part thereof, except to the extent caused by the negligence of the Village.

C. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant shall provide certificates of insurance and upon request, policies of insurance, all with coverages and limits acceptable to the Village, and evidencing at least the minimum insurance coverages and limits as set forth in Exhibit 2 to this Agreement. But in no event shall any work begin without an insurance certificate or policy having been provided and approved by the Village. Such certificates shall be from companies with a general rating of A and a financial size category of Class X or better, in Best's Insurance Guide. Such certificates of insurance shall provide that no insurer change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given to the Village. The Consultant shall, at all times during the term of this Agreement, maintain and keep in force, at the Consultant's expense, the insurance coverages provided above, including without limitation at all times to meet the Standard of Care requirements of Subsection 6(A) of this section.

D. No Personal Liability. No elected or appointed official or employee of the Village shall be personally liable, in law or in contract, to the Consultant as the result of the execution of this Agreement. Likewise, no claims or suits shall be made against the employees of the Consultant as a result of the execution of this Agreement.

SECTION 7. CONSULTANT AGREEMENT GENERAL PROVISIONS.

A. Relationship of the Parties. The Consultant shall act as an independent contractor in providing and performing the Services. Nothing, in or done pursuant to this Agreement, shall be construed (i) to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the Village and Consultant; or (ii) to create any relationship between the Village and any subcontractor of the Consultant.

B. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge, (1) no Village employee or agent is interested in the business of the Consultant or this Agreement; (2) as of the date of this Agreement neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

C. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code, 720 ILCS 5/33E-1 *et seq.* The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant shall be liable to the Village for all loss or damage that the Village may suffer, and this Agreement shall, at the Village's option, be null and void.

D. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A) (4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A) (4).

E. Patriot Act Compliance. The Consultant represents and warrants to the *Village* that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants to the Village that the Consultant and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant hereby agrees to defend, indemnify and hold harmless the Village, its corporate authorities, and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this subsection.

F. **Termination.** Notwithstanding any other provision hereof, the Village may terminate this Agreement at any time upon 15 days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant shall be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in Exhibit 1. The Consultant may also terminate the Agreement in the event the Village fails to make payment for services rendered, but only after the Consultant has provided written notice to the Village of the lack of payment and allowed the Village 30 days to make payment or contest the payment or amount.

G. **Term.** The time of performance of this Agreement, unless terminated pursuant to the terms of this Agreement, shall expire on the date the Village determines that all of the Services under this Agreement are completed or upon final payment to Consultant. A determination of completion shall not constitute a waiver of any rights or claims which the Village may have or thereafter acquire with respect to any breach hereof by the Consultant or any right of indemnification of the Village by the Consultant.

H. **Compliance with Laws and Grants.** Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable building and zoning statutes, ordinances, rules, and regulations, and the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.* Consultant shall also comply with all conditions of any federal, state, or local grant received by Village and made known to the Consultant with respect to this Agreement or the Services.

Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part thereof.

I. **Default.** If it should appear at any time that the Consultant has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that permits completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other material requirement of this Agreement (***"Event of Default"***), and fails to cure any such Event of Default within ten business days after the Consultant's receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

1. **Cure by Consultant.** The Village may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement.

2. **Termination of Agreement by Village.** The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement.

3. **Withholding of Payment by Village.** The Village may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Consultant or as a result of reasonable actions taken by the Village in response to any Event of Default by the Consultant.

J. No Additional Obligation. The Parties acknowledge and agree that the Village is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant or with any vendor solicited or recommended by the Consultant.

K. Village Board Authority. Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Consultant to vendors shall be subject to the approval of the Village Board of Trustees. The Village shall not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the Village, without the knowledge and approval of the Village Trustees.

L. Mutual Cooperation. The Village agrees to cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with such non-confidential information that the Village may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the Village in the performance of the Services to complete the work and with any other consultants engaged by the Village.

M. News Releases. The Consultant shall not issue any news releases or other public statements regarding the Services without prior approval from the Village

N. Ownership. Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement (***"Documents"***) shall be and remain the exclusive property of the Village. At the Village's request, or upon termination of this Agreement, the Consultant shall cause the Documents to be promptly delivered to the Village upon payment of all sums due and owing Consultant under the Agreement. Any reuse of Documents other than for the purposes of this Agreement shall be at Village risk and Consultant shall not be liable for any reuse of the Documents.

O. GIS Data. ***[NOTE: Use this only if applicable]*** The Village has developed digital map information through Geographic Information Systems Technology (***"GIS Data"***) concerning the real property located within the Village. If requested to do so by the Consultant, the Village agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

1. **Limited Access to GIS Data.** The GIS Data provided by the Village shall be limited to the scope of the Services that the Consultant is to provide for the Village;

2. **Purpose of GIS Data.** The Consultant shall limit its use of the GIS Data to its intended purpose of furtherance of the Services; and

3. **Agreement with Respect to GIS Data.** The Consultant does hereby acknowledge and agree that:

a. **Trade Secrets of the Village.** The GIS Data constitutes proprietary materials and trade secrets of the Village and, shall remain the property of the Village;

b. **Consent of Village Required.** The Consultant will not provide or make available the GIS Data in any form to anyone without the prior written consent of the Village;

c. **Supply to Village.** At the request of the Village, the Consultant shall supply the Village with any and all information that may have been developed by the Consultant based on the GIS Data;

d. **No Guarantee of Accuracy.** The Village makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use thereof; and

e. **Discontinuation of Use.** At such time as the Services have been completed to the satisfaction of the Village, the Consultant shall cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authorized representative of the Village shall be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.

SECTION 8. GENERAL PROVISIONS.

A. Amendment. No amendment or modification to this Agreement shall be effective unless and until such amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. This Agreement may not be assigned by the Village or by the Consultant without the prior written consent of the other party.

C. Binding Effect. The terms of this Agreement shall bind and inure to the benefit of the Parties hereto and their agents, successors, and assigns.

D. Notice. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, (iv) by facsimile, or (v) by electronic internet mail ("e-mail"). Facsimile notices shall be deemed valid only to the extent that they are (a) actually received by the individual to whom addressed and (b) followed by delivery of actual notice in the manner described in either (i), (ii), or (iii) above within three business days thereafter at the appropriate address set forth below. E-mail notices shall be deemed valid and received by the addressee thereof when delivered by e-mail and (a) opened by the recipient on a business day at the address set forth below, and (b) followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Subsection, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the Village shall be addressed to, and delivered at, the following address:

Village of Schaumburg 714 S. Plum Grove Road
Schaumburg, Illinois 60193
Attention:
E-mail:

Notices and communications to the Consultant shall be addressed to, and delivered at, the following address:

Consultant Firm Name: Engineering Enterprises, Inc.
Street Address: 52 Wheeler Road
City, State, Zip: Sugar Grove, IL, 60554
Attention: Kyle Welte
Facsimile: 630-466-6701
Email: kwelte@eeiweb.com

E. Third Party Beneficiary. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation other than the Consultant shall be made or be valid against the Village.

F. Provisions Severable. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

G. Time. Time is of the essence in the performance of this Agreement.

H. Governing Laws. This Agreement shall be interpreted according to the laws of the State of Illinois.

I. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the Village and the Consultant with respect to the Proposal and the Services.

J. Waiver. No waiver of any provision of this Agreement shall be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

K. Exhibit. Exhibits 1 and 2, are attached hereto, and by this reference incorporated in and made a part of this Agreement. In the event of a conflict between the Exhibit and the text of this Agreement, the text of this Agreement shall control.

L. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.

M. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

[SIGNATURES FOLLOW]

VILLAGE OF SCHAUMBURG

By: _____
Village Manager

ATTEST:

By: _____
Village Clerk

CONSULTANT

By: _____

TITLE: Project Manager

ATTEST:

By: William Benson

TITLE: Senior Project Engineer I

EXHIBIT 1

SCOPE OF SERVICES

AGREEMENT AMOUNT

[TO BE PREPARED BY CONSULTANT AND ACCEPTABLE TO VILLAGE]

[INCLUDE HOURLY RATES, LUMP SUM AMOUNTS, REIMBURSABLE COSTS, SCHEDULE FOR LUMP SUM OR INSTALLMENT PAYMENTS, INVOICE FORMAT, ETC.]

[SHALL INCLUDE SCHEDULE]

EXHIBIT 2

INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-per occurrence

$500,000 disease-per employee

$500,000 disease-policy limit

Such insurance shall evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for vehicles owned, non-owned, borrowed or rented.

