



REGULAR COUNCIL MEETING MONDAY, MARCH 26, 2012
5:30 P.M.

	1	2
1.0 CALL TO ORDER		
2.0 PLEDGE OF ALLEGIANCE <i>Mayor Laurie L. Barra</i>		
3.0 ROLL CALL <i>Clerk to Call the Roll</i>		
4.0 APPROVAL OF AGENDA <i>ACTION: Motion to approve the meeting agenda.</i> <i>VOTE REQUIRED</i>		
5.0 APPROVAL OF MINUTES <i>ACTION: Motion to approve minutes of the Regular Council Meeting of March 12, 2012.</i> <i>VOTE REQUIRED</i>		
6.0 PUBLIC INPUT ON AGENDA ITEMS <i>Speakers to state name, address, and spell last name. Speakers will be given 5 minutes to address the Council. Questions unrelated to agenda items are accepted during "Public Questions" near the end of the meeting.</i>		
7.0 CONSENT AGENDA		
7.1 Receive and File February Monthly Reports and Minutes: Police Department Report and Building/ Inspections Departments Reports.		5
7.2 Proclamations: Parkinson's is the Pits Month – April 2012 Brook Smith Day – March 26, 2012	LB	5
7.3 Receive and Files State Bids for Petri Lane Construction Project. Opened March 9, 2012.	MG	3
7.4 Receive and Files Bids for WWTP Digester Sludge Removal (Cleaning). Opened March 14, 2012 at 2:00 p.m.	MG	3
7.5 Receive and File: Proposals/Bids for Janitorial Services. Opened March 8, 2012 at 2:00 p.m.	RS	5
7.6 Adopt Resolution No. 32-11/12 – Mayor's Appointment of Danielle Owens to the Human Rights Committee to fill the unexpired term of Shanna Shipman and a subsequent 3-year term May 2015.	PA	4

7.7 Adopt Resolution No. 33-11/12 – Mayor’s Appointment of Eric Reader to the Pekin Planning Commission to fill the unexpired term of Dick Cohenour until May 2015.		
7.8 Receive and File Zoning Board of Appeals Minutes dated March 14, 2012.	RS	5
7.9 Receive and File Pekin Planning Commission Minutes dated March 14, 2012.	RS	5
7.11 Pekin Planning Commission Hearings and Recommendations: a. Hearing #1846 & 1847 - recommends approval of Site Plan and Special Use for auto repair only located at 1215 S 14th Street submitted by James Dixon. b. Hearing #1848 & 1849 - recommends approval of Site Plan and Special Use for off premise directional signage located at 225 Hanna Drive submitted by City of Pekin. c. Hearing #1850 & 1851 - recommends approval of Site Plan and Special Use for a drive-up kiosk located at 2111 Court Street submitted by A Catered Affair Debra Isbell. d. Hearing #1852 & 1853 - recommends approval of Site Plan Special Use for outside storage of landscape supplies located at 425 Ann Eliza submitted by DreamScapes, LLC Mitchell O'Shaughnessy. e. Hearing #1854 - recommends approval of amendment to the Zoning Code to allow storage buildings and warehousing in the original business park by a Special Use permit only. f. Recommendation #03-0001 – requests that the Council recognize Dick Cohenour for his dedicated service on the Pekin Planning Commission	RS	5
ACTION: Motion to approve all items listed on the Consent Agenda by Omnibus Vote. VOTE REQUIRED TO APPROVE CONSENT AGENDA		
8.0 COMMUNICATIONS, PETITIONS, REPORTS	GN	2
8.1 Retirement Lieutenant Glenda Hollis		
8.2 Receive West Campus Petitions		
9.0 NEW BUSINESS		
9.1 Resolution No. 31-11/12 – Adopting the Fiscal Year May 1, 2012 through April 30, 2013 Budget for the City of Pekin DESCRIPTION: Approves the projected revenues and expenditures for the fiscal year 2013 budget for the City as presented at the public hearing on March 12, 2012. ACTION: Motion to adopt the Resolution. VOTE REQUIRED	DG	5
9.2 Concurrence with State Bid for Petri Lane Construction Project DESCRIPTION: Bids for Petri Lane from Fawnridge Road to N. 14 th Street have been received and awarded to the low bidder Stark Excavating, Inc. in the amount of \$1,188,901.03. The City's 30% share will be covered by MFT funding and Participation Agreement authorized by Council on September 12, 2011. Section: 10-00183-00-FP ACTION: Motion to concur with the State Bid and Award to Stark Excavating, Inc. VOTE REQUIRED	MG	3

9.3 Wastewater Treatment Plant Digester Cleaning DESCRIPTION: To award the contract to the low bidder Synagro in the amount of \$57,900.00 for the pumping and cleaning of three digesters at the Pekin Wastewater Plant. The digesters need to be cleaned so that work needed for the overall Plant expansion can be performed. ACTION: Motion to approve the bids and award the contract to Synagro Central, LLC in the amount of \$57,900.00. VOTE REQUIRED	MG	3
9.4 Agreement with LHF Compost Inc. Contract DESCRIPTION: One Year Agreement for LHF to accept yard waste disposal at \$8.25 per cubic yard. ACTION: Motion to approve the contract. VOTE REQUIRED	MG	5
9.5 Award Janitorial Services DESCRIPTION: Proposals were received for services for 3 City Buildings and evaluated by criteria contained in the RFP. Approximately 75% savings to the City in-house costs. ACTION: Motion to approve the bids and award the contract to MCP Integrated Building Services in the amount of \$61,404.00 initial year of a three year contract with 2 one-year extension options based on performance. VOTE REQUIRED	RS	5
9.6 Site Plan Hearing #1846 DESCRIPTION: Recommendation of the Planning Commission to approve the Site Plan for auto repair only located at 1215 S 14th Street submitted by James Dixon with the exceptions: there be no usage of the eastside doors, if dumpster is moved from the inside to the outside screening is required, and there be no outside storage. ACTION: Motion to approve the site plan. VOTE REQUIRED	RS	5
9.7 Special Use Request Hearing #1847 DESCRIPTION: Recommendation of the Planning Commission to approve the Special Use Request for auto repair only located at 1215 S 14th Street submitted by James Dixon. ACTION: Motion to approve the special use. VOTE REQUIRED	RS	5
9.8 Site Plan Hearing #1848 DESCRIPTION: Recommendation of the Planning Commission to approve the Site Plan for off premise directional signage located on Hanna Drive & State Route 29, Hanna Drive & S. 5th Street, Koch Street & Riverway Drive, with main address	RS	5

225 Hanna Drive submitted by City of Pekin. ACTION: Motion to approve the site plan VOTE REQUIRED		
9.9 Special Use Request Hearing #1849 DESCRIPTION: Recommendation of the Planning Commission to approve the Special Use Request for off premise directional signage located on Hanna Drive & State Route 29, Hanna Drive & S. 5th Street, Koch Street & Riverway Drive, with main address Of 225 Hanna Drive submitted by City of Pekin. ACTION: Motion to approve the special use. VOTE REQUIRED	RS	5
9.10 Site Plan Hearing #1850 DESCRIPTION: Recommendation of the Planning Commission to approve the Site Plan for a drive-up kiosk serving coffees, specialty drinks and a light breakfast/lunch menu at 2111 Court Street and addressed as 540 S. Parkway Drive submitted by “A Catered Affair” Debra Isbell. ACTION: Motion to approve the site plan. VOTE REQUIRED	RS	5
9.11 Special Use Request Hearing 1851 DESCRIPTION: Recommendation of the Planning Commission to approve the Special Use Request for a drive-up kiosk serving coffees, specialty drinks and a light breakfast/lunch menu at 2111 Court Street and addressed as 540 S. Parkway Drive submitted by “A Catered Affair” Debra Isbell. ACTION: Motion to approve the special use. VOTE REQUIRED	RS	5
9.12 Site Plan Hearing #1852 DESCRIPTION: Recommendation of the Planning Commission to approve the Site Plan for outside storage of landscape supplies with the exceptions: bins for storage are made out of landscape timber with a height of 6’ and a retainer is placed on the front of each bin to provide erosion control during heavy rains and tarps be in place to cover supplies when not in use, dumpster be enclosed and the required 10’ setback be followed located at 425 Ann Eliza submitted by DreamScapes, LLC Mitchell O’Shaughnessy. ACTION: Motion to approve the site plan. VOTE REQUIRED	RS	5
9.13 Special Use Request Hearing 1853 DESCRIPTION: Recommendation of the Planning Commission to approve the Special Use for outside storage of landscape supplies located at 425 Ann Eliza submitted by DreamScapes, LLC Mitchell O’Shaughnessy.	RS	5

ACTION: Motion to approve the special use VOTE REQUIRED		
9.14 TIF Interior Loan Application DESCRIPTION: Recommendation of the Pekin Main Street Design Committee to the City to approve a TIF grant in the amount of \$9,225.00 for a new HVAC system for Yesterday's Bar & Grill. This is an approved expenditure under the TIF Interior Loan Program. ACTION: Motion to approve the expenditure in the amount of \$9,225.00. VOTE REQUIRED	LM	5
10.0 ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL 10.1 Council Members 10.2 Staff 10.3 Five Minute Public Questions 10.4 Press Time		
11.0 EXECUTIVE SESSION 65 ILCS 120/2 (c) (2) Collective Bargaining.	DG	
12.0 ADJOURN NO VOTE REQUIRED		

Column 1 Key:

DG	Assistant City Manager Darin Girdler	MG	City Engineer Mike Guerra
JW	City Manager Joseph Wuellner	PA	Economic Development Director Pamela Anderson
RS	Code enforcement Officer Ron Sieh		
GN	Police Chief Greg Nelson	LM	Economic Development Coordinator
LB	Mayor Laurie Barra		Leigh Ann Matthews

Column 2 Key:

- 1 A Prosperous Community.** To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
- 2 A Safe Community.** To protect community life and property by providing effective, principled police and fire services.
- 3 A Strong Foundation.** To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
- 4 A High Quality of Life.** To support or provide services that improve the quality of life for Pekin's residents.
- 5 An Effective Government.** To deliver effectively the services that Pekin's residents want, need, and are willing to support.

**PROCEEDINGS OF THE REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
HELD IN THE COUNCIL CHAMBERS OF CITY HALL
111 SOUTH CAPITOL STREET
ON MONDAY, MARCH 12, 2012 AT 5:30 O'CLOCK P.M.
LAURIE L. BARRA, MAYOR PRESIDING**

**PRESENT: COUNCIL MEMBERS, ABEL, BLANCHARD, SCHMIDGALL, MASSAGLIA,
MCCABE, AND BARRA**

ABSENT: COUNCIL MEMBER HENDRICKS

The **Pledge of Allegiance** was led by Mayor Barra.

Roll was called and all Council Members were physically present except Council Member Hendricks. A quorum was present.

AGENDA

Motion by Council Member Abel, seconded by Council Member Schmidgall that **the agenda be approved as presented**. On roll call vote all present voted Aye.

MINUTES

Motion by Council Member Abel, seconded by Council Member Schmidgall, that the **minutes of the Regular City Council Meeting of February 27, 2012, be approved as written**. On roll call vote, all present voted Aye.

PUBLIC INPUT None.

CONSENT AGENDA

Motion by Council Member McCabe, seconded by Council Member Abel, that the **CONSENT AGENDA be approved as presented**. The following were presented for consideration of the Consent Agenda items by Omnibus Vote.

7.0 CONSENT AGENDA		
7.1 Receive and File January Monthly Reports and Minutes:		5
7.2 Receive and File Proposals for Supplying Gasoline and Diesel		5
7.3 Receive and File – Tazewell County Health Department grant check in the amount of \$4,800.00 for West Nile Virus Contract		2

On roll call vote all present voted Aye.

COMMUNICATIONS, PETITIONS, REPORTS

Mike Lewis, Illinois Department of Transportation Project Manager shared information about the status of the **EASTERN BY-PASS PROJECT**. He and Tom Lacey, Plans Manager displayed exhibits of maps and graphics of the study area and timelines. Council was informed during the Corridor Development Process 20 potential locations were examined and the Community Advisory Group focused and recommended 6 corridors for further evaluation. A Comparison Screening Matrix identified estimated benefits and impacts for the analyzed corridors. After the selection of one preferred corridor location a decision whether to build or not would be followed by, unfunded as of yet, Alignment, Design/ROW, and Construction in 7-10 years. Mayor Barra felt the Council would be ready to comment and make recommendation of a preferred Corridor at the next Council meeting.

Mayor Barra opened the **PUBLIC HEARING** at 5:49 p.m. for the purpose of considering and hearing testimony relative to the adoption of the budget for the City of Pekin for fiscal year May 1, 2012 through April 30, 2013. The public was given the opportunity to comment.

Jim Mangan, 1200 N. Parkway Drive, expressed his concern based on what he read in the newspaper that the preliminary budget of General Funds was 8.8 million over 2012 Revenues, 3 million of which would be from borrowing. He requested the Council be clear to the public where revenues come from. He cautioned that Expenses also were 8.3 million over last year's budget and that Council should be specific in disclosure.

Mark Smith, 607 Washington, stated there was a difference between a balanced budget and a responsible budget. He expressed concern of an anticipated 17.2% increase over last year's budget.

Eva Arnold, 1008 Cambridge Court, questioned if there were funds available in the budget to fix the flooding problem on her court that the residents had experienced for 15 years. Council Member Massaglia responded that a drainage study was necessary first and would be funded from the 2013 budget before considering a project for a sewer expense.

No additional comments or questions were received. The hearing was closed at 5:58 p.m.

NEW BUSINESS

Motion by Council Member McCabe, seconded by Council Member Schmidgall that bids for the **PROPOSALS FOR SUPPLYING GASOLINE AND DIESEL** to the City of Pekin be approved and the contract be awarded to Uselton Oil Co., Inc. in the amounts presented in the proposal. Superintendent of Transportation Ty Whitford presented Herr Petroleum Corporation and Uselton Oil Co., Inc. bids and recommended the low bid of the City's present fuel vendor. Mr. Whitford answered the questions of Council regarding the bid price per unit, the OPIS rack price for gasoline, and the economic adjustment clause. On roll call vote, all present voted Aye.

Motion by Council Member Schmidgall, seconded by Council Member Abel that **CHANGE ORDER #8 PHASE 1 IN THE AMOUNT OF \$7,233.86 AND CHANGE ORDER #1 PHASE 2A IN THE AMOUNT OF \$40,483.00** for the Wastewater Treatment Plant Improvements, be approved. City Manager Joseph Wuellner informed the Council the amended amount in Phase 1 included credit for computer equipment the City was able to purchase less expensively and a retaining wall not done. Phase 2A addressed items required to keep the plant running. Changes covered in project contingency amount. On roll call vote, all present voted Aye.

Motion by Council Member Blanchard, seconded by Council Member Massaglia that the **COMMUNITY DEVELOPMENT BLOCK GRANT 2012 ACTION PLAN** be approved. Economic Development Director Pamela Anderson requested approval of the HUD required plan that stated the needs, priorities, and plans for the fiscal year. The Plan also contained performance measurements based on the Five Year Consolidated Plan. She stated the Plan was available for public review from February 7, 2012 and a hearing conducted on March 8, 2012. On roll call vote, all present voted Aye.

ORDINANCE NO. 2656-11/12

AUTHORIZING THE EXECUTION AND DELIVERY OF

AN INTERGOVERNMENTAL AGREEMENT – 2012 ASSIST PROGRAM INDUCEMENT

Motion by Council Member Massaglia, seconded by Council Member Blanchard that Ordinance No. 2656-11/12 be adopted. ED Director Anderson explained that the Assist program sponsored by many communities throughout Illinois offers families the opportunity to buy their own home by issuing tax-exempt single-family mortgage revenue bonds. Local banks provide the funds for closing costs and down payment. On roll call vote all present voted Aye.

ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL

Council Member Blanchard questioned the Manager on the completion of the 200 Block of Court Street Project. Council was informed that to date \$360,000 had been expended to stabilize 5 existing buildings. Window and roof repair had progressed. Until interested tenants are committed, the inside improvements are temporary.

Chief Nelson announced that on March 31st the Police and Fire Departments scheduled a charity basketball game for Special Olympic.

Mayor Barra encouraged citizens to vote on Tuesday, March 20th. She also extended a Happy and safe St. Patrick's Day.

Garnet Meischner, 1401 Janssen, petitioned the Council to rename the City of Pekin Port of Pekin in light of the recent announcement for the development of a new TransPORT International Marine Terminal.

Dale Kuntz, 5 Fox Point addressed the Council regarding his continued efforts to have Court Street cleaned up. He asked that joggers stop and pickup debris.

Mark Smith, 607 Washington questioned when Good Energy would be informing the public of the referendum question on the ballot and opt-out provisions. Assistant City Manager Darin Girdler stated there would be no fee to opt out of the City provider but there was a possibility that a resident that has already signed with an electrical provider may be charged a fee by that company to opt-out.

EXECUTIVE SESSION

Motion by Council Member Massaglia, seconded by Council Member Schmidgall, that the Council move to Executive Session at 6:25 p.m. to discuss 5 ILCS 120/2 (c) (2) Collective Bargaining and 5 ILCS 120/2 (c) (6) Setting price for Sale/Lease of Real Estate On roll call vote all present voted Aye.

No further business to come before the Council, motion by Council Member Massaglia, seconded by Council Member Schmidgall to adjourn. Mayor Barra adjourned the meeting in open session.

COUNCIL ADJOURNED AT 7:10 P.M.

Sue E. McMillan
City Clerk

**PEKIN POLICE DEPARTMENT
END OF MONTH REPORT FOR FEBRUARY 2012**

	FEBRUARY 2011	JANUARY 2012	FEBRUARY 2012
TRAFFIC TICKETS	212	305	289
WARNING TICKETS	186	134	183
OFFENSES	292	413	439
ARRESTS	141	232	157
PARKING TICKETS	278	203	175
STOPS	608	1077	1282

CITY ORDINANCE TICKETS FOR FEBRUARY 2012

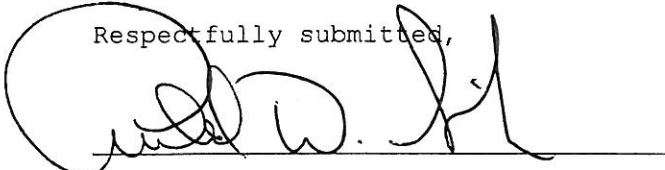
NUMBER OF TICKETS WRITTEN 106
NUMBER OF TICKETS PAID OVER THE COUNTER 33
FINES COLLECTED OVER THE COUNTER \$6,475

BUILDING DEPARTMENT REPORTS
INSPECTIONS & ZONING
February '2012

	PERMITS	VALUE	FEEs
BUILDING DEPT	23	\$ 502,320.00	\$ 2,043.00
ELECTRIC DEPT	13	\$.00	\$ 449.00
HVAC DEPT	17	\$ 39,600.00	\$ 400.00
PLUMBING DEPT	24		\$ 548.00
STORM SEWER PERMITS	0		\$.00
STORM WATER PERMITS	0		\$.00
SEWER PERMITS	7		\$ 385.00
SEWER TAP RES	0		\$.00
SEWER TAP COMM			\$.00
DEPARTMENT TOTAL	84	\$ 541,920.00	\$ 3,825.00

TOTAL CODE ENFORCEMENT COMPLAINTS - 41

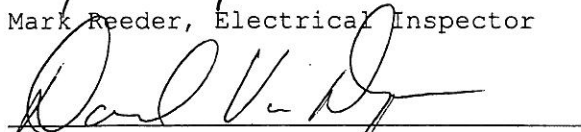
Respectfully submitted,



Ronald Sieh, Building Inspector



Mark Reeder, Electrical Inspector



Dave VanDyke, HVAC Inspector



Morris Sunkel, Plumbing & Sewer Inspector



Dave Shallenberger, Deputy Code Enforcement Officer

BUILDING REPORT 2012

BUILDING REPORT 2012																				
MONTH	DWELLINGS 1	GARAGES 2	MULTI-FAMILY 3	COMMERCIAL 4	COMMERCIAL REMODELING 5	RESIDENTIAL REMODELING 6	MISC. 7	RESIDENTIAL DEMOLITIONS 8	COMMERCIAL DEMOLITIONS 9	BUILDING DOLLARS	BLDG PERMITS									
JANUARY	2.00				9.00	\$20,678,744	5.00	\$44,900	2.00	\$2,600	2.00	\$21,055,769	22.00							
FEBRUARY		2.00			6.00	\$387,923	8.00	\$71,225	6.00	\$14,172	1.00	\$0	\$402,320	23.00						
MARCH												\$0	0.00							
APRIL												\$0	0.00							
MAY												\$0	0.00							
JUNE												\$0	0.00							
JULY												\$0	0.00							
AUGUST												\$0	0.00							
SEPTEMBER												\$0	0.00							
OCTOBER												\$0	0.00							
NOVEMBER												\$0	0.00							
DECEMBER												\$0	0.00							
YEAR	2	\$329,525	2.00	\$0	0.00	\$0	0.00	\$0	15.00	\$20,678,744	13.00	\$44,900	8.00	\$2,600	3.00	\$0	2.00	\$0	\$21,055,769	22.00

WHEREAS, Parkinson' s disease produces physical, emotional, and financial stress for patients, families and caregivers, and there are approximately 6 million Parkinson' s Disease patients in the United States; and

WHEREAS, Central Illinois, provides some services, support groups, research, activities, and referrals for needed services; and

*WHEREAS, April is **National** Parkinson' s Awareness month for families and caregivers; and*

WHEARAS, Pekin' s 5th annual Don Bohlander Parkinson' s FundRACERS team will hold several events in Pekin and Peoria to raise funds for Parkinson' s research, all of which stay in Central Illinois.

NOW, THEREFORE, BE IT RESOLVED that I, Laurie Barra, Mayor of the City of Pekin, Tazewell County, Illinois, do hereby proclaim the month of April, 2012 and every April to come as:

Parkinson' s is the Pits Month

in the City of Pekin, Tazewell County, Illinois.

ADOPTED, this 26th Day of March, 2012 in the Year of Our Lord, Two Thousand and Twelve..

*Laurie Barra
Mayor*

ATTEST:

*SUE E. McMILLAN
City Clerk*

WHEREAS, Brook Smith, a 7th grader at Edison Junior High School, Pekin, Illinois; and

WHEREAS, Brook Smith won the Pekin Public Schools District 108 Spelling Bee on February 10, 2012; and

WHEREAS, Brook Smith represented District 108 in the Tazewell County Spelling Bee on February 24, 2012 at Tremont Middle School and placed 2nd.

NOW, THEREFORE, BE IT RESOLVED that I, LAURIE L. BARRA, Mayor of the City of Pekin, Tazewell County, Illinois, in recognition of this, do hereby proclaim March 26, 2012, as

"BROOK SMITH DAY"

in the City of Pekin, Tazewell County, Illinois.

LAURIE L. BARRA
Mayor

ATTEST:

SUE E. McMILLAN
City Clerk

107 CONTRACT: 89595 DISTRICT: 04 COUNTY: TAZEWELL
 KEY RT: FAU 6698 MARKED RT: PETRI LANE
 SECTION: 10-00183-00-FP EST: (YES)
 PROJECT: M-5093/154/000
 NBR FOR BID PROPOSALS ISSUED: 6 NBR FOR BID PROPOSALS RECEIVED: 4

Construct an extension of Petri Lane from Fawnridge Road to 14th Street, includes earthwork, new HMA roadway with curb and gutter, storm sewer, surface milling with HMA overlay and sidewalk improvements, located in the City of Pekin.

