

**Rantoul Village Board of Trustees  
Regular Study Session  
September 2, 2008**

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*Order of Business*

*Board Packet Page(s)*

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**1. Call to Order – Mayor Williams**

Roll Call

**2. Public Participation**

*Citizens wishing to address the Village Board with respect to any pending item of business listed upon the agenda or any matter not appearing on the agenda are asked to complete a public participation form and submit it to the Village Clerk prior to the meeting. Public comments will be limited to three minutes for each speaker.*

**3. Items from the Mayor**

**4. Items from Trustees**

**5. Items from the Clerk**

A) Presentation of any Addendum Items for the Agenda

**6. Monthly Department Reports**

**7. Items from the Administrator**

**8. Items for the Consent Agenda**

*Items placed upon the Consent Agenda for the Regular Board Meeting are considered by the Board of Trustees to be routine and non-controversial in nature, and are to be enacted by a single motion and subsequent roll call vote.*

- A) Approval of Minutes, Regular Study Session, August 5, 2008
- B) Approval of Minutes, Special Board Meeting, August 5, 2008
- C) Approval of Minutes, Regular Board Meeting, August 12, 2008
- D) Approval of Minutes, Special Board Meeting, August 15, 2008

**9. Items from Economic Development**

- A) Presentation – Site/Building Program on Village Website
- B) Asbestos Removal – Buildings #54 & #63
- C) Demolition of Building #722

10-11

12-13

**10. Items from Public Works**

- A) South Pointe Drive Milling & Resurfacing
- B) Change Order #2 – Wastewater Treatment Plant

1-7

8-9

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*Order of Business*

*Board Packet Page(s)*

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- 11. Items from the Fire Department**
- A) Purchase of New Roof – Fire Training Burn Building 14
  - B) Refraction Installation – Fire Training Burn Building 15-18
- 12. Items from Community Development**
- A) Revised Job Description – Code Enforcement Specialist 19-26
- 13. Items from the Comptroller**
- A) Preliminary Comprehensive Annual Financial Report Exhibit A
- 14. Items from Counsel**
- 15. Adjournment**

**Next Meeting Date:  
Regular Monthly Meeting, September 9, 2008**

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*The Rantoul Village Board of Trustees meets in Study Session on the first Tuesday of each month at 6:15pm and in Regular Session on the second Tuesday of each month at 6:15pm. Unless otherwise noted, all proceedings are held in the Louis B. Schelling Memorial Board Room of the Rantoul Municipal Building, 333 S. Tanner Street, Rantoul, Illinois.*

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*Statement Regarding the Americans with Disabilities Act (ADA)*


*The Village of Rantoul wishes to ensure that its programs, services, and activities are accessible to individuals with disabilities. All Village Board meetings are wheelchair accessible. Persons with hearing difficulties may obtain auxiliary hearing aids available at each meeting upon request. Persons requiring additional assistance regarding accessibility issues should contact the Village Administrator's office at (217) 893-1661, x. 202. TTY users should call the Illinois Relay Center at 1-800-526-0844.*

*Citizens may visit our website at [www.village.rantoul.il.us](http://www.village.rantoul.il.us) to view live and archived video of all Village Board meetings. Citizens may also download complete Board packets containing information on all ordinances, resolutions and departmental requests under consideration by the Village Board each month.*

**BOARD OF TRUSTEES  
VILLAGE OF RANTOUL**

**AGENDA ITEM**

PAGE \_\_\_\_ OF \_\_\_\_

<b>ITEM: Milling &amp; Resurfacing on South Pointe</b>	<b>DEPARTMENT: Public Works</b>
<b>AGENDA SECTION:</b>	<b>AMOUNT: \$153,010.30 Base</b> <b><u>\$41,977.73</u> Ad Alt.</b> <b>\$194,988.03 Sub Total</b> <b><u>\$9,749.40</u> Contingency</b> <b>\$204,737.43 Total</b>
<b>ATTACHMENTS:</b> ( X ) OTHER (See Summary Highlights) ( X ) SUPPORTING DOCUMENTS	<b>DATE: August 22, 2008</b>
<b>SUMMARY HIGHLIGHTS:</b> <p>This Agenda item provides for the milling and resurfacing of a portion of South Pointe Drive from Frost Avenue to Banyan Drive. This project has been advertised and bids were received on August 22, 2008 at 2:00pm. Two (2) contractors submitted qualifying bids and a copy of the bid tabulation is provided for your reference.</p> <p>This work was originally planned for last fiscal year, but was deferred into the 2008-2009 Budget due to budget constraints. This work has a budget allocation of \$200,000 and is TIF funded. The project has been designed by PW Staff and construction observation will also be performed in-house.</p> <p>The base bid focuses on the milling and resurfacing of South Pointe Drive from Frost Avenue to Banyan Drive. Due to the increased price of oil based products and processes, the pavement improvement of South Pointe Drive from Banyan Drive west to Collier Avenue was developed as an Additive Alternate.</p> <p>The low bid was provided by Cross Construction in the amount of \$153,010.30 and it is recommended to award the project to this contractor. An Additive Alternate in the amount of \$41,977.73 was provided and is within the budget allocation and is proposed to also be awarded.</p> <p>As this is viewed as less than a two week project, it is requested that in addition to awarding the base and Additive Alternate contracts, the Village Board authorize a contingency fund of five percent (5%) (\$9,749.40) to address any unforeseen site conditions or variance in material quantities. This approach will authorize field decisions to be made and properly funded during construction. Any changes above this limit will be brought to the Village Board for their consideration.</p>	
<b>RECOMMENDED ACTION:</b> Authorize the award of the base contract in the amount of \$153,010.30 and the Additive Alternate in the amount of \$41,977.73 to Cross Construction and approve an additional five percent (5%) for contingency (\$9,749.40) to address any unforeseen conditions or quantity variances during the project.	
<b>DEPARTMENT HEAD APPROVAL:</b> G. Gregory Hazel, P.E. 	<b>VILLAGE ADMINISTRATOR:</b>
<b>AGENDA PAGE NUMBER:</b>	



