

CITY OF DIXON

Payment Approval Report
Report dates: 5/13/2014-5/19/2014

Page: 1
May 15, 2014 11:14AM

Report Criteria:

Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Segment DEPARTMENT	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid
	601	PEUGH, KATHRYN	5/2014	UNCLAIMED PPRTY FROM CK#123063	04/08/2014	40.21	.00	
	850	WILLETT HOFMANN & ASSOC INC	19632	WATER TOWER PAINTING @ WELL #7	04/24/2014	1,342.60	.00	
	934	HARRISON, CHRIS	5/2014	UNCLAIMED PPRTY FRM CK#9954	04/08/2014	30.00	.00	
	936	SAUK VALLEY BANK	5/2014	UNCLAIMED PPRTY FRM CK#9079	05/01/2014	66.78	.00	
Total :						1,479.59	.00	
COUNCIL	383	ILLINOIS CENTRAL	9500133945	STORM SEWER LICENSE	05/01/2014	25.00	.00	
	584	OTTOSEN BRITZ KELLY COOPER GI	71532	PROFESSIONAL SERVICES: POLICE	04/30/2014	74.00	.00	
Total COUNCIL:						99.00	.00	
PUBLIC RELATIONS	205	DIXON MAIN STREET	1271	ANNUAL RIVERFRONT CONTRIBUTIO	05/02/2014	89,000.00	.00	
	304	GULDIN, GARRY	14401	HIGH SCHOOL MUSICAL AD	05/13/2014	80.00	.00	
	675	SAUK VALLEY MEDIA	1363457	DIXON LIVING INV#04147747	04/21/2014	480.00	.00	
	764	THE NEXT PICTURE SHOW	5/2014	FY 15 CONTRIBUTION	05/09/2014	10,000.00	.00	
Total PUBLIC RELATIONS:						99,560.00	.00	
FINANCE	677	SBM STERLING BUSINESS CENTER	211135	CONTRACT #A8247-MX2640N-01	05/07/2014	24.35	.00	
	874	ZONES	S3677903	PARALLELS LICENSE-FINANCE	04/30/2014	44.50	.00	
	874	ZONES	S3679222	MICORSOFT OFFICE-FINANCE	04/29/2014	2,904.00	.00	
	932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-FINANCE	05/02/2014	127.71	.00	
Total FINANCE:						3,100.56	.00	
ADMINISTRATION	874	ZONES	S3677903	PARALLELS LICENSE-ADMIN	04/30/2014	44.50	.00	
	932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-ADMIN	05/02/2014	28.38	.00	
	935	NIU	CGS002518	ESRI BAO: RETAIL MARKET PLACE R	04/28/2014	50.00	.00	
Total ADMINISTRATION:						122.88	.00	
INFORMATION TECHNOLOG	148	COMCAST CABLE	4/2014 #2219	PUBLIC WORKS #8771103010032219	04/26/2014	125.78	.00	
	603	PHILHOWER, ALLEN	5/2014	IPAD INTERNET	05/01/2014	20.00	.00	
	874	ZONES	S3645058	FORTIGATE UTM HARDWARE-IT	04/30/2014	4,458.00	.00	
	874	ZONES	S3677903	PARALLELS LICENSE-IT	04/30/2014	44.50	.00	
	874	ZONES	S3679222	MICORSOFT OFFICE-IT	04/29/2014	726.00	.00	

6

CITY OF DIXON

Payment Approval Report

Page: 2

Report dates: 5/13/2014-5/19/2014

May 15, 2014 11:14AM

Segment DEPARTMENT	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid
INFORMATION TECHNOLOGY	932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-IT	05/02/2014	56.76	.00	
Total INFORMATION TECHNOLOGY:								
MUNICIPAL	275	FYR- FYTER INC	56891	SERVICE FIRE EXTINGUISHERS/NEW	05/07/2014	65.75	.00	
MUNICIPAL	441	KONE INC	151016375	CONTRACT #340178320	04/25/2014	3,270.00	.00	
MUNICIPAL	531	MO-ST PLUMBING	13673	RPZ TESTING-CITY HALL	04/30/2014	60.26	.00	
MUNICIPAL	850	WILLETT HOFMANN & ASSOC INC	19643	COURTHOUSE RETAINING WALL	04/25/2014	943.15	.00	
MUNICIPAL	850	WILLETT HOFMANN & ASSOC INC	19643	TRUCK ROUTE MAP	04/25/2014	363.30	.00	
Total MUNICIPAL:								
CITY ENGINEER	207	DIXON OTTAWA COMMUNICATION IN	7358	RADIO EQUIPMENT FOR NEW AMBUL	04/24/2014	2,589.98	.00	
CITY ENGINEER	361	IL ENVIRONMENTAL PROTECTION AG	4/2014	IL EPA APPLICATION FEE	04/30/2014	250.00	250.00	05/14/2014
CITY ENGINEER	427	KEN NELSON AUTO PLAZA	5/2014	2 BLACK CHEVY TAHOES	05/01/2014	66,592.00	.00	
CITY ENGINEER	556	NITE EQUIPMENT INC.	37055	WATERING TRAILER	04/28/2014	3,252.00	.00	
CITY ENGINEER	727	STERLING FENCE COMPANY	1919	INSTALL GATE @ CEMETERY	04/30/2014	14,187.33	.00	
CITY ENGINEER	939	MOTOROLA SOLUTIONS INC.	13006896	RADIOS FOR AMBULANCE	04/25/2014	5,123.50	.00	
Total CITY ENGINEER:								
BUILDING ZONING	4	ACE HARDWARE	325998	SPRAY PAINT	04/21/2014	11.68	.00	
BUILDING ZONING	850	WILLETT HOFMANN & ASSOC INC	19643	SGS REFRIGERATION ENTRANCE	04/25/2014	98.10	.00	
BUILDING ZONING	874	ZONES	S3677803	PARALLELS LICENSE-ZONING	04/30/2014	44.50	.00	
BUILDING ZONING	874	ZONES	S3679222	MICORSOFT OFFICE-ZONING	04/29/2014	363.00	.00	
BUILDING ZONING	932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-ZONING	05/02/2014	28.38	.00	
Total BUILDING ZONING:								
STREETS	155	CONMAT CONSTRUCTION MATERIAL	54323	PATCH MIX #54323	04/09/2014	536.80	.00	
STREETS	155	CONMAT CONSTRUCTION MATERIAL	54324	PATCH MIX #54324	04/09/2014	477.60	.00	
STREETS	436	KITZMAN'S LTD.	319948	RED FUEL CELL	05/07/2014	15.99	.00	
STREETS	531	MO-ST PLUMBING	13673	RPZ TESTING-STREET	04/30/2014	60.26	.00	
STREETS	537	MUTUAL WHEEL CO.	7772364	SHOE/CORE/SPRING	04/28/2014	181.40	.00	
STREETS	537	MUTUAL WHEEL CO.	7773885	DRUM	05/02/2014	932.98	.00	
STREETS	627	QUALITY READY MIX CONCRETE INC	18004	ASSEMBLY/ACADEMY	04/09/2014	46.00	.00	
STREETS	627	QUALITY READY MIX CONCRETE INC	18008	ASSEMBLY/ACADEMY	04/10/2014	46.00	.00	
STREETS	627	QUALITY READY MIX CONCRETE INC	18009	6TH/LINCOLN	04/10/2014	70.63	.00	
STREETS	627	QUALITY READY MIX CONCRETE INC	18055	YMCA	04/22/2014	92.00	.00	
STREETS	650	ROCK RIVER READY MIX	75390	N DEMENT	04/22/2014	193.20	.00	
STREETS	650	ROCK RIVER READY MIX	75429	200 BLOCK OF S. GALENA	04/25/2014	297.70	.00	

Report dates: 5/13/2014-5/19/2014

May 15, 2014 11:14AM

Segment DEPARTMENT	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid
STREETS	728	STERLING NAPA AUTO PARTS	725240	HD TRUCK SCOTSEAL	04/29/2014	91.70	.00	
STREETS	728	STERLING NAPA AUTO PARTS	725243	HD TRUCK SCOTSEAL	04/29/2014	45.85	.00	
STREETS	728	STERLING NAPA AUTO PARTS	726562	PTEX ULTRA GRAY	05/06/2014	22.47	.00	
STREETS	850	WILLETT HOFMANN & ASSOC INC	19643	SIDEWALK-2ND/HIGHLAND	04/25/2014	99.10	.00	
STREETS	874	ZONES	S3645058	FORTIGATE UTM HARDWARE-STREE	04/30/2014	694.00	.00	
STREETS	874	ZONES	S3645058	FORTIGATE UTM HARDWARE-STREE	04/30/2014	694.00	.00	
STREETS	927	PAB CONCRETE CUTTING SERVICES	14-23719	CUT CURB	04/25/2014	150.00	.00	
STREETS	942	WHITE, MARLENE	5/2014	REPAIRS FOR DAMAGES DONE BY S	05/01/2014	186.95	.00	
Total STREETS:						4,934.63	.00	
PUBLIC PROPERTY	4	ACE HARDWARE	326134	TOP SOIL	04/22/2014	104.70	.00	
PUBLIC PROPERTY	4	ACE HARDWARE	326897	BALL HITCH	04/28/2014	12.59	.00	
PUBLIC PROPERTY	4	ACE HARDWARE	327037	PAINT LINERWRENCH LUGVALVE	04/29/2014	7.91	.00	
PUBLIC PROPERTY	4	ACE HARDWARE	328032	DROP SANDER	05/06/2014	54.99	.00	
PUBLIC PROPERTY	427	KEN NELSON AUTO PLAZA	249600 #2	LABOR FOR REPLACING TAIL LIGH	02/12/2014	49.98	.00	
PUBLIC PROPERTY	441	KONE INC	221469285	CONTRACT #40111854	05/01/2014	2,858.64	.00	
PUBLIC PROPERTY	674	SAUK VALLEY MACHINING INC	1693	WATER PUMP SHAFT	04/02/2014	125.00	.00	
PUBLIC PROPERTY	728	STERLING NAPA AUTO PARTS	725024	BALL MOUNT	04/28/2014	20.99	.00	
PUBLIC PROPERTY	874	ZONES	S3645058	FORTIGATE UTM HARDWARE-PUBLIC	04/30/2014	1,388.00	.00	
Total PUBLIC PROPERTY:						4,622.80	.00	
CEMETERY	4	ACE HARDWARE	326897	SHUT OFF VALVE/SHUT OFF SUPPLY	04/28/2014	11.50	.00	
CEMETERY	4	ACE HARDWARE	326909	EXCHANGE VAVLE & SUPPLY LINE	04/28/2014	.63	.00	
CEMETERY	4	ACE HARDWARE	327297	BIBB HOSE	04/30/2014	35.96	.00	
CEMETERY	4	ACE HARDWARE	327449	BIBB HOSE	05/01/2014	17.98	.00	
CEMETERY	4	ACE HARDWARE	327941	CURLEX BLANKET	05/05/2014	77.98	.00	
CEMETERY	52	AUCA CHICAGO MC LOCKBOX	1588497588	SHOP TOWELS	05/01/2014	79.06	.00	
CEMETERY	275	FYR- FYTER INC	56840	SERVICED & RECHARGED FIRE EXTI	05/02/2014	28.40	.00	
CEMETERY	619	PRECISION AUTOMOTIVE	77658	REPAIR BRAKES ON GMC DUMP TRU	04/21/2014	1,110.50	.00	
CEMETERY	619	PRECISION AUTOMOTIVE	77704	INSTALL TRAILER CONNECTOR/BRAK	04/25/2014	403.79	.00	
Total CEMETERY:						1,765.80	.00	
PUBLIC SAFETY BUILDIN	89	BRANIFF COMMUNICATIONS INC	0028028	REPAIR AM TRANSMITTER	04/22/2014	756.70	.00	
PUBLIC SAFETY BUILDIN	168	CULLIGAN OF DIXON	354576	SOFTNER SALT #8748	04/30/2014	25.00	.00	
PUBLIC SAFETY BUILDIN	208	DIXON PAINT COMPANY	3920	SAFETY BUILDING	04/05/2014	14.40	.00	
PUBLIC SAFETY BUILDIN	208	DIXON PAINT COMPANY	3947	PAINT-POLICE CONF. ROOM	04/04/2014	58.54	.00	
PUBLIC SAFETY BUILDIN	315	HASTING AIR-ENERGY CONTROL INC	151320	PREVENTATIVE MAINT. ON 6 DROP	04/25/2014	863.87	.00	
PUBLIC SAFETY BUILDIN	531	MO-ST PLUMBING	13673	RPZ TESTING-PSB	04/30/2014	180.79	.00	

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PUBLIC SAFETY BUILDING	583	OTIS ELEVATOR COMPANY	CR06869514	ANNUAL ELEVATOR SERVICE CONTR	04/21/2014	3,367.68	.00	
Total PUBLIC SAFETY BUILDING:								
TRAFFIC MAINTENANCE	4	ACE HARDWARE	323559	BLASTER LUBRICANT	04/01/2014	10.78	.00	
TRAFFIC MAINTENANCE	4	ACE HARDWARE	324819	HX CP/STOP NUT	04/11/2014	54.43	.00	
TRAFFIC MAINTENANCE	4	ACE HARDWARE	325136	CONCRETE MIX	04/14/2014	9.98	.00	
TRAFFIC MAINTENANCE	4	ACE HARDWARE	325405	BLASTER LUBRICANT/CAULK/CLEAN	04/16/2014	75.32	.00	
TRAFFIC MAINTENANCE	4	ACE HARDWARE	326041	PIPE INSULATION/DUCT TAPE/PIPE	04/21/2014	19.16	.00	
TRAFFIC MAINTENANCE	34	AMERICAN WATER WORKS ASSO	2618	WORK ZONE TRAFFIC CONFERENCE	04/11/2014	475.00	.00	
TRAFFIC MAINTENANCE	748	TAPCO	1452899	YELLOW CHALK LINE BOX	05/02/2014	76.13	.00	
Total TRAFFIC MAINTENANCE:								
WATER	4	ACE HARDWARE	323503	SHELF BRACKET/HARDWARE/SCRE	04/01/2014	40.66	.00	
WATER	4	ACE HARDWARE	323513	COM. CONNECTORS	04/01/2014	12.56	.00	
WATER	4	ACE HARDWARE	324189	TORO/FILTER/OIL/ENGINE	04/07/2014	172.31	.00	
WATER	4	ACE HARDWARE	324208	TORO	04/07/2014	7.99	.00	
WATER	4	ACE HARDWARE	324355	TAPE/ORING	04/08/2014	9.83	.00	
WATER	4	ACE HARDWARE	324360	BATTERIES	04/08/2014	5.39	.00	
WATER	4	ACE HARDWARE	325273	PADLOCK	04/15/2014	179.82	.00	
WATER	4	ACE HARDWARE	325274	UPS	04/15/2014	10.49	.00	
WATER	4	ACE HARDWARE	325287	RAKE	04/15/2014	23.38	.00	
WATER	4	ACE HARDWARE	326556	HANDLE/ROPE/LAB	04/25/2014	27.33	.00	
WATER	24	ALL-SAFE OF DIXON	5/2014	REGISTER CHARGE #12988	05/01/2014	11.33	.00	
WATER	24	ALL-SAFE OF DIXON	5/2014	REGISTER CHARGE #13159	05/01/2014	31.59	.00	
WATER	24	ALL-SAFE OF DIXON	5/2014	REGISTER CHARGE #13163	05/01/2014	10.51	.00	
WATER	24	ALL-SAFE OF DIXON	5/2014	REGISTER CHARGE #13193	05/01/2014	48.47	.00	
WATER	24	ALL-SAFE OF DIXON	5/2014	REGISTER CHARGE #13326	05/01/2014	25.86	.00	
WATER	34	AMERICAN WATER WORKS ASSO	2618	WORK ZONE TRAFFIC CONFERENCE	04/11/2014	475.00	.00	
WATER	58	BADGER METER INC	14380401	1" METER	04/25/2014	533.06	.00	
WATER	148	COMCAST CABLE	4/2014 #0059	WATER PLANT #8771103010180059	04/20/2014	89.85	.00	
WATER	157	CONSTELLATION NEW ENERGY	0014796853	WELL 5 #1-1D84-895	05/02/2014	1,619.87	.00	
WATER	157	CONSTELLATION NEW ENERGY	0014843043	1025 NACHUSA #1-EI-3753	05/04/2014	1,943.52	.00	
WATER	157	CONSTELLATION NEW ENERGY	0014843044	1329 N GALENA #1-EI-3683	05/04/2014	3,153.04	.00	
WATER	157	CONSTELLATION NEW ENERGY	0014843085	1552 DUTCH RD #1-EI-3959	05/04/2014	1,391.93	.00	
WATER	157	CONSTELLATION NEW ENERGY	0014843086	1512 S COLLEGE #1-EI-3684	05/04/2014	277.41	.00	
WATER	217	DIXON TIRE CENTER	71500	TIRE REPAIR	04/22/2014	32.00	.00	
WATER	264	FISHER SCIENTIFIC	6210919	PETRI DISHES	05/01/2014	127.70	.00	
WATER	272	FREEDOM MAILING SERVICES INC.	24442	WATER DEPT-SHUT OFF NOTICES	04/22/2014	18.34	.00	
WATER	272	FREEDOM MAILING SERVICES INC.	24442	WATER DEPT- POSTAGE	04/22/2014	92.64	.00	