All employees shall be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

$1,000,000 Bodily Injury and Property Damage $2,000,000 Aggregate

Coverages shall include:

- Broad Form Property Damage Endorsement
- Broad Form Contractual Liability (must expressly cover the indemnity provisions of the Contract)

D. Umbrella Policy or Excess liability Insurance with a limit of liability of not less than $2,000,000.

The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance, except professional liability, on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

E. Professional Liability Insurance. With a limit of liability of not less than $1,000,000 per claim/$2,000,000 in the aggregate and covering Consultant against all sums that Consultant may be obligated to pay on account of any liability arising out deviation from the professional standard of care set forth in the Agreement. If the policy is a claims made policy, it shall remain in effect for 5 years after the work has been completed.

F. Village as Additional Insured. Village shall be named as an Additional Insured on all policies except for:

Worker's Compensation

Professional Liability

Each such additional Insured endorsement shall identify Village as follows: Village of Schaumburg, including its Board members and elected and appointed officials, its officers, and employees.

G. Other Parties as Additional Insureds. In addition to Village, the following parties shall be named as additional insured on the following policies:

Additional Insured	Policy or Policies
_____	_____
_____	_____

The Consultant will provide certificates of insurance evidencing the types and limits of insurance specified. The certificates of insurance will specifically address each of the requirements noted. All insurance noted is primary and in no event will be considered contributory to any insurance purchased by the Village.

The same full insurance coverage provided to the named insured, whether it is the Consultant or a sub-contractor, shall be provided to the Village without any limitations or endorsements that might limit or exclude coverage.

Any and all deductibles or other forms of retention are the responsibility of the Consultant. All deductibles or other forms of retention are subject to the approval of the Village. Consultant will disclose to the Village in writing the amounts of any deductible or self-insured retentions on the insurance required under this contract.

Consultant waives any right of subrogation it may have or later acquire against the Village.

The Consultant shall not allow any subcontractor to commence work on their subcontract until the same insurance has been obtained by the subcontractor. The Consultant and their subcontractor(s) shall maintain all insurance required for not less than one (1) year after completion of this contract except professional liability which shall be for 5 years.

VILLAGE OF SCHAUMBURG
STREET IMPROVEMENT PROGRAM CONTRACT #1 AND CONCRETE REPAIR PROGRAM
FISCAL YEAR 26/27 (2026 CALENDAR YEAR)

COST ESTIMATE OF CONSULTANT'S SERVICES

STAFF	# OF MANHOURS	AVERAGE HOURLY RATE	PAYROLL COSTS	OVERHEAD (181.79%)	IN-HOUSE DIRECT COSTS	FIXED FEE	SERVICE BY OTHERS*	TOTAL
Phase III Street Improvement Program - Contract No. 1 (2026)								
Principal In Charge	-	$ 99.76	$ -	$ -		$ -		$ -
Principal	8	$ 89.55	$ 716.40	$ 1,302.34		$ 292.72		$ 2,311.46
Senior Project Manager	3	$ 79.69	$ 239.07	$ 434.61		$ 97.68		$ 771.36
Project Manager	58	$ 62.09	$ 3,601.22	$ 6,546.66	$ 130.00	$ 1,490.29		$ 11,768.17
Senior Project Engineer I	1,150	$ 47.16	$ 54,234.00	$ 98,591.99	$ 3,200.00	$ 22,623.77		$ 178,649.76
Senior Project Technician II	20	$ 51.61	$ 1,032.20	$ 1,876.44	$ 130.00	$ 440.60		$ 3,479.24
Project Engineer	12	$ 38.74	$ 464.88	$ 845.11		$ 189.95		$ 1,499.94
Engineering Intern	300	$ 24.00	$ 7,200.00	$ 13,088.88	$ 1,200.00	$ 3,115.89		$ 24,604.77
Public Relations Coordinator	40	$ 48.29	$ 1,931.60	$ 3,511.46		$ 789.24		$ 6,232.30
Printing & Reproduction					$ 663.46			$ 663.46
Material Testing*							$ 37,000.00	$ 37,000.00
Subtotal	1,591		$ 69,419.37	$ 126,197.47	$ 5,323.46	$ 29,040.14	$ 37,000.00	$ 266,980.44
Phase III Concrete Repair Program (2026)								
Principal In Charge	-	$ 99.76	$ -	$ -		$ -		$ -
Principal	4	$ 89.55	$ 358.20	$ 651.17		$ 146.36		$ 1,155.73
Senior Project Manager	2	$ 79.69	$ 159.38	$ 289.74		$ 65.12		$ 514.24
Project Manager	35	$ 62.09	$ 2,173.15	$ 3,950.57	$ 130.00	$ 906.79		$ 7,160.51
Senior Project Engineer I	10	$ 47.16	$ 471.60	$ 857.32		$ 192.69		$ 1,521.61
Senior Project Technician II	10	$ 51.61	$ 516.10	$ 938.22		$ 210.88		$ 1,665.20
Project Engineer	978	$ 38.74	$ 37,887.72	$ 68,876.09	$ 3,200.00	$ 15,944.75		$ 125,908.56
Engineering Intern	50	$ 24.00	$ 1,200.00	$ 2,181.48	$ 1,200.00	$ 664.31		$ 5,245.79
Public Relations Coordinator	45	$ 48.29	$ 2,173.05	$ 3,950.39		$ 887.90		$ 7,011.34
Printing & Reproduction								$ -
Material Testing*							$ 19,000.00	$ 19,000.00
Subtotal	1134		$ 44,939.20	$ 81,694.97	$ 4,530.00	$ 19,018.80	$ 19,000.00	$ 169,182.97
Phase II Street Improvement Program - Contract No. 1 (2027)								
Principal In Charge	-	$ 99.76	$ -	$ -		$ -		$ -
Principal	5	$ 89.55	$ 447.75	$ 813.96		$ 182.95		$ 1,444.66
Senior Project Manager	2	$ 79.69	$ 159.38	$ 289.74		$ 65.12		$ 514.24
Project Manager	16	$ 62.09	$ 993.44	$ 1,805.97		$ 405.92		$ 3,205.33
Senior Project Engineer I	80	$ 47.16	$ 3,772.80	$ 6,858.57		$ 1,541.55		$ 12,172.92
Senior Project Technician II	10	$ 51.61	$ 516.10	$ 938.22	$ 440.00	$ 274.68		$ 2,169.00
Project Engineer	100	$ 38.74	$ 3,874.00	$ 7,042.54	$ 440.00	$ 1,646.70		$ 13,003.24
Engineering Intern	-	$ 24.00	$ -	$ -		$ -		$ -
Public Relations Coordinator	5	$ 48.29	$ 241.45	$ 438.93		$ 98.66		$ 779.04
Printing & Reproduction					$ 500.00			$ 500.00
Material Testing*							$ 22,000.00	$ 22,000.00
Subtotal	218		$ 10,004.92	$ 18,187.94	$ 1,380.00	$ 4,215.58	$ 22,000.00	$ 55,788.44
Phase II Concrete Repair Program (2027)								
Principal In Charge	-	$ 99.76	$ -	$ -		$ -		$ -
Principal	2	$ 89.55	$ 179.10	$ 325.59		$ 73.18		$ 577.87
Senior Project Manager	2	$ 79.69	$ 159.38	$ 289.74		$ 65.12		$ 514.24
Project Manager	5	$ 62.09	$ 310.45	$ 564.37		$ 126.85		$ 1,001.67
Senior Project Engineer I	4	$ 47.16	$ 188.64	$ 342.93		$ 77.08		$ 608.65
Senior Project Technician II	-	$ 51.61	$ -	$ -		$ -		$ -
Project Engineer	16	$ 38.74	$ 619.84	$ 1,126.81		$ 253.26		$ 1,999.91
Engineering Intern	-	$ 24.00	$ -	$ -		$ -		$ -
Public Relations Coordinator	-	$ 48.29	$ -	$ -		$ -		$ -
Printing & Reproduction								$ -
Material Testing*								$ -
Subtotal	29		$ 1,457.41	$ 2,649.43	$ -	$ 595.49	$ -	$ 4,702.33
TOTALS	2972	$ -	$ 125,820.90	$ 228,729.81	$ 11,233.46	$ 52,870.01	$ 78,000.00	$ 496,654.18

* S.T.A.T.E. Testing LLC/ Rubino Engineering Inc.
Services for FY 26/27 (2026 Calendar Year) will be provided at the percentage of the year one professional services.