**BID OPENING SIGN-IN SHEET FOR VRNTL-09-B-0003 SOUTH POINTE  
BITUMINOUS OVERLAY**

<u>REPRESENTATIVE</u>	<u>COMPANY</u>	<u>SIGNATURE</u>
1. <u>Cedric L. Thomas</u>	<u>Village of Bantou-Rich</u>	<u>[Signature]</u>
2. <u>Greg Hazel</u>	<u>Village of Bantou</u>	<u>[Signature]</u>
3. <u>PETE TASSARELLI</u>	<u>Village of BANTOU</u>	<u>[Signature]</u>
4. <u>Don Long</u>	<u>Cross Construction</u>	<u>[Signature]</u>
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____
13. _____	_____	_____
14. _____	_____	_____
15. _____	_____	_____
16. _____	_____	_____

FOR OFFICIAL BUSINESS



**BASE BID**  
**Tabulation of Bids**

County Champaign Date 8/22/2008  
 Municipality or Road District Village of Rantoul Time 2:00 Pm  
 Section TIF 08-05-01 Appropriation \$ \_\_\_\_\_  
 Estimate \$ 193,136.50 Attended By \_\_\_\_\_

**Proposal Guarantee**

**Terms**

Item No. or Group	Items	Delivery	Unit	Quantity	Name and Address of Bidders		Cross Construction		Open Road		Total
					Unit Price	Total	Unit Price	Total	Unit Price	Total	
1	Bituminous Materials (Prime)		Gallons	702	\$3.00	\$2,106.00	\$3.00	\$2,106.00	\$3.00	\$2,106.00	\$2,106.00
2	Aggregate (Prime Coat)		Ton	23	1.00	\$ 23.00	0.10	\$ 2.30	37.00	\$ 851.00	\$ 851.00
3	3/4" Bit Conc Binder Cse		Ton	401	105.00	\$42,105.00	89.00	\$35,689.00	100.00	\$40,100.00	\$40,100.00
4	1 1/4" Bit Surf Cse		Ton	655	110.00	\$72,050.00	80.00	\$52,400.00	100.00	\$65,500.00	\$65,500.00
5	Water Valve Adjustment		Each	2	500.00	\$1,000.00	125.00	\$ 250.00	300.00	\$ 600.00	\$ 600.00
6	Inlet Adjust Neenah - A2		Each	14	1,500.00	\$21,000.00	1,250.00	\$17,500.00	1,325.00	\$18,550.00	\$18,550.00
7	Inlet Adjust Type II		Each	1	1,500.00	\$1,500.00	1,350.00	\$1,350.00	1,325.00	\$1,325.00	\$1,325.00
8	Inlet Adjust Neenah E2		Each	1	1,500.00	\$1,500.00	1,600.00	\$1,600.00	1,325.00	\$1,325.00	\$1,325.00
9	Manhole Adjustment		Each	1	1,200.00	\$1,200.00	1,000.00	\$1,000.00	1,255.00	\$1,255.00	\$1,255.00
10	Pavement Patching Class D		Each	79	100.00	\$7,900.00	95.00	\$7,505.00	140.00	\$11,060.00	\$11,060.00
11	Profile Milling		SY	9008	2.50	\$22,520.00	1.75	\$15,764.00	1.50	\$13,512.00	\$13,512.00
12	Bit Surf Removal Special		SY	351	2.50	\$ 877.50	6.00	\$2,106.00	7.00	\$2,457.00	\$2,457.00
13	Storm Sewer 8"		LF	49	70.00	\$3,430.00	40.00	\$1,960.00	37.00	\$1,813.00	\$1,813.00
14	Trench Backfill		LF	56	50.00	\$2,800.00	13.00	\$ 728.00	10.00	\$ 560.00	\$ 560.00
15	Type A Inlet		Each	1	950.00	\$ 950.00	1,600.00	\$1,600.00	1,325.00	\$1,325.00	\$1,325.00
16	Inlet Barrel Section 24"		Each	1	1,500.00	\$1,500.00	1,100.00	\$1,100.00	1,500.00	\$1,500.00	\$1,500.00
17	Sidewalk removal		SY	25	8.00	\$ 200.00	22.00	\$ 550.00	3.45	\$ 86.25	\$ 86.25
18	PCC Sidewalk		SY	25	15.00	\$ 375.00	60.00	\$1,500.00	35.00	\$ 875.00	\$ 875.00
19	Sidewalk ramp Detector		Each	1	50.00	\$ 50.00	350.00	\$350.00	350.00	\$350.00	\$350.00
20	Curb and Gutter Removal		LF	75	20.00	\$1,500.00	10.00	\$ 750.00	15.00	\$1,125.00	\$1,125.00
21	PCC Curb and Gutter		LF	75	40.00	\$3,000.00	32.00	\$2,400.00	50.00	\$3,750.00	\$3,750.00
22	Traffic Control		Lsum	1	2,000.00	\$2,000.00	1,900.00	\$1,900.00	5,700.00	\$5,700.00	\$5,700.00
23	Mobilization		Lsum	1	2,500.00	\$2,500.00	2,900.00	\$2,900.00	10,000.00	\$10,000.00	\$10,000.00
					<b>Total Bid</b>		<b>\$192,086.50</b>		<b>\$153,010.30</b>		<b>\$185,725.25</b>
					<b>Total</b>		<b>\$192,086.50</b>		<b>\$153,010.30</b>		<b>\$185,725.25</b>

Page 1 of 1  
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**Illinois Department of Transportation**