Segment DEPARTMENT	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid
WATER	272	FREEDOM MAILING SERVICES INC.	24527	WATER DEPT- BILLING	05/03/2014	109.63	.00	
WATER	272	FREEDOM MAILING SERVICES INC.	24527	WATER DEPT- POSTAGE	05/03/2014	375.73	.00	
WATER	272	FREEDOM MAILING SERVICES INC.	24528	WATER DEPT-SHUT OFF NOTICES	05/03/2014	15.20	.00	
WATER	272	FREEDOM MAILING SERVICES INC.	24528	WATER DEPT- POSTAGE	05/03/2014	76.80	.00	
WATER	307	HACH CHEMICAL	8810553	PETRI DISHES	04/30/2014	85.42	.00	
WATER	409	JEFFY LUBE	26475636	OIL CHANGE	04/09/2014	34.38	.00	
WATER	518	MILLER BRADFORD RISBERG INC	IK02231	CASE DOOR HARNESS KIT	04/22/2014	251.00	.00	
WATER	531	MO-ST PLUMBING	13673	RPZ TESTING-WATER	04/30/2014	723.16	.00	
WATER	627	QUALITY READY MIX CONCRETE INC	17999	DEVONSHIRE	04/08/2014	207.00	.00	
WATER	627	QUALITY READY MIX CONCRETE INC	18012	N. GALENA AVE	04/11/2014	115.00	.00	
WATER	627	QUALITY READY MIX CONCRETE INC	18065	N. DEMENT	04/25/2014	805.00	.00	
WATER	627	QUALITY READY MIX CONCRETE INC	18079	WASHTINGTON AVE	04/29/2014	759.00	.00	
WATER	677	SBM STERLING BUSINESS CENTER	211135	CONTRACT #A8247-MX2640N-01	05/07/2014	24.36	.00	
WATER	687	SES	17946	REPAIR CHEMICAL PUMP	01/28/2014	2,318.08	.00	
WATER	687	SES	17957	ACUTEC 35 SENSOR	01/30/2014	765.00	.00	
WATER	687	SES	18006	4 WAY VALVE	02/27/2014	258.38	.00	
WATER	728	STERLING NAPA AUTO PARTS	720849	OIL FILTER/FUEL FILTER/OIL	04/03/2014	157.52	.00	
WATER	728	STERLING NAPA AUTO PARTS	720850	OIL FILTER	04/03/2014	43.04	.00	
WATER	780	TOTAL WATER TREATMENT SYSTEM	0582268	DI SERVICE TANKS	04/28/2014	78.92	.00	
WATER	819	VERIZON WIRELESS	9723702682	WATER #680480289-00001	04/18/2014	251.14	.00	
WATER	849	WILKENS-ANDERSON CO.	S1145073.001	CONDUCTIVITY STANDARD CONTRO	05/01/2014	95.62	.00	
WATER	874	ZONES	S3677903	PARALLELS LICENSE-WATER	04/30/2014	44.50	.00	
WATER	874	ZONES	S3679222	MICORSOFT OFFICE-WATER	04/29/2014	726.00	.00	
WATER	932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-WATER	05/02/2014	99.33	.00	
Total WATER:						18,791.09	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	323568	MORTAR MIX	04/01/2014	11.07	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	324508	GASKET/LUBE	04/09/2014	17.52	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	324737	WAX/CHAMOIS	04/10/2014	22.48	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	326024	OIL/FILTER	04/21/2014	20.27	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	326135	OIL/DRAIN COVER	04/22/2014	13.52	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	326407	CONCRETE MIX	04/24/2014	34.90	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	326640	FLEX-TECH	04/25/2014	28.79	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	326891	SOCKETS	04/28/2014	4.04	.00	
SEWAGE TREATMENT	4	ACE HARDWARE	327097	ROPE/CHAIN/SAW SHARPENER/OIL	04/29/2014	29.17	.00	
SEWAGE TREATMENT	104	C & N SUPPLY	50460	SHIPPING LAB SAMPLES	04/16/2014	14.97	.00	
SEWAGE TREATMENT	104	C & N SUPPLY	50503	SHIPPING LAB SAMPLES	04/23/2014	15.14	.00	
SEWAGE TREATMENT	104	C & N SUPPLY	50531	SHIPPING LAB SAMPLES	04/30/2014	15.14	.00	
SEWAGE TREATMENT	122	CENTURYLINK	O041502071	MONTHLY MAINTENANCE IP OFFICE	04/15/2014	18.91	.00	
SEWAGE TREATMENT	122	CENTURYLINK	O041502072	MONTHLY MAINTENANCE IP OFFICE	04/15/2014	18.91	.00	

Report dates: 5/13/2014-5/19/2014

May 15, 2014 11:14AM

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SEWAGE TREATMENT	122	CENTURYLINK	0041502073	MONTHLY MAINTENANCE IP OFFICE	04/15/2014	18.91	.00	
SEWAGE TREATMENT	148	COMCAST CABLE	4/2014 #3241	WWTP #877103020013241	04/16/2014	119.85	.00	
SEWAGE TREATMENT	157	CONSTELLATION NEW ENERGY	0014730707	2600 W THIRD #1-EF-3823	04/27/2014	12,517.72	.00	
SEWAGE TREATMENT	201	DIXON COMMERCIAL ELECTRIC CO.	01944	REMOVE/CLEANED PUMPS @ INDEP	04/08/2014	322.00	.00	
SEWAGE TREATMENT	201	DIXON COMMERCIAL ELECTRIC CO.	01945	REPAIR UV LIGHT SYSTEM	04/09/2014	747.35	.00	
SEWAGE TREATMENT	203	DIXON GLASS CO INC	28549	REPLACE DOORWINDOW	05/05/2014	9,907.67	.00	
SEWAGE TREATMENT	208	DIXON PAINT COMPANY	3759	STEEL PARTS FINAL CLARIFIER PAIN	03/14/2014	132.50	.00	
SEWAGE TREATMENT	264	FISHER SCIENTIFIC	5659325	FECAL COLIFORM	04/15/2014	162.70	.00	
SEWAGE TREATMENT	272	FREEDOM MAILING SERVICES INC.	24442	SEWER DEPT-SHUT OFF NOTICES	04/22/2014	18.33	.00	
SEWAGE TREATMENT	272	FREEDOM MAILING SERVICES INC.	24442	SEWER DEPT- POSTAGE	04/22/2014	92.64	.00	
SEWAGE TREATMENT	272	FREEDOM MAILING SERVICES INC.	24527	SEWER DEPT-BILLING	05/03/2014	109.62	.00	
SEWAGE TREATMENT	272	FREEDOM MAILING SERVICES INC.	24527	SEWER DEPT- POSTAGE	05/03/2014	375.72	.00	
SEWAGE TREATMENT	272	FREEDOM MAILING SERVICES INC.	24528	SEWER DEPT-SHUT OFF NOTICES	05/03/2014	15.20	.00	
SEWAGE TREATMENT	272	FREEDOM MAILING SERVICES INC.	24528	SEWER DEPT- POSTAGE	05/03/2014	76.80	.00	
SEWAGE TREATMENT	318	HD SUPPLY WATERWORKS LTD.	C314085	PVC SEWER PIPE	04/25/2014	493.92	.00	
SEWAGE TREATMENT	336	HOUSE'S TRUCK N AUTO REPAIR	8405	TRUCK TEST	04/30/2014	32.00	.00	
SEWAGE TREATMENT	531	MO-ST PLUMBING	13673	RPZ TESTING-SEWER	04/30/2014	120.53	.00	
SEWAGE TREATMENT	594	PDC LABORATORIES	766702S	LAB TEST REQUIRED BY NPDES	04/15/2014	195.04	.00	
SEWAGE TREATMENT	677	SBM STERLING BUSINESS CENTER	211135	CONTRACT #A8247-MX2640N-01	05/07/2014	24.35	.00	
SEWAGE TREATMENT	682	SCHMITT PLUMBING & HEATING	44593	REVIEW JOB TO REPAIR SEWER MAI	04/30/2014	103.75	.00	
SEWAGE TREATMENT	682	SCHMITT PLUMBING & HEATING	44601	INSTALL SEWER MAIN @ ACCURATE	04/30/2014	1,947.00	.00	
SEWAGE TREATMENT	682	SCHMITT PLUMBING & HEATING	44609	EXTEND SEWER PIPE TO UPPER MA	04/30/2014	1,815.50	.00	
SEWAGE TREATMENT	728	STERLING NAPA AUTO PARTS	724059	OIL FILTER	04/22/2014	2.36	.00	
SEWAGE TREATMENT	728	STERLING NAPA AUTO PARTS	725052	BATTERY	04/28/2014	199.98	.00	
SEWAGE TREATMENT	874	ZONES	S3645058	FORTIGATE UTM HARDWARE-WWTP	04/30/2014	694.00	.00	
SEWAGE TREATMENT	874	ZONES	S3677903	PARALLELS LICENSE-WASTE WATER	04/30/2014	133.50	.00	
SEWAGE TREATMENT	892	JOE'S SEWER & SEPTIC	4/2014 #2	PUMP MANHOLE @ ACCURATE	04/22/2014	233.75	.00	
SEWAGE TREATMENT	932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-WWTP	05/02/2014	99.33	.00	
SEWAGE TREATMENT	937	GASVODA & ASSOCIATES INC.	14EJUB0029	DISSOLVED OXYGEN METER TO MO	04/24/2014	3,950.00	.00	
Total SEWAGE TREATMENT:						34,926.85	.00	
FIRE	4	ACE HARDWARE	324211	BATTERY CHARGER/HITCH PIN	04/07/2014	48.96	.00	
FIRE	4	ACE HARDWARE	324646	SNAP TRIGGER	04/10/2014	3.59	.00	
FIRE	4	ACE HARDWARE	325439	POLY TARP	04/16/2014	54.88	.00	
FIRE	4	ACE HARDWARE	326015	SPRINGS	04/21/2014	17.91	.00	
FIRE	4	ACE HARDWARE	326578	VINYL TUBE	04/25/2014	10.73	.00	
FIRE	10	AED ESSENTIALS	1661	ECTO2 UPGRADE	04/15/2014	9,791.60	.00	
FIRE	122	CENTURYLINK	4/2014 #4498	FIRE #304074498	04/19/2014	280.00	.00	
FIRE	148	COMCAST CABLE	4/2014 #0020	#8771103010060020 INTERNET FOR F	04/26/2014	129.35	.00	
FIRE	311	HARDEN'S TRUCK REPAIR INC	21985	REPLACE LEAKY WHEEL SEAL/CHEC	04/16/2014	319.93	.00	

Report dates: 5/13/2014-5/19/2014

May 15, 2014 11:14AM

Segment	DEPARTMENT	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid
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FIRE		311	HARDEN'S TRUCK REPAIR INC	21987	INSTALL FUEL FILTERS/OIL CHANGE	04/10/2014	1,305.93	.00	
FIRE		384	ILLINOIS FIRE STORE	31242	BULLARD HELMET FRONTS	04/18/2014	223.78	.00	
FIRE		474	LINEN EXPRESS	498232	LAUNDRY	04/01/2014	72.25	.00	
FIRE		504	MEDICAL PRODUCTS GROUP INC	260487	OXYGEN D	04/04/2014	26.25	.00	
FIRE		504	MEDICAL PRODUCTS GROUP INC	260585	OXYGEN D	04/11/2014	26.25	.00	
FIRE		504	MEDICAL PRODUCTS GROUP INC	261242	OXYGEN D	04/25/2014	8.75	.00	
FIRE		693	SHOPKO STORES OPERATING CO.	3364	TEST STRIPS	04/07/2014	139.98	.00	
FIRE		728	STERLING NAPA AUTO PARTS	725101	SPARK PLUG	04/28/2014	4.78	.00	
FIRE		801	UNIFORM DEN INC	82404	BUGLE LAPEL PATCHES	04/28/2014	61.89	.00	
FIRE		819	VERIZON WIRELESS	9724695111	FIRE #880295372-00001	05/04/2014	343.06	.00	
FIRE		874	ZONES	S3845058	FORTIGATE UTM HARDWARE-FIRE	04/30/2014	694.00	.00	
FIRE		874	ZONES	S3677903	PARALLELS LICENSE-FIRE	04/30/2014	311.50	.00	
FIRE		874	ZONES	S3679222	MICROSOFT OFFICE-FIRE	04/29/2014	726.00	.00	
FIRE		932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-FIRE	05/02/2014	156.09	.00	
FIRE		938	W L CONSTRUCTION SUPPLY	3144	MASTER DIAMOND BLADE	02/27/2014	219.99	.00	
Total FIRE:							14,977.45	.00	

POLICE		4	ACE HARDWARE	324498	INSERT POWER/DRYWAL	04/09/2014	4.93	.00	
POLICE		4	ACE HARDWARE	324591	STEM/THREAD TAPE/HARDWARE	04/09/2014	58.02	.00	
POLICE		122	CENTURYLINK	4/2014 #4498	POLICE #304074498	04/19/2014	1,076.57	.00	
POLICE		148	COMCAST CABLE	4/2014 #0236	POLICE #8771103010060236	04/26/2014	114.85	.00	
POLICE		150	COMMUNICATIONS REVOLVING FUN	T1432114	#T8889031 COMMUNICATION CHARG	04/21/2014	418.88	.00	
POLICE		152	COMPLETE AUTOWERKS REPAIR SE	2010	LOF/GEAR SHIFTER CLIP	04/25/2014	141.26	.00	
POLICE		152	COMPLETE AUTOWERKS REPAIR SE	2011	REPLACE FRONT BRAKES/HARDWAR	05/06/2014	79.00	.00	
POLICE		152	COMPLETE AUTOWERKS REPAIR SE	2047	MOUNT BALANCE TIRES/RECHARGE	05/05/2014	78.80	.00	
POLICE		159	COPPOTELLI, MATTHEW	3/2014	REIMBURSE DATA PLAN 10/2014-3/20	03/20/2014	180.00	.00	
POLICE		207	DIXON OTTAWA COMMUNICATION IN	229278	SWAP CAMERA WITH SPARE	04/25/2014	45.00	.00	
POLICE		207	DIXON OTTAWA COMMUNICATION IN	440712	RADIO MAINTENANCE	05/01/2014	363.08	.00	
POLICE		250	EXPERIAN	CD1501031367	CREDIT CHECK #TILS-2000340	04/25/2014	27.22	.00	
POLICE		279	GALLS/QUARTERMASTER	001875078	PEPPER SPRAY CANISTERS/BATTERI	04/23/2014	365.00	.00	
POLICE		284	GE CAPITAL	60629826	LEASE PAYMENT FOR A7346 PRINTE	04/27/2014	101.00	.00	
POLICE		323	HEMMER, MICHELLE	140003	UNIFORM PATCHES	05/06/2014	177.50	.00	
POLICE		339	HUFFMAN CAR WASH	907	32 CAR WASHES	04/30/2014	128.00	.00	
POLICE		427	KEN NELSON AUTO PLAZA	302235	LOF/TIRE ROTATION SQUAD #83	04/30/2014	62.73	.00	
POLICE		527	MOORE TIRES INC.	P04538	8 CHEVY TAHOE TIRES	05/07/2014	1,740.00	.00	
POLICE		527	MOORE TIRES INC.	P04748	12 DODGE CHARGER TIRES	05/07/2014	1,339.08	.00	
POLICE		572	NW IL CRIMINAL JUSTICE COMMISSI	3/2014	LOCAL CONTRIBUTION TO NWICJC	03/21/2014	2,317.50	.00	
POLICE		619	PRECISION AUTOMOTIVE	77618	LOF/REPLACE OIL & AIR FILTER #81	04/15/2014	111.09	.00	
POLICE		619	PRECISION AUTOMOTIVE	77679	LOF/LUBE CHASSIS/FILTER #98	04/23/2014	52.05	.00	
POLICE		619	PRECISION AUTOMOTIVE	77692	REPAIR HEATER HOSE #98	04/24/2014	97.40	.00	