AS READ BID CORRECTED BID LOW DEV
 PCT

0335 Otto Baum Company, Inc.
 866 North Main Street
 P.O. Box 161
 Morton, IL 61550-0161

1,410,422.15

1284 R.A. Cullinan and Son, A division of
 United Contractors Midwest, Inc.
 121 West Park
 P.O. Box 166
 Tremont, IL 61568

1,222,496.18

1799 Fischer Excavating, Inc.
 1567 Heine Rd.
 Freeport, IL 61032

2824 Illinois Civil Contractors, Inc.
 420 Pinecrest Drive
 East Peoria, IL 61611

1,733,955.56

4122 Miller and Son Construction Co.
 307 W. First St.
 P.O. Box 289
 Mackinaw, IL 61755-0289

5672 Stark Excavating, Inc.
 1805 West Washington St.
 Bloomington, IL 61701

1,188,901.03	*
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127 CONTRACT: 68A40 DISTRICT: 04 ITEM HAS BEEN DELETED FROM THE BULLETIN

140 CONTRACT: 68370 DISTRICT: 04 COUNTY: TAZEWELL
 KEY RT: FAP 399 MARKED RT: IL 8
 SECTION: 36R-7 EST: (YES)
 PROJECT: ACF-0399/012/000
 NBR FOR BID PROPOSALS ISSUED: 3 NBR FOR BID PROPOSALS RECEIVED: 3

This project consists of reconstructing 1.32 miles of 4-lane pavement on IL Rte. 8 from Summit Drive to Legion Road in Washington.

AS READ BID CORRECTED BID LOW DEV
 PCT

1284 R.A. Cullinan and Son, A division of
 United Contractors Midwest, Inc.
 121 West Park
 P.O. Box 166

Bid: Wastewater Treatment Plant Digester Sludge Removal

Date: March 14, 2012 2:00pm

No.	Bid Item	Unit	Estimated Qty	Synagro		Stewart Spreading	
				Unit Price	Total	Unit Price	Total
1	Removal of Liquid Biosolids and Cleaning	GAL	120,000	\$0.4200	\$50,400.00	\$0.4950	\$59,400.00
2	Mobilization	LS	1	\$7,500.00	\$7,500.00	\$8,000.00	\$8,000.00
				Total Bid	\$57,900.00	Total Bid	\$67,400.00

BID PROPOSALS JANITORIAL SERVICES

OPENING MARCH 8 , 2012 @ 2:00 P.M.

NAME	ADDRESS	EMAIL	PHONE
MCP INTEGRATED BUILDING SERVICES	2333 LAKE SHORE DR	<u>jeff@mcpincorporated.com</u> Jeffrey L. Flaughner	309.346-8342 309-208-1230
TIM'S CLEANING SERVICE	2425 LAKE SHORE DR	Tim McLouth	309-696-2074
BRIDGEWAY	2323 WINDISH DRIVE GALESBURG	<u>markg@bway.org</u> Mark Gutierrez	309-344-4383 309-368-8260 309-344-4342

RESOLUTION NO. 32-11/12

PEKIN, ILLINOIS, March 26, 2012 19

RESOLUTION BY COMMISSIONER _____

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PEKIN, ILLINOIS, THAT:
the Mayor's appointment of Danielle Owens to the Human Rights Committee to fill
the unexpired term of Shanna Shipman until May 2012 and a subsequent three-year term,
until May 2015, is hereby approved.

~~2010 W. Liam's Way~~

~~Dunlap, Illinois 61525~~

~~(309) 453-3304 cell (309) 477-4306 work~~

dnowens@pekinhigh.net

SIGNED BY _____

MAYOR.

HUMAN RIGHTS COMMITTEE

5:30 P.M. 4TH WEDNESDAY OF EACH MONTH

BILL FLEMING
466 WILDWOOD DRIVE
GROVELAND, IL 61535
346-2106 TERM ENDS MAY 2012

MELINDA FIGGE
3909 WAGONSELLER RD
TREMONT, IL
352-2874 TERM ENDS MAY 2013

MICHELE MOUL
1131 EL CAMINO DRIVE
drmoul@omnilec.com
337-0404 TERM ENDS MAY 2014

GREGG RATLIFF
1507 NORTH 12TH STREET
241-8250 TERM ENDS MAY 2014

DANIELLE OWENS
2010 W. LIAM'S WAY
DUNLAP, ILLINOIS 61525
dnowens@pekinhigh.net
453-3304 (cell) 477-4306 (work)..... TERM ENDS MAY 2015

VACANCIES:

ED FRITZ
1205 SHERIDAN ROAD
642-7942 TERM ENDS MAY 2012

CHRIS COPLAN
2430 WILLOW STREET
672-6744 (work) chris.coplan@gmail.com
339-6770 TERM ENDS MAY 2013

KEVIN ANDREWS
1613 NIGHTHAWK COURT
202-1013 TERM ENDS MAY 2013

KRISTIE PETERSON
1316 ROYAL AVENUE
620-6957 TERM ENDS MAY 2014



Application for Appointment to a City Commission, Board, or Committee

The City of Pekin welcomes your interest in an appointment to a commission, board, or committee. These organizations are intended to help city government deliver high quality programs and services to the residents of our community and to our visitors. Broad community representation on these groups is crucial to their effectiveness.

Your Name: Danielle Owens

Your Address: 2010 W. Liam's Way

Your Telephone Number: (309)453-3304 (cell); (309)477-4306 (work)

Your E-Mail Address: dnowens@pekinhigh.net

You are interested in serving on which commission, board, or committee? Human Rights Commission

Why are you interested in serving? As a representative of Pekin Community High School, I feel that I have a vested interest in this commission both personally and professionally. I also feel that I could serve as a liaison between this Commission and our school community to better serve Pekin as a whole.

What qualifications do you have to serve? A resume is not required, but if you have one please attach it to this application. Being in education, my main goal is, and always has been, creating a learning environment which is in the best interest of students. Although my years at PCHS have been spent in several different positions, I have always strived to find ways to make our school community stronger and more beneficial to the students we serve. I feel this, by proxy, will contribute to the Pekin community as well. I believe that a community that is committed to the betterment of all will, without a doubt, find success on several different fronts.

What happens next?

Your application will be evaluated by the Mayor, the City Manager, and the department head who works most closely with the commission, board, or committee. If you are selected, the Mayor will propose your appointment at a meeting of the Council subject to ratification by the Council. We will let you know of our decision before the meeting takes place.

Danielle N. Owens

Objective	I would like to be considered for a position on the Human Rights Commission for the city of Pekin.		
Experience	July, 2011	Pekin Community High School	Pekin, Illinois
	Interim Administrative Assistant in Central Office		
	Will provide leadership and support for the building level administration as well as complete transition activities within the District Office in preparation to assume the role of Assistant Superintendent for Curriculum and Personnel in July, 2012		
	2009-Present	Pekin Community High School	Pekin, Illinois
	Assistant Principal for Curriculum		
	- Evaluate certified and non-certified staff as well as serve as Department Chair of the Counselor's Office - Instrumental in planning and implementing a District initiative, System of Support, put in place to track students using an RtI format rarely seen in high schools - Helped to create and implement building level and department level Professional Learning Communities - Work very closely with the Assistant Superintendent in creating the master teaching schedule and keeping class enrollments balanced		
	2008-2009	Pekin Community High School	Pekin, Illinois
	Assistant Principal of Operations		
	- Evaluated certified and non-certified staff as well as served as Department Chair of the Dean's Office - Coordinated all building level activities and events in terms of scheduling and planning such as assemblies, graduation and curriculum/parent open houses - Served on several building and district level committees in order to increase student achievement and promote involvement		
	2004-2008	Pekin Community High School	Pekin, Illinois
	Dean of Students		
	- Maintained a safe school environment through consistent and regulatory discipline - Prepared and presented expulsions to the Board of Education - Evaluated non-certified staff - Chairperson of the Discipline Committee – responsible for reviewing and revising the Student Rules and Handbook		

2001-2004 Pekin Community High School Pekin, Illinois
Social Studies Teacher

- Aligned U.S. History curriculum with principles of *Understanding by Design*
- Mentor instructor for an Illinois State University student teacher – Fall 2003
- Pre-Field Experience instructor for a Bradley intern – Fall 2002
- Field Experience instructor for a Bradley student teacher – Spring 2002
- Pre-Field Experience instructor for I.S.U. Ed. 390 student – Fall 2001

1997–2001 Pekin Community High School Pekin, Illinois
English Teacher

- Created teaching materials for freshmen English courses – Summer 2000
- Advised the school newspaper, *The Pekinois* – 1997-2000

1996–2001 Pekin Community High School Pekin, Illinois
Girls and Boys Tennis Coach

- Head girls and boys tennis coach – 1999-2001
- Assistant girls and boys tennis coach – 1996-1999

Education

- Ed.S. in Educational Leadership and a Superintendent's Endorsement from Western Illinois University, December 2010
- M.A. in Education Administration and a Type 75 Endorsement from Bradley University, May 2003
- B.S. in History Education, University of Northern Iowa, 1992-1996
- Minors in both English Education and Coaching

Awards and Honors

- Awarded the Merle Kauffman Award and Scholarship from Bradley's Graduate Program – 2002-2003 Academic Year
- Joined by Invitation: Omicron Delta Kappa Honor Society
- Four-year Dean's List Member – University of Northern Iowa
- Four-year letter winner – University of Northern Iowa Tennis Team

Interests

Spending time with family, reading, working out and working on household projects

RESOLUTION No. 33-11/12

PEKIN, ILLINOIS, March 26, 2012 19

RESOLUTION BY COMMISSIONER _____

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PEKIN, ILLINOIS, THAT:

the Mayor's appointment of Erik Reader to the Pekin Planning Commission to fill

the unexpired term of Richard Cohenour until May 15, 2013 is here by approved.

~~806 Illinois~~

~~Pekin, Illinois 61554~~

~~(630) 485-0957 cell (309) 698-2418 work~~

erick.reader@regions.com

SIGNED BY _____

MAYOR.

PLANNING COMMISSION

5:30 P.M. 2ND WEDNESDAY OF THE MONTH

WILLIAM CRAIG, CHAIRMAN

2112 Anderson Ct

craig1833@yahoo.com

346-2336

TERM ENDS MAY 15, 2012

RON KNAUTZ

503 S 8TH Street

rgknautz@comcast.net

267-2682 (cell)

353-7707

TERM ENDS MAY 15, 2012

STEPHEN HUEY

10 Oak Hill Court

shuey@grics.net

346-5265 (work) 346-7184 (fax)

202-3100 (cell)

346-9321.....

TERM ENDS MAY 15, 2012

JIM JONES

2113 Marianna

Jejones2@hotmail.com

346-1854

TERM ENDS MAY 15, 2013

DONALD HILD, VICE CHAIRMAN

2408 Potomac Ct

hild3@itv-3.com

264-5100 (cell) 676-6063 (fax)

346-3798.....

TERM ENDS MAY 15, 2013

ERIK READER

806 ILLINOIS

erik.reader@regions.com

(630) 485-0957 (cell)

698-2418 (work) TERM ENDS MAY 15, 2013

DARYL DAGIT

2025 El Camino

dagit@savantcapital.com and drdagit@centurytel.net

353-2785 (home) 241-6226 (cell)

693-3870)fax)

693-0300 (office).....

TERM ENDS MAY 15, 2014

JEFF DUPAGE

211 Hemlock

jsduper34@yahoo.com

241-7320 (cell)

691-0224 (office).....

TERM ENDS MAY 15, 2014

STEVE THOMPSON

1301 CAROLINE STREET

sthompson@ci.pekin.il.us

346-0439 (home)

478-5410 (office).....

TERM ENDS MAY 15, 2014

Pekin Zoning Board of Appeals

March 14, 2011

Present:

Mary Lanane
Gary Sciortino, Vice Chairman
Bob Barra
Erik Reader
John Kennedy
David Moehring, Chairman

Absent:

Staff Present: Ron Sieh, Scott Kriegsman

David Moehring, Chairman led the pledge of allegiance.

David Moehring, Chairman called regular meeting of the Zoning Board of Appeals to order.

Roll call was taken and a quorum declared.

David Moehring, Chairman asked for approval of the Agenda as presented.

MOTION by Gary Sciortino seconded by Bob Barra to approve the Agenda as presented. On roll call vote, all present voted **AYE**. **MOTION APPROVED**.

Gary Sciortino, Vice Chairman asked for Approval of the December '2011 Meeting Minutes.

MOTION by Mary Lanane seconded by Bob Barra to approve the December '2011 Minutes as presented. On roll call vote, all present voted **AYE**. **MOTION APPROVED**.

Correspondence: (10) Ten Letters were sent out. No Correspondence was received.

Hearing #1: Cindy J & Russell E Cornwell, Owner a variance of 5' to allow for a pool to be closer than the required setback as stated in the Zoning Code for R-4 (Single Family Residential) at 1009 Eisenhower Street.

Open Public Hearing: 5:00PM

Cindy Cornwell was present and stated her case.

Close Public Hearing: 5:04PM

MOTION by Bob Barra seconded by Erik Reader to **Approve** the variance of 5' to allow the pool to be closer than the required setback. On roll call vote, all present voted **AYE**.

MOTION by John Kennedy seconded by Mary Lanane to adjourn the meeting. On roll call vote, all present voted **AYE**.

Meeting Adjourned at 5:05pm

Juanita VanBuskirk, Secretary
Zoning Board of Appeals

Pekin Planning Commission Minutes

March 14, 2012

6:30pm

Present:

Daryl Dagit
Jeff Dupage
Bill Craig, Chairman
Steve Huey
Ron Knautz
Steve Thompson

Absent:

Jim Jones
Don Hild
Dick Cohenour

Chairman, Bill Craig led the pledge of allegiance.

The regular meeting of the Pekin Planning Commission was called to order and a quorum was declared.

Staff Present: Ron Sieh and Attorney Scott Kriegsman

Chairman, Bill Craig asked for the approval of the Agenda.

MOTION by Steve Thompson, Seconded by Steve Huey to Approve the Agenda as amended. On roll call vote, All present voted **AYE**. **MOTION APPROVED**.

Chairman, Bill Craig asked for the Approval of the November 9, 2011 minutes.

MOTION by Steve Huey, Seconded by Daryl Dagit to Approve the November 9, 2011 minutes as presented. On roll call vote, All present voted **AYE**.
MOTION APPROVED.

City Council Action Report:

December 12, 2011 Council Meeting:

Received and filed the minutes from the November 9, 2011 meeting.

Approved the following recommendations for Hearings:

Hearing #11-1841 / To Approve the Re-Zoning of the property at 1128 Koch Street from AG (Agricultural District) to B-3 (General Business District).

Hearing #11-1842 and #11-1843 / To Approve the Site Plan and Special Use for Auto Repair Only located at 1404 Broadway with the stipulation that striping be done for parking with a maximum outside storage of (8) eight vehicles in front of the repair shop only for a limited period of 48 hours.

Hearing #11-1844 and #11-1845 / To Approve the Site Plan and Special Use for Bridgeway Community Church of the Nazarene located at 3216 Veterans Drive.

PPC Correspondence: Resignation Notice from the City Manager regarding Dick Cohenour.

MOTION by Steve Thompson, Seconded by Daryl Dagit for the City Council to recognize Dick Cohenour and his time of service on the Commission. On roll call vote, All present voted **AYE**. **MOTION APPROVED**.

Application #1: James Dixon, Entrepreneur

Hearing #1 (03-1846 & 03-1847): Site Plan and Special Use for Auto Repair Only located at 1215 S 14th with a Legal Description of Sec 2 T24N R5W Pekin Gardens Addn Lots 15 & 16 Exc N 1' Block 34 SE ¼ and PIN #04-10-02-410-025 in Tazewell County, Illinois.

Open Public Hearing: 5:38pm

Close Public Hearing: 5:40pm

Site Plan Review Committee:

Don Hild, Chairman

Motion by Steve Huey, seconded by Steve Thompson to Approve Site Plan for Auto Repair Only located at 1215 S 14th Street with the exceptions there be no usage of the Eastside doors, if dumpster is moved from the inside to the outside screening is required and there be no outside storage. On Roll Call Vote. All Present Voted **AYE**. **Motion Approved.**

Special Use Review Committee:

Steve Huey, Chairman

Motion by Steve Huey, seconded by Bill Chairman to Approve Special Use for Auto Repair Only located at 1215 S 14th Street. On Roll Call Vote. All Present Voted **AYE**. **Motion Approved.**

Hearing #2 (03-1848 & 03-1849): Site Plan & Special Use for off premise directional signage located at 225 Hanna Drive on the following corners: Hanna Drive and State Route 29; Hanna Drive and South 5th Street; Koch Street and Riverway with a Legal Description of Riverway Business Park, Lot B, Block 3, Sec 10 T24N R5W NW ¼ and PIN #10-10-10-100-034 in Tazewell County, Illinois.

Open Public Hearing: 5:48pm

Close Public Hearing: 5:50pm

Site Plan Review Committee:

Don Hild, Chairman

Motion by Steve Huey, seconded by Ron Knautz to Approve the Site Plan for off Premise Directional Signage located on Hanna Drive & State Route 29, Hanna Drive & S 5th Street, Koch Street and Riverway Drive with a main address of 225 Hanna Drive On Roll Call Vote. All Present Voted **AYE**. **Motion Approved.**

Special Use Review Committee:

Steve Huey, Chairman

Motion by Steve Huey, seconded by Steve Thompson to Approve the Special Use for off Premise Directional Signage located on Hanna Drive & State Route 29, Hanna Drive & S 5th Street, Koch Street and Riverway Drive with a main address of 225 Hanna Drive. On Roll Call Vote. All Present Voted **AYE**. **Motion Approved.**

Debra Isbell, Owner of "A Catered Affair"

Hearing #3 (03-1850 & 03-1851): Site Plan and Special Use for a Drive-up Kiosk serving Coffees, Specialty Drinks and a Light Breakfast/Lunch Menu with a Legal Description of SW Corner of Sec 1 T24N R5W Lots 1-6 and 20' Strip Lying SE of Lot 6 in SE ¼ and Tract Lying on S line of W ½ of NE ¼ and PIN #04-10-01-400-031 commonly known as 2111 Court Street in Tazewell County, Illinois.

Open Public Hearing: 5:53pm
Close Public Hearing: 5:55pm

Site Plan Review Committee:
Don Hild, Chairman

Motion by Steve Huey, seconded by Ron Knautz to Approve Site Plan for a Drive-up Kiosk serving Coffees, Specialty Drinks and a Light Breakfast/Lunch Menu at 2111 Court Street and addressed as 540 S Parkway Drive On Roll Call Vote. All Present Voted **AYE**.
Motion Approved.

Special Use Review Committee:
Steve Huey, Chairman

Motion by Steve Huey, seconded by Ron Knautz to Approve Special Use for a Drive-up Kiosk serving Coffees, Specialty Drinks and a Light Breakfast/Lunch Menu at 2111 Court Street and addressed as 540 S Parkway Drive. On Roll Call Vote. All Present Voted **AYE**.
Motion Approved.

Mitchell R O'Shaughnessy, Owner of "DreamScapes Landscaping, LLC

Hearing #4 (03-1852 & 08-1853) Site Plan and Special Use for Outside Storage of Landscape Supplies with a Legal Description of Sec 35 T25N R5W Pekin Original Town Pt Lots 9 & 10 Block 74 SW ¼ and PIN #04-04-35-327-010 commonly known as 425 Ann Eliza Street in Tazewell County, Illinois.

Open Public Hearing: 6:08pm
Close Public Hearing: 6:09pm

Don Hild, Chairman
Site Plan Review Committee:

Motion by Steve Thompson, seconded by Steve Huey to Approve Site Plan for Outside Storage of Landscape Supplies with the exceptions Bins for storage are made out of Landscape Timber with a height of 6' and a retainer is placed on the front of each bin to provide erosion control during heavy rains and tarps be in place to cover supplies when not in use, dumpster be enclosed and the required 10' setback be followed located at 425 Ann Eliza Street. On Roll Call Vote. All Present Voted **AYE**. **Motion Approved.**

Special Use Review Committee:
Steve Huey, Chairman

Motion by Steve Huey, seconded by Ron Knautz to Approve the Special Use for Outside Storage of Landscape Supplies located at 425 Ann Eliza Street. On Roll Call Vote. All Present Voted **AYE**. **Motion Approved.**

City of Pekin

Hearing #5: (03-1854): Amendment to the Zoning code to allow Storage Buildings and Warehousing in the Original Business Park by a Special Use Permit Only. Said Amendment would affect property located in the Original Riverway Business

Park with a Legal Description of Sec 10 T24N R5W Riverway Business Park Pt of N ½ of W ½ of Blk 1 NW ¼ Book VV pages 147/148 and PIN #10-10-10-100-035 in Tazewell County, Illinois.

Open Public Hearing: 6:08pm
Close Public Hearing: 6:09pm

Ordinance Change Review Committee:
Don Hild, Chairman

Motion by Steve Thompson, seconded by Daryl Dagit to Approve the Amendment to the Zoning Code to allow Storage Buildings and Warehousing in the Original Business Park by a Special Use Permit Only with said Amendment affecting property located in Original Riverway Business Park. On Roll Call Vote. All Present Voted **AYE**. **Motion Approved.**

Motion by Bill Craig, Chairman seconded by Ron Knautz to Adjourn the meeting. On Roll Call Vote. All Present Voted **AYE**. **Motion Approved**

Meeting adjourned at 6:38PM.

Juanita K VanBuskirk, Secretary
Pekin Planning Commission

Pekin Planning Commission
March 14, 2012

HEARING #03-1846

The Pekin Planning Commission recommends the Approval of the Site Plan for Auto Repair Only located at 1215 S 14th Street with the exceptions there be no usage of the Eastside doors, if dumpster is moved from the inside to the outside screening is required and there be no outside storage to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-1847

The Pekin Planning Commission recommends the Approval of the Special Use for Auto Repair Only located at 1215 S 14th Street to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-1848

The Pekin Planning Commission recommends the Approval of the Site Plan for off Premise Directional Signage located on Hanna Drive & State Route 29, Hanna Drive & S 5th Street, Koch Street and Riverway Drive with a main address of 225 Hanna Drive to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-1849

The Pekin Planning Commission recommends the Approval of the Special Use for off Premise Directional Signage located on Hanna Drive & State Route 29, Hanna Drive & S 5th Street, Koch Street and Riverway Drive with a main address of 225 Hanna Drive to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-1850

The Pekin Planning Commission recommends the Approval of the Site Plan for a Drive-up Kiosk serving Coffees, Specialty Drinks and a Light Breakfast/Lunch Menu at 2111 Court Street and addressed as 540 S Parkway Drive to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-1851

The Pekin Planning Commission recommends the Approval of the Special Use for a Drive-up Kiosk serving Coffees, Specialty Drinks and a Light Breakfast/Lunch Menu at 2111 Court Street and addressed as 540 S Parkway Drive to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-1852

The Pekin Planning Commission recommends the Approval of the Site Plan for Outside Storage of Landscape Supplies with the exceptions Bins for storage are made out of Landscape Timber with a height of 6' and a retainer is placed on the front of each bin to provide erosion control during heavy rains and tarps be in place to cover supplies when not in use, dumpster be enclosed and the required 10' setback be followed located at 425 Ann Eliza Street to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-1853

The Pekin Planning Commission recommends the Approval of the Special Use for Outside Storage of Landscape Supplies located at 425 Ann Eliza Street to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-1854

The Pekin Planning Commission recommends the Approval of the Amendment to the Zoning Code to allow Storage Buildings and Warehousing in the Original Business Park by a Special Use Permit Only with said Amendment affecting property located in Original Riverway Business Park to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Pekin Planning Commission
March 14, 2012

HEARING #03-0001

The Pekin Planning Commission requests that the Council recognize Dick Cohenour for his dedicated service on the Pekin Planning Commission to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Tally of Votes:
AYE Unanimous
NAYE -
ABSTAIN -

Wuellner, Joe

From: dickcoh@comcast.net
Sent: Wednesday, March 07, 2012 2:23 PM
To: Wuellner, Joe
Subject: P & Z Commission

Joe - because of health issues I need to resign from the P & Z Commission effective immediately. Is this adequate notice or do I need to do something more normal?