**ADDITIVE ALT.  
Tabulation of Bids**

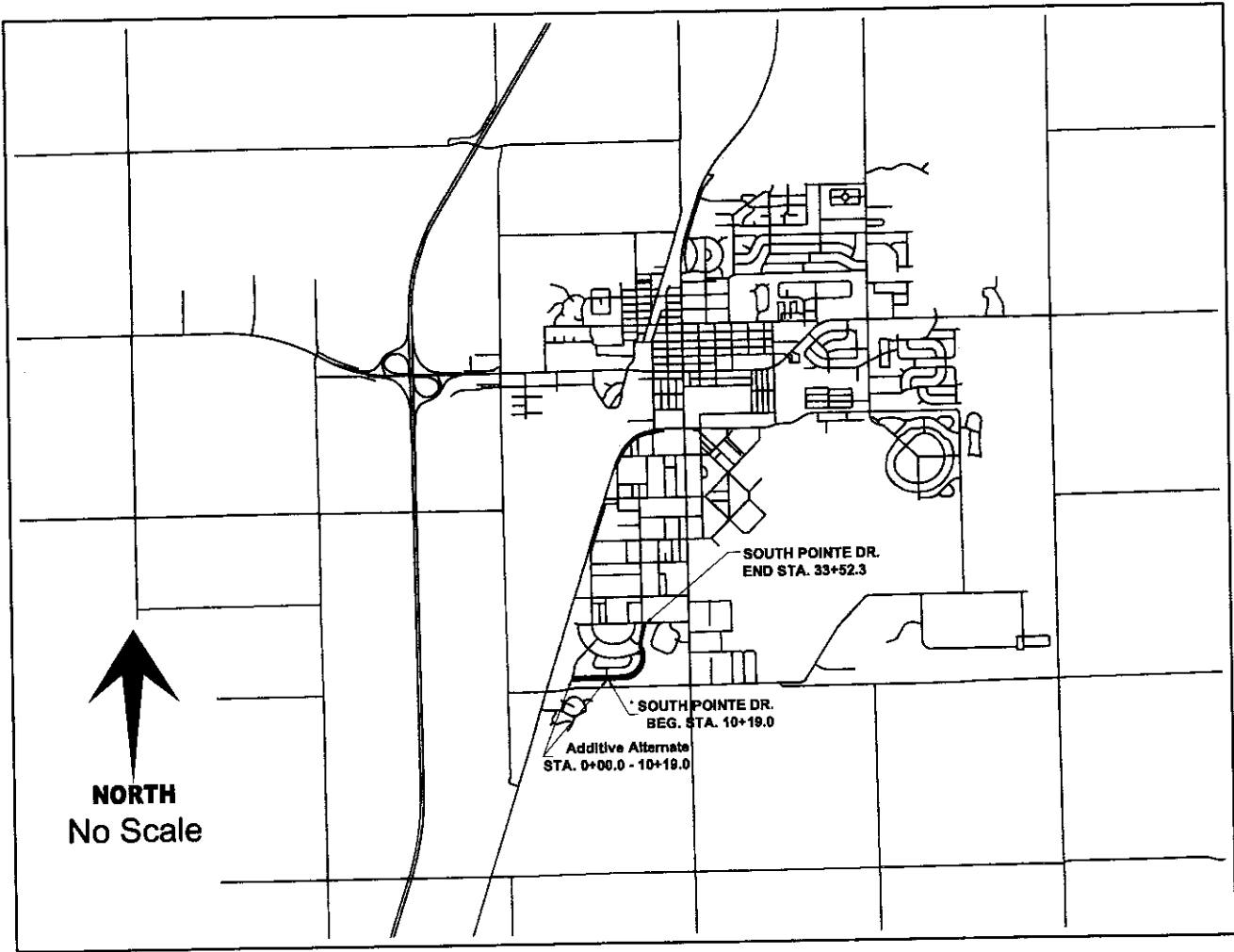
County		Municipality or Road District		Date		Time		Appropriation \$		Attended By	
Champaign		Village of Ramoth		8/22/2008		2:00 Pm					
Section		TIF 08-05-01 Alternate		Estimate \$		54,122.00					
<b>Proposal Guarantee</b>											
<b>Terms</b>											
Item No. or Group	Items	Delivery	Unit	Quantity	Unit Price	Total	Cross Construction ←		Open Road		Total
1	Bituminous Materials (Prime)		Gallons	233	\$3.00	\$ 699.00	Unit Price	Total	Unit Price	Total	
2	Aggregate (Prime Coat)		Ton	8	1.00	\$ 8.00	\$ 3.25	\$ 757.25	\$3.00	\$ 699.00	
3	3/4" Bit Conc Binder Cse		Ton	136	105.00	\$14,280.00	0.01	\$ 0.08	30.00	\$ 240.00	
4	1 1/4" Bit Surf Cse		Ton	217	110.00	\$23,870.00	89.00	\$12,104.00	100.00	\$13,600.00	
5							80.00	\$17,360.00	100.00	\$21,700.00	
6	Inlet Adjust Neenah - A2		Each	5	1,500.00	\$7,500.00	1,250.00	\$6,250.00	1,325.00	\$6,625.00	
7											
8											
9											
10											
11	Profile Milling		SY	2984	2.50	\$7,460.00	1.60	\$4,774.40	1.50	\$4,476.00	
12	Bit Surf Removal Special		SY	122	2.50	\$305.00	6.00	\$732.00	7.00	\$854.00	
13											
14											
15											
16											
17											
18											
19											
20											
21											
22											
						<b>Total</b>		\$41,977.73		\$48,194.00	
						<b>Total Bid</b>		\$41,977.73		\$48,194.00	



5

VILLAGE OF RANTOUL  
DEPARTMENT OF PUBLIC WORKS  
**PLANS FOR SOUTH POINTE DR  
RESURFACING PROJECT**

VILLAGE OF RANTOUL: 08-05-01TIF  
TAX INCREMENT FUNDS



Net Length of Resurfacing 2448.9 Feet  
Additive Alternate 1019.0 Feet  
South Pointe Dr. - Local Street - ADT 1000-2499

**NOTICE TO BIDDERS**  
**South Pointe Drive Improvements**  
Village of Rantoul, Champaign County, Illinois  
Section 08-05-01 TIF

8-3-08

**Time and Place of Opening of Bids**

Sealed proposals for the improvement described below will be received at the office of the Purchasing Director, 333 S. Tanner, Rantoul, Illinois 61866, until 2:00 o'clock P.M. on **AUGUST 22, 2008**. Proposals will be opened and read publicly at 2:00 o'clock P.M. on August 22, 2008 at the office of the Purchasing Director, 333 S. Tanner, Rantoul, Illinois 61866.

