

Rantoul Village Board of Trustees
Regular Study Session
January 3, 2011

Order of Business

Board Packet Page(s)

- 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. Items from the Administrator**
- 7. Monthly Department Reports**
- 8. Items for the Consent Agenda**
 - A) Approval of Minutes, Regular Study Session, December 6, 2011
 - B) Approval of Minutes, Regular Board Meeting, December 13, 2011
 - C) Approval of Minutes, Special Board Meeting, December 15, 2011
 - D) Approval of Bills and Monthly Financial Reports
- 9. Items from Fire Department**
 - A) Purchase of 16 carbon wrap air packs tanks from MES Global Fire Equipment Company - \$11,457 1-2
- 10. Items from Public Works**
 - A) Purchase transformer for Rantoul Foods expansion project
 - B) Construction engineering agreement for south Murray Road
- 11. Items from Counsel**
- 12.** Motion to enter into Closed Session pursuant to 5 ILCS 120/2 C 21, for the purpose of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for the purpose of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06
- 13. Adjournment**

BOARD OF TRUSTEES
VILLAGE OF RANTOUL



AGENDA ITEM

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OF

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ITEM: Purchase of Scott air pack tanks.	DEPARTMENT: Fire
AGENDA SECTION:	AMOUNT: \$11,457
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: December 21, 2011
SUMMARY HIGHLIGHTS: The Rantoul Fire Department would like to have the board approve purchasing 19 each Scott air pack tanks from MES Global Fire Equipment Company. They were low bidder on the air pack tanks. I received bids from MES Global and MES Indiana. The Rantoul Fire Department currently has 108 air pack tanks that we use at fire scenes to be able to work in hazardous fire conditions. These tanks are required to be replaced after 15 years by the Illinois Department of Transportation CFR 49. We have 18 bottles that are out of date at this time. We will have 67 more tanks that will go out of date in the 2015-2016 budget year. These tanks cost \$603 each. I do have this projected in the 3 year and and 5 year plan. This is a budgeted item.	
RECOMMENDED ACTION: Authorize the purchase of 16 each carbon wrap air pack tanks from MES Global Fire Equipment Company.	
DEPARTMENT HEAD APPROVAL 	VILLAGE ADMINISTRATOR 
AGENDA PAGE NUMBER:	

MES - Illinois
124 East First Street
Deer Creek, IL 61733

Telephone.....: (309) 447-6780
 Fax.....: (309) 447-6903



Ship To:
 WATER'S ELECTRIC
 C/O KEN WATERS
 121 1/2 N. GARRARD
 Rantoul, IL 61866

Contact:
 Phone:

Bill To:
 RANTOUL, VILLAGE OF (FD)
 ACCOUNTS PAYABLE
 P.O. BOX 38
 RANTOUL, IL 61866

Quotation

Number.....: QT_00133000-1
 Date.....: 12/20/2011
 Page.....: 1 of 1
 Sales order.....:
 Requisition.....:
 Your ref.....:
 Our ref.....: tshort
 Quotation deadline.....: 1/19/2012
 Payment.....:
 Sales Rep.....: TShort
 Terms of delivery.....: Customer Pays
 Freight-NOT Taxable

Item number	Description	Size	Color	Quantity	Unit	Unit price	Amount
10010063	Cylinder,Carbon, 30MIN. 2216 PSI - No Valve and Stem			1.00	EA	600.00	600.00
58651-00	PACKING, PREFORMED			1.00	EA	2.71	2.71



This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply.

Sales balance	Total discount	S&H	Sales tax	Total
602.71	0.00	0.00	0.00	602.71 USD

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee. Custom orders are not returnable.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
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ITEM:	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$15,188.00
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: December 29, 2011
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for the purchase of a 1000kva pad-mounted transformer to serve the newest expansion at the Rantoul Foods facility. The initial request anticipated an electric load requiring a 2500kva transformer, but the customer has since determined a smaller service entrance (and load) would be necessary. This purchase request was re-advertised and bids were received on December 28th. A copy of the Bid Tabulation is attached for your reference.</p> <p>The lowest responsive bid meeting the basic equipment specifications for the 1000kva 13.8kv – 277/480v pad mount transformer was through Fletcher-Reinhardt Company in the amount of \$15,188.00.</p> <p>As this equipment is unique and is to meet a customer’s specific needs, the material costs are to be reimbursed by the contractor.</p>	
RECOMMENDED ACTION: Authorize the purchase of a 1000kva 13.8kv 277/480v pad mount transformer in the amount of \$15,188.00 from Fletcher-Reinhardt Company to meet the growing electrical needs at Rantoul Foods.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	