Dick Cohenour



City of Pekin

Office of the City Manager

March 7, 2012

Pekin Planning Commission Members
C/O Inspections Department
111 S. Capitol Street
Pekin, IL 61554

Dear Members:

I received an email (attached) from Dick Cohenour today requesting to resign his position on the commission effective immediately. I will forward a copy to the Mayor so that she is aware of the situation and if there are any nominees that you might know of, please pass them along to her so she can select a replacement.

Dick has been a great asset to the City in work on the Commission and will be missed.

If you have any questions, please contact me.

Very truly yours,

A handwritten signature in black ink that reads "Joseph Wuellner".

Joseph Wuellner

Cc: Laurie Barra, Mayor
Sue McMillan, City Clerk
Ron Sieh, Code Enforcement Officer
File

cohenour resign 030712

*Joseph W. Wuellner P.E., City Manager ~ 111 S Capitol Street, Pekin, IL 61554
Phone (309) 477-2300 Fax (309) 346-2095 email: jwuellner@ci.pekin.il.us*

RESOLUTION NO. 31-11/12
RESOLUTION ADOPTING THE FISCAL YEAR
MAY 1, 2012 THROUGH APRIL 30, 2013 BUDGET FOR THE
CITY OF PEKIN, ILLINOIS

WHEREAS, the City of Pekin, Illinois has adopted the budget system authorizing expenditures; and

WHEREAS, the City has caused notice to be published on that a public hearing on the proposed Budget for fiscal year May 1, 2012 through April 30, 2013 would be held on March 12, 2012 and further that said proposed Budget was available for inspection in the City Clerk's Office; and

WHEREAS, a hearing was held this date on the proposed Budget before the City Council;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS AS FOLLOWS:

Section 1 : That the Budget for the fiscal year May 1, 2012 through April 30, 2013 of the City of Pekin be and the same is hereby adopted.

Section 2 : That the administrative staff of the City shall cause the Budget as adopted to be compiled, printed, and bound in book form for distribution.

PASSED BY THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS

this _____ day of _____, 2012

MAYOR

ATTEST:

CITY CLERK

CITY OF PEKIN

**RESOLUTION NO. 31-11/12
A RESOLUTION ADOPTING THE FISCAL YEAR
MAY 1, 2012 THROUGH APRIL 30, 2013 BUDGET
FOR THE CITY OF PEKIN, ILLINOIS**

**PASSED BY THE CITY COUNCIL
OF THE CITY OF PEKIN
THE 26TH DAY OF MARCH, 2012**

**PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY
COUNCIL OF THE CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS,
THIS 26TH DAY OF MARCH, 2012**

CERTIFICATE

THE UNDERSIGNED CERTIFIES THAT SHE IS THE CITY CLERK FOR THE CITY OF PEKIN, ILLINOIS, AND THAT THE CITY COUNCIL AT A REGULARLY CONSTITUTED MEETING OF SAID CITY COUNCIL OF THE CITY OF PEKIN ON THE 26TH DAY OF MARCH, 2012, ADOPTED RESOLUTION NO. 31-11/12, A TRUE AND CORRECT COPY OF WHICH IS CONTAINED IN THIS PAMPHLET.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2012

(SEAL)

SUE E. MCMILLAN
CITY CLERK

FY 2013 PRELIMINARY Budget Totals

As of 02/24/12

FY12 Revenues FY12 Expenses Revenues less FY13 Revenues FY13 Expenses Revenues less FY13 Expenses

GENERAL FUNDS					
100-001	Administration	\$ -	\$ 330,594.73	\$ (330,594.73)	\$ -
100-003	Legal	\$ -	\$ 278,000.00	\$ (278,000.00)	\$ -
100-004	City Clerk	\$ 78,720.00	\$ 171,308.82	\$ (92,588.82)	\$ 75,355.00
100-005	Human Resources	\$ -	\$ 98,748.97	\$ (98,748.97)	\$ -
100-006	Finance	\$ 7,500.00	\$ 226,307.89	\$ (218,807.89)	\$ -
100-007	Public Works	\$ -	\$ 221,772.83	\$ (221,772.83)	\$ -
100-009	IT	\$ -	\$ 342,469.27	\$ (342,469.27)	\$ -
100-010	Treasurer	\$ -	\$ 59,850.00	\$ (59,850.00)	\$ -
100-032	Street	\$ 427,298.00	\$ 1,295,658.10	\$ (868,360.10)	\$ 107,298.00
100-034	Fire	\$ 432,864.82	\$ 5,862,227.00	\$ (5,429,362.18)	\$ 507,250.00
100-068	Property	\$ 80,235.00	\$ 757,919.67	\$ (677,684.67)	\$ 108,087.00
100-76X	Police	\$ 680,830.00	\$ 6,916,561.00	\$ (6,235,731.00)	\$ 465,750.00
100-793	Inspections	\$ 125,900.00	\$ 540,190.19	\$ (414,290.19)	\$ 125,900.00
100-990	Misc	\$ 17,258,191.00	\$ 760,680.24	\$ 16,497,510.76	\$ 22,083,051.00
223-0XX	Garbage	\$ 70,000.00	\$ 1,632,414.80	\$ (1,562,414.80)	\$ 1,500.00
232-232	Storm	\$ 1,500.00	\$ 384,359.00	\$ (382,859.00)	\$ -
445-041	Capital	\$ 14,474,500.00	\$ 14,195,500.00	\$ 279,000.00	\$ 18,115,000.00
501-501	Bus	\$ 3,361,500.00	\$ 2,790,780.50	\$ 570,719.50	\$ 3,613,000.00
525-525	Airport	\$ 129,290.00	\$ 338,118.90	\$ (208,828.90)	\$ 177,923.00
570-570	Econ Devel	\$ 96,000.00	\$ 102,277.40	\$ (6,277.40)	\$ 216,782.00
695-09X	Insurance	\$ 3,746,135.40	\$ 3,884,001.40	\$ (137,866.00)	\$ 3,983,648.00
699-069	VMF	\$ 1,353,950.00	\$ 1,464,044.10	\$ (110,094.10)	\$ 1,530,000.00
Totals		\$ 42,324,414.22	\$ 42,653,784.81	\$ (329,370.59)	\$ 51,110,544.00

\$ 50,947,082.46 \$ 163,461.54

Compare 12 to 13 Revenues Compare 12 to 13 Expenses

\$ -	\$ 60,794.27
\$ -	\$ -
\$ (3,365.00)	\$ 4,349.18
\$ -	\$ 5,540.03
\$ (7,500.00)	\$ 22,287.11
\$ -	\$ 86,317.17
\$ -	\$ (83.27)
\$ -	\$ 1,175.00
\$ (320,000.00)	\$ 303,488.90
\$ 74,385.18	\$ 1,387,007.46
\$ 27,852.00	\$ 103,110.33
\$ (215,080.00)	\$ 500,195.00
\$ -	\$ 224,303.81
\$ 4,824,860.00	\$ 446,907.76
\$ (68,500.00)	\$ 386,666.20
\$ (1,500.00)	\$ 382,041.00
\$ 3,640,500.00	\$ 3,529,500.00
\$ 251,500.00	\$ 377,593.50
\$ 48,633.00	\$ (39,956.90)
\$ 120,782.00	\$ 90,589.60
\$ 237,512.60	\$ 363,696.60
\$ 176,050.00	\$ 57,774.90
\$ 8,786,129.78	\$ 8,293,297.65

ENTERPRISE FUNDS

208-208	Tourism	\$ 175,000.00	\$ 96,150.00	\$ 78,850.00	\$ 175,000.00
231-0XX	Sewer	\$ 11,377,000.00	\$ 10,722,289.00	\$ 654,711.00	\$ 24,131,000.00
240-240	MFT	\$ 1,984,368.00	\$ 3,525,000.00	\$ (1,540,632.00)	\$ 2,423,500.00
261-26X	HUD	\$ 639,172.00	\$ 610,226.54	\$ 28,945.46	\$ 308,176.00
270-270	TIF	\$ 1,114,000.00	\$ 1,805,222.00	\$ (691,222.00)	\$ 1,080,000.00
900-762	TAZCOM	\$ 1,491,604.00	\$ 1,489,200.00	\$ 2,404.00	\$ 1,563,083.00
924-924	Library	\$ 1,178,063.00	\$ 1,178,063.00	\$ -	\$ 1,283,834.00
941-941	Police Pension	\$ 2,781,262.00	\$ 2,181,902.00	\$ 599,360.00	\$ 2,372,609.00
944-944	Fire Pension	\$ 3,618,451.00	\$ 2,167,647.00	\$ 1,450,804.00	\$ 3,743,617.00
Totals		\$ 24,358,920.00	\$ 23,775,699.54	\$ 583,220.46	\$ 38,416,228.00

All Funds

\$ 66,683,334.22 \$ 66,429,484.35 \$ 253,849.87 \$ 89,526,772.00 \$ 87,386,344.46 \$ 2,140,427.54

\$ 22,843,437.78 \$ 20,956,860.11

PRELIMINARY

	FY 2013 Revenues	FY 2013 Expenses	Revenues less Expenses
Administration	\$ -	\$ 391,389.00	\$ (391,389.00)
Legal	\$ -	\$ 278,000.00	\$ (278,000.00)
City Clerk	\$ 75,355.00	\$ 175,658.00	\$ (100,303.00)
Human Resources	\$ -	\$ 104,289.00	\$ (104,289.00)
Finance	\$ -	\$ 248,595.00	\$ (248,595.00)
Public Works	\$ -	\$ 308,090.00	\$ (308,090.00)
IT	\$ -	\$ 342,386.00	\$ (342,386.00)
Treasurer	\$ -	\$ 61,025.00	\$ (61,025.00)
Street	\$ 107,298.00	\$ 1,599,147.00	\$ (1,491,849.00)
Fire	\$ 507,250.00	\$ 7,249,234.46	\$ (6,741,984.46)
Property	\$ 108,087.00	\$ 861,030.00	\$ (752,943.00)
Police	\$ 465,750.00	\$ 7,416,756.00	\$ (6,951,006.00)
Inspections	\$ 125,900.00	\$ 764,494.00	\$ (638,594.00)
Misc	\$ 22,083,051.00	\$ 1,207,588.00	\$ 20,875,463.00
Garbage	\$ 1,500.00	\$ 2,019,081.00	\$ (2,017,581.00)
Storm	\$ -	\$ 766,400.00	\$ (766,400.00)
Capital	\$ 18,115,000.00	\$ 17,725,000.00	\$ 390,000.00
Bus	\$ 3,613,000.00	\$ 3,168,374.00	\$ 444,626.00
Airport	\$ 177,923.00	\$ 298,162.00	\$ (120,239.00)
Econ Devel	\$ 216,782.00	\$ 192,867.00	\$ 23,915.00
Insurance	\$ 3,983,648.00	\$ 4,247,698.00	\$ (264,050.00)
VMF	\$ 1,530,000.00	\$ 1,521,819.00	\$ 8,181.00
Tourism	\$ 175,000.00	\$ 315,817.00	\$ (140,817.00)
Sewer	\$ 24,131,000.00	\$ 24,177,948.00	\$ (46,948.00)
MFT	\$ 2,423,500.00	\$ 2,383,000.00	\$ 40,500.00
HUD	\$ 308,176.00	\$ 365,473.00	\$ (57,297.00)
TIF	\$ 1,080,000.00	\$ 1,367,875.00	\$ (287,875.00)
TAZCOM	\$ 1,563,997.00	\$ 1,563,083.00	\$ 914.00
Library	\$ 1,283,834.00	\$ 1,283,834.00	\$ -
Police Pension	\$ 3,707,104.00	\$ 2,372,609.00	\$ 1,334,495.00
Fire Pension	\$ 3,743,617.00	\$ 2,609,623.00	\$ 1,133,994.00
	\$ 89,526,772.00	\$ 87,386,344.46	\$ 2,140,427.54

**NOTICE OF PUBLIC HEARING
ADOPTION OF BUDGET FOR FISCAL YEAR
MAY 1, 2012 THROUGH APRIL 30, 2013
BY THE CITY COUNCIL AND MAYOR OF THE
CITY OF PEKIN
PEKIN, ILLINOIS**

On Monday evening, March 12, 2012 at 5:30 p.m., a public hearing will be held by the City Council of the City of Pekin in the City Hall at 111 S. Capitol Street, Pekin, Illinois, for the purpose of considering and hearing testimony relative to the adoption of the budget for the City of Pekin for fiscal year May 1, 2012 through April 30, 2013, which budget has been published and is available for the public inspection at the Office of the City Clerk at 111 S. Capitol Street, Pekin, Illinois, during regular business hours.

You are further notified that said proposed budget may be further revised and passed after the public hearing.

All interested parties are invited to attend the public hearing and will be given an opportunity to be heard.

By order of the Corporate Authorities of the City of Pekin,
Illinois.

Sue E. McMillan
City Clerk

CERTIFICATE OF PUBLICATION

THE PEKIN DAILY TIMES

Gregg Ratliff, Publisher

Pekin, Illinois, MARCH 3 2011

NOTICE OF PUBLIC HEARING ADOPTION OF BUDGET FOR FISCAL YEAR MAY 1, 2011 THROUGH APRIL 30, 2012 BY THE CITY COUNCIL AND MAYOR OF THE CITY OF PEKIN, ILLINOIS

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By order of the Corporate Authorities of the City of Pekin, Illinois

Sue E. McMillan, City Clerk

CITY OF PEKIN PROPOSED 2012 BUDGET

FUND / DEPT. NUMBER	FUND/ DEPARTMENT	F/Y 2012 REVENUE	F/Y 2012 EXPENSE	REVENUE OVER (UNDER) EXPENSE	PROJECTED AVAILABLE CASH April 30, 2011	PROJECTED April 30, 2011 RESERVES
(1) GENERAL FUND						
100	General	\$19,091,739	\$17,862,491	\$1,229,248	\$7,000,000	\$21,249,861
223	Solid waste	70,000	1,632,415	(1,562,415)	-	(8,875,491)
232	Storm sewer	1,500	384,359	(382,859)	-	(475,000)
	General Subtotal	19,163,239	19,879,265	(716,026)	7,000,000	11,789,370
(2) GENERAL FUND RELATED						
445	Capital Projects	14,474,500	14,195,500	279,000	-	(838,202)
501	School Bus	3,361,500	2,790,781	570,719	1,600,000	2,991,903
525	Airport	129,290	338,119	(208,829)	-	414,938
570	Economic development*	98,000	102,277	(6,277)	-	2,119,826
695	Insurance	3,748,135	3,884,002	(137,867)	-	578,654
699	Vehicle Maintenance	1,413,950	1,492,044	(78,094)	-	(47,370)
	General Fund Related Subtotal	23,221,375	22,802,723	418,652	1,600,000	5,219,749
(3) RESTRICTED FUNDS						
208	Tourism	175,000	96,150	78,850	725,000	752,685
231	Sewer / Utility	11,388,100	10,722,290	665,810	3,600,000	16,140,872
240	Motor Fuel	1,984,368	3,525,000	(1,540,632)	2,300,000	2,341,503
261	HUD	639,172	613,227	25,945	-	1,338,750
270	TIF	1,114,000	1,805,222	(691,222)	3,300,000	3,349,062
	* Restricted Fund Subtotal	15,298,640	16,761,889	(1,463,249)	9,925,000	23,922,952
(4) FUNDS NOT DIRECTLY CONTROLLED						
900	TPCC	1,491,604	1,489,200	2,404	N/A	268,190
924	Library	1,245,893	1,245,893	-	N/A	659,494
941	Police Pension	2,781,262	2,181,902	599,360	N/A	23,320,112
944	Fire Pension	3,618,451	2,167,647	1,450,804	N/A	18,263,616
	Not Directly Controlled Fund Subtotal	9,137,210	7,084,642	2,052,568	N/A	42,511,412
	TOTALS	\$66,820,464	\$66,528,519	\$291,945	\$18,525,000	\$83,453,483

*PEDIFs not included in this budget summary. By policy, PEDIF is a "Restricted Fund" within General Fund reserves. In other words, it would be spent from the reserves projected to be \$21,249,861.

ublisher of THE PEKIN DAILY
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Gregg Ratliff
Publisher of
THE PEKIN DAILY TIMES

Publication Fee, \$ _____
Posters, Slips \$ _____
Total \$ _____

By Felicia Canamore

Hearing Budget



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk & City Manager

From: Michael Guerra, City Engineer

AGENDA ITEM: Concur with the Bids for Petri lane and to Approve Awarding

AGENDA DATE REQUESTED: March 26th, 2012

ACTION REQUESTED: To concur the Bids IDOT received for Petri Ln. Extension and to recommend IDOT to award the bid to Stark Excavating in the amount of \$1,188,955.03.

DESCRIPTION: The bids for the construction of Petri Ln. Extension were received at IDOT on March 9th, 2012. There were four bidders with Stark Excavating being the low bidder at \$1,188,901.03. This is a very favorable bid for the City of Pekin since the estimated cost was approximately \$1.9 million. It is believed that the decreased number of road construction projects programmed for this year has led to greater competition resulting in lower bids.

The City has already been approved for PPUATS funding for this project for 70% of the cost up to \$962,000.00. This bid will ensure that this project is fully funded for the maximum 70% share. The City's 30% participation was previously agreed to on September 12th, 2011 council meeting. MFT funding is planned on being utilized to cover the City's cost and base on this bid will be approximately \$357,000.00

I recommend that the council recommendation to award this project be approved.

FINANCIAL IMPACT: 30% of the final construction cost

NEIGHBORHOOD CONCERNS: Traffic disruptions and noise due to Construction

IMPACT IF APPROVED: The project can be awarded and construction can start.

IMPACT IF DENIED: The project will not be awarded and the project will stop

ALTERNATIVES: none

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark √ and paste it to the left of the relevant theme.]

	A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
	A Safe Community. To protect community life and property by providing effective, principled police and fire services.
√	A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
	A High Quality of Life. To support or provide services that improves the quality of life for Pekin's residents.
	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.

REQUIRED SIGNATURES
Department Director: Date:
Finance Department (Certification of Availability of Funds): Date:
Corporation Counsel: Date:
City Manager: Date:

107 CONTRACT: 89595 DISTRICT: 04 COUNTY: TAZEWEILL
KEY RT: FAU 6698 MARKED RT: PETRI LANE
SECTION: 10-00183-00-FP EST: (YES)
PROJECT: M-5093/154/000
NBR FOR BID PROPOSALS ISSUED: 6 NBR FOR BID PROPOSALS RECEIVED: 4

Construct an extension of Petri Lane from Fawnridge Road to 14th Street, includes earthwork, new HMA roadway with curb and gutter, storm sewer, surface milling with HMA overlay and sidewalk improvements, located in the City of Pekin.

AS READ BID CORRECTED BID LOW DEV
BIDR PCT

0335 Otto Baum Company, Inc.
866 North Main Street
P.O. Box 161
Morton, IL 61550-0161

1,410,422.15

1284 R.A. Cullinan and Son, A division of
United Contractors Midwest, Inc.
121 West Park
P.O. Box 166
Tremont, IL 61568

1,222,496.18

1799 Fischer Excavating, Inc.
1567 Heine Rd.
Freeport, IL 61032

2824 Illinois Civil Contractors, Inc.
420 Pinecrest Drive
East Peoria, IL 61611

1,733,955.56

4122 Miller and Son Construction Co.
307 W. First St.
P.O. Box 289
Mackinaw, IL 61755-0289

5672 Stark Excavating, Inc.
1805 West Washington St.
Bloomington, IL 61701

1,188,901.03 *

127 CONTRACT: 68A40 DISTRICT: 04 ITEM HAS BEEN DELETED FROM THE BULLETIN

140 CONTRACT: 68370 DISTRICT: 04 COUNTY: TAZEWEILL
KEY RT: FAP 399 MARKED RT: IL 8
SECTION: 36R-7 EST: (YES)
PROJECT: ACF-0399/012/000
NBR FOR BID PROPOSALS ISSUED: 3 NBR FOR BID PROPOSALS RECEIVED: 3

This project consists of reconstructing 1.32 miles of 4-lane pavement on IL Rte. 8 from Summit Drive to Legion Road in Washington.

AS READ BID CORRECTED BID LOW DEV
BIDR PCT

1284 R.A. Cullinan and Son, A division of
United Contractors Midwest, Inc.
121 West Park
P.O. Box 166



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk & City Manager

From: Michael Guerra, City Engineer

AGENDA ITEM: Pekin Wastewater Treatment Plant Digesters Cleaning Project

AGENDA DATE REQUESTED: March 26, 2012

ACTION REQUESTED: To award the Low bid from Synagro in the amount of \$57,900.00 for the removal of residual sludge and to clean the interior of three Digesters.

DESCRIPTION: As we continue the construction of the new waste water treatment plant, three of the existing digesters at the treatment plant will be retrofitted with additional piping. In order for the construction crews to be able to perform this work, these digesters need to be drained and cleaned. This project is to pump the remaining sludge material in two 36 ft diameter digesters and one 50 ft digester at the waste water treatment plant and then pressure wash the interior of the tanks. This will allow the construction crews to enter the tanks and perform the work necessary for the plant expansion.

Two bids were received for this project with Synagro being the low bidder at \$57,900.00. They met all requirements requested and are recommended for awarding of the contract.

This project will be funded with Sludge Removal funding which currently has \$74,000 remaining for this fiscal year.

FINANCIAL IMPACT: \$57,900.00 of Waste Water Treatment Plant Funds

NEIGHBORHOOD CONCERNS: None

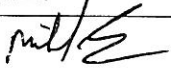
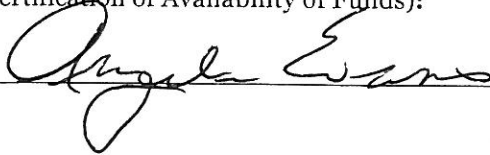
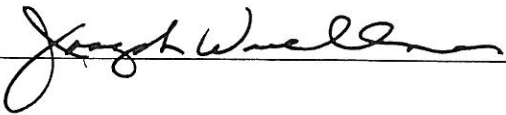
IMPACT IF APPROVED: The Project will be awarded and work will commence

IMPACT IF DENIED: The Project will not be awarded and another method will have to be determined for removal of the sludge and cleaning of digesters. This would delay the construction of the new treatment plant.

ALTERNATIVES: Have the contractor that is constructing the plant perform the work in the form of a change order on phase 2. However this might not be the most economical choice since it does not require a competitive Bid.

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark ✓ and paste it to the left of the relevant theme.]