Segment DEPARTMENT	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid
POLICE	677	SBM STERLING BUSINESS CENTER	209544	CONTRACT #2252-A933145-01	04/25/2014	372.00	.00	
POLICE	677	SBM STERLING BUSINESS CENTER	209822	CONTRACT #A7671-MXB402-01	04/28/2014	51.00	.00	
POLICE	677	SBM STERLING BUSINESS CENTER	209823	CONTRACT #A7672-MX4110N-01	04/28/2014	87.70	.00	
POLICE	683	SECRETARY OF STATE	5/2014	REGISTRATION RENEWAL 08 EQUIN	05/07/2014	101.00	.00	
POLICE	801	UNIFORM DEN INC	82361	SUMMER UNIFORM ORDER	04/28/2014	877.79	.00	
POLICE	801	UNIFORM DEN INC	82361-01	SUMMER UNIFORM ORDER	05/02/2014	85.90	.00	
POLICE	801	UNIFORM DEN INC	82379	ACCESSORIES ORDER	05/02/2014	136.05	.00	
POLICE	874	ZONES	S3645058	FORTIGATE UTM HARDWARE-POLICE	04/30/2014	694.00	.00	
POLICE	874	ZONES	S3679222	MICORSOFT OFFICE-POLICE	04/29/2014	15,246.00	.00	
POLICE	932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-POLICE	05/02/2014	624.26	.00	
POLICE	939	MOTOROLA SOLUTIONS INC.	QU0000272288	PORTABLE RADIO	05/01/2014	1,241.04	.00	
POLICE	941	ILLINOIS TOLLWAY	G13554762	INDIANA/OHIO/PENNSYLVANIA ACCT	01/05/2014	80.88	.00	
POLICE	943	TIFFIN METAL PRODUCTS	0007337	EVIDENCE STORAGE LOCKER	04/30/2014	891.00	.00	
Total POLICE:						29,567.38	.00	
LIBRARY	4	ACE HARDWARE	324627	OPTIMUS INT SAT MBASE	04/09/2014	84.58	.00	
LIBRARY	4	ACE HARDWARE	326965	SCREWDRIVER	04/28/2014	4.49	.00	
LIBRARY	4	ACE HARDWARE	327345	VAC BAG/CLEANER	04/30/2014	15.27	.00	
LIBRARY	277	GALE/CENGAGE LEARNING	51978914	2 LRG PRINT BKS	04/18/2014	38.92	.00	
LIBRARY	277	GALE/CENGAGE LEARNING	51985378	1 LRG PRINT BKS	04/21/2014	23.24	.00	
LIBRARY	389	INGRAM LIBRARY SERVICES	78159025	ADULT MTLs	04/17/2014	216.60	.00	
LIBRARY	389	INGRAM LIBRARY SERVICES	78259000	ADULT MTLs	04/24/2014	105.33	.00	
LIBRARY	389	INGRAM LIBRARY SERVICES	78259000	CHILDREN MTLs	04/24/2014	62.68	.00	
LIBRARY	389	INGRAM LIBRARY SERVICES	78323379	ADULT MTLs	04/29/2014	262.04	.00	
LIBRARY	389	INGRAM LIBRARY SERVICES	78323379	YOUNG ADULT MTLs	04/29/2014	458.24	.00	
LIBRARY	389	INGRAM LIBRARY SERVICES	78323379	CHILDREN MTLs	04/29/2014	29.92	.00	
LIBRARY	493	MASTERCARD	4/2014 #5681	AMAZON-CHILDREN MTLs	04/23/2014	37.01	.00	
LIBRARY	493	MASTERCARD	4/2014 #5681	AMAZON/LAKESHORE/ORIENTAL TRA	04/23/2014	383.80	.00	
LIBRARY	555	NICOR	4/2014 #0000	221 S HENNEPIN	04/21/2014	852.99	.00	
LIBRARY	575	OFFICE DEPOT	710654437001	POST-IT/TAPE/FOLDERS/CHISEL MAR	04/25/2014	64.58	.00	
LIBRARY	575	OFFICE DEPOT	710654801001	FASTENERS	04/25/2014	17.18	.00	
LIBRARY	654	ROE, LYNN	4/2014	REIMBURSE DIXON FOOD CENTER/W	04/29/2014	23.85	.00	
LIBRARY	654	ROE, LYNN	4/2014	REIMBURSE WALMART	04/29/2014	11.03	.00	
LIBRARY	723	STATELINE TECHNOLOGIES	DPL-5-14	TECHNOLOGY SERVICES	05/01/2014	731.25	.00	
LIBRARY	864	XEROX CORPORATION	073763670	PUBLIC COIN COPIER	05/01/2014	180.99	.00	
LIBRARY	864	XEROX CORPORATION	073763671	OFFICE COPIER	05/01/2014	304.35	.00	
Total LIBRARY:						3,908.34	.00	
AIRPORT	52	AUCA CHICAGO MC LOCKBOX	1588508445	MOP SOLUTION/MOP HANDLE	05/08/2014	27.50	.00	

CITY OF DIXON

Payment Approval Report

Page: 9

Report dates: 5/13/2014-5/19/2014

May 15, 2014 11:14AM

Segment	DEPARTMENT	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Inv Amt	Amount Paid	Date Paid
AIRPORT		532	MTCO	10591053	PAGER SERVICE #00048152-3	05/01/2014	16.20	.00	
AIRPORT		874	ZONES	S3645058	FORTIGATE UTM HARDWARE-AIRPO	04/30/2014	694.00	.00	
AIRPORT		874	ZONES	S3679222	MICROSOFT OFFICE-AIRPORT	04/29/2014	363.00	.00	
AIRPORT		920	CROUSE-HINDS	919361888	ORDER #205528689	04/30/2014	220.58	.00	
AIRPORT		932	CLEVERBRIDGE INC.	58818120	MALWAREBYTES LICENSE-AIRPORT	05/02/2014	56.76	.00	
Total AIRPORT:							1,378.04	.00	
TOURISM		275	FYR- FYTER INC	56773	FIRE EXTINGUISHER	04/22/2014	66.13	66.13	05/07/2014
TOURISM		432	KING CAT INC	AS-8-13-8	SPONSORSHIP CABELA'S KING KAT T	04/28/2014	7,500.00	.00	
Total TOURISM:							7,566.13	66.13	
Grand Totals:							335,463.29	316.13	

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

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City of Dixon

Items to note on YTD Financial Activity

4/30/14

The letters below correspond to letters on the attached financial reports:

Financial Activity Report:

- A- General Fund Expenses are at 98% of budget for the year.
- B- General fund transfers are 636% over due to the transfer of recovered funds to the Capital Fund
- C- Capital Fund Other Income is due to the recording of existing assets into the General Ledger.
- D- Capital Purchases, Water and Wastewater budgets are over by 59%, 59% and 72% respectively due to depreciation of assets.
- E- IMRF is 416% over budget because the City contributed an unbudgeted \$1,767,510 to bring our actuarial funding up to 100%.
- F- Motor Fuel Tax is 60% over budget because the 2013 road improvements used accumulated funds from prior years.

Cash and Investment Report:

- G- Funds will be used for the Street-scape project this summer.
- H- Funds will be used for Tower 7 and 10 painting and the Palmyra repairs.

Year elapsed=
100%

	General Including Debt		FY14 Budget	Capital Funds		FY14 Budget	Utilities		FY14 Budget	IMRF & Social Security		FY14 Budget	Restricted Capital Funds		FY14 Budget	Restricted Funds	
	FY14 Budget	Actual		Actual	%		Actual	%		Actual	%		Actual	%		Actual	%
FY13 Fund Balance		18,437,091		60,839						7,068,496			1,146,854			2,998,458	
Revenue:																	
Local Taxes	3,166,544	3,364,635	-	-	106%	-	-		-	-		457,000	485,141	106%	304,000	312,670	103%
State Taxes	5,698,000	5,980,575	-	-	105%	-	-		-	-		400,000	455,692	114%	92,168	117,775	128%
Fees	1,431,000	1,724,880	-	-	121%	6,342,000	5,255,219	83%	-	(785)	-78452%	-	-		1,292,000	1,634,866	127%
Other Income	25,500	4,408	-	27,804,649	17%	51,500	42,246	82%	2,250	4,485	199%	650	404	62%	105,100	83,892	80%
Total Revenue	10,321,044	11,074,497	-	27,804,649	107%	6,393,500	5,297,465	83%	2,250	3,700	164%	857,650	941,237	110%	1,793,268	2,149,203	120%
Expenses:																	
Council	227,092	199,117	-	-	88%	-	-		-	-		-	-		-	-	
Public Relations	119,000	123,764	-	-	104%	-	-		-	-		-	-		-	-	
Fire/Police Comm.	10,000	4,354	-	-	44%	-	-		-	-		-	-		-	-	
Admin/Finance	1,547,372	1,378,859	1,331,000	2,110,856	89%	-	-		450,000	2,321,038	516%	300,000	335,626	112%	950,000	892,766	94%
Information Tech.	130,421	119,558	-	-	92%	-	-		-	-		-	-		-	-	
Building/ Zoning	199,222	192,203	-	-	96%	-	-		-	-		-	-		-	-	
Street	700,372	795,374	-	-	114%	-	-		-	-		320,000	512,226	160%	-	-	
Public Property	446,766	407,540	-	-	91%	-	-		-	-		-	-		-	-	
Traffic Maint.	141,786	155,795	-	-	110%	-	-		-	-		-	-		-	-	
Water	-	-	-	-		1,610,550	2,565,769	159%	-	-		-	-		-	-	
Waste Water	-	-	-	-		1,492,398	2,572,815	172%	-	-		-	-		-	-	
Fire	1,361,804	1,355,722	-	-	100%	-	-		-	-		-	-		416,177	514,916	124%
Police	2,913,738	2,887,704	-	-	99%	-	-		-	-		-	-		15,000	14,315	95%
Library	-	-	-	-		-	-		-	-		-	-		478,125	408,011	85%
Airport	-	-	-	-		-	-		-	-		-	-		134,595	132,615	99%
Band	40,000	38,106	-	-	95%	-	-		-	-		-	-		-	-	
Tourism	90,166	76,495	-	-	85%	-	-		-	-		-	-		-	-	
Total Expenses	7,927,739	7,734,592	1,331,000	2,110,856	98%	3,102,948	5,138,584	166%	450,000	2,321,038	516%	620,000	847,853	137%	1,993,897	1,962,623	98%
Transfers	(1,991,910)	(14,657,418)	2,144,315	14,809,323	736%	-	-		-	-		-	-		(152,405)	(151,905)	100%
Net Income	401,395	(11,317,512)	813,315	40,503,116	-2820%	3,290,552	158,881	5%	(447,750)	(2,317,337)	518%	237,650	93,385	39%	(353,034)	34,674	-10%
Fund Balance		7,119,579		40,563,955			15,392,516			4,751,158			1,240,238			3,033,133	
Cash		5,920,365		13,735,481			3,398,240			4,750,834			901,590			2,882,777	
Debt		-		-			(20,598,341)			-			-			-	
Other Assets - Liabilities		1,199,214		26,828,474			32,592,618			324			338,648			150,355	
Fund Balance		7,119,579		40,563,955			15,392,516			4,751,158			1,240,238			3,033,133	

City of Dixon
Cash and Investments
As of April 30, 2014

	Interest Rate	Maturity Date						Restricted Capital	
			General	Capital Funds	Utilities	IMRF & S.S.	Funds	Restricted Funds	
Checking Accounts	0.010%		168,551	3,724,876	2,358,181	996,673	901,590	944,947	
Illinois Funds	0.017%		2,740,736	-	-	-	-	12,189	
Library Working Cash Acct	0.000%							135,000	
Sterling Federal Bank CD	0.350%	7/19/2014			65,986	-	-	-	
FNB Amboy CD	0.500%	8/12/2014	-		38,962	-	-	-	
Midland CD	0.250%	9/25/2014	7,749		-	-	-	-	
Sauk Valley Bank CD	0.345%	10/4/2014			-	-	-	100,000	
Sterling Federal Bank CD	0.350%	12/19/2014	-		66,570	-	-	-	
Midland CD	0.250%	1/23/2015	-	4,002,468	-	-	-	-	
US Bank CD	0.500%	9/14/2015			117,339				
Midland CD	0.450%	1/23/2016		3,003,329	-	-	-	-	
Midland CD	0.450%	1/23/2016	3,003,329		-	-	-	-	
Midland CD	0.450%	1/23/2016			-	1,751,942	-	-	
Midland CD	0.450%	1/23/2016	-		-	2,002,219	-	-	
Midland CD	0.450%	2/12/2016			-			600,000	
Midland CD	0.650%	1/23/2017			-	-	-	400,641	
Midland CD	0.650%	1/23/2017	-		751,202	-	-	-	
Midland CD	0.650%	1/23/2017		3,004,808	-	-	-	-	
Midland CD	0.650%	2/13/2017			-			690,000	
Cash and Investment Total			5,920,365	13,735,481	3,398,240	4,750,834	901,590	2,882,777	

#9-A

Meeting Minutes of the Dixon Public Library Board of Trustees

Monday April 14, 2014

In Attendance: Director Lynn Roe, Glen Hughes, Carol Linkowski, Kim Pettygrove, Tracey Lawton, Roberta Vanderlin, Terry Dunphy, Carol Chandler, Robert Thomas

Absent With Notice: David Badger

Meeting Location: Dixon Public Library, Lower Level Meeting Room

President Glen Hughes called the meeting to order at 5:35 pm. Children's Librarian, Beth McCormick, was present. No other citizens were present, and there were no citizens' comments. Ms. McCormick asked the Board to reconsider a decision made at the last Board Meeting to adopt the same lending procedures as those of our other Library Consortium members. One of the changes that would result from that is that the book fines for overdue books will increase from 10 cents per book per day to 15 cents per book per day. She explained why she believes that this will cause circulation in the Youth Department to decrease. In fact, Ms. McCormick believes that it would be beneficial if we were to lower the Youth Department's book fines.

The Board decided to reconsider the changes to book fines for overdue books. We cannot do anything but discuss this at today's meeting, however it was agreed that we would put it on the agenda for next month's meeting to re-vote on the fine structure under New Business.

After Ms. McCormick concluded her presentation, Kim Pettygrove made a motion to approve the minutes of the March 10, 2014 Library Board Meeting as presented. Terry Dunphy seconded the motion, and the motion passed.

President's Report: There was no President's Report.

Director's Report: Director Lynn Roe told us that David Nord, the City Administrator, had requested a list of capital projects, which she prepared; she gave the Board Members a copy of the list. Louie Apple will be repainting the back steel siding with a different bonding primer as soon as the temperatures are a little warmer. She informed us that there is a new leak in the Adult Department approximately over the rack of paperback books, and some of the ceiling tile has come down. Lynn has purchased a TracFone for the public to use when someone needs to make a phone call, since there are no longer any pay phones available in the downtown area.