**Description of Work**

**Name:** South Pointe Drive  
**Location:** South Pointe Drive  
**Proposed Improvement:** IFB# VRNTL-09-B-003 Bituminous Overlay and other items necessary to complete the project.

**Length:** 2448.90 feet (0.46 miles)

**Bidders Instructions**


1. Plans and proposal forms will be available in the office of the Purchasing Director, located at 333 S. Tanner, Rantoul, Illinois 61866.
2. If prequalification is required, the 2 low bidders must file within 24 hours after the letting an "Affidavit of Availability" (Form BC 57), in triplicate, showing all uncompleted contracts awarded to them and all low bids pending award for Federal, State, County, Municipal and private work. One copy shall be filed with the Awarding Authority and 2 copies with the IDOT District Office.
3. All proposals must be accompanied by a proposal guaranty as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals contained in the "Supplemental Specifications and Recurring Special Provisions".
4. The Awarding Authority reserves the right to waive technicalities and to reject any or all proposals as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals contained in the "Supplemental Specifications and Recurring Special Provisions".
5. Bidders need not return the entire contract proposal when bids are submitted unless otherwise required. Portions of the proposal that must be returned include the following:
  - a. BLR 12210 - Contract Cover
  - b. BLR 12220 - Notice to Bidders
  - c. BLR 12221 - Contract Proposal
  - d. BLR 12222 - Contract Schedule of Prices
  - e. BLR 12223 - Signatures
  - f. BLR 12230 - Proposal Bid Bond (if applicable)
6. The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made only for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as hereinafter provided.
7. Submission of a bid shall be conclusive assurance and warranty that the bidder has examined the plans and understands all requirements for the performance of work. The bidder will be responsible for all errors in the proposal resulting from failure to neglect to conduct an in depth examination. The Awarding Authority will, in no case be responsible for any costs, expenses, losses or changes in anticipated profits resulting from such failure or neglect of the bidder.
8. The bidder shall take no advantage of any error or omission in the proposal and advertised contract.
9. If a special envelope is supplied by the Awarding Authority, each proposal should be submitted in that envelope furnished by the Awarding Agency and the blank spaces on the envelope shall be filled in correctly to clearly indicate its contents. When an envelope other than the special one furnished by the Awarding Authority is used, it shall be marked to clearly indicate its contents. When sent by mail, the sealed proposal shall be addressed to the Awarding Authority at the address and in care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the Notice to Bidders. Proposals received after the time specified will be returned to the bidder unopened.
10. Permission will be given to a bidder to withdraw a proposal if the bidder makes the request in writing or in person before the time for opening proposals.
11. **DOES NOT APPLY TO FEDERAL AID PROJECTS.** In accordance with the provisions of Section 30-22 (6) of the Illinois Procurement Code, the bidder certifies that it is a participant, either as an individual or as part of a group program, in the approved apprenticeship and training programs applicable to each type of work or craft that the bidder will perform with its own forces. The bidder further certifies for work that will be performed by subcontract that each of its subcontractors submitted for approval either (a) is, at the time of such bid, participating in an approved, applicable apprenticeship and training program; or (b) will, prior to commencement of performance of work pursuant to this contract, begin participation in an approved apprenticeship and training program applicable to the work of the subcontract. The Department, at any time before or after award, may require the production of a copy of each applicable Certificate of Registration issued by the United States Department of Labor evidencing such participation by the contractor and any or all of its subcontractors. Applicable apprenticeship and training programs are those that have been approved and registered with the United States Department of Labor. The bidder shall list in the space below, the official name of the program sponsor holding the Certificate of Registration for all of the types of work or crafts in which the bidder is a participant and that will be performed with the bidder's forces. Types of work or craft work that will be subcontracted shall be included and listed as subcontract work. The list shall also indicate any type of work or craft job category that does not have an applicable apprenticeship or training program. **The bidder is responsible for making a complete report and shall make certain that each type of work or craft job category that will be utilized on the project is accounted for and listed.** The requirements of this certification and disclosure are a material part of the contract, and the contractor shall require this certification provision to be included in all approved subcontracts. In order to fulfill this requirement, it shall not be necessary that an applicable program sponsor be currently taking or that it will take applications for apprenticeship, training or employment during the performance of the work of this contract.

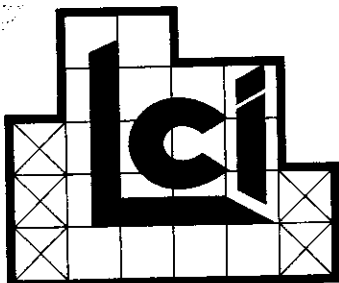
**NOTE:** All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed.  
#894054-Aug 3, 2008 By Order of Jeremy Reale, Village Clerk

**BOARD OF TRUSTEES  
VILLAGE OF RANTOUL**

**AGENDA ITEM**

**PAGE \_\_\_\_ OF \_\_\_\_**

<b>ITEM: Wastewater Treatment Plant Change Order #2</b>	<b>DEPARTMENT: Public Works</b>
<b>AGENDA SECTION:</b>	<b>AMOUNT: \$9,471.00</b>
<b>ATTACHMENTS:</b> <input type="checkbox"/> <b>ORDINANCE</b> <input type="checkbox"/> <b>RESOLUTION</b> <input type="checkbox"/> <b>OTHER (See Summary Highlights)</b> <input checked="" type="checkbox"/> <b>SUPPORTING DOCUMENTS</b>	<b>DATE: August 22, 2008</b>
<p><b>SUMMARY HIGHLIGHTS:</b></p> <p>Change Order #2 is submitted as a result of the need to increase the suction piping and the discharge piping sizes for the digester mixing pumps. The original design called for 8" suction piping and 6" discharge piping. Upon further review of the submittals by the mixing system manufacturer, it was determined that these, pipe sizes ultimately needed to be increased. This increase would ensure the flow did not exceed the velocity requirements and to make sure that there was sufficient mixing.</p>	
<p><b>RECOMMENDED ACTION:</b> The Village Board approve Change order #2 in the amount of \$9,471.00 to change piping into Digester.</p>	
<p><b>DEPARTMENT HEAD APPROVAL:</b>  G. Gregory Hazel, P.E. </p>	<p><b>VILLAGE ADMINISTRATOR:</b></p>
<p><b>AGENDA PAGE NUMBER:</b></p>	