	A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
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✓	A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
	A High Quality of Life. To support or provide services that improves the quality of life for

	Pekin's residents.
	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.
REQUIRED SIGNATURES	
Department Director:	
Date:	3/15/2012
Finance Department (Certification of Availability of Funds):	
Date:	3-15-12 
Corporation Counsel:	
Date:	
City Manager:	
Date:	3/15/12 

Bid: Wastewater Treatment Plant Digester Sludge Removal

Date: March 14, 2012 2:00pm

No.	Bid Item	Unit	Estimated Qty	Synagro		Stewart Spreading	
				Unit Price	Total	Unit Price	Total
1	Removal of Liquid Biosolids and Cleaning	GAL	120,000	\$0.4200	\$50,400.00	\$0.4950	\$59,400.00
2	Mobilization	LS	1	\$7,500.00	\$7,500.00	\$8,000.00	\$8,000.00
				Total Bid	\$57,900.00	Total Bid	\$67,400.00

NOTICE TO BIDDERS

1. Time and Place of Opening Proposals:

Sealed proposals for the project described herein will be received at the Office of the City Clerk, City of Pekin, 111 S. Capitol Street, Tazewell County, Illinois, until **2:00 P.M, Wednesday March 14, 2012 (03/14/12)** and at that time publicly opened and read.

A Pre-bid meeting will be held on Tuesday March 6th, 2012 at 1:00 pm at the proposed site, 606 S. Front St, Pekin, IL 61554. Attendance to this meeting is highly recommended for any contractor looking to bid on this project.

2. Description of Work:

- (a) The proposed improvement is officially known as the: Pekin Waste Water Treatment Digesters Sludge Removal.
- (b) Work includes but is not limited to removing approximately 120,000 GAL of residual sludge from the bottom of three digesters, washing the interior of digesters, screening the material and pumping the material to lagoon on site.

3. Instructions to Bidders:

- (a) Plans and proposal forms may be obtained from the Office of the City Clerk, 111 S. Capitol St., Pekin, Illinois, 61554.
- (b) All contractors need to follow the Illinois Prevailing Wage Act, 820 ILCS 130/.01 and furnish the city with an Illinois Department of Labor Certified Transcript of Payroll or an equivalent form for all work performed including any subcontractors.
- (c) An insurance certificate must be submitted prior to the issuance of the Notice of Award.
- (d) Documentation of the contractor's drug testing policy
- (e) 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.

4. Rejection of Bids:

The City Council reserves the right to reject any and all proposals as provided in Article 102.01 of the "Standard Specifications for Road And Bridge Construction", prepared by the Department of Transportation of the State of Illinois.

By Order of the Council of the City of Pekin


Michael Guerra, City Engineer

city with an Illinois Department of Labor Certified Transcript of Payroll or an equivalent form for all work performed including any subcontractors.

2. Have on file a certificate of their Substance Abuse Prevention Program
3. Provide a copy of insurance

The unit prices for the work shall include all labor, equipment, materials and any other cost necessary to perform the work. All work will need to be performed and completed by April 20, 2012. Certified payrolls will need to be turned in before any payment requests will be reviewed. It is understood that there may be unforeseen circumstances that may result in additional work. Prior approval from the City Engineer will be required before that work will be authorized to be performed.

All questions should be directed to Michael Guerra, City Engineer at (309) 478-5348.

Pekin Waste Water Treatment Plant
Digesters Sludge Removal





Pekin
ILLINOIS

Legend

	Project Limits
	Plant Limits

ADDENDUM NO. 1
TO THE
SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
PEKIN WASTE WATER TREATMENT PLANT
DIGESTERS SLUDGE REMOVAL

TO: PROSPECTIVE BIDDERS AND PLANHOLDERS

This ADDENDUM forms a part of the Biding and Contract Documents and modifies the original Bidding Documents dated March 2012. A copy of this ADDENDUM should be included in your BID as acknowledgement of its receipt.

This ADDENDUM NO. 1 to the Plans, Specifications, and Contract Documents for the above captioned project supersedes all contrary or conflicting information on or in the above mentioned documents which are hereby modified as follows:

Enclosed as part of this Addendum are the plan sheets of the digesters that are needed to be cleaned and general questions that have been asked.

Specifications:

Removal of the Requirement of mandatory attendance to the prebid meeting on March 6th, 2012 to be eligible to bid.

Plans:

No Plans were modified

Schedule of Prices:

None were modified.

BID Remain Due March 14, 2012 at 2:00 P.M., Prevailing Time

Addendum #1 issued March 8, 2012

By: City of Pekin
111 S. Capitol St.
Pekin, IL 61554

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- (c) An insurance certificate must be submitted prior to the issuance of the Notice of Award.
- (d) Documentation of the contractor's drug testing policy
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By Order of the Council of the City of Pekin

Michael Guerra, City Engineer

Department of Public Works

Request for Proposals
Digester Sludge Removal
Waste Water Treatment Plant
City of Pekin

Purpose of Work

The City of Pekin is currently reconstructing their wastewater treatment plant facility. As part of this work we are retro fitting three existing digesters with additional pipes. In order to allow the construction of the retrofitting, these digesters need to be drained and cleaned so that workers can asses the interior of the digesters. Two digesters are 36 ft in diameter and have a height of 45 ft and don't have a floor level drain so they can only be drained to a level of approximately 20 ft above the base. Therefore the remainder of the liquid biosolids will need to be pumped out and the units need to be cleaned. Access for pumping will need to be determined by the contractor because one digester has a fixed lid while the other has no lid. The remainder digester is a 50 ft diameter digester and will be drained through the floor drain and should not have any remaining liquid biosolids. This digester will need to be cleaned with any residual material being removed. Water will be made available to for cleaning the interiors of the digesters.

Scope of Work:

Work involves removing approximately 120,000 Gallons of the existing liquid biosolids material from the three digesters, screened and disposed to the existing sludge lagoon. Work will include but not limiting to the following:

1. Pumping the remaining liquid biosolids contained in the two 36ft digesters and possibly any remaining liquid biosolids in the 50ft digester. This material will need to be screen and discharged into the existing sludge lagoon. The inside of the digesters will need to be cleaned of any residual sludge remaining on walls, ceiling plate, floor or piping for all three digesters with at least a 50 hp water booster pump. This work will be paid for **per GALLON** of material pumped. Measurements for the exact quantity will be measured and agreed upon before work is to commence
2. Mobilization of the equipment and workforce to perform this project will be paid for by **LUMP SUM**.
3. This project will require confined space entry and all regulations will need to be followed. All permits and all cost associated with confined space entry shall be incidental to this project.

Contract Requirements:

The work will be performed with the following requirements:

1. All contractors need to follow the Illinois Prevailing Wage Act, 820 ILCS 130/.01and furnish the

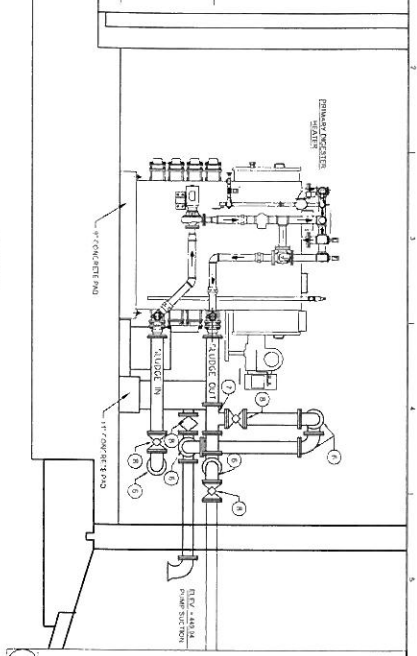
Pekin
ILLINOIS
City of Pekin
Pekin Waste Water Treatment Plant
Digester Sludge Removal

PRE-BID COMMONLY ASKED QUESTIONS

1. **Question:** Do the digesters have a cone or flat bottoms?
Answer: All the digesters have a cone bottom. Attached are drawings showing how the profile of the digesters
2. **Question:** The Bid documents indicate the total volume to be removed is 120,000 Gallons, is that total for the three digesters?
Answer: The 120,000 Gallons is a total for all three, however is primarily for the two 36 ft Digesters. It is estimated that there will be around 60,000 Gal remaining in each of the 36 ft Digesters. We are anticipating be able to drain the 50 ft Digester all the way down but there might be a little bit of reaming sludge. The 120,000 Gal is an estimation for bid purposes and final measurements will be made and agreed to.
3. **Question:** Is 480 volt power available for contractor use in close proximity and how many amps available?
Answer: 480 volt power can be made available along with any amps required. However the location will depend on the amount of horsepower need to run the equipment. If specific requirements for equipment are needed please let me know the specific volts and amps and power can be located.
4. **Question:** Does the fix roof digester have many was on the roof or sides, is so how many and their sizes?
Answer: The two 36 ft digesters have fill placed around them and there are concrete stairs leading to the top of them. The fixed lid has two access hatches located on it and are 30" diameter openings for access
5. **Question:** Are drawings of Digester available?
Answer: Some drawings are attached.
6. **Question:** Bid documents say water is available, what size is available?
Answer: There is a hydrant located between the two 36 ft Digesters and another in close proximity to the 50 ft digesters. They should provide enough water for cleaning. I believe it is a 4" hose connection.
7. **Question:** Can the digesters be cleaned one after another or will there be a waiting period?
Answer: All three Digesters will be offline during this time for reconstruction of the main plant. Therefore they all can be clean at the same time and no waiting period is required.
8. **Question:** Have these Digesters been cleaned previously?

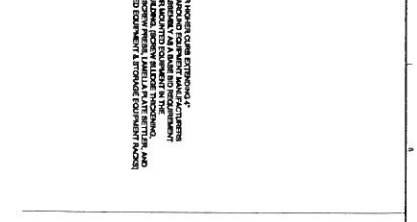
Primary Digester Heater Piping

Scale: 3/8"=1'-0"



Equipment Support Base Plate Mounting Detail

Scale: Not To Scale

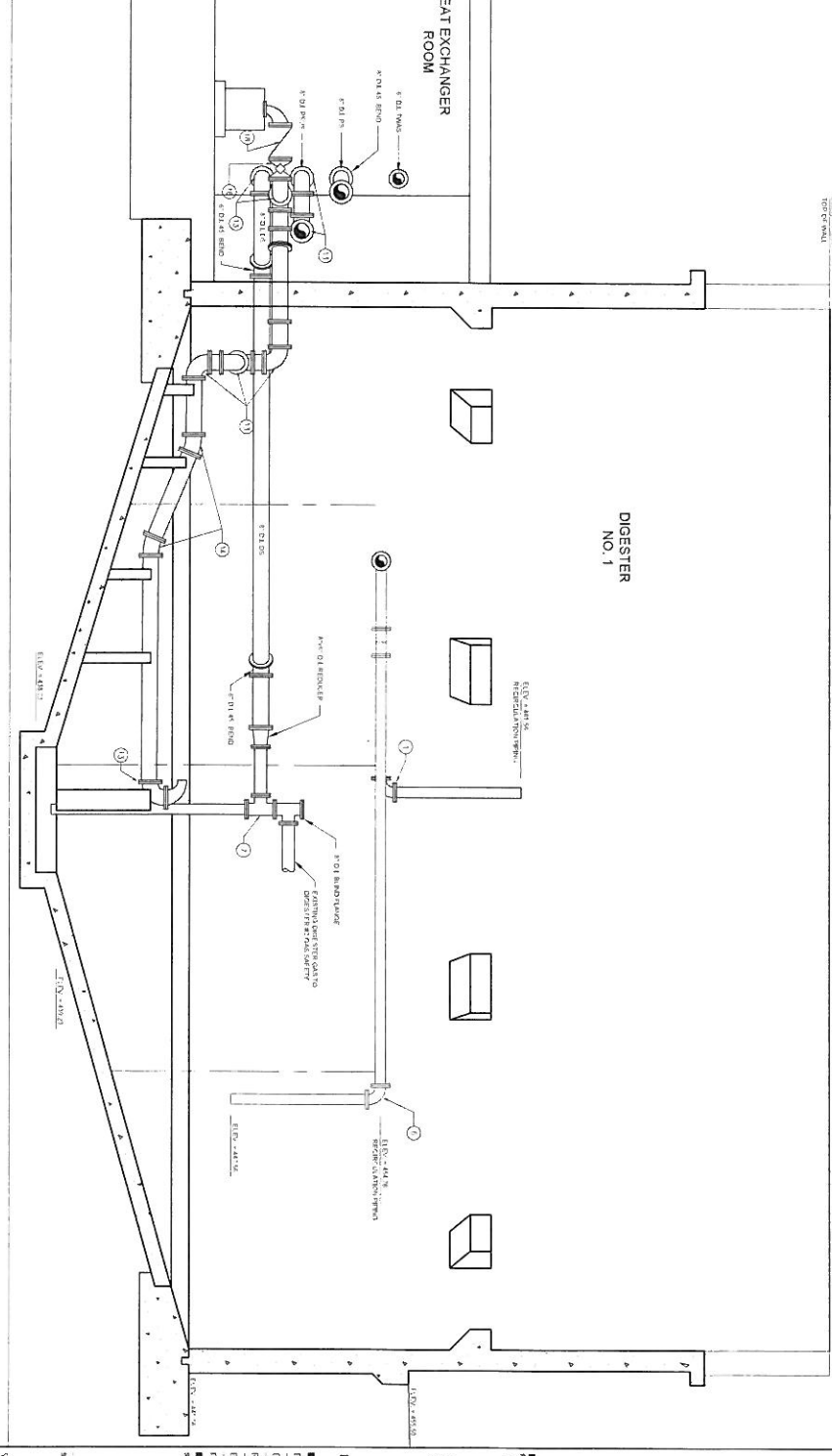


KEYNOTE LEGEND

1	4" DI 90° BEND	12	4" DI 90° BEND
2	4" FLUID VALVE W/ ELECTRIC ACTUATOR	13	4" DI 225° BEND
3	4" CHECK VALVE	14	4" FLUID VALVE W/ ELECTRIC ACTUATOR
4	4" DI 180° EL	15	4" CHECK VALVE
5	4" DI 90° BEND	16	4" DI 90° BEND
6	4" DI TEE	17	4" DI TEE
7	4" FLUID VALVE W/ ELECTRIC ACTUATOR	18	4" FLUID VALVE W/ ELECTRIC ACTUATOR
8	4" CHECK VALVE	19	4" CHECK VALVE
9	4" DI 180° EL	20	4" DI 180° EL
10	4" DI 90° BEND	21	4" DI 90° BEND
11	4" DI TEE	22	4" DI TEE
12	4" FLUID VALVE W/ ELECTRIC ACTUATOR	23	4" FLUID VALVE W/ ELECTRIC ACTUATOR
13	4" CHECK VALVE	24	4" CHECK VALVE
14	4" DI 180° EL	25	4" DI 180° EL
15	4" DI 90° BEND	26	4" DI 90° BEND
16	4" DI TEE	27	4" DI TEE
17	4" FLUID VALVE W/ ELECTRIC ACTUATOR	28	4" FLUID VALVE W/ ELECTRIC ACTUATOR
18	4" CHECK VALVE	29	4" CHECK VALVE
19	4" DI 180° EL	30	4" DI 180° EL
20	4" DI 90° BEND	31	4" DI 90° BEND
21	4" DI TEE	32	4" DI TEE
22	4" FLUID VALVE W/ ELECTRIC ACTUATOR	33	4" FLUID VALVE W/ ELECTRIC ACTUATOR
23	4" CHECK VALVE	34	4" CHECK VALVE
24	4" DI 180° EL	35	4" DI 180° EL
25	4" DI 90° BEND	36	4" DI 90° BEND
26	4" DI TEE	37	4" DI TEE
27	4" FLUID VALVE W/ ELECTRIC ACTUATOR	38	4" FLUID VALVE W/ ELECTRIC ACTUATOR
28	4" CHECK VALVE	39	4" CHECK VALVE
29	4" DI 180° EL	40	4" DI 180° EL
30	4" DI 90° BEND	41	4" DI 90° BEND
31	4" DI TEE	42	4" DI TEE
32	4" FLUID VALVE W/ ELECTRIC ACTUATOR	43	4" FLUID VALVE W/ ELECTRIC ACTUATOR
33	4" CHECK VALVE	44	4" CHECK VALVE
34	4" DI 180° EL	45	4" DI 180° EL
35	4" DI 90° BEND	46	4" DI 90° BEND
36	4" DI TEE	47	4" DI TEE
37	4" FLUID VALVE W/ ELECTRIC ACTUATOR	48	4" FLUID VALVE W/ ELECTRIC ACTUATOR
38	4" CHECK VALVE	49	4" CHECK VALVE
39	4" DI 180° EL	50	4" DI 180° EL
40	4" DI 90° BEND	51	4" DI 90° BEND
41	4" DI TEE	52	4" DI TEE
42	4" FLUID VALVE W/ ELECTRIC ACTUATOR	53	4" FLUID VALVE W/ ELECTRIC ACTUATOR
43	4" CHECK VALVE	54	4" CHECK VALVE
44	4" DI 180° EL	55	4" DI 180° EL
45	4" DI 90° BEND	56	4" DI 90° BEND
46	4" DI TEE	57	4" DI TEE
47	4" FLUID VALVE W/ ELECTRIC ACTUATOR	58	4" FLUID VALVE W/ ELECTRIC ACTUATOR
48	4" CHECK VALVE	59	4" CHECK VALVE
49	4" DI 180° EL	60	4" DI 180° EL
50	4" DI 90° BEND	61	4" DI 90° BEND
51	4" DI TEE	62	4" DI TEE
52	4" FLUID VALVE W/ ELECTRIC ACTUATOR	63	4" FLUID VALVE W/ ELECTRIC ACTUATOR
53	4" CHECK VALVE	64	4" CHECK VALVE
54	4" DI 180° EL	65	4" DI 180° EL
55	4" DI 90° BEND	66	4" DI 90° BEND
56	4" DI TEE	67	4" DI TEE
57	4" FLUID VALVE W/ ELECTRIC ACTUATOR	68	4" FLUID VALVE W/ ELECTRIC ACTUATOR
58	4" CHECK VALVE	69	4" CHECK VALVE
59	4" DI 180° EL	70	4" DI 180° EL
60	4" DI 90° BEND	71	4" DI 90° BEND
61	4" DI TEE	72	4" DI TEE
62	4" FLUID VALVE W/ ELECTRIC ACTUATOR	73	4" FLUID VALVE W/ ELECTRIC ACTUATOR
63	4" CHECK VALVE	74	4" CHECK VALVE
64	4" DI 180° EL	75	4" DI 180° EL
65	4" DI 90° BEND	76	4" DI 90° BEND
66	4" DI TEE	77	4" DI TEE
67	4" FLUID VALVE W/ ELECTRIC ACTUATOR	78	4" FLUID VALVE W/ ELECTRIC ACTUATOR
68	4" CHECK VALVE	79	4" CHECK VALVE
69	4" DI 180° EL	80	4" DI 180° EL
70	4" DI 90° BEND	81	4" DI 90° BEND
71	4" DI TEE	82	4" DI TEE
72	4" FLUID VALVE W/ ELECTRIC ACTUATOR	83	4" FLUID VALVE W/ ELECTRIC ACTUATOR
73	4" CHECK VALVE	84	4" CHECK VALVE
74	4" DI 180° EL	85	4" DI 180° EL
75	4" DI 90° BEND	86	4" DI 90° BEND
76	4" DI TEE	87	4" DI TEE
77	4" FLUID VALVE W/ ELECTRIC ACTUATOR	88	4" FLUID VALVE W/ ELECTRIC ACTUATOR
78	4" CHECK VALVE	89	4" CHECK VALVE
79	4" DI 180° EL	90	4" DI 180° EL
80	4" DI 90° BEND	91	4" DI 90° BEND
81	4" DI TEE	92	4" DI TEE
82	4" FLUID VALVE W/ ELECTRIC ACTUATOR	93	4" FLUID VALVE W/ ELECTRIC ACTUATOR
83	4" CHECK VALVE	94	4" CHECK VALVE
84	4" DI 180° EL	95	4" DI 180° EL
85	4" DI 90° BEND	96	4" DI 90° BEND
86	4" DI TEE	97	4" DI TEE
87	4" FLUID VALVE W/ ELECTRIC ACTUATOR	98	4" FLUID VALVE W/ ELECTRIC ACTUATOR
88	4" CHECK VALVE	99	4" CHECK VALVE
89	4" DI 180° EL	100	4" DI 180° EL

Digester Mixing Pump

Scale: 3/8"=1'-0"



ENGINEERS
ARCHITECTS
SURVEYORS
SCIENTISTS

Farnsworth Group

200 MAGNAN DRIVE
SUITE 100
DALLAS, TEXAS 75201
214.760.0000

PEKIN WWTP (STP#1) Phase 2

City of Pekin

Pekin, IL

12 JULY 2011

Design Drawings

Revised

Revised No.