Treasurer's Report: Terry Dunphy summarized the Treasurer's Report for the Board. The beginning balance in the Checking Account as of March 7, 2014 was \$35,020.23 and the ending balance as of April 11, 2014 is \$34,589.52. The total for trust funds in CDs is \$488,897.72. With the Midland States Bank checking account total, the Trust Funds Total is \$523,487.24. Terry informed us that there are no CDs to be rolled over until June of this year. Roberta Vanderlin made a motion to approve the March 2014 Treasurer's Report and Trust Fund Memorials, Donations, Special Funds Report as presented, Carol Chandler seconded the motion, and the motion was approved. After the Board reviewed the Invoices & Expenditures Report, Kim Pettygrove made a motion to approve the March 2014 Invoices & Expenditures Report as presented, Roberta Vanderlin seconded the motion, and the motion passed.

Committee Reports:

- **Finance and Budget:** No report.
- **Building and Grounds:** No report.
- **Personnel and Salaries:** No report.
- **By-laws, Policies, and Procedures:** No report.

- **Technology & Technology Resources:** No report.
- **Financial Planning Ad Hoc Committee:** No report.

Unfinished Business:

- **Building & Grounds:** Lynn stated that she has not gotten a response from Commissioner Colleen Brechon regarding the tree removal and landscaping proposal for the area to the north of the library building, therefore she notified Bud Lefevre of Distinctive Gardens that we cannot proceed with this project now (it requires City approval).

GRP has given us a list of needed repairs to the Library building; it is organized into 3 options: Option 1 projects have the highest priority, Option 2 includes Option 1 projects plus a few more which are not quite as urgently needed, and Option 3 includes all the projects GRP considers important to be done in the near future. We discussed that our Working Cash Fund of approximately \$135,000 might be used to help fund the most urgently needed repairs, along with using one of our Trust Funds (such as the Marilyn Blum Fund). We also discussed asking the City of Dixon to help us pay for all of the recommended repairs. After discussion, Carol Linkowski made a motion to recommend that the Library do all the work recommended in Option 3, which total \$1,279,538, with the Library committing \$279,538 towards this work, to be comprised of the money in our Working Cash Fund and money from undesignated trust funds, and ask the City of Dixon to fund the remaining \$1,000,000. Carol Chandler seconded the motion, and the motion passed.

New Business:

- **FY 2014-15 Library Budget:** Lynn Roe stated that the new budget should be approved by the City Council in late April.
- **Summer Reading Participation Card:** Lynn asked the Board to consider whether the Library should offer a Summer Reading Participation Card again this summer. Carol Chandler made a motion that we again offer the Summer Reading Participation Card to families to purchase at the same fee as last year (\$10 per child), Kim Pettygrove seconded the motion, and the motion was approved.
- **Review of City of Dixon Employee Handbook:** Lynn stated that the City of Dixon would like there to be one Employee Handbook for all employees, including library employees. Paul Greufe, the HR consultant for the City, wants to know how the City can word the handbook so it works for the library. Lynn pointed out that there are some major differences between the proposed handbook and the present Dixon Public Library Handbook. Lynn, Carol Linkowski and David Badger will discuss these differences with Mr. Greufe, then with library attorney Phil Lenzini.
- **Library Director Evaluation:** Carol Linkowski and Bob Thomas did not meet to discuss this topic, therefore we will table this subject until the next meeting. Lynn will email Carol her evaluation form from her last evaluation plus some other forms that Lynn has found.

Carol Linkowski made a motion to adjourn the meeting, Tracey Lawton seconded the motion, and the motion was approved. The meeting was adjourned at 7:15 pm.

Our next meeting is on Monday May 12, 2014 at 5:30 pm. We will need to meet at a different location. Our first choice would be the City Council Chambers, with our second choice being the Dixon Public Safety Building's meeting room. Lynn or Jennifer will inform us of the location.

Respectfully submitted,

Roberta Vanderlin, Secretary

DIXON PUBLIC LIBRARY - BOARD of TRUSTEES
Treasurer's Report for May 12, 2014 Meeting

Beginning Balance in Checking Acct	April 11, 2014	*	34,589.52
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Expenditures: April 14, 2014

Deduct from memorial fund	Check payable to	Amount
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Books & Materials:

various funds below	Dixon Public Library	439.77
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* Dixon Public Library already pd Ingram invoices from regular budget *

KSB Fund	6 books	88.46
Warner Fund	21 books	351.31

(reimburse regular budget line Adult Materials acct # 15-410-5431 Adult Library Mtls)

Books & Materials:

Murphy Foundation (Media)	Midwest Tape	979.66
---------------------------	--------------	--------

total of 34 items (7 dvds, 27 cds/audiobooks)

various funds below	Dixon Public Library	324.76
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* Dixon Public Library already pd from regular budget *

from Mastercard credit card bill - monthly closing date of 3-24-14

Youth Programs / Projects:

from Lois Sheffield Memorial 307.46

Amazon * 97.63 / 7.98 / 144.36 plus Lakeshore * 57.49 (legos, toy animal figures...)

from Summer Reading Program 17.30

Amazon * 17.30 (supplies)

Youth Programs / Projects:

Bratt Family Memorial	Angelus Press	35.00
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one year renewal of magazine * *The Angelus*

Youth Programs / Projects:

Lois Sheffield Memorial	Beth McCormick	94.87
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reimburse purchase of LEGO bricks/building plates for table

Building Improvement:

Roe Fund	Distinctive Gardens	100.62
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Order ID # 152 dtd 4-10-14 / clean off flower & plant beds

continued....

Expenditures: April 14, 2014

Deduct from memorial fund	Check payable to	Amount
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* * * The following list of items is for SRP events / invoices:

Youth Programs / Projects:

Summer Reading Program Fund

program: "Hoo Haven"	Hoo Haven, Inc.	200.00
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date needed * June 9, 2014

program: Brett Belleque	Brett Belleque	100.00
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date needed * June 9, 2014

program: "The Enchanted World"	Madcap Productions	317.50
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date needed * June 16, 2014 (total for program is 635.00 / paid 317.50 Dec 10, 2013)

program: "Paws To Read"/ The Great Dog Race	Robert Erdmann	325.00
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date needed * June 23, 2014

space rental for June 23, 2014 program	First United Methodist Church	50.00
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date needed * June 23, 2014

program: "Polkas and Paws-Just Because"	Mike Schneider	248.00
-----------------------------------------	----------------	--------

date needed * June 30, 2014 (total program is 310.00 / paid 62.00 deposit Mar 10, 2014)

(Dixon Main Street is covering cost for Furry Friends Petting Zoo of 325.00)

Timber Creek Pool Parties (6 parties)	Timber Creek of Dixon	750.00
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date needed * July 7, 2014

Total Expenditures	*	3,965.18
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continued....

Deposits:	April 15, 2014	200.00
	April 22, 2014	3,100.00
	May 6, 2014	<u>364.18</u>
	TOTAL	* 3,664.18

Apply to Fund:	Source:	Amount
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Books & Materials:

Kullerstrand (online book sales)	Kullerstrand, Diane	364.18
Apr sales		

Youth Programs / Projects:

Summer Reading Program Fund	Carol Chandler	200.00
donation to summer program		

Youth Programs / Projects:

Summer Reading Program Fund	Eurith Leydig Center	3,100.00
donation to summer program		

Total Deposits	*	3,664.18
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Interest pd to checking account:	April 30, 2014	<u>0.32</u>
	TOTAL interest	* 0.32

Ending Balance in Checking Acct	May 9, 2014	<u>34,288.84</u>
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<p>TRUST FUNDS * 5-9-2014</p> <p>CD INFO / checking account balance</p>					
MATURITY DATE	CURRENT RATE	BANK CONTACT #	OPENING DATE	OPENING BALANCE	CURRENT BALANCE
6/23/2014	1.94%	Community State Bank 284-8500	6/23/2011	99,446.05	104,430.52
6/26/2015	0.800%	Sterling Federal Bank 288-3327	7/26/2013	65,919.93	66,160.73
8/13/2015	1.045%	Sterling Federal Bank 288-3327	9/5/2012	53,733.48	54,476.26
9/3/2015	0.745%	Community State Bank 284-8500	9/3/2013	83,540.76	83,540.76
5/25/2016	1.045%	Sterling Federal Bank 288-3327	6/25/2013	22,450.02	22,572.43
4/19/2017	1.49%	First National Bank in Amboy 288-0700	4/19/2012	52,069.30	52,069.30
3/4/2019	1.605%	Sauk Valley Bank 632-4490	3/4/2014	105,647.72	105,647.72
		TOTAL BALANCE OF CD'S			488,897.72
NA	APY 0.01%	Midland States Bank 285-5155 checking account	NA	NA	34,288.84
Dixon Public Library TRUST FUND					523,186.56

DIXON PUBLIC LIBRARY BOARD OF TRUSTEES				
* updated May 2014 *				
Office	Name * Address	First Appointment	Present Term Appointed	Present Term Expires
President	Glen Hughes 509 N. Jefferson Ave Dixon IL 61021	7/20/2009	12/3/2012	11/30/2015
Vice Pres.	Carol Linkowski 851 N. Jefferson Ave Dixon IL 61021	7/18/2011	7/18/2011	6/30/2014
Secretary	Roberta Vanderlin 306 Devonshire Dixon IL 61021	7/1/2010	1/21/2014	6/30/2016
Treasurer	Terry Dunphy 1103 University Dixon IL 61021	7/18/2011	7/18/2011	6/30/2014
board member	David Badger 422 E. 2nd St Dixon IL 61021	6/17/1996	9/6/2011	6/30/2014
board member	Carol Chandler 1207 Douglas Terrace Dixon IL 61021	1/21/2014	1/21/2014	6/30/2017
board member	Tracey Lawton 1228 Great Oaks Way Dixon IL 61021	10/15/2012	10/15/2012	11/30/2015
board member	Kim Pettygrove 403 E. McKenney Dixon IL 61021	8/15/2005	9/6/2011	6/30/2014
board member	Sharon U. Thompson 1412 Phyllis Drive Dixon IL 61021	5/5/2014	5/5/2014	4/30/2017
Library Director	Lynn Roe 7982 S. Illinois Rt 2 Dixon IL 61021			

1963 City Code Title II, Chapter 7, Sec. 2-7-3: 3 year terms	9 Directors, appointed by Mayor before First of July Sec. 2-7-4: Directors shall elect one of their members President and such other officers as they deem necessary
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#12-B

MUNICIPAL OFFICIALS

James G. Burke, Mayor
David Nord,
City Administrator
Kathe Swanson, Clerk
Ward, Murray, Pace & Johnson,
P.C., Attorney
Dan Mahan,
WWTP Superintendent
David Blackburn, Commissioner
Colleen Brechon, Commissioner
Dennis Considine, Commissioner
Jeff Kuhn, Commissioner

ENGINEERING AGREEMENT

FOR

CITY OF DIXON
LEE COUNTY, ILLINOIS
SEWER DEPARTMENT

River Street Sanitary Sewer Replacement
WHA #1078D14

Raynor Lift Station Replacement
WHA #1063D10

APRIL 25, 2014



WILLETT HOFMANN
& ASSOCIATES INC

ENGINEERING ARCHITECTURE LAND SURVEYING

809 EAST 2ND STREET, DIXON, IL 61021-0367
T: 815-284-3381 DESIGN FIRM: #184-000918

TABLE OF CONTENTS

	<u>PAGE NO.</u>
IDENTIFICATION OF THE PARTIES AND GENERAL DESCRIPTION OF THE PROJECT -----	1
SECTION 1 - SERVICES OF THE ENGINEER -----	1
1.1 General -----	1
1.2 Design Phase -----	1
1.3 Construction Phase -----	2
SECTION 2 - ADDITIONAL SERVICES OF THE ENGINEER -----	3
2.1 General -----	3
SECTION 3 - THE OWNER'S RESPONSIBILITIES -----	4
SECTION 4 - PERIOD OF SERVICE -----	5
SECTION 5 - PAYMENTS TO THE ENGINEER -----	5
5.1 Payment for Services of the Engineer and Additional Services -----	5
5.2 General -----	6
SECTION 6 - GENERAL CONSIDERATIONS -----	7
6.1 Termination -----	7
6.2 Indemnification -----	7
6.3 Ownership of Documents -----	7
6.4 Estimates -----	7
6.5 Insurance -----	7
6.6 Successors and Assigns -----	8
6.7 Audit and Access to Records -----	8
6.8 Covenant Against Contingent Fees -----	9
SECTION 7 - SPECIAL PROVISIONS -----	9
SIGNATURE PAGE -----	10

THIS AGREEMENT made as of the _____ day of _____ in the year Two Thousand and Fourteen and between City of Dixon, Lee County, Illinois (hereinafter called the OWNER) and WILLETT, HOFMANN & ASSOCIATES, INC., 809 East Second Street, Dixon, ILLINOIS (hereinafter called the ENGINEER).

WITNESSETH, that whereas the OWNER intends to replace the sanitary sewer on River Street from Crawford Avenue to IL. Route 2 and replace and relocate the Raynor lift station (hereinafter called the Project).

NOW, THEREFORE, The OWNER and the ENGINEER in consideration of the mutual covenants hereinafter set forth agree as follows:

SECTION 1 - SERVICES OF THE ENGINEER

1.1 General

1.1.1. The ENGINEER agrees to perform professional services in connection with the Project as hereinafter stated.

1.1.2. The ENGINEER will serve as the OWNER's professional representative in all phases of the Project, and will give consultation and advice to the OWNER during the performance of his services.

1.2 Design Phase

During the design phase the ENGINEER will:

1.2.1. Provide the necessary engineering topographical surveys for the Raynor lift station site. The topographical surveys for the River Street sanitary sewer replacement was completed under a previous engineering agreement. Prepare the detailed engineering drawings and detailed specifications and contract booklet for bidding.

1.2.2. Furnish to the OWNER engineering data for and assist in the preparation of the required documents so that the OWNER may secure approval of such governmental authorities as have jurisdiction over design criteria applicable to the Project.

1.2.3. Advise the OWNER of any adjustment of the cost estimate for the Project caused by changes in scope, design requirements or construction costs and furnish a revised cost estimate for the Project based on the completed drawings and specifications.

- 1.2.4. Prepare proposal forms and notice to bidders and assist in the preparation of the Contract Documents.
- 1.2.5. Furnish standard core borings, subsurface probings and/or subsurface explorations; for design of the sanitary sewer and lift station.
- 1.2.6. Furnish survey plats and assist the OWNER in the preparation of easement forms for the Raynor lift station project.
- 1.2.7. Furnish ten copies of the contract documents consisting of construction agreement form, general conditions, special provisions, detailed construction drawings and technical provisions.

1.3 Construction Phase

During the construction phase the ENGINEER will:

- 1.3.1. Assist the OWNER in obtaining and evaluating bids and awarding a contract for the construction of the Project.
- 1.3.2. Provide on-site periodic observation services as the ENGINEER deems necessary to observe the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the Contract Documents; he will not be responsible for the techniques and sequences of construction or the safety precautions incident thereto; and during such visits and on the basis of his on-site observations as an experienced and qualified design professional, he will keep the OWNER informed of the progress of the work, will endeavor to guard the OWNER against defects and deficiencies in the work of the Contractor, and may disapprove work as failing to conform to the Contract Documents. The ENGINEER is not responsible for testing or inspection of materials other than that which may be required at the site of the work.
- 1.3.3. Set construction stakes to establish line and grade of the work to such extent as to control and reference the construction, but not to such an extent as to transfer such line and grades to the Contractor's batter boards, laser, forms and excavated areas.
- 1.3.4. Review shop drawings, diagrams, illustrations, catalog data, schedules and samples, the results of tests and inspections and other data which the Contractor is required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents; and assemble maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection as required by the Contract Documents.
- 1.3.5. Consult and advise with the OWNER; act as the OWNER's representative; issue all instructions of the OWNER to the Contractor; prepare routine change orders as required; whenever he considers it necessary or advisable to insure the proper carrying out of the intent of the Contract Documents, he may, as the OWNER's representative, direct the Contractor to stop the work or require special examination or testing of the work (whether or not fabricated, installed or completed); he will act as interpreter of the terms and conditions of the Contract Documents and judge of the performance thereunder.
- 1.3.6. Based on his on-site observations as an experienced and qualified design professional and on his review of the Contractor's applications for payment, and supporting data determine the

amount owing to the Contractor and approve in writing payment to the Contractor in such amounts; such approvals of payment to constitute a representation to the OWNER, based on such observations and review, that the work has progressed to the point indicated and that, to the best of his knowledge, information and belief, the quality of the work is in accordance with the Contract Documents, subject to the results of any subsequent test called for in the Contract Documents and any qualifications stated in his approval.