**Leander Construction, Inc.**

P.O. Box 345 • Canton, IL 61520  
PH: (309) 647-7400 • FAX: (309) 647-7401

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June 23, 2008

Donohue and Associates  
115 N. Neil Street  
Suite 213  
Champaign, IL 61820

RE: RE: Wastewater Treatment Plant  
Screening, Digester Mixing  
& SCADA Upgrade  
1625 East Grove Avenue  
Rantoul, IL 61866  
Donohue Prog #11263

Attn: Joe Pisula

Dear Joe

Please accept this letter as Proposal #2 for the above project.

Price for changing pipe size at digester per RFI #1

**Subcontractor:**

**Xtreme Mechanical, Inc.**

Material and Labor Credit	=	-\$13,902.80
Material and Labor for changes	=	\$21,746.00
Overhead and Profit	=	\$1,177.00

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Sub-Total	=	\$9,020.00
5% Mark-Up	=	\$451.00

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<b>Grand Total</b>	=	<b>\$9,471.00</b>
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If you have any questions please contact our office.

Thank You


  
Chris Booher  
Project Manager

• Commercial • Industrial • Municipal • Educational • Design/Build • Metal Buildings

BOARD OF TRUSTEES  
VILLAGE OF RANTOUL

AGENDA ITEM

PAGE 1 OF 1

ITEM: ASBESTOS REMOVAL BUILDING 54 # 03	DEPARTMENT: ECON. DEV.
AGENDA SECTION:	AMOUNT: \$ 10,450.-
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 27 AUG 08 <sup>1</sup>
SUMMARY HIGHLIGHTS: ASBESTOS REMOVAL FOR BUILDING 54 # 03 PRIOR TO DEMOLITION. (DEMOLITION PROJECT FOR THE BUILDINGS WILL BE SCHEDULED FOR OCTOBER)	
RECOMMENDED ACTION: APPROVE LOW BID FROM ALR COMPANY \$ 10,450.-	
DEPARTMENT HEAD APPROVAL: 	VILLAGE ADMINISTRATOR:

**ABSTRACT**

**PROJECT: ASBESTOS REMOVAL**

**RFP #: VRNTL-09-R-0006 (Asbestos Removal Bldg's 54 & 63)**


**PROPOSAL DUE DATE: 4:00 P.M August 4, 2008**

<b>VENDOR</b>	<b>PROPOSAL</b>
<b>Asbestos Lead Removal</b>	<b>\$16,450.00</b>
<b>Midwest Asbestos Abatement</b>	<b>\$18,600.00</b>
<b>Schemel-Tarrillion, INC</b>	<b>\$20,750.00</b>
<b>Angel Abatement</b>	<b>\$21,900.00</b>

BOARD OF TRUSTEES  
VILLAGE OF RANTOUL

AGENDA ITEM

PAGE 1 OF 1

<b>ITEM:</b> DEMOLITION OF BLDG 722	<b>DEPARTMENT:</b> ECON. DEV.
<b>AGENDA SECTION:</b>	<b>AMOUNT:</b> \$ 21,000.-
<b>ATTACHMENTS:</b> <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	<b>DATE:</b> 27 AUG 08
<b>SUMMARY HIGHLIGHTS:</b>  DEMOLITION OF BUILDING 722.	
<b>RECOMMENDED ACTION:</b> APPROVE LOW BID FROM MARTIN TRUCKING \$ 21,000.-	
<b>DEPARTMENT HEAD APPROVAL:</b> 	<b>VILLAGE ADMINISTRATOR:</b>

**ABSTRACT**

**PROJECT: DEMOLITION**

**RFP #: VRNTL-09-R-0007 (Demolition to BLDG 722)**

**PROPOSAL DUE DATE: 4:00 P.M August 12, 2008**

	<b>VENDOR</b>	<b>PROPOSAL</b>
2	<b>Lowell Pete Johnson</b>	<b>\$22,080.00</b>
8	<b>Dig It of Champaign, Inc</b>	<b>\$45,600.00</b>
3	<b>Champaign Environmental</b>	<b>\$23,500.00</b>
9	<b>Vermillion Construction</b>	<b>\$48,215.00</b>
7	<b>Miller Enterprises</b>	<b>\$36,160.00</b>
1	<b>Martin Trucking</b>	<b>\$21,000.00</b>
4	<b>American Demolition</b>	<b>\$28,300.00</b>
6	<b>H &amp; H Demolition &amp; Hauling</b>	<b>\$33,425.00</b>
10	<b>Shields Equipment</b>	<b>\$56,960.00</b>
5	<b>Big Muddy Services</b>	<b>\$28,500.00</b>

**BOARD OF TRUSTEES  
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE	OF
<b>ITEM:</b> Purchase new roof for burn building	<b>DEPARTMENT:</b> Fire	
<b>AGENDA SECTION:</b>	<b>AMOUNT:</b>	
<b>ATTACHMENTS:</b> <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	<b>DATE:</b> 25-Aug-08	
<b>SUMMARY HIGHLIGHTS:</b>		
<p>The Rantoul Fire Department would like you to consider the installation of a new roof on our fire training burn building. This building was left to us by the Air Force in 1993. We have only recently been able to get back in to use the building because of all of the capping of the landfills. On March 15, 2005 we had a Letter of Understanding signed by the Air Force that we could use this property and have it repaired as needed. We have notified the Air Force through Robert Bruce's office to let the Air Force know that we plan on repairing this building for our use. The ceiling needs to be sealed with expandable concrete and then a metal roof needs to be installed over this to protect the new refraction that will act as a heat protection in the burn building.</p> <p>This is a budgeted item.</p>		
<b>RECOMMENDED ACTION:</b> Accept bid from lowest responsible bidder to put new roof on one story burn building.		
<b>DEPARTMENT HEAD APPROVAL</b>	<b>VILLAGE ADMINISTRATOR</b>	
<b>AGENDA PAGE NUMBER:</b>		