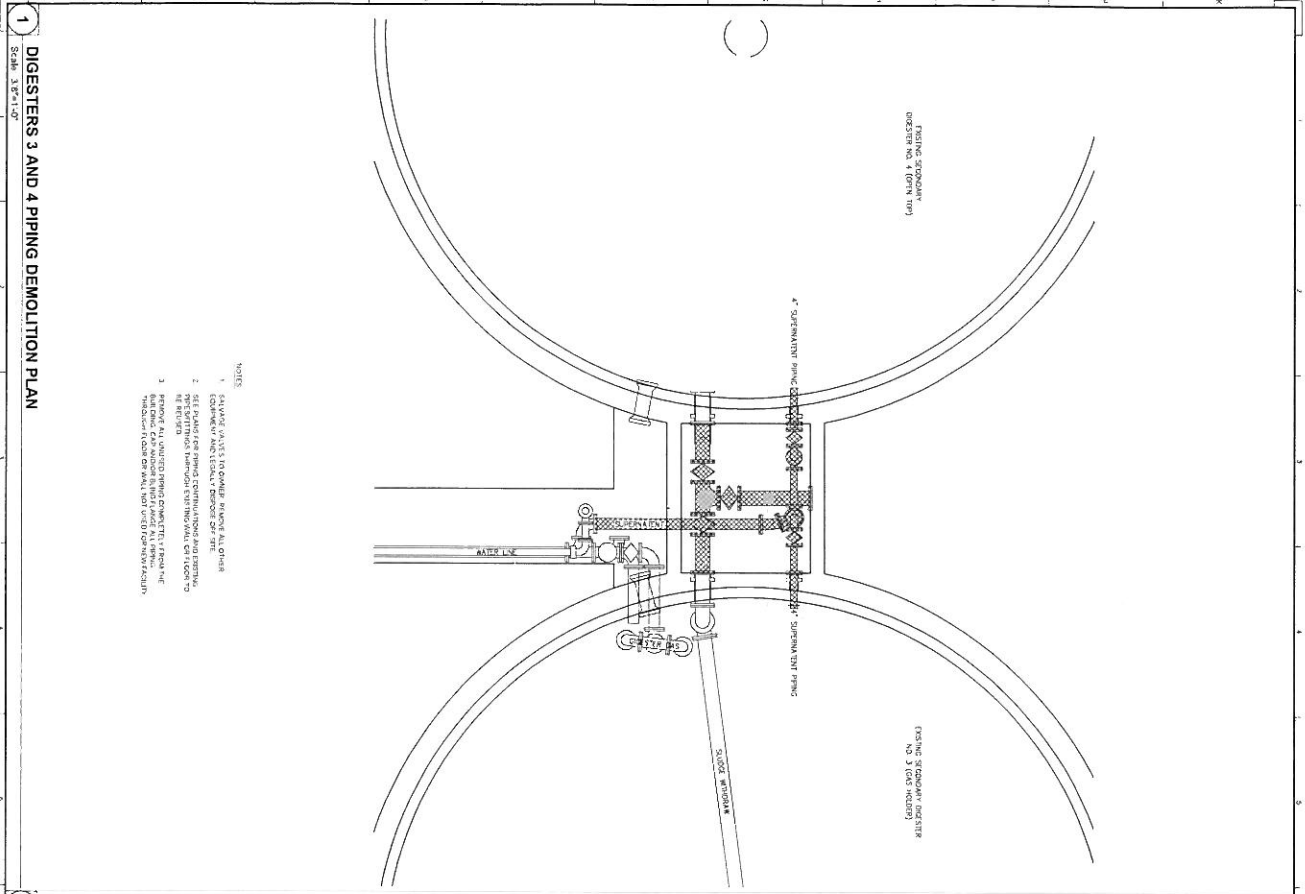
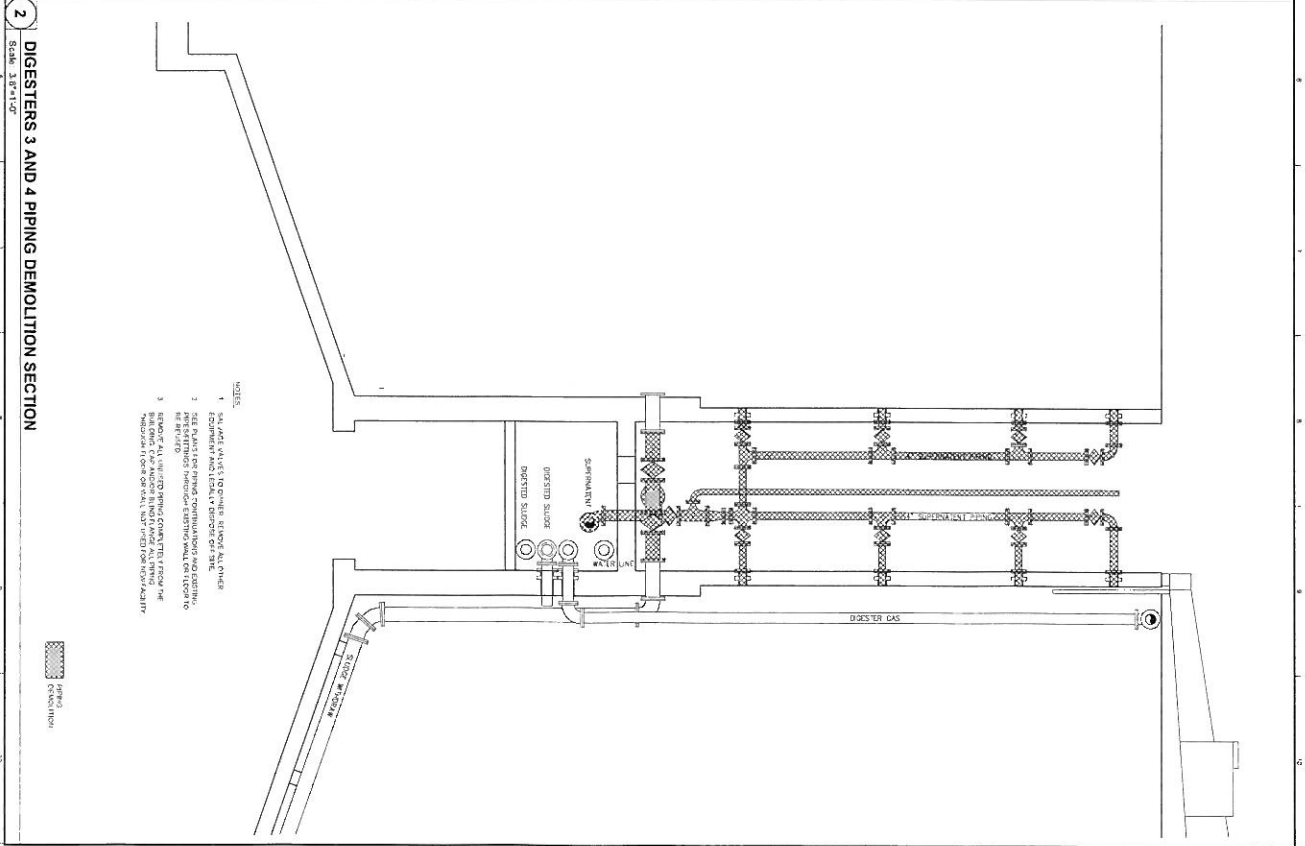
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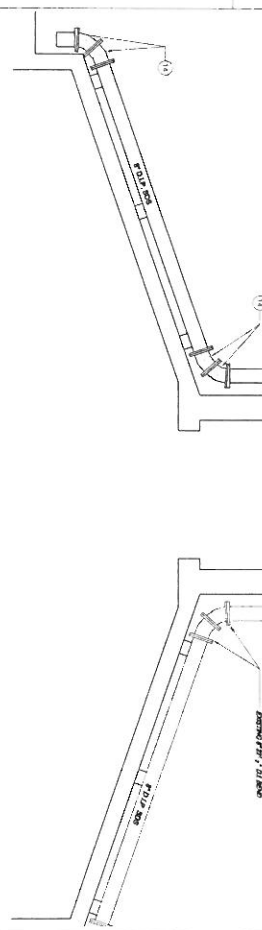
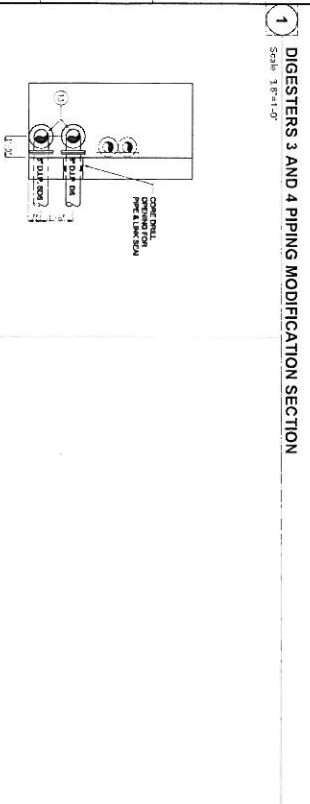
PEKIN TITL

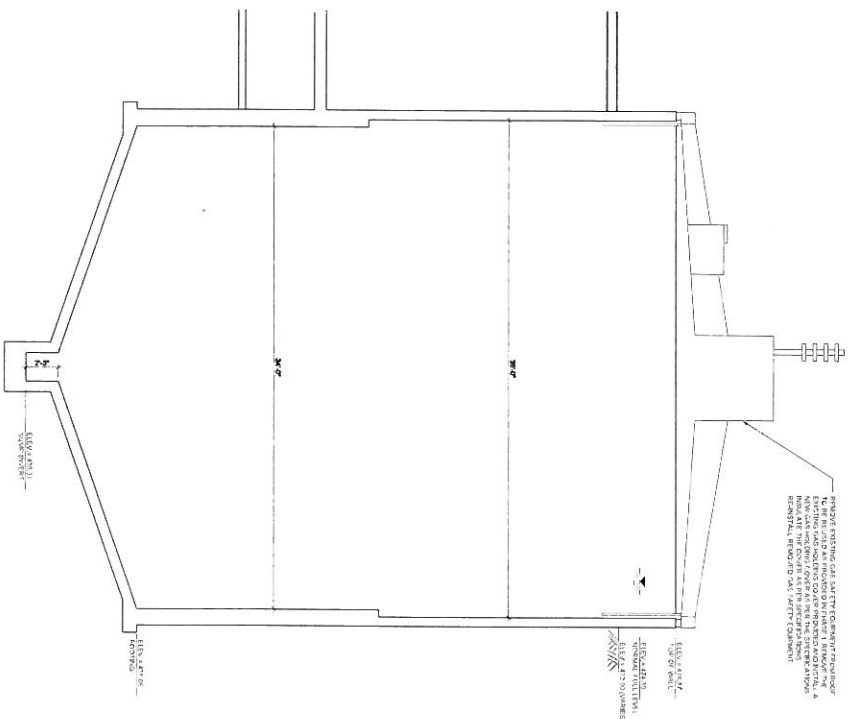
8PE6

Sheet # 18

R-1055






$$\begin{array}{r} \text{ELEV} = 474.30 \\ \text{NORMAL FULLY} \\ \text{ELEV} = 472.00 \text{ (GAGES)} \end{array}$$

Job File
| generate P:\city of dallas\2015\0100440-00-bikin phase 2 improvements\deg\CB residents bid\deg\ghw\h\700440-2015\2.DWG | 2A.C | 07/01/2011 | time: 10:06



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk & City Manager

From: Michael Guerra, City Engineer

AGENDA ITEM: Agreement with LHF Compost Inc for Yard Waste Disposal

AGENDA DATE REQUESTED: March 26, 2012

ACTION REQUESTED: To approve the One Year Agreement with LHF Compost, Inc. to accept yard waste collected within the City

DESCRIPTION: This is a one year agreement with LHF Compost, Inc to accept the yard waste collected in the City of Pekin. The agreed price will be \$8.25 per cubic yard of yard waste.

I recommend that the agreement be approved so that yard waste collection can start.

FINANCIAL IMPACT: \$75,500 of Yard Waste Funds (Estimated)

NEIGHBORHOOD CONCERNS: None

IMPACT IF APPROVED: Yard waste collections can start

IMPACT IF DENIED: Yard waste collection will be delayed or not take place

ALTERNATIVES: Haul to Landfill at higher rate if allowed

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark √ and paste it to the left of the relevant theme.]

	A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
--	---

	A Safe Community. To protect community life and property by providing effective, principled police and fire services.
--	--

	A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
--	--

√	A High Quality of Life. To support or provide services that improves the quality of life for Pekin's residents.
---	--

	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.
--	--

REQUIRED SIGNATURES

Department Director:

A handwritten signature in black ink, appearing to read "mtg", written over a horizontal line.

Date: 3/15/2012

Finance Department (Certification of Availability of Funds):

Date: 3-15-12	Angela Evans
Corporation Counsel:	
Date:	
City Manager:	
Date: 3/15/12	Joseph Wallen

AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of March, 2012, by and between the City of Pekin, County of Tazewell, Illinois, a Municipal Corporation hereinafter referred to as the CITY and LHF COMPOST, INC. hereinafter designated as the CONTRACTOR regarding the disposal of yard waste collected in the City of Pekin.

TERM OF AGREEMENT

1. This Agreement shall commence on April 1st, 2012 and shall terminate on January 15th, 2013.
2. "Yard Waste" shall include landscape waste and shall mean any and all accumulations of grass, leaves, branches, shrubs, vines, trees, and other similar vegetative items generated by the maintenance of lawns, shrubs, gardens and trees. No trees or parts of thereof shall be in excess of six (6) inches in diameter or five (5) feet in length. Yard Waste must be either loose, in bundles tied with twine or rope (not wire) or in paper yard waste bags. No plastic bags shall be allowed.
3. The CONTRACTOR agrees to accept, and the CITY agrees to dispose of at the compost facility, all yard waste, as defined herein, which is collected in the CITY'S corporate limits during the term of this Agreement from the CITY'S grounds keeping (excluding street sweeping) and from residential buildings with four or fewer dwelling units located within the CITY'S corporate limits, including additional residential units which may hereafter be erected or become operative within the corporate limits of the CITY during the term of this Agreement. For purposes of this Agreement, it is mutually understood that in a good faith approximation of the number of dwelling units served for the year 2012 is 12,000. The CITY makes no warranties

that the number is correct; however, said the number will be considered as the basis of this Agreement until modified pursuant to its terms.

4. The CITY shall pay to the CONTRACTOR according to the following schedule of yard waste disposed at the compost facility.

April 1, 2012 through January 15th, 2013 \$8.25 per cubic yard of yard waste.

The CONTRACTOR shall invoice the CITY **monthly** for disposal of all yard waste as described herein at the CONTRACTOR'S facility. The invoice shall include the amount of material received per Cubic Yard (CY) times the Unit Price set above for a total Invoice amount.

In addition, the CITY agrees to pay any tipping fee or other fee or tax hereafter imposed by any government agency for the privilege of disposing yard waste at the facility. Other than as set in this paragraph, there shall be no additional gate, tipping, or entry fee imposed on the CITY for the use of the aforesaid compost facility.

5. All Yard Waste loads shall be full loads unless it is necessary to dispose of a partial load to meet the 24-hour limit set in Paragraph Eight (8) of this Agreement.

6. The CONTRACTOR shall conduct operations at its expense under this agreement in compliance with all local, State, and Federal laws and regulations governing Composting sites and yard waste disposal facilities. The Contractor shall give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of this Agreement.

7. The composting site and facility shall be available for disposal during the normal business hours between 8:00 A.M and 4:30 P.M. Monday through Friday from January 1st till January 15th, and April 1st till December 31st of each year, and other reasonable dates and times as requested by the CITY as necessary to accommodate disaster and storm cleanup collections and Saturday collections due to Holidays.

8. Trucks must be emptied at the compost site within twenty-four (24) hours after being first collected began. The CONTRACTOR shall have the right to refuse any trucks or composting materials not meeting this requirement.

9. During the term of this Agreement the CITY and its haulers shall have a license to enter the composting site and compost facility for the limited purpose of , and only to the extent necessary for, off-loading yard waste a the location and in the manner directed by the CONTRACTOR. After off-loading the waste, the CITY'S haulers/personnel shall promptly leave the composting site or compost facility.

10. The CONTRACTOR agrees to indemnify, save harmless and defend the CITY , its agents and employees from and against any and all liabilities, claims, penalties, forfeitures, suits, and the cost and expenses incident thereto, including cost of defense, settlement, and reasonable attorney's fees, which it may hereafter incur, become responsible for, or pay out as a result of death or bodily injury to any person, destruction or damage to any property, contamination of or adverse effects on the environment, or any violation of governmental laws, regulations, or orders caused by negligent or willful acts or omissions of the CONTRACTOR'S employees or its subcontractors in the performance of the Agreement. The CONTRACTOR acknowledges, however, that the CITY may provide indemnification to its customers in reliance on the indemnification provided to the CITY in this paragraph.

11. The indemnification provision set above the CONTRACTOR includes but is not limited to claims against the CONTRACTOR which arise out of, are related to , or are based upon the disbursal, discharge, escape, release or saturation of smoke, vapor, soot, fumes, acids, alkalis, toxic chemicals, liquids, gases, or any other material, irritant, contaminant, or pollutant or hazardous materials as defined by the Illinois Environmental Protection Agency or the United

States Environmental Protection Agency now or in the future or into the atmosphere, or on onto, upon, in or into the surface or subsurface (a) soil, (b) water or watercourse, (c) objects, or (d) any tangible or intangible matter, whether sudden or not.

12. The CONTRACTOR shall at all times during the term hereof, maintain public liability and property damage insurance covering all of its operations hereunder in amounts of no less than ONE MILLION (\$1,000,000.00) DOLLARS combined bodily injury and property damage limit per accident, and the CITY shall be named as an additional insured only to the extent of the CONTRACTOR'S negligence.

13. The Agreement shall be binding upon and shall inure to the benefit of the parties here to and their respective successors and permitted assigns. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

14. It is expressly agreed and understood that the CONTRACTOR is in all respects an independent contractor as to the work, notwithstanding in certain respects that the CONTRACTOR is required to follow direction of designated CITY officials (this shall include but not be limited to reporting procedures), and that the CONTRACTOR is no respect an agent, servant or employee of the CITY. This Agreement specifies the work to be done by the CONTRACTOR but the method to be employed to accomplish this work is the responsibility of the CONTRACTOR, unless otherwise provided for in this agreement.

15. Should the CONTRACTOR fail to accept yard waste hauled to its facility at the time and in the manner required, and the CITY determines said failure constitutes a breach or default by the CONTRACTOR, the CITY may, after one hour's notice, redirect delivery of said yard waste to another compost facility or site and the CONTRACTOR shall be liable for all expenses incurred, including travel and transportation expenses, salaries and wages. In addition to any

other lawful means of effecting reimbursement from the CONTRACTOR the CITY may deduct such expense for money due or which may become due to the CONTRACTOR. This is a non-exclusive remedy and shall not limit in any way the CITY'S right to other legal remedies.

16. The CONTRACTOR shall furnish the CITY or the CITY'S authorized representatives with every reasonable opportunity for ascertaining whether or not its obligations are being performed in accordance with the requirements of this Agreement. On a **WEEKLY** basis the CONTRACTOR shall supply the CITY with daily volumes (e.g. cubic yards and tons) of the yard waste deposited at the facility. The CITY may appoint authorized representatives to inspect the CONTRACTOR'S operations and records related to the composting facility at any reasonable time and the CONTRACTOR shall admit authorized representatives of the CITY to make such inspections at any reasonable time and place.

17. The CONTRACTOR specifically agrees that any strike or labor dispute of any kind or character involving the CONTRACTOR, the CITY, or any account or unit serviced hereunder, shall not, for any reason, cause a stoppage or delay of any of the obligations of the CONTRACTOR as per the terms and conditions hereof.

18. If the CONTRACTOR becomes insolvent or declares bankruptcy or commits any act of bankruptcy or insolvency, or allows any final judgment for the payment of money to stand against the CONTRACTOR, the Mayor of the CITY may then declare the Agreement canceled or at the option of the CITY, may treat this Agreement as operative.

19. The CONTRACTOR assures the CITY that it is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders No. 11246 and 11375, which are incorporated herein by reference, and as such shall not discriminate against any other person by reason of race, creed, color, religion,

age, sex, or physical or mental handicaps with respect to the hiring, application for employment, tenure, terms or conditions of employment of any persons.

20. The Illinois Fair Employment Practice Commission Equal Opportunity Clause, as required by Article II of the Illinois FEPX Rules and Regulations, is considered to be a part of any contract or purchase agreement.

21. In the employment and use of labor, the CONTRACTOR shall conform to all Illinois statutory requirements and prohibitions regarding the sexual harassment of employees, including but not limited to those pertinent provisions of the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.*

DATED at Pekin, Illinois, this _____ day of March, 2012

CITY OF PEKIN, a Municipal Cooperation

By _____

Mayor

ATTEST:

CITY CLERK

DATED at Pekin, Illinois, this _____ day of March, 2012

LHF Compost, Inc.

By _____

PRESIDENT

ATTEST:

SECRETARY



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk

From: Ron Sieh Code Enforcement Officer

AGENDA ITEM: Proposal for janitorial services

AGENDA DATE REQUESTED: March 26, 2012

ACTION REQUESTED: Authorization for the City to enter into the agreement with MCP for janitorial services.

DESCRIPTION: The City of Pekin solicited proposals for janitorial services for 3 buildings comprising of approximately 41,542 square feet of cleanable space for an initial three(3) years plus two, (1)one year extensions based upon contract performance. The proposals were evaluated based on the proposal evaluation criteria with-in the RFP.

The RFP was advertised February 6, 2012 in which 8 contractors received packets for RFP's, and the mandatory walk-thru of all facilities was scheduled for February 23, 2012 in which 3 contractors toured the facilities. Proposals were due back March 8, 2012 and 3 contractors submitted proposals for the janitorial services.

MCP integrated building services:	61, 404.00
Bridgeway	120,457.53
Tim's Cleaning service:	81,000.00 (incomplete proposal)

FINANCIAL IMPACT: Based on the contract costs from the contractors this would be an approximate savings of 75% to the City of Pekin.

NEIGHBORHOOD CONCERNS: N/A

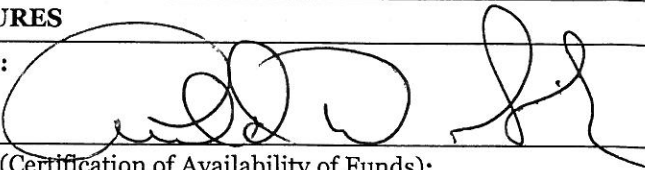
IMPACT IF APPROVED: More economical service.

IMPACT IF DENIED: Continue with current method.

ALTERNATIVES: N/A

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark √ and paste it to the left of the relevant theme.]

☐	A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
☐	A Safe Community. To protect community life and property by providing effective, principled police and fire services.
☐	A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
☐	A High Quality of Life. To support or provide services that improves the quality of life for

	Pekin's residents.
✓	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.
REQUIRED SIGNATURES	
Department Director:	
Date: 3/16/2012	
Finance Department (Certification of Availability of Funds):	
Date:	
Corporation Counsel:	
Date:	
City Manager:	
Date:	

Certificate of Publication

STATE OF ILLINOIS,

ss

County of Peoria.

The Peoria Journal Star, Inc. (which is incorporated and doing business under and by virtue of the Laws of the State of Illinois) HEREBY CERTIFIES that it is the printer and publisher of the Journal Star, which is a public secular newspaper of general circulation printed and published daily in the City of Peoria, County of Peoria and State of Illinois, and that said newspaper has been regularly published in said City for at least one (1) year prior to the first publication of the notice hereto attached.

Said Corporation further certifies that the said notice entitled: "LEGAL NOTICE TO CONTRACTORS /PUBLIC 1. Time and Place of Ope" hereto attached has been published 2 time(s) in the Peoria Journal Star, on the following respective dates:

The 6th	day of February	A.D., 2012	in class	0182
The 11th	day of February	A.D., 2012	in class	0182

IN WITNESS WHEREOF, the said Corporation has caused this Certificate to be signed in its name on its behalf by Judy Little this 11th day of February A.D., 2012.

The Peoria Journal Star, Inc.

Bid Janitorial Services

By: _____

Judy Little

Legal Notices

Legal Notice

LEGAL NOTICE TO CONTRACTORS PUBLIC

1. Time and Place of Opening Bids: Sealed proposals for services described herein will be received at the office of the City Clerk, 111 S. Capitol Street, City of Peoria, Tazewell County, Illinois, until 2:00 P.M., March 8, 2012, and at that time publicly opened and read.

2. Work: The request for proposals is officially known as **Janitorial Services**.

3. Instructions to Bidders: (a) Proposal forms may be obtained from the Peoria City Hall, 111 S. Capitol St., Peoria, Illinois.

(b) In the employment and use of labor, the contractor shall conform to all Illinois Statutory Requirements regarding labor, including but not limited to the following Acts: Illinois Human Rights Act, Section 2-105.

(c) An insurance certificate must be submitted prior to the issuance of the Notice of Award.

4. Rejection of Bids: The City Council reserves the right to reject any and all proposals.

By Order of the Council of the City of Peoria, Illinois

Sue E. McMillan, City Clerk

JournalStar

pjstar.com

One News Plaza, Peoria IL 61643

Page 1 of 1

Customer	Account
CITY OF PEKIN	2000984

INVOICE	IN475190
INVOICE DATE	02/11/2012
DUE DATE	02/21/2012
TOTAL AMOUNT DUE	\$90.48

AD DATE	PO #	AD #	DESCRIPTION	CLASS	SIZE	TIMES	AMOUNT DUE
02/11/2012	Janitorial Services	4242829	LEGAL NOTICE TO CONTRACTORS /PUBLIC 1. Time and Place of Ope	0182 Legal Notices	56 Line(s)	2	\$90.48
Vendor No. _____ G/L Coding <u>100-0045-510-00</u> Dept. Head Approval <u>sm 2/14/12</u> Acct. Dept. Approval _____ Project No. _____ <i>bid janitorial services</i>				RECEIVED FEB 14 2012 CITY CLERK			
TOTAL AMOUNT DUE							\$90.48

PHONE INQUIRIES: Credit Department 309-686-3128

REMITTANCE ADDRESS.