1.3.7. Conduct, in the company with the OWNER, a final inspection of the Project for conformance with the design concept of the Project and compliance with the information given by the Contract Documents, and approve in writing final payment to the Contractor.

1.3.8. Revise the contract drawings to reflect the changes made during construction as furnished to the ENGINEER and to represent graphically the locations of the improvements and although the drawings are not warranted as to their accuracy, the location of the improvements shown can be found within reasonable tolerance.

1.3.9. Through the on-site observations of the work in progress and field checks of materials and equipment the ENGINEER will endeavor to provide protection for the OWNER against defects and deficiencies in the work.

SECTION 2 - ADDITIONAL SERVICES OF THE ENGINEER

2.1 General

If authorized in writing by the OWNER, the ENGINEER will furnish or obtain from others additional services of the following types which will be paid for by the OWNER as indicated in Section 5.1.3.

2.1.1. Furnishing additional or nonstandard core borings, probings or subsurface explorations; hydrographic surveys; laboratory testing and inspection of samples or materials; and other special consultation.

2.1.2. Additional services due to significant changes in general scope of the Project or its design including, but not limited to, changes in size, complexity, or character of construction.

2.1.3. Revising previously approved studies, reports, design documents, drawings or specifications.

2.1.4. Preparing documents for bids requested by the OWNER for work which is not executed.

2.1.5. Preparing detailed renderings, exhibits or scale models for the Project.

2.1.6. Furnishing additional copies of reports and additional prints of drawings and specifications.

2.1.7. Investigations involving detailed consideration of operations, maintenance and overhead expenses; and the preparation of rate schedules, earnings and expense statements, feasibility studies, appraisals and valuations; detailed quantity surveys of material and labor; and material audits or inventories required for certification of force account construction performed by OWNER.

- 2.1.8. Preparing special change orders requested by the OWNER.
- 2.1.9. Making an inspection of the Project prior to expiration of the guarantee period and reporting observed discrepancies under guarantees provided by the construction contract.
- 2.1.10. Furnishing the OWNER, on request, a set of reproducible record prints of drawings showing those changes made during the construction process, based on the marked up prints, drawings and other data furnished by the Contractor to the ENGINEER and which the ENGINEER considers significant.
- 2.1.11. Additional or extended services during construction made necessary by: (1) work damaged by fire or other cause during construction; (2) prolongation of the construction contract time by more than 25%; (3) acceleration of the work schedule involving services beyond normal working hours; and (4) contract default due to delinquency or insolvency.
- 2.1.12. Extensive assistance in the initial start-up and test operation of equipment or systems and the preparation of manuals of operation and maintenance.
- 2.1.13. Additional services and costs necessitated by out of town travel required of the ENGINEER other than visits to the Project as required by Section 1.
- 2.1.14. Serving as an expert witness for the OWNER in any litigation or other proceeding involving the Project.
- 2.1.15. Additional services in connection with the Project not otherwise provided for in this Agreement.

SECTION 3 - THE OWNER'S RESPONSIBILITIES

The OWNER will:

- 3.1. Provide full information as to his requirements for the Project.
- 3.2. Assist the ENGINEER by placing at his disposal all available information pertinent to the site of the Project including previous reports and any other data relative to design and construction of the Project.
- 3.3. Guarantee access to and make all provisions for the ENGINEER to enter upon public and private lands as required for the ENGINEER to perform his work under this Agreement.
- 3.4. Examine all studies, reports, sketches, estimates, specifications, drawings, proposals and other documents presented by the ENGINEER and shall render in writing decisions pertaining thereto within a reasonable time so as not to delay the work of the ENGINEER.
- 3.5. Advertise for Proposals from bidders, open the proposals at the appointed time and place, and pay for all costs incident thereto.

- 3.6. Provide such legal, accounting and insurance counseling services as may be required for the Project.
- 3.7. Designate in writing a person to act as OWNER's representative with respect to the work to be performed under this Agreement, and such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER's policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by this Agreement.
- 3.8. Give prompt written notice to the ENGINEER whenever the OWNER observes or otherwise becomes aware of any defect in the Project.
- 3.9. Obtain approval of all governmental authorities having jurisdiction over the Project and such approvals and consents from such other individuals or bodies as may be necessary for completion of the Project.
- 3.10. Furnish, or direct the ENGINEER to provide at the OWNER's expense, necessary additional services as stipulated in Section 2 of this Agreement, or other services as required.
- 3.11. To furnish the ENGINEER with a description of and the names of owners and lien holders of property adjacent to the proposed improvement, where such data is needed for the preparation of plans and/or right of way or easement plats.

SECTION 4 - PERIOD OF SERVICE

- 4.1. Unless sooner terminated as provided in Section 6.1, this Agreement shall remain in force: (1) for a period which may reasonably be required for the design, award of contracts and construction of the Project, including extra work and any required extension thereto; or (2) in case construction is not commenced, for a period of 12 months after the completion of any phase of the work.

SECTION 5 - PAYMENTS TO THE ENGINEER

- 5.1. The OWNER will pay the ENGINEER for the services performed as follows:
- 5.1.1. For all work under the Design Phase, the OWNER shall pay the ENGINEER, a lump sum fee of \$51,000. Such basic fee shall be due and payable as follows:
- Monthly during the design phase of the ENGINEER's work, he shall be paid an amount equal to the percentage of work performed by the lump sum fee. From the partial payments thus computed each month, there shall be deducted all previous partial fee payments made to the ENGINEER.
- 5.1.2. For all work under the Construction Phase of the Project, the OWNER shall pay the ENGINEER an amount equal to the established billing rates of the ENGINEER – Billing Rate being defined herein as payroll, social security, retirement deductions, unemployment tax, insurance overhead and profit. In addition, all materials and out-of-pocket expenses shall be paid at their actual cost to the ENGINEER; that payment for such services will be made monthly to the ENGINEER during the course of the ENGINEER's work, upon his submission to the OWNER of an itemized statement showing such time, rates and employees' names.

5.1.3. For "Additional Services" performed:

5.1.3.1. By personnel assigned to the regularly established office of the ENGINEER, an amount equal to the established billing rates of the ENGINEER as defined in Section 5.1.2. above.

5.1.3.2. In connection with administering sub-contracts for services by others than described in Section 5.1.3.1. ante, an amount equal to the actual costs billed to the ENGINEER, plus 5% to cover overhead and handling.

5.1.3.3. In addition, all materials and out-of-pocket expenses shall be paid at their actual cost to the ENGINEER; that payment for such services will be made monthly to the ENGINEER during the course of the ENGINEER's work, upon his submission to the OWNER of an itemized statement showing such time, rates and employees' names.

5.1.4. As per Section 2.1, the OWNER authorizes the ENGINEER to perform the work as detailed below. The authorized design and construction phase work is estimated to be \$121,000, and work will not be performed in excess of this amount without prior authorization by the OWNER.

River Street Sanitary Sewer Replacement (WHA #1078D14)

Design	<u>\$ 22,000</u>
Construction Observation	<u>\$ 50,000</u>
TOTAL	<u>\$ 72,000</u>

Raynor Lift Station Replacement (WHA #1063D10)

Design	<u>\$ 29,000</u>
Construction Observation	<u>\$ 20,000</u>
TOTAL	<u>\$ 49,000</u>

5.2 General

5.2.1. If any portion of the Project is not bid or put under contract for a period of 6 months after completion of the design phase, the ENGINEER's compensation shall be in accordance with the Section 5.1.1.

5.2.2. If this Agreement is terminated upon completion of any phase of the ENGINEER's services, the progress payments to be made in accordance with Section 5.1. on account of that and all prior phases shall constitute total payment for services rendered; if terminated during any phase of the work, the ENGINEER shall be paid for services performed during such phase on the basis of his reasonable estimate of the portion of such phase completed prior to termination. In the event of any termination, the ENGINEER shall be paid all terminal expenses resulting therefrom plus payment for additional services then due.

5.2.3. If, prior to termination of this Agreement, any work designed or specified by the ENGINEER during any phase of the work is suspended in whole or in part for more than three months, or abandoned, after written notice from the OWNER, the ENGINEER shall be paid for services performed on account of it prior to receipt of such notice from the OWNER as provided in Section 5.2.2. for termination during any phase of the work.

SECTION 6 - GENERAL CONSIDERATIONS

6.1 Termination

This agreement may be terminated by the OWNER upon giving notice in writing to the ENGINEER at his last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the OWNER all drawings, specifications, partial and completed estimates and data, if any completed pursuant to the agreement up to date of termination with the understanding that all such material becomes the property of the OWNER. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 5.2 of PAYMENTS TO THE ENGINEER.

6.2 Indemnification

The ENGINEER will indemnify and hold harmless the OWNER and its agents and employees from and against all claims, damages, losses and expenses, including attorney fees arising out of or resulting from the performance of the Engineering Services under this Agreement which is caused in whole or in part by any negligent or willful act or omission of the ENGINEER or anyone directly or indirectly employed by the ENGINEER or any one for whose acts the ENGINEER may be liable.

6.3 Ownership of Documents

THIS SECTION HAS BEEN DELETED.

6.4 Estimates

Since the ENGINEER has no control over the cost of labor and materials, or over competitive bidding and market conditions, the estimates of construction cost provided for herein are to be made on the basis of his experience and qualifications, but the ENGINEER does not guarantee the accuracy of such estimates as compared to the contractor's bids or the Project construction cost.

6.5 Insurance

The ENGINEER shall secure and maintain such insurance as will protect him from claims under the Workmen's Compensation Acts and from claims for bodily injury, death, or property damage which may arise from the performance of his services under this agreement. ENGINEER shall cause the OWNER to be named as an additional insured on such coverage.

GENERAL LIABILITY	
EACH OCCURRENCE	\$1,000,000
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000
MED EXP (Any one person)	\$10,000
PERSONAL & ADV INJURY	\$1,000,000
GENERAL AGGREGATE	\$3,000,000
PRODUCTS – COMP/OP AGG	\$3,000,000
EBL AGGREGATE	\$2,000,000
AUTOMOBILE LIABILITY	
COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000

UMBRELLA LIABILITY	
EACH OCCURRENCE	\$3,000,000
AGGREGATE	\$3,000,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	
E.L. EACH ACCIDENT	\$1,000,000
E.L. DISEASE – EA EMPLOYEE	\$1,000,000
E.L. DISEASE – POLICY LIMIT	\$1,000,000

6.6 Successors and Assigns

The OWNER and the ENGINEER each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement; except as above, neither the OWNER nor the ENGINEER shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party hereto.

6.7 Audit and Access to Records

6.7.1. The ENGINEER agrees to include Sections 6.7.2. through 6.7.5. below in all his contracts and all subcontracts directly related to project performance which are in excess of \$25,000.

6.7.2. The ENGINEER shall maintain books, records, documents and other evidence directly pertinent to performance of Agency grant work under this agreement consistent with generally accepted accounting standards in accordance with the American Institute of Certified Public Accountants Professional Standards (666 Fifth Avenue, New York, New York 10019; June 1, 1987). The local agency shall have access to such books, records, documents and other evidence for the purpose of inspection, audit and copying. The ENGINEER will provide facilities for such access and inspection.

6.7.3. Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards.

6.7.4. The ENGINEER agrees to the disclosure of all information and reports resulting from access to records pursuant to Section 6.7.2. above, to the Agency. Where the audit concerns the ENGINEER, the auditing agency will afford the ENGINEER an opportunity to comment on the pertinent portions of the draft audit report. The final audit report will include the written comments, if any, of the audited parties.

6.7.5. Records under Section 6.7.2. above shall be maintained and made available during performance on Agency loan work under this agreement and until three years from date of final Agency loan audit for the project. In addition, those records which relate to any "dispute" appeal under an Agency loan agreement, or litigation, or the settlement of claims arising out of such performance, costs or items to which an audit exception has been taken, shall be maintained and made available until three years after the date of resolution of such appeal, litigation, claim or exception.

6.8 Covenant Against Contingent Fees

The ENGINEER warrants that no person or sealing agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees. For breach or violation of this warranty, the loan recipient shall have the right to annul this agreement without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such commission, percentage, brokerage or contingent fee.

SECTION 7 - SPECIAL PROVISIONS

The OWNER and the ENGINEER mutually agree that this Agreement shall be subject to the following special provisions, which together with the provisions hereof and the exhibits hereto represent the entire Agreement between the OWNER and the ENGINEER; they may only be altered, amended or repealed by a duly executed written instrument.

All additions and deletions made in the printed words of this Agreement were so made prior to its execution by the parties hereto.

That the ENGINEER certifies that the services of anyone that has been debarred or suspended under the Federal Executive Order 12549 has not or will not be used for planning, design and construction work.

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

Under Title VI of the Civil Rights Act of 1964, no person shall, on the ground of race, color, creed, religion, sex, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

SECTION 109 OF TITLE 1 OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974

No person in the United States shall on the grounds of race, color, creed, religion, sex, or national origin be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

INTEREST OF MEMBERS OF A UNIT LOCAL GOVERNMENT OR OTHER PUBLIC OFFICIALS

No member of the governing body of the Unit of Local Government and no other officer, employee, public official, or agent of the Unit of Local Government who exercises any functions or responsibilities in connection with the planning or carrying out of the project, shall have any personal financial interest, direct or indirect, in this contract; and the Consultant shall take appropriate steps to assure compliance.

INTEREST OF CONSULTANT AND EMPLOYEES

The Consultant covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. The Consultant further covenants that in the performance of this contract, no person having such interest shall be employed.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of work under this Agreement, the ENGINEER, for himself, his assignees and successors in interest agrees to conform to the requirements of the "Special Provisions for Fair Employment Practices" of the Illinois Department of Transportation. The words "contract" and "contractor" in the special provision shall be interpreted to mean "Agreement" and "ENGINEER" respectively.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement the day and year first above written.

OWNER:

CITY OF DIXON, ILLINOIS

BY

Title James Burke, Mayor

ATTEST:

BY

Title Kathe Swanson, City Clerk

(SEAL)

ENGINEER:

WILLETT, HOFMANN & ASSOCIATES, INC.

BY Ronald Steenkamp

Title PRESIDENT

ATTEST:

BY

Title: SECRETARY

(SEAL)



March 30, 2014

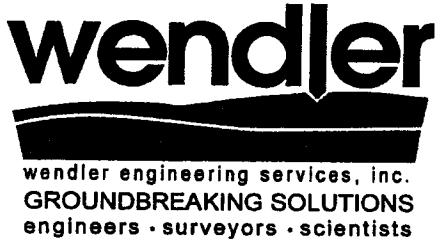
GENERAL RATES FOR ENGINEERING SERVICES
(FIELD AND OFFICE)

CLASSIFICATION OF EMPLOYEE	REGULAR HOURLY RATE		OVERTIME RATE
	From	To	
Principal Engineering Manager	\$132.00	\$180.00	Regular Rate
Engineering Manager	\$120.00	\$165.00	Regular Rate
Civil Engineer IV	\$99.00	\$138.00	Regular Rate
Civil Engineer III	\$81.00	\$120.00	Regular Rate
Civil Engineering Intern II	\$75.00	\$108.00	Regular Rate
Civil Engineering Intern I	\$69.00	\$96.00	Regular Rate
Architect IV	\$108.00	\$144.00	Regular Rate
Architect III	\$93.00	\$126.00	Regular Rate
Architectural Intern II	\$84.00	\$105.00	Regular Rate
Architectural Intern I	\$75.00	\$93.00	Regular Rate
Prof. Land Surveyor Manager	\$96.00	\$135.00	Regular Rate
Prof. Land Surveyor IV	\$84.00	\$120.00	Regular Rate
Prof. Land Surveyor III	\$72.00	\$99.00	Regular Rate
Prof. Land Surveyor (SIT) II	\$63.00	\$87.00	Regular Rate
Prof. Land Surveyor (SIT) I	\$54.00	\$75.00	Regular Rate
Technician IV	\$69.00	\$96.00	1.3 x Regular Rate
Technician III	\$60.00	\$84.00	1.3 x Regular Rate
Technician II	\$54.00	\$72.00	1.3 x Regular Rate
Technician I	\$45.00	\$63.00	1.3 x Regular Rate
* Survey Worker Foreman	\$60.00	\$120.00	1.3 x Regular Rate
* Survey Worker	\$60.00	\$120.00	1.3 x Regular Rate
Administrative Assistant	\$39.00	\$69.00	1.3 x Regular Rate
Expenses and Materials	At Cost		

* The hourly wages of these Classifications may be subject to the Illinois Prevailing Wage Act.