**BOARD OF TRUSTEES  
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE	OF
<b>ITEM:</b> Install refraction on one story burn building ceiling	<b>DEPARTMENT:</b> Fire	
<b>AGENDA SECTION:</b>	<b>AMOUNT:</b>	
<b>ATTACHMENTS:</b> ( ) ORDINANCE ( ) RESOLUTION ( ) OTHER (See Summary) ( X ) SUPPORTING DOCUMENTS	<b>DATE:</b> 25-Aug-08	
<b>SUMMARY HIGHLIGHTS:</b>		
<p>The Rantoul Fire Department would like you to consider the bid for installation of refraction on the ceiling of our fire training burn building. This coating would be 3 inches of gunnite covering over wire mesh. This is the same substance that is used in blast furnaces. We will only be covering one side of the building. I have checked with the Illinois Fire Training Institute in Urbana to see what they use for their building and that is what we specified in our request for bids. The Illinois Fire Training Institute has had very good success with this type of product. We went out for bids on this item and received none. I recontacted the firm that I originally sought out and they didn't get the bid documents on time to send in a bid. I am asking you to waive the bidding process and accept the bid from Christy Co. for \$44,931. We have worked with Martin Albringer from Aviation and Development on this item.</p> <p>This item is a budgeted item.</p>		
<b>RECOMMENDED ACTION:</b> Waive bidding process and approve purchase of refraction put on the ceiling of the one story burn building and approve the bid from Christy Industrial Services.		
<b>DEPARTMENT HEAD APPROVAL</b>	<b>VILLAGE ADMINISTRATOR</b>	
<b>AGENDA PAGE NUMBER:</b>		

**Cedric Thomas**

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**From:** Martin Ablinger  
**Sent:** Wednesday, August 27, 2008 10:27 AM  
**To:** Cedric Thomas  
**Cc:** Robert Bruce  
**Subject:** RE: No proposals

Cedric L,

I am attempting to get a response (hopefully this morning) from Air Force as to what they have previously approved in terms of a building project for 917. Paul Carroll (Air Force) was not prepared last week to answer for sure, whether any construction work had been previously A-ok approved for this building and site area of the Base. (Soil and groundwater restrictions)

Since the request to the Board from Ken is for cost approvals only, he will have those dollar amounts for the agenda and approvals; one for the refractory insulation, and one for the roof construction.

We just want to make absolutely sure any construction has been fully approved for these Base areas (soil and groundwater restrictions) before pulling the trigger.

Thanks,

I'll get with you as soon as I hear something from Paul Carroll.

Martin

Martin A. Ablinger, AIA  
 Office of Economic Development  
 Village of Rantoul, Ill.  
 Email [malblinger@village.rantoul.il.us](mailto:malblinger@village.rantoul.il.us)  
 Phone 217-893-9955 ext 102

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**From:** Cedric Thomas  
**Sent:** Wednesday, August 27, 2008 8:12 AM  
**To:** Martin Ablinger; Ken Waters  
**Cc:** Scot Brandon  
**Subject:** RE: No proposals

Martin,

Can we all meet on this today? Ken Waters wants to move forward with presenting what we have to the board, your e-mail indicates to sit tight until further notice, If I'm interpreting it correctly.

Cedric L. Thomas  
 Purchasing Manager  
 Village of Rantoul  
 PH: 217-893-1661 EXT 222  
 FAX: 217-892-5501

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**From:** Martin Ablinger  
**Sent:** Monday, August 25, 2008 2:25 PM  
**To:** Cedric Thomas; Ken Waters  
**Cc:** Scot Brandon  
**Subject:** RE: No proposals

Technically, we should not take any further action on the refractory/roof project(s) and the request to pump water from the pond (to fight training fires) until the Air Force and the EPA have signed-off on them. I submitted the request forms for these two projects (from Ken W) to the Air Force last week at our meetings.

I will ask a couple of local contractors, informally, to take a look at the roofing part of the work. If that project request form is returned from the Air Force as an "approved" project, we can move forward with the process.

Martin A. Ablinger, AIA  
Office of Economic Development  
Village of Rantoul, Ill.  
Email [malblinger@village.rantoul.il.us](mailto:malblinger@village.rantoul.il.us)  
Phone 217-893-9955 ext 102

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**From:** Cedric Thomas  
**Sent:** Tuesday, August 19, 2008 7:38 AM  
**To:** Martin Ablinger; Ken Waters  
**Cc:** Scot Brandon  
**Subject:** No proposals

Martin/Ken

We didn't receive any proposals on the Three RFP advertised, the concrete roof repair/replacement BLDG 917, the refractory materials BLDG 917, and the loading dock levers for hangar 1. Do you want to take a look at the scope of work, revise and re advertise? This was posted in the Gazette, and on IML.Org. I suggest we do, and this time advertise it for two running in the Gazette, and anywhere else I can post it. I had vendors pick up packages on all three, however neither turned in a proposal, not even Roesslers.

Cedric L. Thomas  
Purchasing Manager  
Village of Rantoul  
PH: 217-893-1661 EXT 222  
FAX: 217-892-5501



DEPARTMENT OF THE AIR FORCE

AIR FORCE REAL PROPERTY AGENCY

AFRPA/DC Chanute

601 South Century Blvd, Suite 1106

Rantoul, IL 61866

15 Mar 05

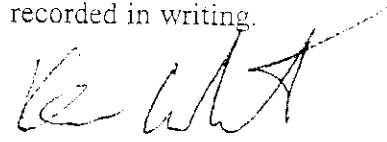
MEMORANDUM OF UNDERSTANDING

SUBJECT: Use of Fire Training Area B903/917

This memorandum is to document requirements/restrictions for fire training at the above facilities:

- Rantoul Fire Department will remove and dispose of debris in and around these structures to make them safe for training.
- Rantoul Fire Department will have these facilities inspected and repaired if necessary before initiating training operations.
- Rantoul Fire Department is aware of an approximately 50' x 75' open excavation directly east of B917. This excavation is a hazard to vehicle operations on this side of the building.
  - The excavation should be protected to prevent drainage of water from fire training operations into the excavation.
- Only straw bales or wood pallets will be used to simulate real world conditions. **NO MATERIALS CONTAINING PLASTICS, FOAMS, METALS, OR FLAMMABLE LIQUIDS WILL BE USED AT THIS TRAINING SITE UNTIL ENVIRONMENTAL INVESTIGATIONS ARE COMPLETED AND THE AREA IS DEEDED TO THE VILLAGE.**
- Use of AFFF (Fire Fighting Foam) is authorized in the training area. Care should be taken to protect waterways from runoff generated by training activities. AFFF must be stored and mixed per manufacturer's instructions.