INVOICE : IN475190

PLEASE RETURN WITH PAYMENT.

Peoria Journal Star
1 News Plaza
Peoria, IL 61643

CUSTOMER	ACCOUNT	TOTAL AMOUNT DUE	AMOUNT REMITTED
CITY OF PEKIN	2000984	\$90.48	

CREDIT CARD #	
EXPIRATION DATE	
SIGNATURE	

CHECK #	
---------	--

CITY OF PEKIN
111 S CAPITOL STREET
PEKIN
IL 61554

JANITORIAL SERVICES REQUEST FOR PROPOSAL

ADDENDAM / EXHIBIT D CITY OF PEKIN – PROPOSAL PRICING

Costs reflect monthly service with the removal of quarterly stripping & refinishing of the VCT floors.

<u>LOCATION</u>	<u>YEAR 1</u>	<u>YEAR 2</u>	<u>YEAR 3</u>	<u>1ST YEAR RENEWAL</u>	<u>2ND YEAR RENEWAL</u>
City Hall 111 S. Capitol	<u>\$ 3,112.00</u>	<u>\$ 3,112.00</u>	<u>\$ 3,090.00</u>	<u>\$ 3,090.00</u>	<u>\$ 3,167.00</u>
E.S.D.A 1130 Koch Street	<u>\$ 325.00</u>	<u>\$ 325.00</u>	<u>\$ 333.00</u>	<u>\$ 333.00</u>	<u>\$ 341.00</u>
Street Department 1208 Koch Street	<u>\$ 626.00</u>	<u>\$ 626.00</u>	<u>\$ 642.00</u>	<u>\$ 642.00</u>	<u>\$ 658.00</u>
Bus Department 1130 Koch Street	<u>\$ 1,054.00</u>	<u>\$ 1,054.00</u>	<u>\$ 1,080.00</u>	<u>\$ 1,080.00</u>	<u>\$ 1,107.00</u>
TOTAL - ALL BUILDINGS	<u>\$ 5,117.00</u> # 61,404	<u>\$ 5,117.00</u> # 61,404	<u>\$ 5,145.00</u> # 61,740	<u>\$ 5,145.00</u> # 61,740	<u>\$ 5,273.00</u> # 63,276

MCP offers a unique take on maintaining your VCT floors. Typically our floor program is not comparable to a "standard" floor maintenance program. Due to the processes and finishes that MCP utilizes we are able to offer a cost savings by servicing only areas that are required. Our finish is extremely hard, therefore more durable, allowing for stripping and refinishing every three years in standard traffic areas. Burnishing traffic lanes monthly, which is included in our proposal, will assist in minimizing scratches due to normal wear and tear and restore the luster of the finish. Once wear patterns occur in high traffic areas, MCP is able to perform a deep clean and top coat specific to the applicable areas. Should the unlikely event occur that more frequent stripping and refinishing is required; again it can be specific to applicable areas which is a huge cost savings. It is our experience that too frequent stripping and refinishing services can actually cause loosening and popping of the floor tile. This is caused by the stripper migrating under the tile and breaking down the adhesive. Following are the costs for the additional floor maintenance services.

Deep cleaning and top coating	<u>\$ 0.21 / sq. ft.</u>
Stripping/refinishing floors	<u>\$ 0.36 / sq. ft.</u>

LEGAL NOTICE TO CONTRACTORS/PUBLIC

1. Time and Place of Opening Bids:

Sealed proposals for services described herein will be received at the office of the City Clerk, 111 S. Capitol Street, City of Pekin, Tazewell County, Illinois, until **2:00 P.M., March 8, 2012** and at that time publicly opened and read.

2. Description of Work:

The request for proposals is officially known as Janitorial Services.

3. Instructions to Bidders:

- (a) Proposal forms may be obtained from the Pekin City Hall, 111 S. Capitol St., Pekin, Illinois.
- (b) In the employment and use of labor, the contractor shall conform to all Illinois Statutory Requirements regarding labor, including but not limited to the following Acts:
Illinois Human Rights Act, Section 2-105.
- (c) An insurance certificate must be submitted prior to the issuance of the Notice of Award.

4. Rejection of Bids:

The City Council reserves the right to reject any and all proposals.

By Order of the Council of the City of Pekin

Sue E. McMillan, City Clerk

JANITORIAL SERVICES REQUEST FOR PROPOSALS

INFORMATION TO PROPOSERS

The City of Pekin is soliciting proposals for janitorial services for three (3) Buildings comprising approximately 41,542 square feet of cleanable space. The contract will be for an initial period of three (3) years plus two (2) one-year extensions based upon contract performance. Proposers are encouraged to develop packages for submittal describing the particular ability of the proposer to meet the contract requirements outlined in this specification and the proposed cost for performing the required tasks. All proposals will be evaluated according to the "Proposal Evaluation Criteria" sheet attached.

PROPOSAL FORMAT

The proposal should be submitted in either bound or booklet format, divided into labeled sections and presented in the order of the materials to be evaluated according to the "Proposal Evaluation Criteria".

All materials and information the proposer wishes to be considered in the evaluation process must be included in the proposal submission.

PRE-PROPOSAL MEETING

All potential bidders are required to attend a pre-bid conference on February 23, 2012 at 9:00 am in City Hall, 111 Capitol Street, Pekin, Illinois. A tour of all buildings will follow. No other facility tour will be provided following this pre-proposal meeting. Contact Ron Sieh, Code Enforcement Officer at 477-2315 with questions regarding this pre-proposal conference.

PROPOSAL SCHEDULE

The proposed schedule for the proposal and interview process is as follows:

February 6, 2012	Mail RFP and advertise
February 23, 2012	Information meeting and tour (9:00 a.m.)
March 1, 2012	Deadline for questions (2:00 p.m.)
March 5, 2012	Deadline for questions to be answered
March 8, 2012	Proposals due (2:00 p.m. at City Hall)
March 26, 2012	Recommend selected firm for Approval
April 2, 2012	Award contract

PROPOSALS DUE

Price Proposals are due to the Office of the City Clerk at City Hall, by 2:00 p.m. local time on March 8, 2012. The proposal closing time will be based upon Central Standard Time or Central Daylight Time, whichever is in effect on the date the bid is due.

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ONE CONTRACT OR INDIVIDUAL BUILDINGS

It is the preference of the City of Pekin to award this work as one contract, however, janitorial services may be awarded in more than one contract as determined to be in the best interest of the City of Pekin. **All services including extra work shall be included for each location.**

PROPOSAL EVALUATION CRITERIA

The proposals for janitorial services shall be evaluated based upon a 100 point rating system according to the following criteria and point values for each rated area. Each proposal will be evaluated base on scores received for each building. All supporting documentation that the proposer wishes to be considered in the evaluation process shall be submitted with the proposal.

1. **Training** (20 points possible). The highest rating will be achieved by those proposals demonstrating an active routine training program including both hands on and classroom training activities related to general cleaning/disinfection procedures as well as specific tasks required in this contract. Provide certificates of training for Blood Borne Pathogen cleaning for identified staff. Examples may include printed training materials and program outlines.
2. **Quality Control** (25 points possible). The highest rating will be achieved by those proposals demonstrating a comprehensive performance evaluation process, proactive quality control program and communications process. Examples may include routine programs for review of employee performance, regular site inspections with printed checklist, owner/contractor communications notebooks, etc. The hard floor finishing program materials will be considered in this section.
3. **Contract Cost** (25 points possible). Following a determination that all other specifications and criteria are met; the proposals will be rated on the proposed cost during the contract period. This rating will include annual costs. The highest rating in this area will be achieved by the proposal with the lowest end cost to the City of Pekin.
4. **Work Loading Schedule** (10 points possible). The highest rating will be achieved by those proposers providing a sample printout of the required work loading schedule that best demonstrates an understanding of the tasks to be performed, the time required to complete each task and the areas to be cleaned.
5. **References** (10 points possible). The highest rating will be achieved by proposers whose references are able to substantiate the proposers above average performance on janitorial service contracts similar in scope and requirements to the City of Pekin janitorial contract.
6. **MBE/WBE Participation** (10 points possible). The highest ratings will be awarded to proposers who achieve the program goals for the use of MBE/WBE firms as a part of this contract and who conform to the procedures for providing good faith efforts to solicit and include MBE/WBE firms during the proposal process.
7. **BONUS** – The proposer can receive an additional 5 points for providing documentation detailing practices and procedures that will incorporate “green” sustainable measure into the performance of this contract.

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SCOPE OF WORK

The work included under this contract is to provide janitorial services for the City of Pekin building locations as listed on Exhibit A. The successful proposer shall supply all labor, materials, equipment, tools and other items associated with this work as may be necessary to meet the requirements of these specifications.

PROPOSAL AND CONTRACT ADMINISTRATION

All questions and requests for information related to contract language, extensions, cost adjustments or other technicalities regarding this Request for Proposal during this proposal process shall be directed to the City of Pekin, Ron Sieh, 111 Capitol Street, Pekin, Illinois 61554 (477-2315).

After contract award, this contract shall be administered by the City of Pekin, Property Manager or his designated representative. Questions or concerns related to administration of this contract after it is in place shall be directed to the Ron Sieh who will be the Contract Administrator.

LENGTH OF CONTRACT

The term of this contract shall be for a period of three years. The contract will commence on 1 May 2012. All locations will terminate on 30 April 2015. The contract may be extended for two one-year extensions based upon contractor performance and as determined by the City of Pekin.

ADDITIONS AND DELETIONS

The City reserves the right to add and/or delete services at City-owned or leased buildings as may become necessary. Cost for such additional work shall be negotiated on a per site basis. The amount to be deducted for deletion of janitorial services shall be the unit price bid for the services to be deleted. Should any building be deleted, the contractor shall be notified in writing thirty (30) days preceding termination of janitorial services to that facility.

CONTRACT EXTENSION

The terms of the contract shall be as specified and the renewal cost shall be the renewal rate bid. In the event the City of Pekin desires to extend the terms of this contract, a notification will be sent by certified mail to the contractor's address of record, thirty (30) days prior to termination of this contract.

CONTRACTOR'S SUPERVISION

The service provider, at no additional cost to the City, shall provide all supervision required to manage and fulfill the terms of this contract. The contractor shall provide daily supervision of all contractor personnel to ensure attendance/time reporting, training and quality control. The contractor shall insure that there is adequate staff on hand who are fully able to communicate using the English language.

The contractor shall submit with the proposal information regarding the procedure utilized to verify employee attendance.

BACKGROUND CHECKS

The contractor shall furnish the City with the names and descriptive information of all employees and supervisors prior to their assignment to work under this contract. All employees added during the term of this contract shall be subject to this requirement. This information will be for the purpose of conducting police checks on those personnel who may be assigned to work in areas determined as sensitive in nature by the City of Pekin. The City of Pekin Police Department will conduct the checks.

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All employees must pass this check.

AUTHORIZING WORK

Normally, only those staff persons designated by the Contract Administrator are authorized to order additional work. If an unauthorized City employee requests the contractor for an **emergency condition**, the contractor shall proceed with the work, and notify the Contract Administrator as soon as practical. Except under emergency conditions, a printed work order shall be issued by the City at the time of the request for extra work and prior to the contractor providing service. In emergency conditions, a printed work order will be provided after the fact.

VERIFICATION OF COMPLETED WORK ORDERS

The contractor shall be responsible for obtaining a work verification signature on the printed work order form from the Building Representative or other City employee qualified to determine that the requested work was completed satisfactorily.

RESPONSE TIME

The contractor, in addition to the normally scheduled work, may be required to respond to additional requests for janitorial service. In the case of non-emergency requests, on-site response to additional janitorial service requests shall be within eight (8) hours or the next working day which ever occurs first.

CONTRACTOR PROVIDED SUPPLIES AND EQUIPMENT

The Contractor shall provide all necessary supplies and equipment, (other than those specifically listed herein to be supplied by the City of Pekin), which are required to fulfill the terms of this contract. In addition to those items normally associated with the performance of this type of work, scrubbers, buffers, vacuums, trash can liners, brooms, mops, buckets, ladders, chemicals, soaps, waxes, and stripping agents shall be furnished by the contractor at no additional cost to the City of Pekin. **Material Safety Data Sheets** shall be provided to the City of Pekin prior to use of any chemical products on this contract. Additionally, **MSDS information stations shall be placed and maintained by the contractor within the janitorial closets in each building. No chemicals shall be maintained in other than properly labeled containers as supplied by the manufacturer or secondarily labeled on site in accordance with OSHA Hazard Communication Standards.**

CITY OF PEKIN PROVIDED SUPPLIES

Toilet paper, hand soap, tissues and lavatory paper towels will be furnished by the City of Pekin at no cost to the contractor. Sufficient quantities of these items will be located in each individual complex. The contractor shall be responsible for notifying the Contract administrator in sufficient time to allow for the re-ordering stocks of these supplies. Orders shall be placed when stock level has reached a minimum level of one-week usage. Printed supply requests forms will be provided to the contractor. Orders are to be placed via the printed forms by contacting the Contract Administrator at FAX (309) 346-2095 or by email rsieh@ci.pekin.il.us.

INSPECTIONS

In addition to other routine inspections which may occur, the Contract Administrator or Building Representative and an official of the contractor will conduct quarterly inspections of all facilities to assure that the terms of this contract are being met. More frequent inspections may be requested by the Contract Administrator, if determined to be necessary for contract compliance. The contractor

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shall schedule the quarterly meetings and inspection of each building with the contract Administrator and provide a written record of the inspections.

SECURITY

The contractor shall be responsible for re-locking doors to all spaces not occupied at the time service is provided. All operable windows are to be left in the closed and locked position prior to leaving the facility.

BREAKAGE / LOSS

The contractor shall be responsible for any breakage, damage or loss incurred as a result of carelessness of any of its employees. Breakage or loss that may occur shall be compensated by replacement of the item at an equal value.

DESCRIPTION OF SERVICES

The tasks and scheduled or routine services for each area shall be provided as described on Exhibits B-1, B-2, B-3 and B-4. Work requests in addition to those specified, scheduled and considered as routine will be paid for as extra work in accordance with Exhibit E.

The purpose of Exhibits B-1 thru B-4 is to establish a level of service that is to be the basis for judging contractor performance on this contract. Exhibit B-4 is provided to expand on the level of service required at the City's Police Headquarters as the level of service in this facility is more extensive than other facilities included under this contract. Tasks listed are the minimum effort required to achieve satisfactory performance and are not meant to limit contractor selection of other schedules which may achieve the same result. The performance goal under this contract is a "clean building".

HARD FLOOR CARE

It is the desire of the City of Pekin to establish an annual stripping cycle on all hard surface floors with removable finish. Inspection of floor finish condition shall be included in the contractor's quality control process. Hard surface floors shall include wood, marble, porcelain, ceramic, vinyl, concrete, linoleum and similar products. **A copy of the proposer's hard surface floor care program, including anticipated stripping and finishing products to be used, should be submitted with the proposal.**

This work will require the contractor to machine strip, scrub and refinish all hard surface flooring according to manufacturer's recommendations for application of waxes and sealers. The intent of this requirement is to achieve a visually pleasing reflective floor surface, free from wax and dirt buildup, which serves to protect and prolong the life of the flooring surface material.

Hard surface floor care and condition shall include the following requirements.

Appearance: Hard surface floor finishes shall be free of dirt and debris. A reflective gloss achieved by a regular program of buffing/polishing is expected.

Stripping: Floor stripping is to be conducted when restorative procedures no longer provide the desired appearance level. The stripping procedure shall remove all old finish from the surface without damage to the hard surface floor material.

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Finishing: Floors shall be free of dirt and debris before finish is applied. A minimum of five (5) coats of finish product as recommended by the finish manufacturer (for the flooring material to be refinished) is to be applied. The floor finish products and procedures should be of a quality as recommended by the manufacturer to achieve the desired life.

In order to implement this program, **the contractor will be expected to complete this component of the contract in the spring of 2012 and again the following years assuming the contract is extended. A separate price will be required on the Price Form for Extra Work (Exhibit E) for the services for each facility.**

UNIFORMS/IDENTIFICATION

Uniforms can create a positive perception of the janitorial service contractor and contribute to pride and professionalism of the janitorial staff. Contract cleaning personnel shall be required to wear readily identifiable company uniforms at all times while performing janitorial services under this contract. **Uniforms shall bear the company name clearly visible from the front and/or back.** Uniforms for all employees shall be consistent in style and color. Uniforms shall, as a minimum, consist of pants and shirt or blouse for all employees. Employees shall be provided a City of Pekin photo ID made at the Pekin Police Department prior to the end of the first week of work on the contract. **The photo ID badge shall be worn by the employee at all times while on the job.**

TRAINING AND QUALITY CONTROL

The contractor shall have an active training program designed to provide employees with the knowledge and skills necessary to perform the work of this contract. **Each proposer shall submit, with the proposal, a printed copy of their training program materials.** Each employee shall be provided a copy of the City of Pekin contract cleaning requirements and tasks list for reference on the jobsite. A copy of the task list is to be kept on-site at each location for ready reference by assigned employees.

SERVICE HOURS

City buildings, except as noted otherwise in Exhibit A, shall be cleaned during the hours which those buildings and/or offices are normally closed to the public. These hours are normally between 8:00 pm and 6:00 am Monday through Friday and all day on Saturday and Sunday, excluding holidays. The contractor shall make reasonable accommodation of activities within the buildings when scheduling cleaning and floor refinishing work. The contractor shall be required to staff each facility for the hours necessary to complete all scheduled tasks. Adequate staffing shall be provided at each facility to provide a "clean building", except at the Police Headquarters where full staffing is required in accordance with Exhibit A. Exhibit A details each building and the corresponding hours in which the cleaning shall be performed.

The following holidays are observed by the City of Pekin:

HOLIDAY

New Years Day	President's Day	Memorial Day
Independence Day	Labor Day	Veterans Day
Thanksgiving Day	Friday after Thanksgiving	
Christmas Day		

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EXTRA WORK

Extra work shall be performed on an as requested basis. Payment for such work shall be at unit prices as scheduled on Exhibit E.

Washing of Venetian Blinds shall be performed in such a manner to remove all accumulations of dirt, dust and residue. The preferred method is ultrasonic cleaning. The contractor may choose any method that is non-destructive to the blinds. The contractor shall be responsible for removal and replacement of all equipment if the blinds are not cleaned in place.

Carpet Cleaning shall include steam/wet methods for extraction of soiling. The contractor shall be responsible for moving, replacement and protection of all furnishings necessary for completion of the work.

Washing of Light Fixtures and Diffusers shall include all equipment and materials necessary to complete the work. Light fixtures and diffusers shall be cleaned of all dirt, dust and residue using wet wiping techniques. The work shall include removal and replacement of lamps and diffusers.

WAGE ADJUSTMENTS

The minimum wage rate for all employees on this contract shall be set at no less than \$0.75 above the established minimum wage, which may vary over the term of this contract. The current minimum wage in the State of Illinois is \$8.25 per hour. The contractor shall be required to furnish certified payroll and any other documentation as may be required by the City of Pekin to verify payment of this minimum wage. The City of Pekin shall not allow any contract change for wage adjustments during the term of this contract other than those mandated by changes in laws pertaining to the federal or state minimum wage or national health insurance legislation effective after the date of this agreement. The Contractor shall be entitled only to the mandated increase in wages and related payroll taxes.

BASIS OF PAYMENT

Unit of payment shall be one-twelfth (1/12th) of the annual cost per site, as proposed in Exhibit D, and shall include all workmen, benefits, overhead, profit, equipment, tools, transportation and other incidental items required to complete these units of work as described in Exhibit B-1 thru B-4. Payment for authorized extra work shall be at the unit price shown on Exhibit E.

INVOICING

An invoice shall be prepared and submitted monthly. The invoice shall include the site location, date(s) of service and any extra work verification documents in the form of a printed work-order provided at no cost to the contractor by the City of Pekin. The invoice shall be submitted on a company letterhead or numbered invoice. All invoices shall be submitted to the City of Pekin, Finance Department, 111 S. Capitol Street, Pekin, Illinois 61554.

METHOD OF PAYMENT

Within thirty (30) days of submission, the City of Pekin shall pay the contractor from invoices submitted and approved for completed work. Invoices submitted without the required documentation will not be considered for payment and will be returned to the contractor for re-submittal.

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CANCELLATION

If the contractor fails to perform work to the standards as determined by the City of Pekin and recognized within the community as being standard, or does not complete the assigned work within reasonable times as determined by the City of Pekin, then the City of Pekin shall have the right to cancel the contract upon a ten (10) day written notification, delivered by certified mail to the contractor's address of record. If a contract is canceled, the vendor can be declared an irresponsible vendor by the City Manager and disqualified from doing business with the City for a period of one year.

REFERENCES

Contractor shall furnish a list of five (5) local clients on the form included in Exhibit F of this Request for Proposals. **This list shall be submitted with this proposal.** These references shall be from clients with buildings of comparable size to those contained in this contract. References shall include a phone number and name of a contact person responsible for monitoring performance of cleaning service contracts as well as the size of the facility under contract and the length of service at said location.