The above hourly rates shall be applicable for a period of one year from the date hereon, after which time they shall be subject to adjustments to reflect payroll cost.

Generally field crews work a nine-hour day, which involves an hour of overtime each day. The rates for field personnel apply office to office exclusive of the lunch period.



April 30th, 2014

Mayor James G. Burke
City of Dixon
121 W. 2nd Street
Dixon, IL 61021

RE: 2014 Downtown Dixon Streetscape West
Engineering Services Agreement for Construction Observation Services

Dear Mayor:

We appreciate the opportunity the City provided us while working together in the concept and design phases of the Downtown Streetscape West Reconstruction project. We are pleased to provide a proposal for inspection services for the construction. This letter is a supplement to the attached Construction Engineering Services Agreement form which governs for this contract.

Our staff will provide onsite construction inspection services including resident inspectors to this project reporting to you. This scope includes full time inspection as provided in previous projects in the downtown. We believe this is essential for ensuring the investment in the project is according to the project requirements as well as providing a contact for property owners and visitors to our downtown.

We will work hourly dependent on weather and the contractor's schedule. Combined fees for this work will be hourly to provide the services outlined in this proposal with an estimated total of \$253,447.50. This estimate was determined using the following assumptions:

Assumed:

1. Generally full time construction inspection
2. 7.0 months effective construction timeframe (115 Working Days)(10 hour contractor days – confirmed with Fischer)
3. Preconstruction meeting
4. 2 public information meetings
5. 3 utility meetings
6. KJWW on board for electrical consulting – 3 site visits each per Stage 1 to 3 & precon
7. Construction Survey Layout by Wendler Engineering

8. Audit by City or other designated representative

Using these assumptions, costs are estimated as follows:

7.0 Months - 115 contractor working days @ 10 hours field inspection *1.1(weekends) * 1.1 (Precon, utility meetings, Job close out, Audit) =	\$121,755.00
7.0 Months - 4 contractor non-working days per month @ 6 hours/day reports / payments =	\$14,700.00
50 trips concrete testing & handling samples @ 2 hours =	\$8,500.00
7.0 Months - 115 working days @ 3 hours engineering consulting / site visits / reports * 1.3 (Precon, utility meetings, Audit) =	\$47,092.50
Hourly for KJWW (Electrical inspection) =	\$6,400.00
Hourly for Midwest Testing (Subgrade / Bituminous) =	\$4,000.00
Construction Layout and Survey Field Checks =	\$51,000.00

We anticipate concrete inspection services required by the contract to be covered by our forces. Other specialized testing services required will be contracted with Midwest Testing, Inc. on an as needed basis. This work would be billed separately on a time and materials basis subject to your approval. A budget number is included in the total estimate provided.

Ogle County has a concrete / grout testing lab that is available for this project and has been previously used on City of Dixon projects. Billing from the County for lab services will addressed to the City of Dixon. We assume concrete testing costs billed from Ogle County are separate from our agreement.

We appreciate the opportunity to work with the City of Dixon on this project. Should you have any questions, or need additional information, please feel free to contact us at 815-288-2261.

Very truly yours,

WENDLER ENGINEERING SERVICES, INC.



Scott A. Brown, P.E., S.E.
Project Manager

Enc. BLR 05512

Municipality City of Dixon	LOCAL AGENCY	 Illinois Department of Transportation Preliminary/Construction Engineering Services Agreement For Motor Fuel Tax Funds	CONSULTANT	Name Wendler Engineering Services, Inc.
Township				Address 698 Timber Creek Rd, PO Box 486
County Lee				City Dixon
Section Streetscape West				State IL

THIS AGREEMENT is made and entered into this _____ day of _____, 2014 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above PROJECT. Motor Fuel Tax Funds, allotted to the LA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT", will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director Division of Highways, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LA in immediate charge of the engineering details of the PROJECT
Contractor	Company or Companies to which the construction contract was awarded

Section Description

Name Streetscape W Route 2261 ft Length _____ miles Structure No. _____

Termini 1st Street from Hennepin Ave to Highland: Peoria Ave from River St. to 3rd St: 3rd St. from Peoria to Highland

Description
Street improvements including sidewalk, curb, pavement, lighting and municipal utilities.

Agreement Provisions

The Engineer Agrees,

- 1. To perform or be responsible for the performance of the following engineering services for the LA in connection with the proposed improvement herein before described, and checked below:
 - a. ☐ Make such detailed surveys as are necessary for the preparation of detailed roadway plans.
 - b. ☐ Make stream and flood plain hydraulic surveys and gather high water data and flood histories for the preparation of detailed bridge plans.
 - c. ☐ Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles and analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT.
 - d. ☐ Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.

- e. ☐ Prepare Army Corps of Engineers Permit, Division of Water Resources Permit, Bridge waterway sketch and/or Channel Change sketch, Utility plan and locations and Railroad Crossing work agreements.
- f. ☐ Prepare Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.

NOTE Four copies to be submitted to the Regional Engineer

- g. ☐ Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LA with five (5) copies of the plans, special provisions, proposals and estimates. Additional copies of any or all documents, if required shall be furnished to the LA by the ENGINEER at his actual cost for reproduction.
- h. ☐ Furnish the LA with survey and drafts in quadruplicate of all necessary right-of-way dedications, construction easements and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.
- i. ☐ Assist the LA in the receipt and evaluation of proposals and the awarding of the construction contract.
- j. ☒ Furnish or cause to be furnished:
 - (1) ~~Proportioning~~ and testing of concrete mixtures in accordance with the "Manual of Instructions for Concrete Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of the DEPARTMENT and promptly submit reports on forms prepared by said Bureau.
 - (2) ~~Proportioning~~ and testing of bituminous mixtures (~~including extracting test~~) in accordance with the "Manual of Instructions for Bituminous Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of the DEPARTMENT, and promptly submit reports on forms prepared by said Bureau.
 - (~~X~~) All compaction tests as required by the specifications and report promptly the same on forms prepared by the Bureau of Materials and Physical Research.
 - (~~X~~) Quality and sieve analyses on local aggregates to see that they comply with the specifications contained in the contract.
 - (5) Inspection of all materials when inspection is not provided at the sources by the Bureau of Materials and Physical Research, of the DEPARTMENT and submit inspection reports to the LA ~~and the DEPARTMENT~~ in accordance with the policies of the said DEPARTMENT. LA.
- k. ☒ Furnish or cause to be furnished
 - (1) A resident construction supervisor, inspectors, and other technical personnel to perform the following work: (The number of such inspectors and other technical personnel required shall be subject to the approval of the LA.)
 - a. Continuous observation of the work and the contractor's operations for compliance with the plans and specifications as construction proceeds, but the ENGINEER does not guarantee the performance of the contract by the contractor.
 - b. Establishment and setting of lines and grades.
 - c. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - d. Supervision of inspectors, proportioning engineers and other technical personnel and the taking and submitting of material samples.
 - e. Revision of contract drawings to reflect as built conditions.
 - f. Preparation and submission to the LA in the required form and number of copies, all partial and final payment estimates, change orders, records and reports required by the LA and the DEPARTMENT.

NOTE: *When Federal funds are used for construction and the ENGINEER or the ENGINEER's assigned staff is named as resident construction supervisor, the ENGINEER is required to be prequalified with the STATE in Construction Inspection. The onsite resident construction supervisor and project inspectors shall possess valid Documentation of Contract Quantities certification.*

- 2. That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to this agreement will be in accordance with the current standard specifications and policies of the DEPARTMENT, it being understood that all such reports, plats, plans and drafts shall before being finally accepted, be subject to approval by the LA and the said DEPARTMENT.
- 3. To attend conferences at any reasonable time when requested to do so by the LA or representatives of the DEPARTMENT.
- 4. In the event plans, surveys or construction staking are found to be in error during the construction of the PROJECT and revisions of the plans or survey or construction staking corrections are necessary, the ENGINEER agrees that he will perform such work without expense to the LA, even though final payment has been received by him. He shall give immediate attention to these changes so there will be a minimum delay to the contractor.
- 5. The basic survey notes and sketches, charts, computations and other data prepared or obtained by the ENGINEER pursuant to this agreement will be made available upon request to the LA or the DEPARTMENT without cost and without restriction or limitations as to their use.
- 6. To make such changes in working plans, including all necessary preliminary surveys and investigations, as may be required after the award of the construction contract and during the construction of the improvement.
- 7. That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by him and will show his professional seal where such is required by law.
- 8. To submit, upon request by the LA or the DEPARTMENT a list of the personnel and the equipment he/she proposes to use in fulfilling the requirements of this AGREEMENT.

The LA Agrees,

- 1. To pay the Engineer as compensation for all services performed as stipulated in paragraphs 1a, 1g, 1i, 2, 3, 5 and 6 in accordance with one of the following methods indicated by a check mark:

- a ☐ A sum of money equal to _____ percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT.
- b. ☐ A sum of money equal to the percentage of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

Schedule for Percentages Based on Awarded Contract Cost

Awarded Cost	Percentage Fees	
Under \$50,000	_____	(see note)
	_____	%
	_____	%
	_____	%
	_____	%
	_____	%

Note: Not necessarily a percentage. Could use per diem, cost-plus or lump sum.

- 2. To pay for services stipulated in paragraphs ~~1x, 1y, 1z, 1a, 1b, 1c, 1d, 1e, 1f, 1g, 1h, 1i, 1j, 1k~~ of THE ENGINEER AGREES at the hourly rates stipulated below for personnel assigned to this PROJECT as payment in full to the ENGINEER for the actual time spent in providing these services the hourly rates to include profit, overhead, readiness to serve, insurance, social security and retirement deductions. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at his actual cost. Subject to the approval of the LA, the ENGINEER may sublet all or part of the services provided under paragraphs ~~1x, 1y, 1z, 1a, 1b, 1c, 1d, 1e, 1f, 1g, 1h, 1i, 1j, 1k~~ of THE ENGINEER AGREES. ~~If the ENGINEER sublets all or a part of this work, the LA will pay the cost to the ENGINEER plus a five (5) percent service charge. "Cost to ENGINEER" to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work. The classifications of the employees used in the work should be consistent with the employee classifications for the services performed. If the personnel of the firm including the Principal Engineer perform routine services that should normally be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the work performed.~~

**Grade Classification
of Employee**

Hourly Rate

Principal Engineer	
Resident Construction Supervisor	\$90.00
Chief of Party	\$80.00
Instrument Man	
Rodmen	\$70.00
Inspectors	\$85.00
Project Engineer	\$105.00
Structural Engineer	\$125.00
Material Testing	actual cost
Electrical Inspection	actual cost

The hourly rates itemized above shall be effective the date the parties, hereunto entering this AGREEMENT, have affixed their hands and seals and shall remain in effect until 5/1/2015. In event the services of the ENGINEER extend beyond 5/1/2015, the hourly rates will be adjusted yearly by addendum to this AGREEMENT to compensate for increases or decreases in the salary structure of the ENGINEER that are in effect at that time.

3. That payments due the ENGINEER for services rendered pursuant to this AGREEMENT will be made as soon as practicable after the services have been performed, in accordance with the following schedule:
 - a. Upon completion of detailed plans, special provisions, proposals and estimate of cost - being the work required by paragraphs 1a through 1g under THE ENGINEER AGREES - to the satisfaction of the LA and their approval by the DEPARTMENT, 90 percent of the total fee based on the above fee schedule and the approved estimate of cost.
 - b. Upon award of the contract for the improvement by the LA and its approval by the DEPARTMENT, 100 percent of the total fee (excluding any fees paragraphs 1j and 1k of the ENGINEER AGREES), based on the above fee schedule and the awarded contract cost, less any previous payment.
 - c. Upon completion of the construction of the improvement, 90 percent of the fee due for services stipulated in paragraphs 1j and 1k.
 - d. Upon completion of all final reports required by the LA and the DEPARTMENT and acceptance of the improvement by the DEPARTMENT, 100 percent of the total fees due under this AGREEMENT, less any amounts previously paid.
 - e. Monthly invoices for work performed to date.~~By mutual agreement, partial payments, not to exceed 90 percent of the amount earned, may be made from time to time as the work progresses.~~
4. That should the improvements be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a and 1g, and prior to the completion of such services the LA shall reimburse the ENGINEER for his actual costs plus N/A percent incurred up to the time he is notified in writing of such abandonment "actual cost" being defined as material costs plus actual payrolls, insurance, social security and retirement deductions. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at his actual cost.
5. That should the LA require changes in any of the detailed plans, specifications or estimates (except for those required pursuant to paragraph 4 of THE ENGINEER AGREES) after they have been approved by the DEPARTMENT, the LA will pay the ENGINEER for such changes on the basis of hourly rates per Grade Classification of Employee. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of his responsibility to prepare a complete and adequate set of plans.
6. That should the LA extend completion of the improvement beyond the time limit given in the contract, the LA will pay the ENGINEER, in addition to the fees provided herein, his actual cost incurred beyond such time limit - ~~"actual cost" being defined as in paragraph 4 above.~~
7. To submit approved forms BC 775 and BC 776 with this AGREEMENT when federal funds are used for construction.

It is Mutually Agreed,

1. That any difference between the ENGINEER and the LA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the

ENGINEER one member appointed by the LA and a third member appointed by the two other members for disposition and that the committee's decision shall be final.

2. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at his last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all drawings, specifications, partial and completed estimates and data if any from traffic studies and soil survey and subsurface investigations with the understanding that all such material becomes the property of the LA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 4 of THE LA AGREES.
3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LA and their approval by the DEPARTMENT, the LA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under the AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LA and the DEPARTMENT.
4. That the ENGINEER warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty the LA shall have the right to annul this contract without liability.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed in quadruplicate counterparts, each of which shall be considered as an original by their duly authorized offices.