Engineering Enterprises, Inc.
Revised 1/9/26



Exhibit 1

Village of Schaumburg – 2026 Street Improvement Contract 1
Base Scope of Services

Street Improvement Program Phase II – Design Engineering Services

1. Project Management

- Meeting Coordination: Coordinate and attend a design kick off meeting with Village representatives to outline a more specific list of locations to be addressed with each year's program. The annual budget will be discussed and incorporated into the parameters as outlined by the Village. This information will be utilized in developing and submitting a project schedule.
  - Coordinate and schedule any necessary meetings with Village Staff and other interested parties, including municipal police and fire departments, school administrators, county officials, business owners, and utility companies.
  - Prepare all outlines, presentation materials and minutes for any meetings attended.

2. Data Collection

- Data Collection: Obtain and evaluate the following information provided by the Village for the various improvement locations:
  - Utility Atlases
  - Improvement Plan Record Drawings
  - GIS Information
- Field Evaluation: Perform a field evaluation of condition of existing pavements, storm structures, sidewalks, sidewalk ramps, and curb and gutter. Estimate quantities of proposed repairs of these items to be included with the project. Observe and photograph the project area and immediate surroundings.
- Utility Coordination: Contact J.U.L.I.E. to identify utilities with facilities within the project limits where necessary. Submit plans to utility companies for evaluation of any anticipated conflicts.

3. Geotechnical Engineering

- Rubino Engineering: Utilize Rubino Engineering to perform and prepare required geotechnical information
  - Pavement Cores (If Necessary)
  - Soil Borings
  - LCP 662 or 663
  - Geotechnical Report
- S.T.A.T.E. Testing: Utilize STATE Testing to help determine the proper and most cost-effective rehabilitation techniques and provide HMA and PCC material testing services



4. Prepare plans & Specifications

- Contract Documents and Specifications: Prepare special provisions in accordance with Village guidelines for items not covered by the Standard Specifications, as well as all required IDOT check sheets.
- Quantities and Cost Estimate: Prepare detailed quantities used for bidding and an associated cost estimate to assist the Village with budgeting needs.
- Plans:
  - Prepare basic plan view sheets utilizing Village GIS data to show resurfacing limits and storm sewer improvement locations
  - Quantities
  - Traffic Control Plan
  - Typical Cross Sections
  - Details

5. Permitting

- EEI will coordinate with all relevant permitting agencies, including:
  - IDOT
  - Cook County DOT
- Prepare and submit all required permit applications, plans, and required documents.

6. Bidding Assistance

- Work closely with the Village to provide all bidding documents on schedule to allow the Village Purchasing Department enough time to review the content and recommend changes.
- Provide clarification for any questions that may emerge during the bidding process.

Street Improvement Program Phase III – Construction Engineering Services

1. Construction Administration

- Coordinate and attend a preconstruction meeting with Village representatives, and contractor
- Run weekly project status meetings with Contractor and Village staff
- Coordinate and schedule any other meetings necessary with Village staff and other interested parties, including municipal police and fire departments, school administrators, county officials, business owners, and utility companies.
- Shop drawing review to ensure Village material requirements are being met
- Prepare Pay Estimates and Change Orders
- Provide Village with timely updates to project financial status
- Project close out

2. On-Site Inspection Services

- Provide full time qualified Resident Engineer acting as the Village's agent during construction
- Field Layout
- Video and photos of pre-construction conditions and construction activities
- Construction observation to ensure Contractor adheres to plans, specifications, rules and



regulations
- Residential and business coordination/notifications regarding temporary access restrictions and any changes to mail delivery and/or garbage pick-up
- Provide daily project updates to Village staff
- Ensure all required material testing in the field is performed
- Documentation and tracking of quantities
- Respond to and/or address resident concerns within 24 hours
- S.T.A.T.E. Testing to provide QA material testing services for HMA and PCC

Concrete Repair Program Phase II – Design Engineering Services

1. Project Management

- Meeting Coordination: Coordinate and attend a design kick off meeting with Village representatives to outline a more specific list of locations to be addressed with each year's program. The annual budget will be discussed and incorporated into the parameters as outlined by the Village. This information will be utilized in developing and submitting a project schedule.
  - Coordinate and schedule any necessary meetings with Village Staff and other interested parties, including municipal police and fire departments, school administrators, county officials, business owners, and utility companies.
  - Prepare all outlines, presentation materials and minutes for any meetings attended.

2. Data Collection

- Data Collection: Obtain and evaluate the following information provided by the Village for the various improvement locations:
  - Utility Atlases
  - Improvement Plan Record Drawings
  - GIS Information
- Field Evaluation: Perform a field evaluation of condition of existing sidewalks, sidewalk ramps, driveway aprons, and curb and gutter. Estimate quantities of proposed repairs of these items to be included with the project. Observe and photograph the project area and immediate surroundings.
- Utility Coordination: Contact J.U.L.I.E. to identify utilities with facilities within the project limits where necessary. Submit plans to utility companies for evaluation of any anticipated conflicts.

3. Geotechnical Engineering

- Rubino Engineering: Utilize Rubino Engineering to perform and prepare necessary geotechnical information
- S.T.A.T.E. Testing: Utilize STATE Testing to help determine the proper and most cost-effective rehabilitation techniques and provide PCC material testing services

4. Prepare plans & Specifications

- Contract Documents and Specifications: Prepare special provisions in accordance with Village guidelines for items not covered by the Standard Specifications, as well as all required IDOT check sheets.
- Quantities and Cost Estimate: Prepare detailed quantities used for bidding and an associated



cost estimate to assist the Village with budgeting needs.

- Plans:
  - As necessary, prepare basic plan view sheets utilizing Village GIS data to show project limits
  - Quantities
  - Traffic Control Plan
  - Details

5. Permitting

- EEI will coordinate with all relevant permitting agencies, including:
  - IDOT
  - Cook County DOT
- Prepare and submit all required permit applications, plans, and required documents.

6. Bidding Assistance

- Work closely with the Village to provide all bidding documents on schedule to allow the Village Purchasing Department enough time to review the content and recommend changes.
- Provide clarification for any questions that may emerge during the bidding process.

Concrete Repair Program Phase III – Construction Engineering Services

1. Construction Administration

a. Coordinate and attend a preconstruction meeting with Village representatives, and contractor
b. Coordinate and schedule any other meetings necessary with Village staff and other interested parties, including municipal police and fire departments, school administrators, county officials, business owners, and utility companies.
c. Shop drawing review to ensure Village material requirements are being met
d. Prepare Pay Estimates and Change Orders
e. Provide Village with timely updates to project financial status
f. Project close out

2. On-Site Inspection Services

- Provide full time qualified Resident Engineer acting as the Village's agent during construction
- Field Layout
- Video and photos of pre-construction conditions and construction activities
- Construction observation to ensure Contractor adheres to plans, specifications, rules and regulations
- Residential and business coordination/notifications regarding temporary access restrictions and any changes to mail delivery and/or garbage pick-up
- Provide daily project updates to Village staff
- Ensure all required material testing in the field is performed
- Documentation and tracking of quantities
- Respond to and/or address resident concerns within 24 hours
- S.T.A.T.E. Testing to provide QA material testing services for PCC

PROJECT SCOPE



Concrete Repair Program (Contract No. 1)
Customer Service Requests (CSR's) are submitted by residents throughout the entire year. Each of these requests will be analyzed by the Village and EEI. At each location the Village policy will be used to determine the scope of improvements. These quantities will be estimated through field measurements. The location, type of work, and quantity will be logged in a spreadsheet. This log will be maintained daily and given to the Village on a monthly basis. The contract documents including any necessary plans and special provisions will be created concurrently with the Phase II work for the Street Improvement Program. The Concrete Repair Program includes unique repairs that could include utility repairs, brick paver repairs, and parking lot repairs. EEI will prepare detailed plan sheets and specifications for any locations that need additional clarification.

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Recommendation to Approve a Contract Renewal for the FY 26/27 Annual Street Improvement Program - Contract No. 2 – Phase II and Phase III Professional Engineering with Chastain and Associates, LLC.
02/05/26
Engineering and Public Works Committee

Presenter: Joe Velna, Engineering Inspector
Lead Department: Engineering and Public Works

Account(s):	Budget:	Expense Request:
SEE BUDGET TABLE		

Executive Summary:

In February 2024, staff issued a request for a Statement of Qualifications (SOQ) and Proposals for Phase II and Phase III Professional Engineering in connection with the annual Street Improvement Program and the annual Concrete Repair Program for FY 24/25, FY 25/26, and FY 26/27. In April 2024, the Village Board approved an agreement with Chastain & Associates (Chastain) of Schaumburg, IL, to perform Phase II Design and Phase III Construction Engineering for Contract No. 2. Per the terms of the original agreement, an amendment to the agreement is required for the services associated with FY 26/27.