The undersigned agree to the above stipulations. Any modifications to the above will be recorded in writing.


  
KENNETH WATERS  
Rantoul Fire Chief

  
GARY R. KOSKI  
Site Manager

**BOARD OF TRUSTEES  
VILLAGE OF RANTOUL**

**AGENDA ITEM**

PAGE 1 of 2

<b>ITEM: Revised Job Description for Community Development/Code Enforcement Specialist</b>	<b>DEPARTMENT: Community Development</b>
<b>AGENDA SECTION:</b>	<b>AMOUNT: \$0.00</b>
<b>ATTACHMENTS:</b> ( ) ORDINANCE ( ) RESOLUTION ( X ) OTHER (See Summary Highlights) ( X ) SUPPORTING DOCUMENTS	<b>DATE: August 29, 2008</b>
<b>SUMMARY HIGHLIGHTS: A review of the Community Development/Code Enforcement Specialist's job description indicates that it needs to be updated before the position can be advertised to be refilled. The salary range for the position is currently between \$18.10 and \$27.16 per hour, and would not change after the update.</b>	
<b>RECOMMENDED ACTION: Approve the revised job description for the Community Development/Code Enforcement Specialist.</b>	
<b>DEPARTMENT HEAD APPROVAL:</b> Michael Loschen 	<b>VILLAGE ADMINISTRATOR:</b>
<b>AGENDA PAGE NUMBER:</b>	

**BOARD OF TRUSTEES  
VILLAGE OF RANTOUL**

**AGENDA ITEM**

**PAGE 2 OF 2**

<b>SUBJECT: Revised Job Description for Community Development/Code Enforcement Specialist</b>	<b>DEPARTMENT: Community Development</b>
<p><b>BACKGROUND/DISCUSSION:</b> A review and update of the Community Development/Code Enforcement Specialist position is needed before it can be advertised for rehiring. When the position was created, it was a part-time Community Development employee and a part-time Code Enforcement employee, with the cost pro-rated between the Community Development and corporate funds. Currently, the entire salary and benefits package is paid through the Community Development Department.</p> <p>Over time, the responsibilities of the position have changed. First, no code enforcement activities are currently being completed by the position. Secondly, the Community Development Department operates a wider range of programs now, such as overseeing social service agencies, Shed-a-Way, infrastructure projects, along with handicap accessibility projects. Both the housing rehabilitation and property acquisition/demolition programs were originally in the job description, and will remain in it. Copies of both the original job description and the draft revised job description are attached for review. The position would no longer be called the Community Development/Code Enforcement Specialist, but the Community Development Specialist. This position, along with the Community Development Department would still be able to participate in other grant funded programs.</p> <p>The salary range for this position is currently between \$18.10 and \$27.16 per hour. The salary range, along with the payment of the benefits package would not change after the job description is changed.</p>	
<b>AGENDA PAGE NUMBER:</b>	

## **VILLAGE OF RANTOUL**

### **CLASS SPECIFICATIONS**

#### **COMMUNITY DEVELOPMENT/CODE ENFORCEMENT SPECIALIST**

##### **Distinguishing Features of Work:**

Under administrative direction, promotes, coordinates and monitors housing rehabilitation programs; performs minor or nuisance code enforcement checking; works with contractors, general public, financial institutions and Village employees to assist in the promotion of community development and other grant programs and assists the Inspection department with nuisance code enforcement.

##### **Illustrative Examples of Work:**

1. Works with inspectors to investigate specific Village nuisance complaints such as reports on garbage, junk, debris, weeds, inoperable vehicles, abandoned appliances, offensive/odors and similar problems; coordinates shed-away program to remove dilapidated outbuildings on properties.
2. Coordinates, assists and performs the inspection of conditions of housing under the rehabilitation, emergency repair, senior housing repair programs and works with inspectors to determine specific Village code violations, if any; compiles the necessary repair work needed to correct violations and prepares lists of corrective action with sketches for construction or rehabilitation of the housing.
3. Conducts applicant interviews for rehabilitation programs and explains and advises of program requirements; verifies applicant information and maintains verification files, processes application requests to determine eligibility; maintains status reports of rehabilitation projects; coordinates financial assistance details with local financial institutions to assure the maintenance of the rental rehabilitation loan portfolio; may participate in loan closings and recording of mortgage loans.
4. Coordinates or may perform final inspections on housing rehabilitation projects determined by necessary repairs; verifies that performed work of contractors is to specifications; prepares requests for payments for review by the Community Development Director.
5. Informs general public, tenants, landlords, homeowners, contractors, financial institutions, HUD and other groups about the various rehabilitations programs.
6. Under supervision of the Community Development Director, transcribes and/or develops necessary computer databases, graphics or narratives for funding proposals, draw downs and reports related to the U.S. Department of Housing and Urban Development (HUD), Integrated Disbursement and Information System (IDIS), 2020 mapping system and other systems.