Executed by the LA: _____ of the
(Municipality/Township/County)

ATTEST: _____ State of Illinois, acting by and through its

By _____ ,

Clerk
(Seal)

By _____ ,

Title:

Executed by the ENGINEER: _____
_____ WENDLER ENGINEERING & SURVEYING

ATTEST: _____
By _____
Title: _____

By _____
Title: _____

Approved

Date

Department of Transportation

Regional Engineer



Average Hourly Project Rates

Route	Varies
Section	City of Dixon - 2014 Streetscape
County	Lee
Job No.	
PTB/Item	

Date 05/02/14

Sheet 1 OF 1

Payroll Classification	Avg Hourly Rates	Field Insp. / Observation - RE & Inspector			Concrete Testing and Sample Handling			Field Insp. / Observation - PE			Construction Layout and Survey Field Checks		
		Hours	% Part.	Wgtd Avg	Reports / Payments	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
RESIDENT CONSTRUCTION SUPERVISOR	\$90.00	695.5	49.98%	44.98	84	50.00%	45.00				150	23.08%	20.77
SURVEY PARTY CHIEF	\$80.00										250	38.46%	30.77
RODMEN	\$70.00										250	38.46%	26.92
INSPECTORS	\$85.00	696	50.02%	42.52	84	50.00%	42.50	100	100.00%	85.00			
PROJECT ENGINEER	\$105.00												
STRUCTURAL ENGINEER	\$125.00										448.5	100.00%	105.00
TOTALS		1391.5	100%	\$87.50	168	100%	\$87.50	100	100%	\$85.00	448.5	100%	\$78.46

Municipality Dixon	LOCAL AGENCY	 Illinois Department of Transportation Preliminary/Construction Engineering Services Agreement For Motor Fuel Tax Funds Phase III	CONSULTANT	Name Willet, Hofmann & Associates
Township N/A				Address 809 East 2 nd Street
County Lee				City Dixon
Section N/A				State Illinois

12-D

THIS AGREEMENT is made and entered into this _____ day of _____, 2014 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above PROJECT. Motor Fuel Tax Funds, allotted to the LA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT", will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer Deputy Director Division of Highways, Regional Engineer, Department of Transportation
Resident Construction Supervisor Authorized representative of the LA in immediate charge of the engineering details of the PROJECT
Contractor Company or Companies to which the construction contract was awarded

Section Description							
Name	2014 Dixon Downtown Streetscapes East	Route	Various	Length	0.30 miles	Structure No.	N/A
Termini	Hennepin Ave. to Crawford Ave. on 1st St. & 2nd St. to River St. on Ottawa Ave. (5 Blocks) alley & parking lot						
Description	Street and parking lot improvements including sidewalks, curb and gutter, pavement and lighting. Also, signal warrants and design for signals located on Peoria Ave. at 1 st and 2 nd Streets. Exhibits A, B, C, D & E are also made part of this agreement						
WHA #	1230D13						

Agreement Provisions	
<p>The Engineer Agrees,</p> <ol style="list-style-type: none"> To perform or be responsible for the performance of the following engineering services for the LA in connection with the proposed improvement herein before described, and checked below: <ol style="list-style-type: none"> <input type="checkbox"/> Make such detailed surveys as are necessary for the preparation of detailed roadway plans. <input type="checkbox"/> Make stream and flood plain hydraulic surveys and gather high water data and flood histories for the preparation c detailed bridge plans. <input type="checkbox"/> Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles and analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT. <input type="checkbox"/> Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement. <input type="checkbox"/> Prepare Army Corps of Engineers Permit, Division of Water Resources Permit, Bridge waterway sketch and/or Channel Change sketch, Utility plan and locations and Railroad Crossing work agreements. 	

- f. ☐ Prepare Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.

NOTE Four copies to be submitted to the Regional Engineer

- g. ☐ Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LA with five (5) copies of the plans, special provisions, proposals and estimates. Additional copies of any or all documents, if required shall be furnished to the LA by the ENGINEER at his actual cost for reproduction.
- h. ☐ Furnish the LA with survey and drafts in quadruplicate of all necessary right-of-way dedications, construction easements and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.
- i. ☐ Assist the LA in the receipt and evaluation of proposals and the awarding of the construction contract.
- j. ☒ Furnish or cause to be furnished:
- (1) Proportioning and testing of concrete mixtures in accordance with the "Manual of Instructions for Concrete Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of the DEPARTMENT and promptly submit reports on forms prepared by said Bureau.
 - (2) Proportioning and testing of bituminous mixtures (including extracting test) in accordance with the "Manual of Instructions for Bituminous Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of the DEPARTMENT, and promptly submit reports on forms prepared by said Bureau.
 - (3) All compaction tests as required by the specifications and report promptly the same on forms prepared by the Bureau of Materials and Physical Research.
 - (4) Quality and sieve analyses on local aggregates to see that they comply with the specifications contained in the contract.
 - (5) Inspection of all materials when inspection is not provided at the sources by the Bureau of Materials and Physical Research, of the DEPARTMENT and submit inspection reports to the LA and the DEPARTMENT in accordance with the policies of the said DEPARTMENT.
- k. ☒ Furnish or cause to be furnished
- (1) A resident construction supervisor, inspectors, and other technical personnel to perform the following work: (The number of such inspectors and other technical personnel required shall be subject to the approval of the LA.)
 - a. Continuous observation of the work and the contractor's operations for compliance with the plans and specifications as construction proceeds, but the ENGINEER does not guarantee the performance of the contract by the contractor.
 - b. Establishment and setting of lines and grades.
 - c. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - d. Supervision of inspectors, proportioning engineers and other technical personnel and the taking and submitting of material samples.
 - e. Revision of contract drawings to reflect as built conditions.
 - f. Preparation and submission to the LA in the required form and number of copies, all partial and final payment estimates, change orders, records and reports required by the LA and the DEPARTMENT.

NOTE: *When Federal funds are used for construction and the ENGINEER or the ENGINEER's assigned staff is named as resident construction supervisor, the ENGINEER is required to be prequalified with the STATE in Construction Inspection. The onsite resident construction supervisor and project inspectors shall possess valid Documentation of Contract Quantities certification.*

2. That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to this agreement will be in accordance with the current standard specifications and policies of the DEPARTMENT, it being understood that all such reports, plats, plans and drafts shall before being finally accepted, be subject to approval by the LA and the said DEPARTMENT.

- 3. To attend conferences at any reasonable time when requested to do so by the LA or representatives of the DEPARTMENT.
- 4. In the event plans, surveys or construction staking are found to be in error during the construction of the PROJECT and revisions of the plans or survey or construction staking corrections are necessary, the ENGINEER agrees that he will perform such work without expense to the LA, even though final payment has been received by him. He shall give immediate attention to these changes so there will be a minimum delay to the contractor.
- 5. The basic survey notes and sketches, charts, computations and other data prepared or obtained by the ENGINEER pursuant to this agreement will be made available upon request to the LA or the DEPARTMENT without cost and without restriction or limitations as to their use.
- 6. To make such changes in working plans, including all necessary preliminary surveys and investigations, as may be required after the award of the construction contract and during the construction of the improvement.
- 7. That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by him and will show his professional seal where such is required by law.
- 8. To submit, upon request by the LA or the DEPARTMENT a list of the personnel and the equipment he/she proposes to use in fulfilling the requirements of this AGREEMENT.

The LA Agrees,
Attached hereto and incorporated herein as "Special Provisions" (Exhibit A) please find the provisions for this section.

1. ~~To pay the Engineer as compensation for all services performed as stipulated in paragraphs 1a, 1g, 1i, 2, 3, 5 and 6 in accordance with one of the following methods indicated by a check mark:~~

- a. ☐ A sum of money equal to _____ percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT.
- b. ☐ A sum of money equal to the percentage of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

Schedule for Percentages Based on Awarded Contract Cost

Awarded Cost	Percentage Fees	
Under \$50,000	_____	(see note)
	_____	%
	_____	%
	_____	%
	_____	%
	_____	%

Note: ~~Not necessarily a percentage. Could use per diem, cost plus or lump sum.~~

2. ~~To pay for services stipulated in paragraphs 1b, 1c, 1d, 1e, 1f, 1h, 1j and 1k of THE ENGINEER AGREES at the hourly rates stipulated below for personnel assigned to this PROJECT as payment in full to the ENGINEER for the actual time spent in providing these services the hourly rates to include profit, overhead, readiness to serve, insurance, social security and retirement deductions. Traveling and other out of pocket expenses will be reimbursed to the ENGINEER at his actual cost. Subject to the approval of the LA, the ENGINEER may sublet all or part of the services provided under paragraphs 1b, 1c, 1d, 1e, 1f, 1j and 1k of THE ENGINEER AGREES. If the ENGINEER sublets all or a part of this work, the LA will pay the cost to the ENGINEER plus a five (5) percent service charge. "Cost to ENGINEER" to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work. The classifications of the employees used in the work should be consistent with the employee classifications for the services performed. If the personnel of the firm including the Principal Engineer perform routine services that should normally be performed by lesser salaried personnel, the wage rate billed for such services shall be commensurate with the work performed.~~

Grade Classification of Employee	Hourly Rate
Principal Engineer	_____
Resident Construction Supervisor	_____
Chief of Party	_____
Instrument Man	_____
Redmen	_____
Inspectors	_____

~~The hourly rates itemized above shall be effective the date the parties, hereunto entering this AGREEMENT, have affixed their hands and seals and shall remain in effect until _____. In event the services of the ENGINEER extend beyond _____, the hourly rates will be adjusted yearly by addendum to this AGREEMENT to compensate for increases or decreases in the salary structure of the ENGINEER that are in effect at that time.~~

- ~~3. That payments due the ENGINEER for services rendered pursuant to this AGREEMENT will be made as soon as practicable after the services have been performed, in accordance with the following schedule:~~
- ~~a. Upon completion of detailed plans, special provisions, proposals and estimate of cost being the work required by paragraphs 1a through 1g under THE ENGINEER AGREES to the satisfaction of the LA and their approval by the DEPARTMENT, 90 percent of the total fee based on the above fee schedule and the approved estimate of cost.~~
 - ~~b. Upon award of the contract for the improvement by the LA and its approval by the DEPARTMENT, 100 percent of the total fee (excluding any fees paragraphs 1j and 1k of the ENGINEER AGREES), based on the above fee schedule and the awarded contract cost, less any previous payment.~~
 - ~~c. Upon completion of the construction of the improvement, 90 percent of the fee due for services stipulated in paragraphs 1j and 1k.~~
 - ~~d. Upon completion of all final reports required by the LA and the DEPARTMENT and acceptance of the improvement by the DEPARTMENT, 100 percent of the total fees due under this AGREEMENT, less any amounts previously paid.~~

~~By mutual agreement, partial payments, not to exceed 90 percent of the amount earned, may be made from time to time as the work progresses.~~

- ~~4. That should the improvements be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a and 1g, and prior to the completion of such services the LA shall reimburse the ENGINEER for his actual costs plus _____ percent incurred up to the time he is notified in writing of such abandonment "actual cost" being defined as material costs plus actual payrolls, insurance, social security and retirement deductions. Traveling and other out of pocket expenses will be reimbursed to the ENGINEER at his actual cost.~~
- ~~5. That should the LA require changes in any of the detailed plans, specifications or estimates (except for those required pursuant to paragraph 4 of THE ENGINEER AGREES) after they have been approved by the DEPARTMENT, the LA will pay the ENGINEER for such changes on the basis of actual cost plus _____ percent to cover profit, overhead and readiness to serve "actual cost" being defined as in paragraph 4 above. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of his responsibility to prepare a complete and adequate set of plans.~~
- ~~6. That should the LA extend completion of the improvement beyond the time limit given in the contract, the LA will pay the ENGINEER, in addition to the fees provided herein, his actual cost incurred beyond such time limit "actual cost" being defined as in paragraph 4 above.~~
- ~~7. To submit approved forms BC 775 and BC 776 with this AGREEMENT when federal funds are used for construction.~~

It is Mutually Agreed,

1. That any difference between the ENGINEER and the LA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER one member appointed by the LA and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
2. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at his last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all drawings, specifications, partial and completed estimates and data if any from traffic studies and soil survey and subsurface investigations with the understanding that all such material becomes the property of the LA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 4 of THE LA AGREES.

3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LA and their approval by the DEPARTMENT, the LA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under the AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LA and the DEPARTMENT.
4. That the ENGINEER warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty the LA shall have the right to annul this contract without liability.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed in quadruplicate counterparts, each of which shall be considered as an original by their duly authorized offices.

Executed by the LA:

City of Dixon of the
(Municipality/Township/County)

ATTEST: State of Illinois, acting by and through its

By _____

City Clerk

(Seal)

By _____

Title: Mayor

Executed by the ENGINEER:

Willett, Hofmann & Associates, Inc

809 E. 2nd Street

Dixon, IL 61021

ATTEST:

By _____

Thomas W. Houck, A.I.A., P.E., LEED AP^{BD+C}

Title: Secretary

Ronald J. Steenken, P.E., S.E.

Title: President & General Manager

Approved

Date

Department of Transportation

Regional Engineer

City of Dixon, Illinois
2014 Downtown Dixon Streetscapes East
1st Street/ Ottawa Avenue
WHA # 1230D13

EXHIBIT A

SPECIAL PROVISIONS

Paragraphs 1, 2, 3, 4, 5, 6 & 7 of this agreement is/are amended to include the following agreement(s) of the parties.

The LA Agrees,

1. To pay the ENGINEER as Compensation for all services performed in accordance with one of the following methods indicated by a check mark:

- a. ☐ A sum of money equal to _____percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT.
- b. ☐ A sum of money equal to the percent of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

Schedule for Percentages Based on Awarded Contract Cost

	Percentage Fees
Under \$50,000	_____ (see note)
	_____ %
	_____ %
	_____ %
	_____ %
	_____ %

Note: Not necessarily a percentage. Could use per diem, cost-plus or lump sum.

- c. ☒ To pay the ENGINEER as compensation for all services performed as stipulated in paragraphs 1a through 1k, under the ENGINEER AGREES at the hourly rates shown on Exhibit E for personnel assigned to the SECTION as payment in full to the ENGINEER for the actual time spent in providing these services the hourly rates to include profit, overhead, readiness to serve, insurance, social security and retirement deductions. "Outside Expenses" shall include traveling and out-of-pocket expense. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at his actual cost. The personnel classification and rates of pay for the various personnel that may be employed on this improvement shall be within the limits shown in Exhibit E. Subject to approval of the LA, the ENGINEER may sublet all or part of the services provided under paragraphs 1i, 1j & 1k of the ENGINEER AGREES. "Cost to Engineer" to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work.

The total cost of these services is estimated to be \$256,311.00

The classifications of the employees used in the work should be consistent with the employees' classifications for the services performed. If the personnel of the firm, including the Principal Engineer, perform routine services that should be normally performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the work performed.

EXHIBIT A

2. That payments due the ENGINEER for services rendered pursuant to this AGREEMENT will be made as soon as practicable after the services have been performed, in accordance with the following schedule:

Monthly during the course of surveys and preparation of plans, special provisions, proposals and estimate of cost, payments equal to 100% of an amount arrived at as provided in paragraph 1 above but based on the work performed to date. From the partial payments thus computed each month, there shall be deducted all previous partial fee payments made to the ENGINEER.

3. That, should the improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a through 1k, and prior to the completion of such services, the LA shall reimburse the ENGINEER as compensation for all services performed up to the time he is notified in writing of such abandonment at the hourly rates stipulated in Exhibit E for personnel assigned to this SECTION as payment in full to the ENGINEER for the actual time spent in providing these services the hourly rates to include profit, overhead, readiness to serve, insurance, social security and retirement deductions. Materials, traveling and other out-of-pocket expense will be reimbursed to the ENGINEER at his actual cost.
4. That, should the LA require changes in any of the detailed plans, specifications, or estimates after they have been approved, the LA will pay the ENGINEER for such changes in accordance with paragraph 1 above. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of his responsibility to prepare a complete and adequate set of plans.
5. To assist the ENGINEER by placing at his disposal all available information pertinent to the site of the project including previous reports and any other data relative to design and construction of the project.
6. To guarantee access to and make all provisions for the ENGINEER to enter upon public and private lands as required for the ENGINEER to perform his work under this AGREEMENT.
7. To furnish the ENGINEER with a description of and the names of Owners and lien holders of property adjacent to the proposed improvement where such data is needed for the preparation of plans and/or right of way or easement plats.



WILLETT HOFMANN
& A S S O C I A T E S I N C

ENGINEERING ARCHITECTURE LAND SURVEYING

809 E. 2nd Street
Dixon, IL 61021

Wednesday, April 30, 2014

EXHIBIT B

Cost Estimate of Consultant Services Page 1 of 1

Route:	Various
Project:	2014 Dixon Downtown Streetscapes East
County:	Lee

COST ESTIMATE OF CONSULTANT SERVICES - EXHIBIT B

Route:	1st Street/Ottawa Ave.	Date:	April 30, 2014
Project:	2014 Dixon Downtown Streetscapes East	Firm:	Willett, Hofmann & Associates, Inc.
Section:	N/A		
County:	Lee		
Township:			
Exist Str No:	N/A		
Type of Funding:	Local/TIF Funds	Estimate Prepared By:	Geoffrey Smith, P. E.