Contract No. 2 of the FY 26/27 Street Improvement Program consists of 18.45 miles of Preventative Maintenance, 2.29 miles of Reconstruction/Modified Reconstruction, 1.26 miles of Corrective Resurfacing, Parking lot Improvements, Bike Path Improvements, Water Main Replacement with the Street Program, and Concrete Pavement Patching (where required).

Chastain submitted a fee proposal in the amount of $561,034.86 to provide Phase II and Phase III engineering for Contract No. 2 of the Street Improvement Program, Parking Lot Rehabilitation Program, Bike Path resurfacing/reconstruction program, the Water Main Replacement with the Street Program, and the Valve Replacement Program. The submitted fee equates to 8.77% of the proposed construction budget for these improvements. This percentage is the same percentage charged by Chastain for similar work completed in connection with the FY 24/25 and FY25/26 programs. The percentage is lower than the typical industry standard of 10.8% for these engineering costs.

Chastain's proposal also includes $48,000.00 to perform a Parking Lot Condition Assessment to assist staff in the planning of major upcoming work to Village-owned parking lots and $13,540.83 to assist staff in the selection of streets for future Street Improvement Programs. These inclusions bring Chastain's total proposal value to $622,575.69.

The attached budget table provides the financial information on the Village’s Annual Street Improvement Program and Watermain Replacement Program. As shown in the attached table, Chastain’s overall proposal is under budget. An internal budget transfer will be completed to address

the individual phase shortfall for Pavement Management Support.

Recommended Action:

The Village Manager recommends that the Engineering and Public Works Committee recommend the Village Board approve a Contract Renewal for the FY 26/27 Annual Street Improvement Program - Contract No. 2 – Phase II and Phase III Professional Engineering with Chastain and Associates, LLC. of Schaumburg, IL, in the amount of $622,575.69, and approve the required Resolution.

ATTACHMENTS:

- Chastain Budget Table
- Chastain Resolution
- Agreement
- Project Scope

FY 26/27 Annual Street Program Contract No. 2 - Chastain and Associates, LLC							
Improvement	**Final Design Account**	**Final Design Budget**	**Construction Admin Account**	**Construction Admin Budget**	**Total Budget (Final Design + Construction Admin)**	**Fee Request (8.77% of Construction Budget)**	**Remaining (Budget - Fee Reqest)**
Street Reconstruction	4409010-7454 (23029-10-140)	$72,722.88	4409010-7454 (23029-20-220)	$290,891.52	$363,614.40	**$326,437.36**	$37,177.04
Parking Lot Improvements		$0.00	4409010-7453 (26021-20-220)	$5,000.00	$5,000.00	**$4,385.00**	$615.00
Bike Path Improvements	4409010-7451 (22003-10-140)	$25,000.00	4409010-7451 (22003-20-220)	$25,000.00	$50,000.00	**$39,465.00**	$10,535.00
Valve Replacement	5729020-7455 (23034-10-140)	$11,500.00	5729020-7455 (23034-20-220)	$11,500.00	$23,000.00	**$15,347.50**	$7,652.50
Watermain w/ the Street Program		$0.00	5729020-7455 (26047-20-220)	$200,000.00	$200,000.00	**$175,400.00**	$24,600.00
Total		$109,222.88		$532,391.52	$641,614.40	**$561,034.86**	$80,579.54
Service	**Phase Account**	**Phase Budget**				**Fee Request**	**Remaining (Budget - Fee Reqest)**
Pavement Management Support		$0.00				**$13,540.83**	-$13,540.83
Parking Lot Condition Assessment	4409010-7453 (26021-10-100)	$48,000.00				**$48,000.00**	$0.00
Total Fee						**$622,575.69**	$53,497.88

RESOLUTION NO. R-26-____

A RESOLUTION AUTHORIZING THE VILLAGE MANAGER AND VILLAGE CLERK TO EXECUTE A CONTRACT RENEWAL FOR THE FY 26/27 ANNUAL STREET IMPROVEMENT PROGRAM - CONTRACT NO. 2 – PHASE II AND PHASE III PROFESSIONAL ENGINEERING WITH CHASTAIN AND ASSOCIATES, LLC

WHEREAS, the President and Board of Trustees wish to execute a contract renewal with Chastain and Associates, LLC of Schaumburg, IL for the FY 26/27 Annual Street Improvement Program - Contract No. 2 - Phase II and Phase III Professional Engineering; and

WHEREAS, it would be in the best interests of the citizens of Schaumburg to execute the attached Agreement, Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG:

SECTION ONE: That the Village Manager and Village Clerk be and hereby are authorized and directed to execute the attached Agreement, Exhibit "A", between the Village of Schaumburg and Chastain and Associates, LLC of Schaumburg, IL**.**

SECTION TWO: That the Village Manager and Village Clerk be and hereby are authorized to sign any documents in furtherance of this Resolution.

SECTION THREE: That this Resolution shall be in full force and effect after passage and approval as required by law.

AYES:

NAYS:

ABSENT:

PASSED AND APPROVED this _____ day of _____, 2026.

_____
Village President

ATTEST:

_____
Village Clerk

VILLAGE OF SCHAUMBURG
PROFESSIONAL SERVICES AGREEMENT FOR
FY27 STREET IMPROVEMENT PROGRAM CONTRACT 2 - PHASE II AND PHASE III
PROFESSIONAL ENGINEERING SERVICES WITH CHASTAIN AND ASSOCIATES LLC

THIS AGREEMENT is dated as of the ____ day of _____, 20__ (***"Agreement"***) and is by and between the **VILLAGE OF SCHAUMBURG**, an Illinois municipal corporation (***"Village"***) and the Consultant identified in Subsection 1A below.

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in the Agreement, and pursuant to the Village's statutory powers, the parties agree as follows:

SECTION 1. CONSULTANT.

A. Engagement of Consultant. The Village desires to engage the Consultant identified below to provide all necessary professional consulting services and to perform the work in connection with the project identified below:

Consultant Firm Name: Chastain & Associates LLC
Street Address: 900 National Parkway, Suite 320
City, State, Zip: Schaumburg, IL 60173
Telephone: 773-714-0050
Email: dlawry@chastainengineers.com

B. Project Description.
Construction observation services for the 2026 Street Program Contract 2 and 2026 Water Main/Valve Replacement project. Design engineering services for the 2027 Street Program and 2027 Valve Replacement Program. Preparation of Village Parking Lot Condition Assessment and 5-year plan. Select PAVER and Pavement Management Support.

C. Representations of Consultant. The Consultant has submitted to the Village a description of the services to be provided by the Consultant, a copy of which is attached as Exhibit 1 to this Agreement (***"Services"***). The Consultant represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the professional consulting services set forth in Exhibit 1 in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

D. Agreement Amount. The total amount billed by the Consultant for the Services under this Agreement shall not exceed $622,575.69, as outlined in Exhibit 1, including reimbursable expenses as identified in Exhibit 1, unless amended pursuant to Subsection 8A of this Agreement.

SECTION 2. SCOPE OF SERVICES.

A. Retention of the Consultant. The Village retains the Consultant to perform, and the Consultant agrees to perform, the Services.

B. Services. The Consultant shall provide the Services pursuant to the terms and conditions of this Agreement.

C. Commencement; Time of Performance. The Consultant shall commence the Services immediately upon receipt of written notice from the Village that this Agreement has been fully executed by the Parties or on the date specified in Exhibit 1 (the ***"Commencement Date"***). The Consultant shall diligently and continuously prosecute the Services until the completion of the Services, but in no event later than 365 days after the date of the execution of this Agreement (***"Time of Performance"***).

D. Reporting. The Consultant shall regularly report to the Village, regarding the progress of the Services during the term of this Agreement.

SECTION 3. COMPENSATION AND METHOD OF PAYMENT.

A. Agreement Amount. The total amount billed for the Proposal during the term of this Agreement shall not exceed the amount identified as the Agreement Amount in Subsection 1D of this Agreement, without the prior express written authorization of the Village.