EXHIBIT A BUILDING INDEX SQUARE FOOTAGE

City Hall	
111 S. Capitol Street	
Administrative Level (2 nd level)	12,875 sq. ft.
Police Level (1 st level)	12,355 sq. ft.
Basement Level (lower level)	<u>3,745</u> sq. ft.
Total Area:	28,975 sq. ft.
 Tazcom (ESDA)	 3,036 sq. ft.
1130 Koch Street	
 Street Department	 3,156 sq. ft.
1208 Koch Street	
 Bus Department	 6,375 sq. ft.
1130 Koch Street	

EXHIBIT B-1
DAILY CLEANING REQUIREMENTS
Applies to All Buildings

RESTROOMS

- Stock towels, toilet tissue and hand soap (City supplied)
- Empty and damp wipe trash receptacles with disinfectant
- Clean and polish mirrors
- Clean toilets, urinals and showers, inside and out; polish brightwork (material used shall not attack fixture plating)
- Clean basin, polish brightwork (materials used shall not attack fixture plating)
- Remove splash marks from walls around basin
- Remove spillage
- Remove fingerprints from stall doors
- Wet mop floors, using disinfectant
- Wash entrance doors
- Spot wash walls
- Empty sanitary napkin disposal unit and restock liners

CORRIDORS AND HALLWAYS

- Dust mop floors (damp mop during inclement weather)
- Clean and polish drinking fountains
- Spot wash walls
- Vacuum mats
- Remove spillage

LOBBIES AND ENTRANCES

- Dust mop floors (damp mop in inclement weather)
- Vacuum mats
- Clean all entrance glass
- Spot wash walls
- Remove spillage

STAIRWAYS

- Sweep or dust mop stairs and landings (damp mop during inclement weather)
- Wipe banisters and rails with damp cloth
- Remove spillage
- Spot wash walls

EXHIBIT B-1
DAILY CLEANING REQUIREMENTS
Applies to All Buildings

ELEVATOR

- Vacuum floor, cab and shaft door tracks
- Wet wipe shaft door
- Remove spillage
- Wet wipe cab walls

OFFICES

- Damp mop floors
- Vacuum mats and carpets
- Empty trash receptacles
- Reline trash receptacles as necessary
- Clean all trophy cases and bulletin board glass
- Spot clean walls
- Remove spillage
- Remove fingerprints from doors, partition glass, light switches, etc.
- Empty desk side recycling receptacles into collection bins.
- In Police Headquarters - Check room periodically throughout the day for cleanliness

ALL WORK AREAS/BREAK ROOMS

- Empty trash receptacles
- Empty recycling receptacles
- Dust mop, damp mop and vacuum all floors as appropriate
- Use damp mop only on uncarpeted computer room floors
- Remove spillage
- Dust all horizontal surfaces
- Remove fingerprints from doors, partition glass, and light switches
- Spot clean walls
- Spot clean carpet as required

EXHIBIT B-2
WEEKLY CLEANING REQUIREMENTS
Applies to All Buildings

GENERAL OFFICES/WORK AREAS/BREAK ROOMS/EMPLOYEE LOUNGE

- Dust all hard to reach areas
- Wet mop and spot wax areas floor showing wear
- Damp wipe table tops and chairs
- Dust desk tops, furniture, cabinets, etc
- Dust all horizontal surfaces
- Wet wipe/clean stove, refrigerator, microwave and cabinets
- Vacuum all areas

RESTROOMS

- Wash partition walls
- Dust partitions, ledges, doors, top of mirrors and vanity lights
- Wet mop and spot wax floors
- Wet wipe with disinfectant all sanitary napkin disposal units
- Machine scrub porcelain floors

CORRIDORS, ELEVATOR AND HALLWAYS

- Wet mop and spot wax floor areas showing wear
- Spray buff floors
- Dust horizontal surfaces
- Machine scrub porcelain floors

LOBBIES / ENTRANCE WAYS / STAIRWAYS

- Wet mop and wax floor areas showing wear
- Polish brightwork
- Remove black marks from entrance doors
- Wet mop stairs and landings.
- Machine scrub tile floors

ALL BUILDINGS

- Clean all interior partition glass, including transoms, dividers and door glass
- Clean carpet mats and runners (mats and runners are to be removed, the floor cleaned, mats and runners cleaned, and then replaced after floor is dry)

RECYCLING TRASH BINS (Weekly)

The Contractor shall be responsible for dumping recyclables daily and, on evenings before the required collection days, shall move the containers to the established collection area for pick up. Following collection, recycling containers shall be returned to their storage areas.

EXTERIOR CLEANING

- Broom sweep and clean entrance slabs
- Pick up trash, cigarette butts, papers and debris around building perimeter

EXHIBIT B-3
MONTHLY CLEANING REQUIREMENTS
Applies to All Buildings

GENERAL OFFICES/WORK AREAS/BREAK ROOMS

- Clean H.V.A.C. air vents
- Dust chair bases, coat racks, typewriter stands, desk sides, etc
- Dust ceiling and wall junctions
- Dust hanging light fixtures and fans
- Wipe out refrigerator interior

RESTROOMS

- Clean plumbing under sinks
- Clean H.V.A.C. air vents
- Dust all light fixtures

CORRIDORS/ELEVATORS & HALLWAYS

- Clean H.V.A.C. air vents
- Polish control panel and stainless steel walls
- Dust/clean all light fixtures and fans
- Dust ledges and vents

LOBBIES / ENTRANCE WAYS / STAIRWAYS

- Clean H.V.A.C. air vents
- Dust/clean all light fixtures and fans
- Dust ledges, vents, and moldings

ALL BUILDINGS

- Dust blinds

ALL HARD SURFACE FLOOR AREAS

Machine scrub and refinish all hard surface flooring according to manufacturer's recommendations for application of waxes and sealers. Hard surface floor shall include wood, marble, porcelain, ceramic, vinyl, linoleum and similar products. The intent of this requirement is to achieve a visually pleasing reflective floor surface, free from wax and dirt buildup, which serves to protect and prolong the life of the flooring surface material.

Refinish hard surface floors during months of March, June, September and December. Failure to perform this work during these four designated months will result in a deduction from the monthly service fee for that month. (Amount of deductions shall be the same as shown on Exhibit E.) Additional refinishing may be requested by the City as extra work and shall be paid for as shown on Exhibit E.

**EXHIBIT B-4
CLEANING SCHEDULE
POLICE HEADQUARTERS**

The contractor will be expected to staff the POLICE Headquarters Building with staff and for the hours as noted below.

WEEKEND/HOLIDAY WORK

(1 – Employee, 4 hours per day)

Saturday & Sunday between 10:00am to 2:00pm

Respond to all requests by Pekin Police staff; emergency clean ups (blood pathogen), spill clean ups, ready holding areas for new occupancy, and other general requests related to janitorial services.

EXHIBIT C
BLOOD BORNE PATHOGENS – BUILDING/VEHICLE CLEANUP

1. The City of Pekin will notify the contractor whenever a vehicle or building area requires Blood Borne Pathogen cleaning services. The Contractor shall be required to respond with personnel on site and complete cleanup of vehicles or building area within eight hours from the time a request is placed.
2. All materials necessary for the safe clean up of the contaminated area shall be provided by the contractor. All these materials may be stored on site at the various buildings, but in all instances, must be readily available to perform work.
3. Each time work is performed a Blood Borne Pathogen Hazard Clean Up Report shall be completed. The original copy shall be sent to the City of Pekin Risk Manager, 111 S. Capitol Street, Pekin, Illinois 61554. The second copy is to be retained by the Contractor. The third copy shall be mailed to the Office of Facility Operations for billing verification purposes.
4. The Contractor shall hold the City of Pekin harmless from all possible effects of contaminated products or sources with respect to its employees.
5. The City of Pekin shall be responsible for the disposal of the contaminated materials at no charge to the Contractor.

A copy of the City of Pekin's policy on contamination of vehicles and biohazard waste pickup will be provided to the contractor upon request following award of the bid

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EXHIBIT D
CITY OF PEKIN – PROPOSAL PRICING

<u>LOCATION</u>	<u>YEAR 1</u>	<u>YEAR 2</u>	<u>YEAR 3</u>	<u>1ST YEAR RENEWAL</u>	<u>2ND YEAR RENEWAL</u>
City Hall 111 S. Capitol	_____	_____	_____	_____	_____
E.S.D.A. 1130 Koch Street	_____	_____	_____	_____	_____
Street Department 1208 Koch Street	_____	_____	_____	_____	_____
Bus Department 1130 Koch Street	_____	_____	_____	_____	_____
TOTAL – ALL BUILDINGS	_____	_____	_____	_____	_____

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EXHIBIT E
EXTRA WORK - CITY OF PEKIN - BID PROPOSAL

Cleaning of carpeting \$_____ / sq. ft.

Stripping/refinishing floors: \$_____ / sq. ft.

Emergency call-out \$_____ / hour

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EXHIBIT F JANITORIAL SERVICE REFERENCES

List five (5) firms now under contract with your company:

1. _____
Company Contact Person Telephone No.

Length of Service at the Facility SF Area under Contract

2. _____
Company Contact Person Telephone No.

Length of Service at the Facility SF Area under Contract

3. _____
Company Contact Person Telephone No.

Length of Service at the Facility SF Area under Contract

4. _____
Company Contact Person Telephone No.

Length of Service at the Facility SF Area under Contract

5. _____
Company Contact Person Telephone No.

Length of Service at the Facility SF Area under Contract

EXHIBIT G
EXAMPLE WORK LOADING SCHEDULE

pages attached

Execution of this form certifies understanding and compliance with the total bid package.

PROPOSAL SUBMITTED BY:

Company # _____ EEO Certificate of Compliance No.

Address City State Zip

Daytime Telephone Number After Hours Telephone Number

Contact Person (Please Print or Type)

Name of Authorized Agent or Officer Title

Signature of Authorized Agent or Officer Date

1846

SITE PLAN CHECKLIST **For Special Use Request (Auto Repair)**

Name **James Dixon**
Address **1215 S. 14th Street(old sheet metal Building)**
Phone # **(309) 642-0341**
Contact Person **James Dixon**

Handwritten notes:
 2/15/12
 3/5/2012

<i>Required Information – Approval Dates</i>		Public Works Director	City Engineer	Code Enforcement	Fire Chief
1.	Subdivision Name and Lot Number		OK	OK	
2.	Local Cross Streets		OK	OK	
3.	Lot Layout, Dimension and Setbacks		OK	OK	
4.	Public Access		OK	OK	
5.	Easements			N/A	
6.	Sanitary Sewer Locations, Size			N/A	
7.	IEPA Sanitary Sewer Permit			N/A	
8.	Storm Sewer Location and Size		NA	N/A	
9.	Proper Zoning (Current) B-3 with special-use		Proposal	Note 1	
10.	Parking Spaces and Surface		Note 1	Note 2	
11.	Sidewalks		existing	existing	
12.	Landscaping		NA	N/A	
13.	ADA Compliance 1 ADA Space		OK	OK	
14.	Driveway Openings (curb cuts)		existing	existing	
15.	TIF Area			N/A	
16.	Signage Exterior			Note 3	
17.	Lighting Exterior		OK	OK	
18.	Floor Plan Shown and Dimensions		OK	OK	
19.	Screening or Fencing – Barbed Wire or Electric			Note 4	
20.	Loading and Unloading Areas Shown and Dimensions		OK	OK	
21.	Fire Hydrant Location			shown	<i>OK</i>
22.					
23.					
24.					

Public Works Comments:

City Engineer Comments:

make sure parking is not on sidewalk locations or blocks line of sight for roadway otherwise
OK

Code Enforcement Comments: 1). Special-use required for auto repair business in B-3.
2). 9 spaces available on south side along building which is for customers/ cars waiting service
and employees ??? 3). No signage shown, but permit will be required and approval before
installation of any signs. 4). Dumpster location ??

Fire Chief Comments: *Heavy dead materials must be stored in correct manner.
~~Limit~~ outside storage of used tires.*

Other Comments:

PHYSICAL CHARACTERISTICS

ROOFING

Shingle

WALLS

Frame

Brick

Metal

Guard

FRAMING

F Res

FINISH

1

Total

HEATING AND AIR CONDITIONING

Heat

A/C

PLUMBING

Residential Commercial

Full Baths

Half Baths

Extra Fixtures

TOTAL

B	1	2	U
Yes			
0	6844	0	0
UF	SF	FO	FD
0	0	6844	0
0	0	6844	0

B	1	2	U
0	6844	0	0
0	6844	0	0
#	TF	#	TF
0	0	1	2
0	0	0	2

IMPROVEMENT DATA

work area and car storage

1 s Mas Slab (6844)

storage

Building has concrete surrounding it.

(LCM: 100.00)

SUMMARY OF IMPROVEMENTS

Description	Value	ID	Use	Sty	Const	Year	Eff	Base	Feat-	Adj	Size	or	Computed	Phys	Obsol	Market	%
C : Remod 1963		C	LUTLSTOR	0.00	0.00	1952	1952	F	0.00	N	0.00	N	6844	132510	55	0	100
		C	PAVING	0.00	6	Avg	2011	2011	AV	1.25	N	0.95	4050	3850	0	0	100
																	70360
																	4540

Data Collector/Date

01/01/1900

Appraiser/Date

01/01/1900

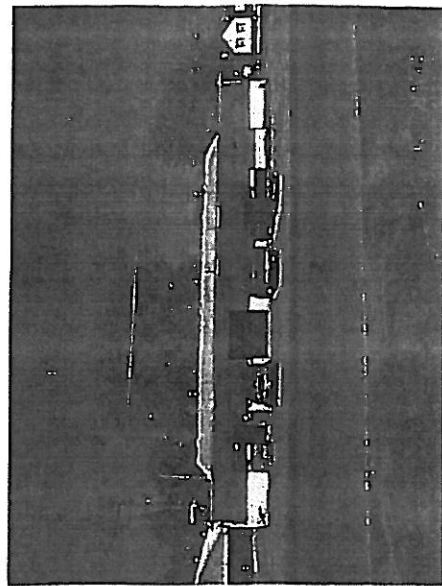
Neighborhood

Neigh 426 AV

Supplemental Cards

TOTAL IMPROVEMENT VALUE

74900



James Dixon
7426 Myrtle st.
Manito, IL 61546
Ph. (309)642-0341

To whom it may concern:

I am interested in obtaining permission to start an automotive repair shop at 1215 S 14th st. Pekin IL. The shop will perform light automotive repair, sell used tire's and install automotive accessories.

1. Objectives

a. Sell used tires

1. Sell used tires
2. Repair tire damage

b. Perform diagnostics

1. Computer diagnostic
2. Visual automotive trouble shooting

c. Light automotive service

1. Brake repair
2. Engine repair

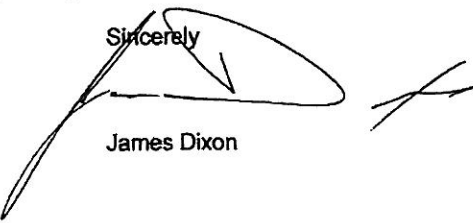
d. Installation of automotive accessories

1. Installation of stereo equipment
2. Installation of BAID devices

Thank you for your consideration.

Sincerely

James Dixon





City of Pekin Inspection and Zoning

111 South Capitol Street • Pekin, Illinois 61554 • (309) 477-2315

February 16, 2012

Special-Use for off premise directional signage

10-10-10-100-034

225 Hanna Drive

Riverway Business Park

Lot B of Block 3

Section 10 T24N R5W NW ¼

The City of Pekin is requesting a special-use to add off premise directional signage at the following corners:

Hanna Drive and State Route 29

Hanna Drive and South 5th Street

Koch Street and Riverway Drive

SITE PLAN CHECKLIST **For Special Use Request**

Name "A Catered Affair"
Address 2111 Court Street (540 S. Parkway is Kiosk)
Phone # (309)678-8317
Contact Person Debra Isbell

Handwritten signatures and dates:
 3/5/12
 3/5/2012

<i>Required Information – Approval Dates</i>		Public Works Director	City Engineer	Code Enforcement	Fire Chief
1.	Subdivision Name and Lot Number		OK	OK	
2.	Local Cross Streets		OK	OK	
3.	Lot Layout, Dimension and Setbacks		OK	OK	
4.	Public Access		OK	OK	
5.	Easements			N/A	
6.	Sanitary Sewer Locations, Size		existing OK	existing	
7.	IEPA Sanitary Sewer Permit			N/A	
8.	Storm Sewer Location and Size		existing OK	N/A	
9.	Proper Zoning (Current) B-3 with special-use			Note 1	
10.	Parking Spaces and Surface		existing OK	existing	
11.	Sidewalks		existing OK	existing	
12.	Landscaping			??	
13.	ADA Compliance		OK	OK	
14.	Driveway Openings (curb cuts)		existing OK	existing	
15.	TIF Area			N/A	
16.	Signage Exterior			Note 2	
17.	Lighting Exterior		existing OK	existing	
18.	Floor Plan Shown and Dimensions		with need see →	Note 3	
19.	Screening or Fencing – Barbed Wire or Electric		see →	Note 4	
20.	Loading and Unloading Areas Shown and Dimensions		see →	Note 5	
21.	Fire Hydrant Location			OK	
22.					
23.					
24.					

Public Works Comments:

City Engineer Comments:

see comments below for additional information

Code Enforcement Comments: 1). Special-use required for drive-through business
2). No signage shown, permit and approval required before installation.
3). All construction documentation and approvals required before construction begins.
4). Dumpster or garbage location not shown on site plan ???
5). Loading areas not shown on site plan ???

Fire Chief Comments: *OK*

Other Comments:

February 15, 2012

To whom it may concern:

I am Debra Isbell, the sole proprietor of "A Catered Affair" catering which I have owned and operated for the last six plus years. I previously owned and operated "Café Latte" (coffee shop/restaurant) in downtown Peoria, IL for approximately 10 years before I sold the business. At this point in my life, I am looking to take on another challenge. I still possess a great deal of knowledge related to the coffee and restaurant business and feel I can put this knowledge to use in this new venture.

My business idea is to construct a small building approximately a 10' X 16' or 10'x18' space and operate a small drive thru which offers coffees, specialty drinks and a limited food menu for breakfast and lunch. The idea is to keep a very low overhead by keeping construction at a minimum and streamlining the operation to require two to three employees. I also intend to keep the work day short, 7 a.m. to 3 p.m.

My mission is to offer my customers an upscale menu of quality coffees, various specialty drinks and food items at a reasonable price. I would like to offer customers great espresso drinks, smoothies, sandwiches, homemade soups and weekly food specials to prevent menu fatigue. I will be able to utilize my catering kitchen to bake and make some items that may require more space than this building will offer.

I have found a potential location at the County Market Plaza at Court St. and Parkway. This spot was previously used by Mountain Mudd. Due to the fact a similar business occupied this space; I felt chances for approval would be in favor of this new venture in this spot. The power and sewer line are already in place. A water line is located near the project. The potential landlord and I have investigated the cost to extend this line. Although this building can be moved, it will be physically attached to water, power (electric) and sewage. I have also reached a lease term agreement with the landlord, Leman Properties.

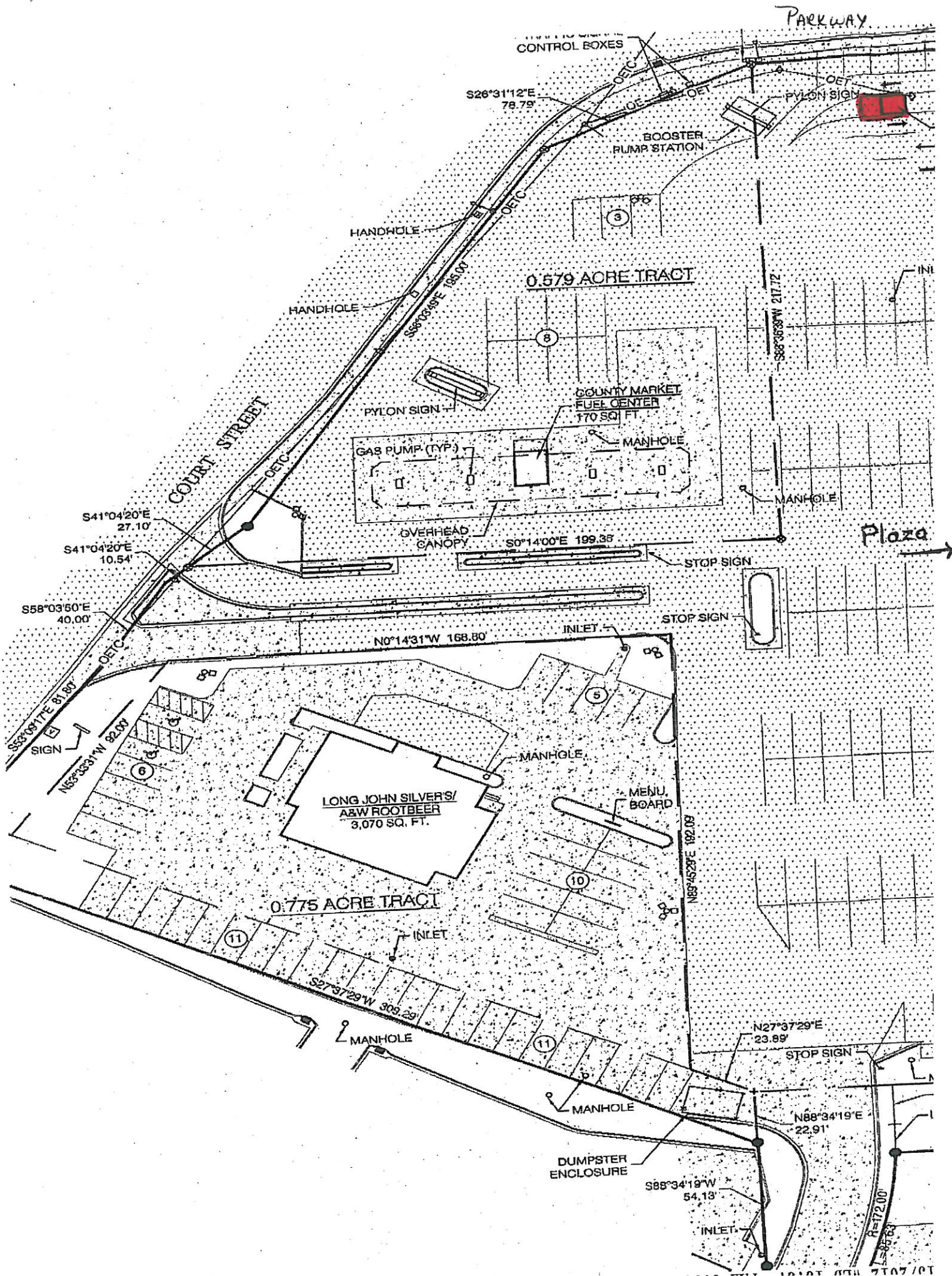
The parking lot location is away from the main flow of the plaza, which will enable two drive up windows, one on each side of the building. In fact the Mountain Mudd had two directions to line up cars and the painted lines are still in place. The location offers an open area to line up a large number of vehicles without impeding any traffic flow. I would estimate at least 5 cars could line up in one direction and at least 8 cars could line up in the other direction.

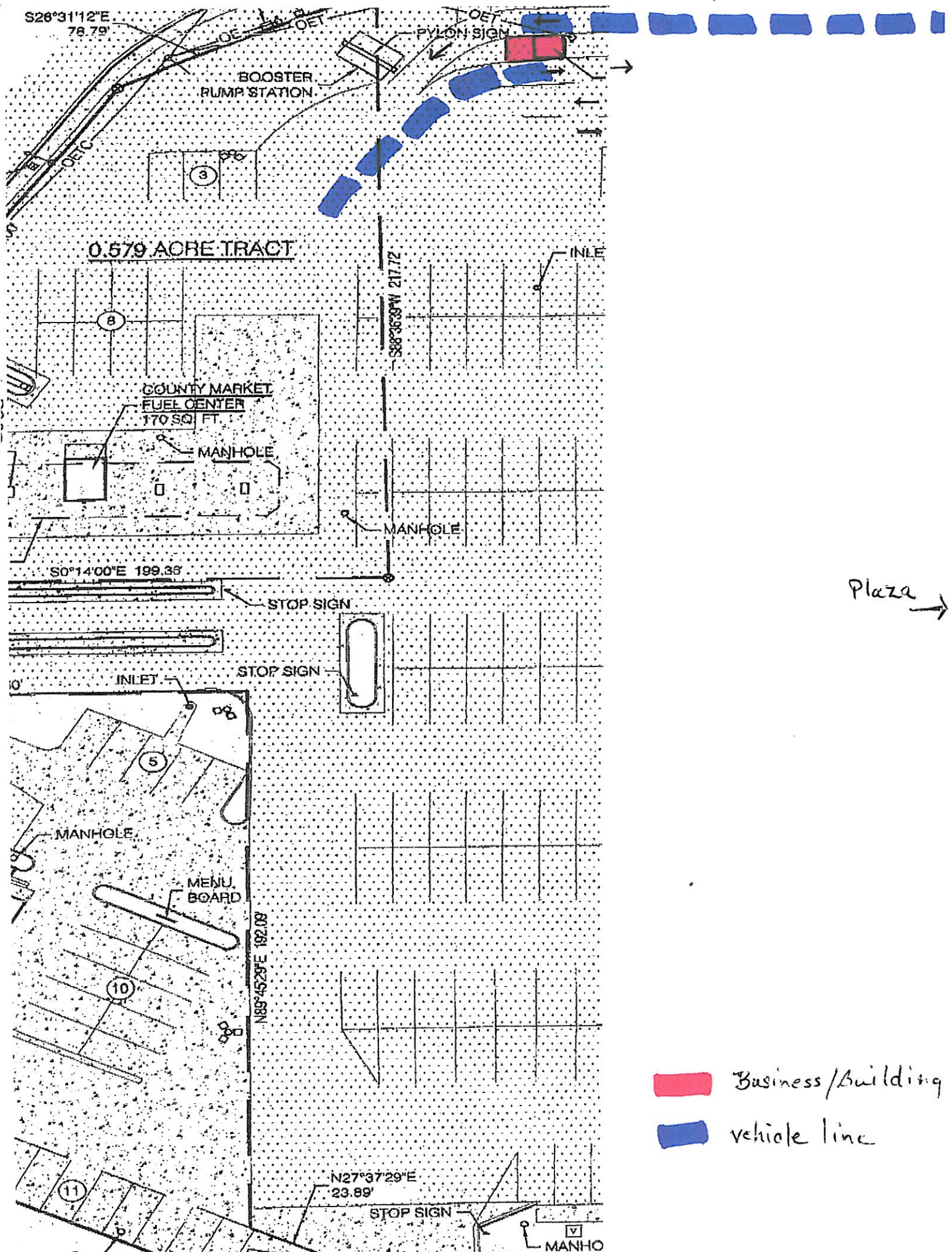
I am ready to proceed if approval is granted. I am looking forward to being a part of growth in Pekin. I appreciate your consideration on this project and I am hopeful to be opening a new business in Pekin.