Item	Man Hours (A)	Average Hourly Rate (B)	Payroll (C)	*	InHouse Direct Costs (E)	*	Services By Others (G)	Total (C)+(D)+(E)+ (F)+(G) (H)	% of Grand Total (I)
Construction Staking	600.0	\$75.74	\$45,445.00					\$45,445.00	17.7%
Project Setup	52.0	\$83.28	\$4,330.40					\$4,330.40	1.7%
Field Inspection	1896.0	\$85.08	\$161,319.20					\$161,319.20	62.9%
Weekly Progress Meetings and Public Relations	124.0	\$94.44	\$11,710.40					\$11,710.40	4.6%
Project Close Out	60.0	\$84.03	\$5,041.60					\$5,041.60	2.0%
Project Management	60.0	\$139.70	\$8,382.00					\$8,382.00	3.3%
Materials Testing (Midwest Testing Services)	40.0	\$82.10	\$3,284.00				\$4,600.00	\$7,884.00	3.1%
Lighting Inspection (KJWW)	64.0	\$90.60	\$5,798.40				\$6,400.00	\$12,198.40	4.8%
	0.0	\$0.00	\$0.00					\$0.00	0.0%
	0.0	\$0.00	\$0.00					\$0.00	0.0%
	0.0	\$0.00	\$0.00					\$0.00	0.0%
	0.0	\$0.00	\$0.00					\$0.00	0.0%
	0.0	\$0.00	\$0.00					\$0.00	0.0%
	0.0	\$0.00	\$0.00					\$0.00	0.0%
	0.0	\$0.00	\$0.00					\$0.00	0.0%
TOTAL =	2896.0		\$245,311.00		\$0.00		\$11,000.00	\$256,311.00	100.0%



WILLETT HOFMANN
& A S S O C I A T E S I N C

ENGINEERING ARCHITECTURE LAND SURVEYING

809 E. 2nd Street
Dixon, IL 61021

Wednesday, April 30, 2014

EXHIBIT C

Average Hourly Project Rates

Pages 1-2 of 2

Route:	Various
Project:	2014 Dixon Downtown Streetscapes East
County:	Lee

AVERAGE HOURLY PROJECT RATES - EXHIBIT C

Route:1st Street/Ottawa Ave.

Project:2014 Dixon Downtown Streetscapes East

Section:N/A

County:Lee

Township:0

Exist Str No:N/A

Type of Funding:Local/TIF Funds

Date:May 1, 2014

Firm:Willet, Hofmann & Associates, Inc.

Sheet:1 of 2

Payroll Classification	Billing Rates	Construction Staking			Project Setup			Field Inspection			Weekly Progress Meetings		
		Hours	% Part.	Wgtd. Rate	Hours	% Part.	Wgtd. Rate	Hours	% Part.	Wgtd. Rate	Hours	% Part.	Wgtd. Rate
Principal Engineering Manager	\$156.30		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Engineering Manager	\$139.70		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Civil Engineer IV	\$115.90		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Civil Engineer III	\$95.70	100.0	16.67%	\$15.95	12.0	23.08%	\$22.08	416.0	21.94%	\$21.00	120.0	96.77%	\$92.61
Civil Engineering Intern II	\$80.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Civil Engineering Intern I	\$73.30		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Architect IV	\$122.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Architect III	\$95.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Architectural Intern II	\$90.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Architectural Intern I	\$84.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor Manager	\$124.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor IV	\$109.20		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor III	\$86.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor (SIT) II	\$75.30		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor (SIT) I	\$63.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Technician IV	\$82.10		0.00%	\$0.00	36.0	69.23%	\$56.84	1480.0	78.06%	\$64.09		0.00%	\$0.00
Technician III	\$66.10		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Technician II	\$58.60		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Technician I	\$54.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Survey Worker Foreman	\$73.30	250.0	41.67%	\$30.54		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Survey Worker	\$70.20	250.0	41.67%	\$29.25		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Administrative Assistant	\$56.60		0.00%	\$0.00	4.0	7.69%	\$4.35		0.00%	\$0.00	4.0	3.23%	\$1.83
TOTALS:		600.0	100.00%	\$75.74	52.0	100.00%	\$83.28	1896.0	100.00%	\$85.08	124.0	100.00%	\$94.44

AVERAGE HOURLY PROJECT RATES - EXHIBIT C

Route:
Project:
Section:
County:
Township
Exist Str No:
Type of Funding:

1st Street/Ottawa Ave.
2014 Dixon Downtown Streetscapes East
N/A
Lee
0
N/A
Local/TIF Funds

Date:
Firm:
Sheet:

May 1, 2014
Willett, Hofmann & Associates, Inc.
2 of 2

Payroll Classification	Billing Rates	Project Close Out			Project Management			Materials Testing (Midwest)			Lighting Inspection		
		Hours	% Part.	Wgtd. Rate	Hours	% Part.	Wgtd. Rate	Hours	% Part.	Wgtd. Rate	Hours	% Part.	Wgtd. Rate
Principal Engineering Manager	\$156.30		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Engineering Manager	\$139.70		0.00%	\$0.00	60.0	100.00%	\$139.70		0.00%	\$0.00		0.00%	\$0.00
Civil Engineer IV	\$115.90		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Civil Engineer III	\$95.70	16.0	26.67%	\$25.52		0.00%	\$0.00		0.00%	\$0.00	40.0	62.50%	\$59.81
Civil Engineering Intern II	\$80.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Civil Engineering Intern I	\$73.30		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Architect IV	\$122.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Architect III	\$95.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Architectural Intern II	\$90.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Architectural Intern I	\$84.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor Manager	\$124.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor IV	\$109.20		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor III	\$86.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor (SIT) II	\$75.30		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Professional Land Surveyor (SIT) I	\$63.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Technician IV	\$82.10	40.0	66.67%	\$54.73		0.00%	\$0.00	40.0	100.00%	\$82.10	24.0	37.50%	\$30.79
Technician III	\$66.10		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Technician II	\$58.60		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Technician I	\$54.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Survey Worker Foreman	\$73.30		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Survey Worker	\$70.20		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
Administrative Assistant	\$56.60	4.0	6.67%	\$3.77		0.00%	\$0.00		0.00%	\$0.00		0.00%	\$0.00
TOTALS:		60.0	100.00%	\$84.03	60.0	100.00%	\$139.70	40.00	100.00%	\$82.10	64.00	100.00%	\$90.60



WILLET HOFMANN
& ASSOCIATES INC
ENGINEERING ARCHITECTURE LAND SURVEYING

809 E. 2nd Street
Dixon, IL 61021

Wednesday, April 30, 2014

EXHIBIT D

Direct Costs

Route:	Various
Project:	2014 Dixon Downtown Streetscapes East
County:	Lee

NO DIRECT COSTS



Wednesday, April 30, 2014

EXHIBIT E

General Rates for Engineering Services

Route:	Various
Project:	2014 Dixon Downtown Streetscapes East
County:	Lee



March 30, 2014
Exhibit E
GENERAL RATES FOR ENGINEERING SERVICES
(FIELD AND OFFICE)

CLASSIFICATION OF EMPLOYEE	REGULAR HOURLY RATE		OVERTIME RATE
	From	To	
Principal Engineering Manager	\$132.00	\$180.00	Regular Rate
Engineering Manager	\$120.00	\$165.00	Regular Rate
Civil Engineer IV	\$99.00	\$138.00	Regular Rate
Civil Engineer III	\$81.00	\$120.00	Regular Rate
Civil Engineering Intern II	\$75.00	\$108.00	Regular Rate
Civil Engineering Intern I	\$69.00	\$96.00	Regular Rate
Architect IV	\$108.00	\$144.00	Regular Rate
Architect III	\$93.00	\$126.00	Regular Rate
Architectural Intern II	\$84.00	\$105.00	Regular Rate
Architectural Intern I	\$75.00	\$93.00	Regular Rate
Prof. Land Surveyor Manager	\$96.00	\$135.00	Regular Rate
Prof. Land Surveyor IV	\$84.00	\$120.00	Regular Rate
Prof. Land Surveyor III	\$72.00	\$99.00	Regular Rate
Prof. Land Surveyor (SIT) II	\$63.00	\$87.00	Regular Rate
Prof. Land Surveyor (SIT) I	\$54.00	\$75.00	Regular Rate
Technician IV	\$69.00	\$96.00	1.3 x Regular Rate
Technician III	\$60.00	\$84.00	1.3 x Regular Rate
Technician II	\$54.00	\$72.00	1.3 x Regular Rate
Technician I	\$45.00	\$63.00	1.3 x Regular Rate
* Survey Worker Foreman	\$60.00	\$120.00	1.3 x Regular Rate
* Survey Worker	\$60.00	\$120.00	1.3 x Regular Rate
Administrative Assistant	\$39.00	\$69.00	1.3 x Regular Rate
Expenses and Materials	At Cost		

* The hourly wages of these Classifications may be subject to the Illinois Prevailing Wage Act.

The above hourly rates shall be applicable for a period of one year from the date hereon, after which time they shall be subject to adjustments to reflect payroll cost.

Generally field crews work a nine-hour day, which involves an hour of overtime each day. The rates for field personnel apply office to office exclusive of the lunch period.

#13-A

NOTICE TO BIDDERS

SEALED BIDS will be received by the City of Dixon, Illinois until 10:30 a.m., Monday, June 2, 2014, for the City of Dixon's gasoline, oil, antifreeze and equipment for same to be supplied during the year July 1, 2014 through June 30, 2015 for City Departments.

SPECIFICATIONS may be obtained at the Office of the City Clerk, City Hall, Dixon, Illinois.

ALL BIDS will be publicly opened and read aloud at a bid opening at 10:30 a.m., Monday, June 2, 2014, in the Council Chambers at City Hall in Dixon, Illinois.

THE CITY OF DIXON is an equal opportunity employer.

A CONTRACT may be awarded to the lowest responsible bidder whose bid is found to be in the best interests of the City of Dixon. The City of Dixon reserves the right to reject any and all bids and to waive any informalities or irregularities in the bidding. The City Council further reserves the right to review and study any and all bids and to make a contract award within sixty (60) days after the bids have been opened and publicly read.

A Fair Employment Practices Affidavit of Compliance and an Anti-Collusion Affidavit of Compliance must be submitted with the bid. The City of Dixon does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its programs or activities.

ALL BIDS must be accompanied by the bid document forms with specifications attached - contained in a sealed envelope clearly marked on the outside " City of Dixon's Gasoline & Oil Bid" and the name and address of the bidder. All bids should be addressed to the Dixon City Council, % City Clerk, 121 W. Second Street, Dixon, IL 61021.

Kathe A. Swanson
City Clerk

#13-B

RESOLUTION
CONFIRMING APPOINTMENT
TO THE DIXON LIBRARY BOARD

WHEREAS, the term of Kim Pettygrove will expire on June 30, 2014 and he has indicated a desire not to serve again as a member of the Dixon Library Board; and

WHEREAS, Steve Hill has indicated a willingness to serve as a member of the Dixon Library Board; and

WHEREAS, the Mayor of the City of Dixon has recommended the appointment of Steve Hill to serve as a member of the Dixon Library Board; and

WHEREAS, the City Council for the City of Dixon concurs in said appointment;

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Dixon that Steve Hill be appointed to the Dixon Library Board for a term commencing July 1, 2014 and ending June 30, 2017, or until his successor is duly appointed and qualified.

This Resolution read and approved this _____ day of _____, 2014.

James G. Burke, Mayor

ATTEST:

Kathe A. Swanson, City Clerk



DIXON COMMERCIAL ELECTRIC CO.

PO BOX 586

DIXON, IL 61021

Phone (815) 288-1405 Fax (815) 625-5987

#13-C

Proposal

To: City of Dixon Waste Treatment Plant
Attn: Dan Mahan

Project Name: Plant Phone Cable Replacement
Date Quoted: 05/08/14

Scope:

Pull out all underground telephone cabling and replace with 6-pair cable to each building (dual insulated with filling compound), and terminate. A six pair cable will be ran to the following locations:

- Generator Building
- Influent Building
- Biosolids Building
- Digester Building
- Equipment Garage 1 & 2

1. All work performed during our regular scheduled work hours.
2. This proposal is subject to a mutually agreeable project schedule as well as a mutually agreeable contract.
3. Material sales tax is **not** included in our proposal.
4. We will be responsible for clean-up of our debris only. Debris to be placed in containers supplied by GC.
5. Progress payments, net 15 with a maximum of 30 days from date of invoice. Title to all equipment and materials will remain with Dixon Commercial Electric Company until payment in full has been made.
6. We will schedule work upon signed receipt of proposal or written notice to proceed.

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

Four Thousand Three Hundred Eighty Five and 00/100----- dollars (\$4,385.00).

Payment to be made as follows:

Invoiced monthly. Terms net 15 days maximum of 30 days from date of invoice. A 1 1/2 % interest per month charge will be added to all past due accounts.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. 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.

Authorized

Signature Scott McGinn

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 as specified. Payment will be made as outlined above.

Date of Acceptance:_____.

Signature:_____.

#13-G

CITY OF DIXON

ORDINANCE NO. _____

ORDINANCE AMENDING THE DIXON CITY CODE
TITLE V, CHAPTER 13, SECTION 5-13-19-5
(TEMPORARY LICENSE FOR SALE AT DIXON RIVERFRONT/HERITAGE CROSSING)

ADOPTED BY THE
COUNCIL
OF THE
CITY OF DIXON

THIS ____ DAY OF _____, 2014

Published in pamphlet form by authority of the Council of the City of Dixon, this ____
day of _____, 2014.

ORDINANCE NO. _____

**ORDINANCE AMENDING THE DIXON CITY CODE
TITLE V, CHAPTER 13, SECTION 5-13-19-5
(TEMPORARY LICENSE FOR SALE AT DIXON RIVERFRONT/HERITAGE CROSSING)**

BE IT ORDAINED by the Mayor and City Council of the City of Dixon, Illinois:

SECTION 1: That Title V, Chapter 13, Section 5-13-19-5 of the Dixon City Code, 1963, as amended, is hereby further amended by amending paragraph 2 of subsection (B) of said Section to read as follows:

“Any license authorized under subsection (A) of this section shall not be issued without the applicant first having entered into a lease agreement with the Dixon Riverfront Commission (or its successor if the City has authorized any other entity to assume the day-to-day operations and management of the Dixon Riverfront/Heritage Crossing).”

SECTION 2: That Title V, Chapter 13, Section 5-13-19-5 of the Dixon City Code, 1963, as amended, is hereby further amended by amending subsection (C) of said Section to read as follows:

“Restriction On Period And Time Of Sale Of License: The license issued under subsection (A) of this section shall be issued for one day only and for a length of time as determined by the local liquor control commissioner. Provided, however, under no circumstances shall alcoholic liquor be sold, delivered, transferred, distributed or given away in the licensed area at times other than as provided for in section 5-13-9 or on Sundays from eight o’clock (8:00) A.M. to eleven o’clock (11:00) P.M.”

SECTION 3: That Title V, Chapter 13, Section 5-13-19-5 of the Dixon City Code, 1963, as amended, is hereby further amended by amending subsection (E) of said Section to read as follows:

“Restriction Of Riverfront Commission: The Dixon Riverfront Commission (or its successor if the City has authorized any other entity to assume the day-to-day operations and management of the Dixon Riverfront/Heritage Crossing) shall establish rules, regulations, and restrictions governing use of the area to be licensed.”

SECTION 4: In all other respects, Title V, Chapter 13, Section 5-13-19-5 shall remain in full force and effect.

SECTION 5: The provisions and sections of this Ordinance shall be deemed to be

separable, and the invalidity of any portion of this Ordinance shall not affect the validity of the remainder.

SECTION 6: All ordinances and parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

SECTION 7: The City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 8: This Ordinance shall be in full force and effect from and after its passage and approval, and publication as required by law.

Passed by the Mayor and the City Council of the City of Dixon on the _____ day of _____, 2014.

Mayor

ATTEST:

City Clerk