B. Invoices and Payment. The Consultant shall be paid as provided in Exhibit 1. The Consultant shall submit invoices to the Village in an approved format for those portions of the Services performed and completed by the Consultant. The amount billed in any such invoice shall be based on the method of payment set forth in Exhibit 1. The Village shall pay to the Consultant the amount billed within 30 days after its receipt and approval of such an invoice.

C. Records. The Consultant shall maintain records showing actual time devoted and costs incurred, and shall permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under the Agreement. The records shall be made available to the Village at reasonable times during the Agreement period, and for three years after the termination of the Agreement.

D. Claim In Addition To Agreement Amount. If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Village, the Consultant shall provide written notice to the Village of such claim within 7 days after occurrence of such action as provided by Subsection 8D of this Agreement, and no claim for additional compensation shall be valid unless made in accordance with this Subsection. Any changes in the Agreement Amount shall be valid only upon written amendment pursuant to Subsection 8A of this Agreement. Regardless of the decision of the Village relative to a claim submitted by the Consultant, the Consultant shall proceed with all of the Services required to complete the Services under this Agreement as determined by the Village without interruption.

E. Taxes, Benefits and Royalties. The Agreement Amount includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

F. Final Acceptance. The Services, or, if the Services are to be performed in separate phases, each phase of the Services, shall be considered complete on the date of final written acceptance by the Village of the Services or each phase of the Services, as the case may be, which acceptance shall not be unreasonably withheld or delayed.

SECTION 4. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The Key Project Personnel identified in Exhibit 1 shall be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel shall not be changed without the Village's prior written approval.

B. Availability of Personnel. The Consultant shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement. The Consultant shall notify the Village as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant shall have no claim for damages and shall not bill the Village for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassigning, or resignation.

C. Approval and Use of Subcontractors. The Consultant shall perform the Services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by the Village in writing. All subcontractors and subcontracts used by the Consultant shall be acceptable to, and approved in advance by, the Village. The Village's approval of any subcontractor or subcontract shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by the Agreement. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" shall be deemed also to refer to all subcontractors of the Consultant, and every subcontract shall include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the Village, the Consultant shall immediately upon notice from the Village remove and replace such personnel or subcontractor. The Consultant shall have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the Time of Performance as a result of any such removal or replacement.

SECTION 5. CONFIDENTIAL INFORMATION.

A. Confidential Information. The term ***"Confidential Information"*** shall mean information designated as "Confidential" in the possession or under the control of the Village relating to the technical, business or corporate affairs of the Village; Village property; user information, including, without limitation, any information pertaining to usage of the Village's computer system, including and without limitation, any information obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement. Village Confidential Information shall not include information that can be demonstrated: (i) to have been rightfully in the possession of the Consultant from a source other than the Village prior to the time of disclosure of said information to the Consultant under this Agreement (***"Time of Disclosure"***); (ii) to have been in the public domain prior to the Time of Disclosure; (iii) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Consultant or the Village; or (iv) to have been supplied to the Consultant after the Time of Disclosure without restriction by a third party who is under no obligation to the Village to maintain such information in confidence.

B. No Disclosure of Confidential Information by the Consultant. The Consultant acknowledges that it shall, in performing the Services for the Village under this Agreement, have access to or be directly or indirectly exposed to Confidential Information. The Consultant shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without express prior written consent of the Village unless required to perform the Services set forth in this Agreement. The Consultant shall be permitted to disclose Confidential Information as necessary to its subcontractors to fulfill the obligations required by this Agreement. The Consultant shall use reasonable measures at least as strict as those the Consultant uses to protect its own confidential information. Such measures shall include, without limitation, requiring subcontractors of the Consultant to execute a non-disclosure agreement before obtaining access to Confidential Information.

SECTION 6. STANDARD OF CARE; INDEMNIFICATION; INSURANCE.

A. Standard of Care. The Consultant warrants that the Services shall be performed in accordance with the standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in the same locale in existence at the time of performance of this Agreement. The standard of care expressed shall be in addition to any other representations expressed in the Agreement, or expressed or implied by law, which are hereby reserved unto the Village.

B. Indemnification. The Consultant shall, without regard to the availability or unavailability of any insurance either of the Village or the Consultant, indemnify and save harmless, the Village, its officials, and its employees, against any and all damages, liabilities, losses, and expenses, including reasonable attorneys' fees and administrative expenses recoverable under applicable law, to the extent arising, out of or caused by, the Consultant's negligent or wrongful acts or omissions in the performance of, or failure to perform, the Services or any part thereof, except to the extent caused by the negligence of the Village.

C. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant shall provide certificates of insurance and upon request, policies of insurance, all with coverages and limits acceptable to the Village, and evidencing at least the minimum insurance coverages and limits as set forth in Exhibit 2 to this Agreement. But in no event shall any work begin without an insurance certificate or policy having been provided and approved by the Village. Such certificates shall be from companies with a general rating of A and a financial size category of Class X or better, in Best's Insurance Guide. Such certificates of insurance shall provide that no insurer change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given to the Village. The Consultant shall, at all times during the term of this Agreement, maintain and keep in force, at the Consultant's expense, the insurance coverages provided above, including without limitation at all times to meet the Standard of Care requirements of Subsection 6(A) of this section.

D. No Personal Liability. No elected or appointed official or employee of the Village shall be personally liable, in law or in contract, to the Consultant as the result of the execution of this Agreement. Likewise, no claims or suits shall be made against the employees of the Consultant as a result of the execution of this Agreement.

SECTION 7. CONSULTANT AGREEMENT GENERAL PROVISIONS.

A. Relationship of the Parties. The Consultant shall act as an independent contractor in providing and performing the Services. Nothing, in or done pursuant to this Agreement, shall be construed (i) to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the Village and Consultant; or (ii) to create any relationship between the Village and any subcontractor of the Consultant.

B. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge, (1) no Village employee or agent is interested in the business of the Consultant or this Agreement; (2) as of the date of this Agreement neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

C. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code, 720 ILCS 5/33E-1 *et seq.* The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant shall be liable to the Village for all loss or damage that the Village may suffer, and this Agreement shall, at the Village's option, be null and void.

D. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A) (4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A) (4).

E. Patriot Act Compliance. The Consultant represents and warrants to the *Village* that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants to the Village that the Consultant and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant hereby agrees to defend, indemnify and hold harmless the Village, its corporate authorities, and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this subsection.

F. Termination. Notwithstanding any other provision hereof, the Village may terminate this Agreement at any time upon 15 days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant shall be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in Exhibit 1. The Consultant may also terminate the Agreement in the event the Village fails to make payment for services rendered, but only after the Consultant has provided written notice to the Village of the lack of payment and allowed the Village 30 days to make payment or contest the payment or amount.

G. Term. The time of performance of this Agreement, unless terminated pursuant to the terms of this Agreement, shall expire on the date the Village determines that all of the Services under this Agreement are completed or upon final payment to Consultant. A determination of completion shall not constitute a waiver of any rights or claims which the Village may have or thereafter acquire with respect to any breach hereof by the Consultant or any right of indemnification of the Village by the Consultant.

H. Compliance with Laws and Grants. Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable building and zoning statutes, ordinances, rules, and regulations, and the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq*., and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq*. Consultant shall also comply with all conditions of any federal, state, or local grant received by Village and made known to the Consultant with respect to this Agreement or the Services.

Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part thereof.

I. Default. If it should appear at any time that the Consultant has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that permits completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other material requirement of this Agreement (***"Event of Default"***), and fails to cure any such Event of Default within ten business days after the Consultant's receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

1. Cure by Consultant. The Village may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement.

2. Termination of Agreement by Village. The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement.

3. **Withholding of Payment by Village.** The Village may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Consultant or as a result of reasonable actions taken by the Village in response to any Event of Default by the Consultant.

J. No Additional Obligation. The Parties acknowledge and agree that the Village is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant or with any vendor solicited or recommended by the Consultant.

K. Village Board Authority. Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Consultant to vendors shall be subject to the approval of the Village Board of Trustees. The Village shall not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the Village, without the knowledge and approval of the Village Trustees.

L. Mutual Cooperation. The Village agrees to cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with such non-confidential information that the Village may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the Village in the performance of the Services to complete the work and with any other consultants engaged by the Village.

M. News Releases. The Consultant shall not issue any news releases or other public statements regarding the Services without prior approval from the Village

N. Ownership. Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement (***"Documents"***) shall be and remain the exclusive property of the Village. At the Village's request, or upon termination of this Agreement, the Consultant shall cause the Documents to be promptly delivered to the Village upon payment of all sums due and owing Consultant under the Agreement. Any reuse of Documents other than for the purposes of this Agreement shall be at Village risk and Consultant shall not be liable for any reuse of the Documents.