Sincerely,



Debra M. Isbell





-  Business/Building
-  vehicle line

#1852

SITE PLAN CHECKLIST For Special Use Request

Name **DreanScapes Landscaping**
Address **425 AnnEliza Street**
Phone # **267 - 0619**
Contact Person **Mitchell O'Shaughnessy**

[Signature]
3/5/2012

<i>Required Information – Approval Dates</i>		Public Works Director	City Engineer	Code Enforcement	Fire Chief
1.	Subdivision Name and Lot Number		OK	OK	
2.	Local Cross Streets		OK	OK	
3.	Lot Layout, Dimension and Setbacks			Note 1	
4.	Public Access		existing	existing	
5.	Easements			N/A	
6.	Sanitary Sewer Locations, Size		existing	N/A	
7.	IEPA Sanitary Sewer Permit			N/A	
8.	Storm Sewer Location and Size		existing	N/A	
9.	Proper Zoning (Current) B-3 with special-use			Note 2	
10.	Parking Spaces and Surface			Note 3	
11.	Sidewalks		existing	existing	
12.	Landscaping		existing	existing	
13.	ADA Compliance			Note 4	
14.	Driveway Openings (curb cuts)		existing	existing	
15.	TIF Area			YES	
16.	Signage Exterior		existing	existing	
17.	Lighting Exterior		OK	OK	
18.	Floor Plan Shown and Dimensions		OK	OK	
19.	Screening or Fencing – Barbed Wire or Electric		OK	OK	
20.	Loading and Unloading Areas Shown and Dimensions		OK	OK	
21.	Fire Hydrant Location			OK	<i>[Signature]</i>
22.					
23.					
24.					

Public Works Comments:

City Engineer Comments:

Any topsoil that is stockpiled will have to have provisions ~~to the~~ ensure that material won't leave the site ~~or~~ during rain events.

Code Enforcement Comments: 1). Setback for bulk materials must meet all setback requirements of a structure and be contained to prevent any effects on adjacent properties.

2). Special-use is required for exterior storage in the B-3 district with restrictions.

3). 3 parking spaces and 1 ADA space required for this type of business.

4). See note 3

Fire Chief Comments:

Cannot limit visibility due to traffic considerations.
Need clear access to structures on lot.

Other Comments:



DreamScapes Landscaping, LLC

P.O. Box 242 • Tremont, Illinois 61568

Mitchell R. O'Shaughnessy

(309) 267-0619

2/21/12

To Whom It May Concern:

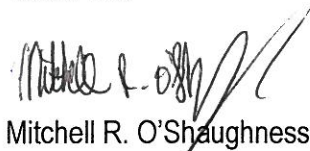
Hello. My name is Mitchell O'Shaughnessy and I am the owner of DreamScapes Landscaping LLC. I am nineteen years old and a first year student at ICC. I am also a volunteer firefighter on South Pekin Fire Department.

Reason for this letter is to ask for a special-use permit to have bulk landscape materials available at my shop for my jobs. My shop is at 425 Ann Eliza in Pekin, a former used car lot that I now run my landscaping business out of. I don't ask for permission to cover the lot in material, but just to have area designated to the bulk material, to eliminate the constant trips to the nursery, thus saving me and my crew time and money.

I don't plan to have an excessive amount of material on hand. I would just like enough to have a good supply on hand for our jobsites. Bulk materials I would like to have on hand include premium hardwood mulch, 1" valley rock, 1 1/2" valley rock, and topsoil. All of these materials we use on a regular basis and we can even tarp the materials for a cleaner appearance. Eventually, I would like to put up some fencing between my building and the building just to the west of mine to allow for secure storage of anything outside, but that is a project for the future.

In conclusion, I hope you will consider my proposal to have the material at my shop and I can assure you that I will keep things clean and organized.

Thank You



Mitchell R. O'Shaughnessy
Owner

DreamScapes Landscaping LLC
Residential & Commercial



Mitchell R. O'Shaughnessy

-Professional Lawn Maintenance
-Landscape Design/Construction
-24 HR Snow/Ice Management

(309) 267-0619

www.dreamscapespekin.com

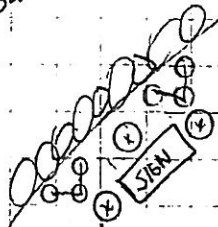
PO Box 242
Tremont, Illinois 61568

DREAMSCAPES LANDSCAPING LLC

425 ANN ELIZA - PEVIN

1/8" = 1' - 0"

MRE



EXISTING LANDSCAPING

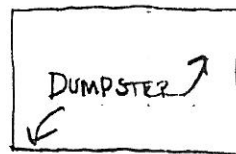
PROPOSED AREA TO PUT BULK MATERIALS

17' x 67'

5TH STREET

PING LLC
ISSY

68





REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: Joe Wuellner City Manager

From: TIF Administrator – Central Business District TIF

AGENDA ITEM: TIF Commercial Retail Loan Program for Yesterday's Bar & Grill

AGENDA DATE REQUESTED: March 26, 2012

ACTION REQUESTED: \$9,225.00

DESCRIPTION: Approval by Mayor and Council to pay Yesterday's Bar & Grill owners located at 363 Court Street under the terms of the Commercial Retail and Upper Story Housing Loan Program in the amount of \$9,225.00. The program reimburses ½ of the eligible expenses up to \$25,000 (whichever is less). Monies from the program are granted through a 5 year forgivable loan structure. The eligible interior improvement by Jim & Joy Schramm, business and building owners includes a new HVAC system to include new electrical circuits. Pekin Main Street Design committee has reviewed the application and recommends to council the approval of this Commercial Retail & Upper Story Housing Loan Program for the amount of \$9,225.00. A structural report was not required as the new system will not disturb any structural portions of the building. A mortgage will be recorded on 363 Court Street as a security for the City of Pekin on the loan amount until the 5 year forgivable loan terms are met. Total improvement costs for the above work is \$18,450.00. All work to be inspected by City Inspectors and copy of paid invoice to contractor before payment of \$9,225.00 will be issued. Previous owner of property was approved for a Façade grant in 2000, property and current owners are eligible to apply for current façade program and interior commercial retail loan program.

FINANCIAL IMPACT: \$9,225.00/\$124,600 available in TIF Commercial Loan Program (\$74,976 available if approved projects are funded)

NEIGHBORHOOD CONCERNS: NA

IMPACT IF APPROVED: Allow property owners to maintain property and keep customers happy and comfortable during the hot summer days

IMPACT IF DENIED: Delays renovations due to overall business operational costs and other ongoing maintenance projects.

ALTERNATIVES:

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark √ and paste it to the left of the relevant theme.]

	A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
	A Safe Community. To protect community life and property by providing effective, principled police and fire services.
	A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
X	A High Quality of Life. To support or provide services that improve the quality of life for

	Pekin's residents.
	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.
REQUIRED SIGNATURES	
Department Director:	<i>Pamela Anderson</i>
Date:	3-15-12
Finance Department (Certification of Availability of Funds):	
Date:	3-15-12 <i>Angela Evans</i>
Corporation Counsel:	
Date:	
City Manager:	
Date:	3/15/12 <i>Joseph W. Wellman</i>

Interior Loan Program Application for

Yesterday's Bar and Grill

363 Court Street

HVAC Work

\$18,450.00

Total Request from City:

\$9,225.00

With applicant requesting \$4,612.50 up front pending recording of lien against property

Yesterday's Bar & Grill

To Whom It May Concern:

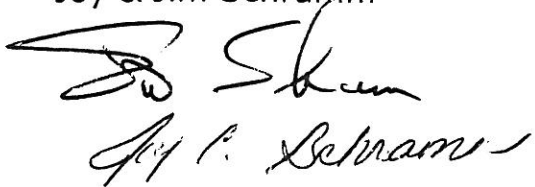
2/6/12

As owners of Yesterday's Bar & Grill since 2007 located at 363 Court Street we are proud to have a business that occupies a building which has existed in downtown Pekin for 115 years. We need to enhance and replace the HVAC system to maintain a quality business and building. The help of the TIF commercial retail program allows us to maintain business operations during and after the HVAC system installation.

As a contributor to the TIF fund, we appreciated the opportunity to participate in the commercial retail forgivable loan program.

Sincerely,

Joy & Jim Schramm

The block contains two handwritten signatures in black ink. The top signature is a stylized, cursive 'J' followed by 'Schramm'. The bottom signature is a more formal cursive 'Jim C. Schramm'.

Jim Schramm

City of Pekin, Illinois

Downtown TIF Commercial Retail / Upper Story Housing Loan ProgramRequired Attachments Along With Application Request

- ☒ Proof of building ownership. *✓*
- N/A* ☒ Concurrence of Owner to participate in program if Owner is not Applicant.
- ☒ Minimum of two (2) qualified bids for all program eligible work to be performed.
- N/A* ☐ Copy of building assessment from approved list of contractors/inspectors, any building assessment costs are considered eligible project costs.
- no structural work or structural areas to be disturbed*
- ✓* ☒ Documentation of the existence of other funding sources in appropriate amounts with suggestion to use local financial institution.
- N/A* ☐ Current photographs of building showing all areas subject to improvement.
- N/A* ☐ Drawings depicting interior/exterior site plan project.
- ☒ Executed Applicant/Owner Certification Form. *he*
- ✓* ☒ Letter from Applicant/Owner expressing need for financial assistance. *Form us*
- ☒ Summary sheet of project/s. *he*

bank statements verified
Pekin Community bank

City of Pekin, Illinois
Downtown TIF Commercial Retail &
Upper Story Housing Loan Program

APPLICATION REQUEST

Submit to: Leigh Ann Matthews, City of Pekin, 111 S. Capital St., Pekin, IL 61554

1. Name of Applicant: Yesterday's Bar & Grill Inc.
(If applicant is not owner, application must be accompanied by written consent of owner to participate in program)
2. Street Address: 363 Court St. PIN No. _____
3. Owner of Property (If different from applicant): James & Jay Schramm
4. Owner's Address: 1832 Valle Vista Blvd. Phone #: 309-346-3255
5. Phone No. of Applicant/Contact Person (If different from Owner): _____
6. Is any portion of building leased? No If so, please provide name and address of lessee: _____
7. Is the ground level floor space devoted to commercial purposes? Yes
8. Briefly describe the type of business operation presently or will be housed in the building:
Restaurant / Bar
9. What is approximate age of building? 115 Years
10. Is Owner of property currently participating in any other City business assistance program? No
11. Are you aware of any historical or architectural significance associated with the building? No
If yes, please explain: _____
12. Please provide a description of your proposed project stating what you intend to accomplish and how the planned work will enhance the function of the building:
HVAC - Improved air quality

13. If the building includes commercial retail space, please provide a copy of your business plan. Existing Business
14. How soon after possible grant approval by the City would you begin your project? ASAP
15. Once started, how long would it take to complete? 2 weeks
16. What is the total cost of planned eligible work? \$ 21,400
17. From what sources and in what amounts, other than the City, will the money for this project be drawn? Please be specific:
Personal - Pekin Community Bank (Statement verified)
18. Will the planned building renovation result in the creation of any new jobs? No
If yes, how many full-time and/or part-time positions will result? currently employ 4

Applicant(s) Signature: [Signature]

Date: 10-10-11

Date: _____

CITY USE ONLY

The City of Pekin TIF Administrator:

X recommends _____ does not recommend approval to the City Council.

Date: 3/12/12

TIF Administrator Signature: [Signature]

Amount recommended: \$ 9,225.00

Conditions, if any: _____

City Council:

_____ approves _____ does not approve loan program.

Date: _____ Mayor's Signature: _____

Amount recommended: \$ _____ Conditions, if any: _____

City of Pekin, Illinois

Downtown TIF Commercial Retail/Upper Story Housing Loan Program

APPLICANT CERTIFICATION FORM

As Applicant(s) for participation in the City of Pekin's Downtown TIF Commercial Retail/Upper Story Housing Loan Program, I/we acknowledge with following statements.

- ☒ To the best of my/our current knowledge, all information contained within the application is true and we hereby authorize the City of Pekin to verify any such information at its discretion.
- ☒ I/We have read and understand the Program Guidelines for Pekin Downtown TIF Commercial Retail/Upper Story Housing Loan Program and agree to fully abide by said guidelines.
- ☒ I/We understand that my/our property must be located within the boundaries of the City of Pekin's Tax Increment Financing District (TIF) #1 in order to be eligible for program participation.
- ☒ I/We understand that a five (5) year contractual agreement will be signed with the City requiring prorated repayment of the City's financial injection in to the project in the event of: conversion of property to a non-commercial use; cessation of business operations; or, failure to properly maintain improvements to the property financed in part by the City.
- ☒ I/We understand that my/our financial share of the total project's cost must all be expended, and appropriate project progress documented, prior to the injection of any City funds into the project.
- ☒ I/We understand the Owner/Applicant will be responsible for securing all required municipal permits and paying all associated fees prior to the onset of work.
- ☒ Due to a limitation on the amount of available program dollar funds, I/we understand that an eligible completed application is not necessarily a guarantee of project funding.
- ☒ I/We understand that the Owner of the property, if not the Applicant, must give written approval for project participation prior to approval.
- ☒ I/We understand that the subject property must have at least the ground level floor space devoted to retail use to qualify for program participation.

- ☒ I/We understand that, barring the occurrence of unforeseen circumstances beyond the control of me/us as Applicant, I/we will be obligated to satisfactorily complete the work items (within the time frame cited) as listed in the application.
- ☒ I/We understand that upon submitting a completed application and building assessment report, approval and recommendation from Main Street Design Committee, City Council will vote to pre-approve application and City funds will be distributed upon inspected project completion.

Applicant(s) Signature: _____



Date: 11-16-7

Date: _____

Submit to: Leigh Ann Matthews, City of Pekin, 111 S. Capital St., Pekin, IL 61554

MARY BURRESS

TAZEWELL COUNTY PROPERTY TAX BILL

TAZEWELL COUNTY TREASURER/COLLECTOR 2010 TAXES PAYABLE 2011

11 S. 4TH ST. STE. 308

PEKIN, IL 61554

Make checks payable to: TAZEWELL COUNTY COLLECTOR

LOCATION: 363 COURT ST
PEKIN, IL 61554-0000

LEGAL DESC: SEC 34 T25N R5W ORIGINAL TOWN E1/2 OF LOT 9 BLK 64 SE 1/4

NAME:

SCHRAMM JAMES A & JOY C
1832 VALLE VISTA
PEKIN IL 61554-0000

TAX CODE 04021

TAZEWELL COUNTY
ITEMIZED STATEMENT

TOWNSHIP PEKIN

Taxing Body	Prior Year Rate	Prior Year Tax	Current Rate	Current Tax	Pension Amount
TAZEWELL COUNTY	0.44587	\$47.16	0.46166	\$48.84	\$10.58
GRADE SCHOOL 108	2.65316	\$280.68	2.83277	\$299.68	\$8.12
HIGH SCHOOL 303	1.81302	\$191.80	1.80128	\$190.56	\$6.39
COMMUNITY COLLEGE 514	0.48741	\$51.56	0.44652	\$47.24	\$0.71
PEKIN PARK DIST	0.41853	\$44.28	0.43643	\$46.17	\$3.62
PE TWP ASSESSOR	0.00000	\$0.00	0.00000	\$0.00	\$0.00
PEKIN RD & BR	0.00000	\$0.00	0.00000	\$0.00	\$0.00
PEKIN TOWNSHIP	0.15398	\$16.28	0.16129	\$17.06	\$0.00
PEKIN CORP	1.03934	\$109.96	1.09813	\$116.17	\$86.11
PEKIN LIBRARY	0.22884	\$24.20	0.23822	\$25.20	\$0.00
TIF DIST PEKIN	0.00000	\$3,173.44	0.00000	\$3,852.62	\$0.00
TOTAL	7.24015	\$3,939.36	7.47630	\$4,643.54	\$115.53

AUG 01 2011

MARY J. BURRESS
TAZEWELL COUNTY TREASURER

2010 PAYABLE 2011

Owner Name: SCHRAMM, JAMES A & JOY C

PLEASE SEE REVERSE SIDE FOR PAYMENT INFORMATION.

PROPERTY INDEX NUMBER (PIN) 04-04-34-434-016	PROPERTY CLASS 0060
FIRST DUE DATE 06/01/2011	LENDING CODE
FIRST INSTALLMENT \$2,321.77	TIF BASE 10579.00
SECOND DUE DATE 09/01/2011	1977 EQUALIZED 10,700
SECOND INSTALLMENT \$2,321.77	SAF BASE 0
PRIOR TAX SOLD NO	FAIR CASH VALUE 186,330
FORFEITED NO	TOTAL ACRES 0.00
	LAND VALUE 2,020
	+ BUILDING VALUE 60,090
	- HOME IMPROVEMENT 0
	= ASSESSED VALUE 62,110
	x STATE MULTIPLIER 1.0000
	= EQUALIZED VALUE 62,110
	OWNER OCCUPIED 0
	SENIOR EXEMPT 0
	- FREEZE EXEMPTIONS 0
	- VETERAN EXEMPT 0
	- DISABLED EXEMPT 0
	+ FARM LAND 0
	+ FARM BUILDING 0
	= NET TAXABLE VAL 62,110
	x TAX RATE 7.47630
	= CURRENT TAX \$4,643.54
	- ENTERPRISE ZONE \$0.00
	+ DRAINAGE \$0.00
	+ FORFEITURE BAL 0
	= TOTAL TAX DUE \$4,643.54
	- TOTAL TAX PAID
	= TOTAL TAX DUE \$4,643.54

23446

Keller Heating & Cooling122 South Main Street
N. Pekin, IL 61554**INVOICE**INVOICE # **1002**DATE **May 03, 2011****(309) 369-4237**BILL TO **Jim Schramm**

SHIP TO

P.O. NUMBER	TERMS	CUSTOMER #	SHIP	VIA	PROJECT
267-5930			Yesterdays		
ITEM #	DESCRIPTION	QUANTITY	PRICE EACH	TAX	AMOUNT

Install Rheem 5 ton 13 seer air conditioner & air handler with coil. Install new supply & return air duct work. New copper lines, drain, thermostat, registers & grilles. Start up & test.

21,400.00

5 yr parts & labor

Sub-Total	\$21,400.00
State Tax 0.00% on 0.00	0.00
City Tax 0.00% on 0.00	0.00
Total	\$21,400.00

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$21,400.00	\$0.00	\$0.00	\$0.00	\$21,400.00



3316 Sheridan Rd.
Pekin, IL 61554
(309) 346-8392

Estimate

Date	Estimate #
2/1/2012	835

Yesterday's Bar and Grill
363 Court St.
Pekin, IL 61554

Project	
Supplemental A/C	
Description	Total
SANYO 17,500 BTU Ductless Mini Splits-Ceiling Cassettes 2-Bar Area 2-Eating Area 1-Kitchen Prep Area Total Cost of Each System is \$5310.00 ~Each unit is independent and can be installed at different times. ~Price does not include high voltage wiring. SANYO 9,000 BTU Ductless Mini Split-Wall Mount 1-Entry and Stairway Total Cost of System \$3600.00 ~Price does not include high voltage wiring. TOTAL AMOUNT OF PROPOSED PROJECT	30,150.00

CORDTS HEATING & AIR CONDITIONING, INC.


Brad Cordts

Ron

Craig

Stuber's Heating and Air Conditioning, Ltd.

1206 Derby Pekin, IL

(309) 346-3660

PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO Yesterday Bar & Grill 363 Court DATE 2-01-2012

We hereby submit specifications and estimates for:
Installation of 2 Units above Stairwell

2-Coleman 5 Ton Air Movers with ACoils - With 10 Yr Parts/1 Yr Labor Warranty

2-Coleman 5 Ton 13 Seer A/C Units Placed on roof - With 10 Yr Parts/1 Yr Labor Warranty

2-Honeywell Nonprogrammable Thermostats

2-A/C Pads, Shut of Boxes & Whips

2-8 Ft Plenums Insulated Ductboard

2-Return Boxes Under Units

2-20x25 Filter Grills + 12 Filters

Approx. 14 Insulated Flex Duct Runs & Registers/Approx. 50 Ft. Square Insulated Duct

2-3/4 PVC Drains

Crane rental left

1-City of Pekin Permit

2-A/C Check Valves & All low voltage wire

All Parts & Labor \$16,600.00

Platform above stairwell not included. Trim around Cold Air Grill, if needed, not included.

Electrical not included.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Sixteen Thousand Six Hundred Dollars (\$16,600.00)

Payment to be made as follows:

Upon completion of job

All material to be as specified. (Journeyman labor and finisher.) Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. In accordance with the agreement and acceptance of this proposal and it's terms, Stuber's Heating & Air, Ltd reserves the right to remove all Furnaces, Air Conditioners, Units of any kind, Quality Air Control items and any and all subsequent parts used and installed by Stuber's Heating & Air, Ltd, if payment in full is not made within ninety (90) days of completion of the above referenced job, unless prior payment arrangements have been agreed upon by both parties. Stuber's Heating & Air, Ltd, is not responsible for damage caused by leaking water from units or ventilation or damage to flooring or ceilings while cutting vents - especially Lath or Plaster walls or ceilings. Stuber's is not responsible for excessive clean up beyond the scope of the job performed.

Authorized Signature Craig Stuber

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

Date of Acceptance _____ Signature _____

Fryman Electric Inc.

3801 Sheridan Road
Pekin, IL 61554**Estimate**

Date	Estimate #
2/9/2012	18

Name / Address
Stuber HVAC

			Project
Description	Qty	Rate	Total
*Work done at Yesterday's Bar and Grill		1,850.00	1,850.00
* Run two 240 volt 50 amp circuits to new units			
* Run two 240 volt 20 amp circuits to new units			
* Install new sub panel in basement to make room for new circuits			
Total			\$1,850.00