BID TABULATION – Bid #VRNTL-12-B-06

PROJECT: Purchase of 1000kva 13.8 – 277/480v Pad-mount Transformer

OWNER: Village of Rantoul

By: Village of Rantoul, Department of Public Works

Bidder	Addendum	Lead Time	Price	Comments
Fletcher Reinhardt Co. 3105 Corporate Exchange Ct Bridgeton, MO 63044 (314) 506-0700	n/a	9-11 weeks	\$15,188.00	
Solomon Corporation 103 W. Main Street Solomon, Kansas 67480 (800) 234-2867	n/a	5-6 weeks	\$19,350.00	
T&R Electric PO Box 180 Colman, South Dakota 57017 (800) 843-7994	n/a	8-10 weeks	\$20,840.00	
		weeks		
		weeks		
		weeks		
		weeks		
		weeks		
		weeks		
		weeks		

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

Reference Only

AGENDA ITEM		PAGE _____	OF _____
ITEM: Electrical Equipment Purchase for Rantoul Foods / Trim Rite	DEPARTMENT: Public Works		
AGENDA SECTION:	AMOUNT: Part #1 - Brownstown \$30,179.00 - <i>Rejected also</i> Part #2 - HD Supply \$16,530.00 Part #3 - Brownstown \$32,136.00 (Reject bids on Part #3 due to customer deferral)		
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: November 22, 2011		
SUMMARY HIGHLIGHTS: This Agenda item provides for the purchase of additional electric equipment to serve the newest expansion at the Rantoul Foods facility. The existing electric service is supported by three (3) 2500kva pad-mount transformers providing service at 277/480volts and 2400v. The customer has requested two additional transformers be placed adjacent to the expansion area to serve the new electric load. In order to meet this service request, a new outdoor S&C Switchgear bay will be required and installed in the current six (6) bay line-up. This switchgear bay will be the connection point to serve and protect the new 2500kva 13.8kv – 277/480v pad mount transformer. A second 2500KVA 13.8kv – 4.16kv step-down pad mounted transformer will be purchased and placed adjacent to a similar unit purchased last year. Village equipment vendors were contacted and the equipment was advertised locally on November 2, 2011, with bids due by 2:00pm on November 18, 2011. Bid Tabulations for each item are attached for your reference. The lowest bid meeting the basic equipment specifications for the 2500kva 13.8kv – 277/480v pad mount transformer was through Brownstown in the amount of \$30,179.00. The lowest bid meeting the basic equipment specifications for the 2500kva 13.8kv – 4.16kv step-down pad mount transformer was through Brownstown in the amount of \$32,136.00. For the new outdoor S&C Switchgear bay, the low bid was submitted by HD Supply in the amount of \$16,530.00. As this equipment is unique and is to meet a customer’s specific needs, the material costs are to be reimbursed by the customer.			
RECOMMENDED ACTION: Authorize the purchase of a 2500kva 13.8kv 277/480v pad mount transformer in the amount of \$30,179.00 from Brownstown; a new outdoor S & C Switchgear bay in the amount \$16,530.00 from HD Supply; and reject all bids for a 2500kva 13.8kv – 4.16 step-down pad mounted transformer in the amount of \$32,136.00 from Brownstown, as the customer has chosen to defer this portion of their project. These items will help meet the growing electrical needs at Rantoul Foods.			
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. <i>GH</i>		VILLAGE ADMINISTRATOR:	
AGENDA PAGE NUMBER:			

INVITATION FOR BID

Bid #VRNTL-12-B-06, for "Purchase of a 1000kva (13.8kv-277/480v) three phase pad mounted transformer.

THE VILLAGE OF RANTOUL, ILLINOIS, will receive separate sealed bids for the purchase of a 1000kva 13.8kv-277/480v three phase pad mounted transformer.

Bids will be received until closing time of **2:00 P.M.** prevailing time on **December 28, 2011** at the Rantoul Municipal Building, 333 South Tanner Street, Rantoul, Illinois. Any Bid received after the closing time will not be considered and will be returned unopened. Bids submitted by mail should be identified on the outside of the envelope as a bid for "Purchase of a 1000kva 13.8kv - 277/480v pad mounted transformer, Bid #VRNTL-12-B-06.