O. GIS Data. ***[NOTE: Use this only if applicable]*** The Village has developed digital map information through Geographic Information Systems Technology (***"GIS Data"***) concerning the real property located within the Village. If requested to do so by the Consultant, the Village agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

1. **Limited Access to GIS Data.** The GIS Data provided by the Village shall be limited to the scope of the Services that the Consultant is to provide for the Village;

2. **Purpose of GIS Data.** The Consultant shall limit its use of the GIS Data to its intended purpose of furtherance of the Services; and

3. **Agreement with Respect to GIS Data.** The Consultant does hereby acknowledge and agree that:

a. **Trade Secrets of the Village.** The GIS Data constitutes proprietary materials and trade secrets of the Village and, shall remain the property of the Village;

b. **Consent of Village Required.** The Consultant will not provide or make available the GIS Data in any form to anyone without the prior written consent of the Village;

c. **Supply to Village.** At the request of the Village, the Consultant shall supply the Village with any and all information that may have been developed by the Consultant based on the GIS Data;

d. **No Guarantee of Accuracy.** The Village makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use thereof; and

e. **Discontinuation of Use.** At such time as the Services have been completed to the satisfaction of the Village, the Consultant shall cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authorized representative of the Village shall be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.

SECTION 8. GENERAL PROVISIONS.

A. Amendment. No amendment or modification to this Agreement shall be effective unless and until such amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. This Agreement may not be assigned by the Village or by the Consultant without the prior written consent of the other party.

C. Binding Effect. The terms of this Agreement shall bind and inure to the benefit of the Parties hereto and their agents, successors, and assigns.

D. Notice. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, (iv) by facsimile, or (v) by electronic internet mail ("e-mail"). Facsimile notices shall be deemed valid only to the extent that they are (a) actually received by the individual to whom addressed and (b) followed by delivery of actual notice in the manner described in either (i), (ii), or (iii) above within three business days thereafter at the appropriate address set forth below. E-mail notices shall be deemed valid and received by the addressee thereof when delivered by e-mail and (a) opened by the recipient on a business day at the address set forth below, and (b) followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Subsection, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the Village shall be addressed to, and delivered at, the following address:

Village of Schaumburg 714 S. Plum Grove Road
Schaumburg, Illinois 60193
Attention: Brent McQueen, P.E.
E-mail: bmcqueen@schaumburg.com

Notices and communications to the Consultant shall be addressed to, and delivered at, the following address:

Consultant Firm Name: Chastain & Associates, LLC
Street Address: 900 National Parkway, Suite 320
City, State, Zip: Schaumburg, IL, 60173
Attention: David Lawry, P.E.
Facsimile: 773-714-0050
Email: dlawry@chastainengineers.com

E. Third Party Beneficiary. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation other than the Consultant shall be made or be valid against the Village.

F. Provisions Severable. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

G. Time. Time is of the essence in the performance of this Agreement.

H. Governing Laws. This Agreement shall be interpreted according to the laws of the State of Illinois.

I. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the Village and the Consultant with respect to the Proposal and the Services.

J. Waiver. No waiver of any provision of this Agreement shall be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

K. Exhibit. Exhibits 1 and 2, are attached hereto, and by this reference incorporated in and made a part of this Agreement. In the event of a conflict between the Exhibit and the text of this Agreement, the text of this Agreement shall control.

L. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.

M. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

[SIGNATURES FOLLOW]

VILLAGE OF SCHAUMBURG

By: _____
Village Manager

ATTEST:

By: _____
Village Clerk

CONSULTANT

By: _____

TITLE: Regional Office Manager

ATTEST:

By: _____

TITLE: Director of Transportation

EXHIBIT 1

SCOPE OF SERVICES

AGREEMENT AMOUNT

[TO BE PREPARED BY CONSULTANT AND ACCEPTABLE TO VILLAGE]

[INCLUDE HOURLY RATES, LUMP SUM AMOUNTS, REIMBURSABLE COSTS, SCHEDULE FOR LUMP SUM OR INSTALLMENT PAYMENTS, INVOICE FORMAT, ETC.]

[SHALL INCLUDE SCHEDULE]

EXHIBIT 2

INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-per occurrence

$500,000 disease-per employee

$500,000 disease-policy limit

Such insurance shall evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for vehicles owned, non-owned, borrowed or rented.

All employees shall be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

$1,000,000 Bodily Injury and Property Damage $2,000,000 Aggregate

Coverages shall include:

- Broad Form Property Damage Endorsement
- Broad Form Contractual Liability (must expressly cover the indemnity provisions of the Contract)

D. Umbrella Policy or Excess liability Insurance with a limit of liability of not less than $2,000,000.

The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance, except professional liability, on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

E. Professional Liability Insurance. With a limit of liability of not less than $1,000,000 per claim/$2,000,000 in the aggregate and covering Consultant against all sums that Consultant may be obligated to pay on account of any liability arising out deviation from the professional standard of care set forth in the Agreement. If the policy is a claims made policy, it shall remain in effect for 5 years after the work has been completed.

F. Village as Additional Insured. Village shall be named as an Additional Insured on all policies except for:

Worker's Compensation

Professional Liability

Each such additional Insured endorsement shall identify Village as follows: Village of Schaumburg, including its Board members and elected and appointed officials, its officers, and employees.

G. Other Parties as Additional Insureds. In addition to Village, the following parties shall be named as additional insured on the following policies:

Additional Insured	Policy or Policies
_____	_____
_____	_____

The Consultant will provide certificates of insurance evidencing the types and limits of insurance specified. The certificates of insurance will specifically address each of the requirements noted. All insurance noted is primary and in no event will be considered contributory to any insurance purchased by the Village.

The same full insurance coverage provided to the named insured, whether it is the Consultant or a sub-contractor, shall be provided to the Village without any limitations or endorsements that might limit or exclude coverage.

Any and all deductibles or other forms of retention are the responsibility of the Consultant. All deductibles or other forms of retention are subject to the approval of the Village. Consultant will disclose to the Village in writing the amounts of any deductible or self-insured retentions on the insurance required under this contract.

Consultant waives any right of subrogation it may have or later acquire against the Village.

The Consultant shall not allow any subcontractor to commence work on their subcontract until the same insurance has been obtained by the subcontractor. The Consultant and their subcontractor(s) shall maintain all insurance required for not less than one (1) year after completion of this contract except professional liability which shall be for 5 years.

VILLAGE OF SCHAUMBURG
Engineering & Public Works Department
Phase II & Phase III - 2026 Street & Water Main Improvement Programs
Fiscal Year 2027 (May 2026 - April 2027)