## **COMMUNITY DEVELOPMENT/CODE ENFORCEMENT SPECIALIST (cont.)**

7. May assist in the preparation of case documents on each code violation of complaint; maintains proper and orderly records; may appear in court to testify on code violation cases.
8. Look for opportunities for the Community Development Department to purchase deteriorated properties in the Village; prepare the offers to purchase; coordinate the purchase and closing with the seller and the Village attorney; assess the work to be completed by the asbestos and demolition contractors; work with the inspection and purchasing departments to prepare bids for demolition; monitor demolition; inspect work to insure that demolition is completed according to specifications; prepare requests for payment for review by the Community Development Director; insure that the property is secure and maintained while it is owned by the Village.
9. Assists Community Development Director on Village programs; assists Director in seeking and applying for Federal, State and private funding.
10. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

### **Desirable Requirements:**

#### **Education**

Requires knowledge, skill and intellectual development equivalent to the completion of high school with four years of college preferred.

#### **Experience**

Requires general knowledge of property management and real estate or related experience.

Requires possession of a valid Illinois Vehicle Operator's License in the appropriate classification required by law.

Requires general knowledge of building construction methods and materials.

Requires some understanding or experience in building cost estimation.

Requires knowledge of local zoning and housing codes.

Requires ability to understand building codes and explain them to tenants, landlords and contractors.

Requires general knowledge of real estate and the understanding of property values.

#### **Significant Responsibilities**

Requires ability to compile construction specifications and cost estimates which enable landlords and renters to benefit from federal grants and loans for improvements.

Requires ability to understand building plans and specification.

Requires ability to keep records and prepare accurate reports for a variety of users.

Requires ability to communicate effectively both verbally and in writing.

Requires ability to work independently and efficiently.

**COMMUNITY DEVELOPMENT/CODE ENFORCEMENT SPECIALIST (cont.)**

Requires ability to understand, assist and mediate problems between diverse interests in difficult situations.

Requires ability to work with word processing, databases and other personal computer programs.

Requires ability to establish and maintain satisfactory working relationships with Village employees, contractors, property owners and the general public.

**VILLAGE OF RANTOUL**  
**CLASS SPECIFICATIONS**

**COMMUNITY DEVELOPMENT SPECIALIST**

**Distinguishing Features of Work:**

Under administrative direction, promotes, coordinates and monitors housing rehabilitation programs; monitors compliance of social service organizations that receive community development funding; coordinates and monitors the acquisition and/or demolition of structures; monitors compliance with federal labor standards in community development funded construction projects, and; works with contractors, general public, financial institutions and Village employees to assist in the promotion of community development and other grant programs.

**Illustrative Examples of Work:**

1. Conducts applicant interviews for rehabilitation programs and explains and advises of program requirements; verifies applicant information and maintains verification files, processes application requests to determine eligibility; maintains status reports of rehabilitation projects; coordinates financial assistance details with local financial institutions to assure the maintenance of the rental rehabilitation loan portfolio; may participate in loan closings and recording of mortgage loans.
2. Coordinates the inspection of conditions of housing under the full-home rehabilitation, rental rehabilitation, and emergency rehabilitation programs. Compiles the necessary repair work needed to correct violations and prepares lists of corrective action with sketches for rehabilitation of the housing.
3. Prepares housing rehabilitation bid documents; completes the bidding process and awarding of housing rehabilitation bids. Oversees the housing rehabilitation project and prepares requests for payments for review by the Community Development Director.
4. Coordinates final inspections on housing rehabilitation projects determined by necessary repairs and prepares requests for payments for review by the Community Development Director.
5. Informs general public, tenants, landlords, homeowners, contractors, financial institutions, HUD and other groups about the various Community Development Department programs.
6. Under supervision of the Community Development Director, transcribes and/or develops necessary computer databases, graphics or narratives for funding proposals, draw downs and reports related to the U.S. Department of Housing and Urban Development (HUD),

Integrated Disbursement and Information System (IDIS) and other systems.

7. Look for opportunities for the Community Development Department to purchase deteriorated properties in the Village; prepare the offers to purchase; coordinate the purchase and closing with the seller and the Village attorney; as needed, relocate any occupants in conformance with the Uniform Act; assess the work to be completed by the asbestos and demolition contractors; work with the inspection and purchasing departments to prepare bids for demolition; monitor demolition; inspect work to insure that demolition is completed according to specifications; prepare requests for payment for review by the Community Development Director; insure that the property is secure and maintained while it is owned by the Village.
8. Assist other village departments and the Purchasing Specialist with the preparation of bid notices and the awarding of contracts; monitors contractor's record keeping and payroll for Community Development projects to assure that all Federal labor regulations are met; address items of non-compliance; and prepare requests for payments for review by the Community Development Director.
9. Provide technical assistance to social service agencies interested in applying for federal funding; assist in the review and analysis of social service grant applications; prepare agreements between social service agencies and the village; monitor the social service agency's compliance; address issues of non-compliance, and; prepare requests for payments for review by the Community Development Director.
10. Determines environmental regulations applying to grant applications; conducts field of work to determine the environmental impact of projects; recommends changes in projects or other actions to correct any negative impacts.
11. Assists Community Development Director on Village programs; assists Director in seeking and applying for Federal, State and private funding.
12. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

**Desirable Requirements:**

**Education**

- Requires knowledge, skill and intellectual development equivalent to the completion of high school with four years of college preferred.

**Experience**

- Requires possession of a valid Illinois Vehicle Operator's License in the appropriate classification required by law.
- Requires general knowledge of building construction methods and materials.
- Requires some understanding or experience in building cost estimation.
- Requires general knowledge of real estate and the understanding of property values.
- Requires general knowledge of U.S. Department of Housing and Urban

Development grant programs and associated regulations, including the Community Development Block Grant Program.

**Significant Responsibilities**

- Requires ability to compile construction specifications and cost estimates which enable landlords and renters to benefit from federal grants and loans for improvements.
- Requires ability to understand building plans and specification.
- Requires ability to keep records and prepare accurate reports for a variety of users.
- Requires ability to communicate effectively both verbally and in writing.
- Requires ability to work independently and efficiently.
- Requires ability to understand, assist and mediate problems between diverse interests in difficult situations.
- Requires ability to work with word processing, databases and other personal computer programs.
- Requires ability to establish and maintain satisfactory working relationships with Village employees, contractors, property owners and the general public.