Scot Brandon, Comptroller
Village of Rantoul
P.O. Box 38
333 S. Tanner St.
Rantoul, Illinois 61866

Any questions regarding the equipment, please contact:

G. Gregory Hazel, P.E.
200 W Grove Ave
Rantoul, IL 61866
(217) 892-6526

The Invitation for Bid (IFB) is available at the Rantoul Municipal Building, 333 South Tanner Street, Rantoul, Illinois, or by requesting an electronic copy via e-mail from Scot Brandon at 217-892-6828, Fax 217-892-5501, sbrandon@myrantoul.com

The contract to be entered into shall be conditioned as provided by law.

The Village of Rantoul, Illi-

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nois, reserves the right to reject any or all bids and to waive any informalities. No Bid shall be withdrawn after the opening of bids without consent of the Village of Rantoul, Illinois, for a period of sixty (60) days.

VILLAGE OF RANTOUL
Dated: December 19, 2011

By:
Scot Brandon
Comptroller
1106938
December 21, 2011

Greg Hazel

From: Kurt A. Irelan <kirelan@northernbuilders.com>
Sent: Tuesday, December 06, 2011 10:28 AM
To: Greg Hazel
Subject: RE: Rantoul Foods, transformer

Greg, after additional conversation with Lee Welch of Bodine Electric we have decided the best and most economical way to handle the new southwest corner addition is with a 1000Kva transformer in lieu of the originally proposed 2500Kva unit. Please make this change and advise the savings. Also, we still want to have the option available to have a 2500Kva transformer unit placed at the northwest corner when we are ready to expand to the northwest.

Regards,

Kurt A. Irelan
Senior Project Manager

Northern Builders, Inc.
5060 River Road
Schiller Park, IL 60176-1076
E-mail: kirelan@northernbuilders.com
847:678-5060 Ext. 256 Fax 847:678-7670
Cell; 224-456-1793

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
ITEM: Murray Road Construction Engineering Services	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$178,767
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: December 29, 2011
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for the approval of a contract with Burns and McDonnell in the amount of \$178,767 to provide construction engineering services for the Murray Road reconstruction project. Engineering services are required for the inspection, supervision, materials testing and all documentation for this project. The Consultant will be required to perform on-site inspection, verification of contractor staking, maintain documentation, and any other duties that would be required by the Resident Engineer/Technician to complete the project on a timely basis and in accordance with the State Specifications and Guidelines.</p> <p>This project is funded through the Illinois Job Now Program and the construction engineering services are grant eligible. There will be no Village monies required. The construction engineering agreement will also need to be approved by IDOT District 5.</p>	
AGENDA PAGE NUMBER:	

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
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SUBJECT: Murray Road Construction Engineering Services Continuation	DEPARTMENT: Public Works
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ADDITIONAL SUMMARY HIGHLIGHTS:

The RFP schedule for this solicitation was as follows:

- Advertisement of RFP December 7, 2011
- RFP Available December 7, 2011
- Proposals Due 3:00 PM December 21, 2011
- Contractor selected: January 3rd, 2012
- Contract for services awarded: Mid January, 2012

The Village received 5 quality submittals on December 21, 2011. The proposals were reviewed and evaluated. The Village evaluated the submittals from the firms based on the following criteria using a numbered point system (0-5):

1. Amount of experience of the team with similar projects.
2. Breadth of expertise on the team.
3. The written presentation skills of the project team as demonstrated in the response to the RFP.
4. The cost of the respondent's services.

See attached Scoring Matrix

Based on the review and evaluation of the submittals, Burns and McDonnell is the recommended consultant.

RECOMMENDED ACTION: Recommend that the Board approve the award contract to Burns and McDonnell in the amount of \$178,767 to provide construction engineering services for the Murray Road project.

DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
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AGENDA PAGE NUMBER:

Firm	Experience	Breadth of Expertise	Proposal Presentation	Cost	Overall Score
Burns & McDonnell	4	4	2.75	3.96	14.71
ESI	5	4	3	1	13
Foth	3	4	1	3.33	11.33
MSA	1	1.5	2	2.56	7.06
Phoenix	2	1.5	3.5	5	12