COST ESTIMATE OF CONSULTANT SERVICES - CPFF

STAFF	MAN-HOURS	AVERAGE HOURLY RATES	LABOR COSTS	OVERHEAD @ 154.18%	IN-HOUSE DIRECT COSTS	FIXED FEE	SERVICES BY OTHERS	TOTAL COSTS
PHASE III - STREET IMPROVEMENT PROGRAM (2026)								
Estimated 27 Weeks (135 days) (1080 hrs)								
(May thru Nov 2026)								
Project Manager	27		$1,776.33	$2,738.75		$677.26		$5,192.34
Resident Engineer	540		$30,531.60	$47,073.62	$6,075.00	$12,552.03	$1,000.00	$97,232.25
Construction Inspector	900		$36,081.00	$55,629.69	$10,125.00	$15,275.35		$117,111.04
Inspector/Survey Tech	540		$13,500.00	$20,814.30	$6,075.00	$6,058.40		$46,447.70
Public Relations Coordinator	15		$518.85	$799.96		$197.82		$1,516.63
Reproduction & Postal Expense					$1,000.00			$1,000.00
Material QA							$43,712.02	$43,712.02
SUB-TOTALS =	2022		$82,407.78	$127,056.32	$23,275.00	$34,760.86	$44,712.02	$312,211.98
PHASE II - STREET IMPROVEMENT PROGRAM (2027)								
Estimated 8 Weeks (40 days) (320 hrs)								
(Dec 2026 thru Jan 2027)								
Project Manager	8		$526.32	$811.48		$200.67		$1,538.47
Project Engineer	50		$2,709.00	$4,176.74	$200.00	$1,062.86		$8,148.60
Design Engineer	100		$4,009.00	$6,181.08		$1,528.51	$1,000.00	$12,718.59
Survey Tech	100		$4,163.00	$6,418.51	$1,000.00	$1,737.23		$13,318.74
CADD Tech	40		$2,350.80	$3,624.46	$500.00	$971.29		$7,446.55
Public Relations Coordinator	4		$138.36	$213.32		$52.75		$404.44
Reproduction & Postal Expense					$500.00			$500.00
Cores, Borings & Soil Testing							$14,000.00	$14,000.00
SUB-TOTALS =	302		$13,896.48	$21,425.59	$2,200.00	$5,553.31	$15,000.00	$58,075.38
PHASE III - 2026 WATER MAIN & VALVE REPLACEMENT PROGRAM								
Estimated 18 Weeks (90 days) (720 hrs)								
(May thru Oct 2026)								
Project Manager	18		$1,184.22	$1,825.83		$451.51		$3,461.56
Resident Engineer	360		$20,354.40	$31,382.41	$4,050.00	$8,368.02		$64,154.84
Construction Inspector	720		$28,864.80	$44,503.75	$8,100.00	$12,220.28		$93,688.83
Inspector/Survey Tech	60		$2,497.80	$3,851.11	$675.00	$1,053.59		$8,077.49
Public Relations Coordinator	8		$276.72	$426.65		$105.51		$808.87
Reproduction & Postal Expense					$500.00			$500.00
Material QA								$0.00
SUB-TOTALS =	1166		$53,177.94	$81,989.75	$13,325.00	$22,198.90	$0.00	$170,691.59
PHASE II - 2027 VALVE REPLACEMENT PROGRAM								
Estimated 4 Weeks (20 days) (160 hrs)								
(Nov thru Dec 2026)								
Project Manager	4		$263.16	$405.74		$100.34		$769.24
Project Engineer	20		$1,130.80	$1,743.47		$431.14		$3,305.41
Design Engineer	40		$1,665.20	$2,567.41	$270.00	$675.39		$5,178.00
Survey Tech	24		$999.12	$1,540.44	$270.00	$421.43		$3,231.00
CADD Tech	8		$470.16	$724.89		$179.26		$1,374.31
Public Relations Coordinator			$0.00	$0.00		$0.00		$0.00
Reproduction & Postal Expense								$0.00
Cores, Borings & Soil Testing							$6,197.96	$6,197.96
SUB-TOTALS =	96		$4,528.44	$6,981.95	$540.00	$1,807.56	$6,197.96	$20,055.91

VILLAGE OF SCHAUMBURG
Engineering & Public Works Department
Phase II & Phase III - 2026 Street & Water Main Improvement Programs
Fiscal Year 2027 (May 2026 - April 2027)

COST ESTIMATE OF CONSULTANT SERVICES - CPFF

STAFF	MAN-HOURS	AVERAGE HOURLY RATES	LABOR COSTS	OVERHEAD @ 154.18%	IN-HOUSE DIRECT COSTS	FIXED FEE	SERVICES BY OTHERS	TOTAL COSTS
Parking Lot Condition Assessment								
Estimated 12 Weeks (60 days) (480 hrs)								
(May 2026 thru Dec 2026)								
Project Manager	32		$2,352.00	$3,626.31		$896.75		$6,875.06
Project Engineer	80		$4,560.80	$7,031.84		$1,738.90		$13,331.54
Design Engineer	100		$4,163.00	$6,418.51	$450.00	$1,654.73		$12,686.24
Design Engineer	100		$4,009.00	$6,181.08	$450.00	$1,596.01		$12,236.09
CADD Tech	16		$940.32	$1,449.79		$358.52		$2,748.62
Public Relations Coordinator			$0.00	$0.00		$0.00		$0.00
Reproduction & Postal Expense					$122.45			$122.45
Cores, Borings & Soil Testing								$0.00
SUB-TOTALS =	328		$16,025.12	$24,707.53	$1,022.45	$6,244.90	$0.00	$48,000.00
PAVER / Pavement Management Support								
Estimated 4 Weeks (20 days) (160 hrs)								
(May 2026 thru April 2027)								
Project Manager	32		$2,352.00	$3,626.31		$896.75		$6,875.06
Project Engineer	40		$2,280.40	$3,515.92		$869.45		$6,665.77
Design Engineer			$0.00	$0.00		$0.00		$0.00
Design Engineer			$0.00	$0.00		$0.00		$0.00
CADD Tech			$0.00	$0.00		$0.00		$0.00
Public Relations Coordinator			$0.00	$0.00		$0.00		$0.00
Reproduction & Postal Expense								$0.00
Cores, Borings & Soil Testing								$0.00
SUB-TOTALS =	72		$4,632.40	$7,142.23	$0.00	$1,766.20	$0.00	$13,540.83

2025 STREET IMPROVEMENT TOTAL ENGINEERING COSTS

	MAN-HOURS	AVERAGE HOURLY RATES	LABOR COSTS	OVERHEAD @ 154.18%	IN-HOUSE DIRECT COSTS	FIXED FEE	SERVICES BY OTHERS	TOTAL COSTS
TOTAL =	3986		$174,668.16	$269,303.37	$40,362.45	$72,331.73	$65,909.98	$622,575.69

Exhibit 1

Village of Schaumburg – 2026 Street Improvement Program Contract 2
Phase III Services

BASE SCOPE OF SERVICES

Layout/Observation – Services covered under this task include field marking of utility structure and storm sewer work, limits of concrete replacement, pavement butt joints, patching locations, bike path limits, striping, and sod restoration, as well as any spot-survey and setting of grade stakes necessary to complete the improvements. Task also includes inspection of all work to ensure contractor compliance with the contract documents, measurement and field source documentation of all pay item quantities and materials, and field documentation of any extra work.

Documentation – Services covered under this task include pay item quantity calculations, maintaining a project quantity book, preparation of pay estimates, construction budget and schedule updates, compiling a punchlist, and completing a job records box and project closeout.

CSR Coordination – Services covered under this task include responding to and addressing all construction related concerns received from Village residents, documenting the response through email and the Village's Customer Service Request system, coordination & scheduling of work with any affected businesses or other project stakeholders, preparation of resident concrete & brick paver reimbursement forms, daily web updates, and distribution of door hangers, letters, and other notifications.

Admin/Meetings – Services covered under this task include project start-up, preconstruction and weekly project meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, and QA/QC of project documentation and submittals. A Cook County ROW permit is anticipated to be required for bike path segments within this improvement.

Village of Schaumburg – 2027 Street Improvement Program Contract 2
Phase II Services

BASE SCOPE OF SERVICES

Field Services – Services covered under this task include localized spot surveys of the project site, inspection and assessment of existing utility structures, collection of existing utility information/atlases, creation of a CAD base file, and a constructability review of the proposed improvements.

Plans – Services covered under this task include creation of a CAD design file and plan sheets including cover sheet, general notes, summary of quantities, typical sections, roadway plans, drainage plans, and construction details.

Specifications – Services covered under this task include preparation of project specific special provisions, review and inclusion of applicable IDOT special provisions and highway standards, inclusion of geotechnical information, parking lot maintenance exhibits, and assembly of bid documents.

Quantities/Cost Estimate – Services covered under this task include calculation of project quantities, preparation of Summary of Quantities, Estimate of Probable Cost, and village pricing table, and bid tab review.

Admin – Services covered under this task include project start-up, kick-off meeting and regular project design meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, initial right-of-way permit form preparation, bid support, and QA/QC of project documents and submittals.

BASE SCOPE OF SERVICES

Layout/Observation – Services covered under this task include field marking of temporary fencing, utility structure and storm sewer work, limits of concrete removals, pavement patching limits, sod restoration, as well as verification of Contractor's layout marks and setting of survey control points as necessary to complete the improvements. Task also includes inspection of all work to ensure contractor compliance with the contract documents, measurement and field source documentation of all pay item quantities and materials, and field documentation of any extra work.

Documentation – Services covered under this task include pay item quantity calculations, maintaining a project quantity book, preparation of pay estimates, construction budget and schedule updates, compiling a punchlist, and completing a job records box and project closeout.

CSR Coordination – Services covered under this task include responding to and addressing all construction related concerns received from Village residents, documenting the response through email and the Village's Customer Service Request system, coordination & scheduling of work with any affected businesses or other project stakeholders, daily web updates, and distribution of door hangers, letters, and other notifications.

Admin – Services covered under this task include project start-up, preconstruction and weekly project meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, and QA/QC of project documentation and submittals. Cook County and/or IDOT ROW permits are anticipated to be required for this improvement.

Village of Schaumburg – 2027 Valve Replacement Program
Phase II Services

BASE SCOPE OF SERVICES

Field Services – Services covered under this task include inspection and measurement of existing utility structures and pipe inverts, collection of existing utility information/atlases, creation of a CAD base file, and a constructability review of the proposed improvements.

Plans – Services covered under this task include creation of a CAD design file, design of the proposed work limits and scope, locating of valves, hydrants, and other appurtenances, and identification of potential conflicts. Plan sheets will include cover sheet, general notes, summary of quantities, valve replacement plans, and construction details.

Specifications – Services covered under this task include preparation of project specific special provisions, review and inclusion of applicable IDOT special provisions and highway standards, inclusion of geotechnical information, and assembly of bid documents.

Quantities/Cost Estimate – Services covered under this task include calculation of project quantities, preparation of Summary of Quantities, Estimate of Probable Cost, village pricing table, and bid tab review.

Admin – Services covered under this task include project start-up, kick-off meeting and regular project design meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, IDOT/Cook County Right-of-Way permit preparation, bid support, and QA/QC of project documents and submittals.

Village of Schaumburg – Parking Lot Condition Assessment
Phase I Services

BASE SCOPE OF SERVICES

Pavement Survey – Services covered under this task include field inspection and documentation of composite defects (type, severity, measurement) in each parking lot.

Pavement Analysis – Services covered under this task include validation & updating of current PAVER list of parking lots with EPW, validation & updating of current PAVER attributes for each parking lot to include area (as provided by EPW from GIS or measured in Google Earth), entering recorded defect data into PAVER software to obtain current PCI, and preparation of a report providing an overview of the work and results found as well as a 5-year suggested maintenance plan based on desired outcomes and limitations provided by EPW.

Admin – Services covered under this task include project start-up, kick-off meeting and as-needed project meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, and QA/QC of project documents and submittals.

Village of Schaumburg – PAVER / Pavement Management Support
Phase I Services

BASE SCOPE OF SERVICES

PAVER Maintenance – Services covered under this task include validation & updating of the PAVER database with current information as provided by EPW.

Pavement Management Support – Services covered under this task include planning of the 2027 Street and Bike Path programs based on desired outcomes and limitations provided by EPW.

Admin – Services covered under this task include project start-up, kick-off meeting and as-needed project meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, and QA/QC of project documents and submittals.

Exhibit 1

Village of Schaumburg – 2026 Street Improvement Program Contract 2
Phase III Services

BASE SCOPE OF SERVICES

Layout/Observation – Services covered under this task include field marking of utility structure and storm sewer work, limits of concrete replacement, pavement butt joints, patching locations, bike path limits, striping, and sod restoration, as well as any spot-survey and setting of grade stakes necessary to complete the improvements. Task also includes inspection of all work to ensure contractor compliance with the contract documents, measurement and field source documentation of all pay item quantities and materials, and field documentation of any extra work.

Documentation – Services covered under this task include pay item quantity calculations, maintaining a project quantity book, preparation of pay estimates, construction budget and schedule updates, compiling a punchlist, and completing a job records box and project closeout.

CSR Coordination – Services covered under this task include responding to and addressing all construction related concerns received from Village residents, documenting the response through email and the Village's Customer Service Request system, coordination & scheduling of work with any affected businesses or other project stakeholders, preparation of resident concrete & brick paver reimbursement forms, daily web updates, and distribution of door hangers, letters, and other notifications.

Admin/Meetings – Services covered under this task include project start-up, preconstruction and weekly project meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, and QA/QC of project documentation and submittals. A Cook County ROW permit is anticipated to be required for bike path segments within this improvement.

Village of Schaumburg – 2027 Street Improvement Program Contract 2
Phase II Services

BASE SCOPE OF SERVICES

Field Services – Services covered under this task include localized spot surveys of the project site, inspection and assessment of existing utility structures, collection of existing utility information/atlases, creation of a CAD base file, and a constructability review of the proposed improvements.

Plans – Services covered under this task include creation of a CAD design file and plan sheets including cover sheet, general notes, summary of quantities, typical sections, roadway plans, drainage plans, and construction details.

Specifications – Services covered under this task include preparation of project specific special provisions, review and inclusion of applicable IDOT special provisions and highway standards, inclusion of geotechnical information, parking lot maintenance exhibits, and assembly of bid documents.

Quantities/Cost Estimate – Services covered under this task include calculation of project quantities, preparation of Summary of Quantities, Estimate of Probable Cost, and village pricing table, and bid tab review.

Admin – Services covered under this task include project start-up, kick-off meeting and regular project design meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, initial right-of-way permit form preparation, bid support, and QA/QC of project documents and submittals.

Village of Schaumburg – 2026 Water Main & Valve Replacement Program
Phase III Services

BASE SCOPE OF SERVICES

Layout/Observation – Services covered under this task include field marking of temporary fencing, utility structure and storm sewer work, limits of concrete removals, pavement patching limits, sod restoration, as well as verification of Contractor's layout marks and setting of survey control points as necessary to complete the improvements. Task also includes inspection of all work to ensure contractor compliance with the contract documents, measurement and field source documentation of all pay item quantities and materials, and field documentation of any extra work.

Documentation – Services covered under this task include pay item quantity calculations, maintaining a project quantity book, preparation of pay estimates, construction budget and schedule updates, compiling a punchlist, and completing a job records box and project closeout.

CSR Coordination – Services covered under this task include responding to and addressing all construction related concerns received from Village residents, documenting the response through email and the Village's Customer Service Request system, coordination & scheduling of work with any affected businesses or other project stakeholders, daily web updates, and distribution of door hangers, letters, and other notifications.

Admin – Services covered under this task include project start-up, preconstruction and weekly project meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, and QA/QC of project documentation and submittals. Cook County and/or IDOT ROW permits are anticipated to be required for this improvement.

Village of Schaumburg – 2027 Valve Replacement Program
Phase II Services

BASE SCOPE OF SERVICES

Field Services – Services covered under this task include inspection and measurement of existing utility structures and pipe inverts, collection of existing utility information/atlases, creation of a CAD base file, and a constructability review of the proposed improvements.

Plans – Services covered under this task include creation of a CAD design file, design of the proposed work limits and scope, locating of valves, hydrants, and other appurtenances, and identification of potential conflicts. Plan sheets will include cover sheet, general notes, summary of quantities, valve replacement plans, and construction details.

Specifications – Services covered under this task include preparation of project specific special provisions, review and inclusion of applicable IDOT special provisions and highway standards, inclusion of geotechnical information, and assembly of bid documents.

Quantities/Cost Estimate – Services covered under this task include calculation of project quantities, preparation of Summary of Quantities, Estimate of Probable Cost, village pricing table, and bid tab review.

Admin – Services covered under this task include project start-up, kick-off meeting and regular project design meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, IDOT/Cook County Right-of-Way permit preparation, bid support, and QA/QC of project documents and submittals.

Village of Schaumburg – Parking Lot Condition Assessment
Phase I Services

BASE SCOPE OF SERVICES

Pavement Survey – Services covered under this task include field inspection and documentation of composite defects (type, severity, measurement) in each parking lot.

Pavement Analysis – Services covered under this task include validation & updating of current PAVER list of parking lots with EPW, validation & updating of current PAVER attributes for each parking lot to include area (as provided by EPW from GIS or measured in Google Earth), entering recorded defect data into PAVER software to obtain current PCI, and preparation of a report providing an overview of the work and results found as well as a 5-year suggested maintenance plan based on desired outcomes and limitations provided by EPW.

Admin – Services covered under this task include project start-up, kick-off meeting and as-needed project meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, and QA/QC of project documents and submittals.

Village of Schaumburg – PAVER / Pavement Management Support
Phase I Services

BASE SCOPE OF SERVICES

PAVER Maintenance – Services covered under this task include validation & updating of the PAVER database with current information as provided by EPW.

Pavement Management Support – Services covered under this task include planning of the 2027 Street and Bike Path programs based on desired outcomes and limitations provided by EPW.

Admin – Services covered under this task include project start-up, kick-off meeting and as-needed project meetings, administration of professional services, coordination of internal team members, coordination with village staff and other external agencies as necessary, and QA/QC of project documents and submittals.

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

February 24, 2026
02/05/26
Engineering and Public Works Committee

Presenter:
Lead Department: General Government

Executive Summary:

Recommended Action: