

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

 X Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
_____ Recommendations of Boards, Commissions & Committees (Green)
_____ Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: January 24, 2023 AGENDA DATE: February 2, 2023

TITLE: Change Order #3, Carriage House Addition PW21-10

SUBMITTED BY: Tom Ellis, Operations Superintendent *TE*

BACKGROUND/POLICY IMPLICATIONS:

Please see attached memo

FISCAL IMPACT/FUNDING SOURCE

240.10640 \$10,396.00 *proj # HM.LHS RI Grant*

Review (as necessary):

Village Attorney X _____ Date _____

Finance Director X *SN* _____ Date _____

Village Manager X *Scott Niehaus* _____ Date *1/25/23*

NOTE: Materials must be submitted to / approved by the Village Manager's Office by 12:00 pm, Wednesday, prior to the Agenda Distribution.

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
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_____ Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
_____ Recommendations of Boards, Commissions & Committees (Green)
 X _____ Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: January 9, 2023 (COW)(B of T) January 19, 2023

TITLE: Motion to Waive Bids and Approve a Three (3) Year Contract Extension for Pension Fund Accounting Services in the amount of \$107,470 to Lauterbach & Amen

SUBMITTED BY: Timothy Sexton, Director of Finance

BACKGROUND/POLICY IMPLICATIONS:


Recommend the Village Board approve a waiver of bids and authorize the Director of Finance to sign an engagement letter for Pension Fund Accounting Services for FYE 2023-2025 in accordance with the proposal of Lauterbach & Amen dated December 29, 2022 (attached). Lauterbach & Amen are the Village Auditors and have provided Pension Fund Accounting Services to the Village since 1998.

Review (as necessary):

Village Attorney X _____	Date _____
Finance Director X _____	Date _____
Village Manager X <u>Scott Niehaus</u>	Date <u>1/10/23</u>

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
Bids and Proposals

TO : President and Village Board of Trustees
FROM : Scott Niehaus, Village Manager
DATE : January 3, 2023 Agenda Date: January 19, 2023
TITLE : Waiver of Bids – All Plumbing & Sewer Services, Inc.
2023 Contract Sewer Lateral Rodding
SUBMITTED BY: Brian Jack, Utilities Superintendent 

RESULTS:

Date Bids Were Published _____ Bidding Closed _____
Total Number of Bids Received _____
Total Number of Bidders Meeting Specifications _____
Bid Security Required _____ Yes _____ No
Performance Bond Required _____ Yes _____ No
Were Any Bids Withdrawn _____ Yes _____ No
Explanation:
Waiver of Bids Requested? _____ **X** Yes _____ No
If yes, explain:
Award Recommended to Lowest Responsible Bidder? _____ Yes _____ No
If no, explain:

FISCAL IMPACT:


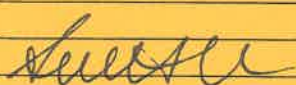
Engineer's Estimate/Budget Estimate \$40,000.00
Amount of Award \$40,000.00 Account # 510.270.380.75350

BACKGROUND/RECOMMENDATION:

Waive bids and award contract for sewer rodding services for an amount not to exceed \$40,000 to All Plumbing Inc, of Lombard, IL

Has Recommended Bidder Worked for Village Previously **X** Yes _____ No
If yes, was quality of work acceptable **X** Yes _____ No

REVIEW (as needed):

Village Attorney XX _____ Date _____
Finance Director XX  _____ Date _____
Village Manager XX  _____ Date 1/19/23

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Board Agenda distribution.

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
Bids and Proposals

TO : President and Village Board of Trustees

FROM : Scott Niehaus, Village Manager

DATE : December 29, 2022 Agenda Date: January 19, 2023

TITLE : Snow And Debris Hauling Contract Extension
Waiver of Bid

SUBMITTED BY: Brian Jack, Utilities Superintendent 

RESULTS:

Date Bids Were Published 1/11/22 Bidding Closed 1/25/22

Total Number of Bids Received 2

Total Number of Bidders Meeting Specifications 2

Bid Security Required _____ Yes X No _____

Performance Bond Required _____ Yes X No _____

Were Any Bids Withdrawn _____ Yes X No _____

Explanation:

Waiver of Bids Requested? _____ X Yes _____ No

If yes, explain: Contract Extension

See attached memo.

Award Recommended to Lowest _____ X Yes _____ No

Responsible Bidder?

If no, explain:

See attached memo.

FISCAL IMPACT:

Engineer's Estimate/Budget Estimate: \$49,000

Amount of Award: \$49,000

(\$5,000 from 101.270.310.75770) (\$44,000 from 510.270.350.75770)

BACKGROUND/RECOMMENDATION:


This is a contract extension waiver of bid for the same terms and conditions for January 19, 2023 through December 31, 2023.

Has Recommended Bidder Worked for Village Previously X Yes _____ No

If yes, was quality of work acceptable X Yes _____ No

REVIEW (as needed):


Village Attorney XX _____ Date _____

Finance Director XX  _____ Date _____

Village Manager XX  _____ Date 1/9/23

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Board Agenda distribution.

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
Bids and Proposals

TO : President and Village Board of Trustees
FROM : Scott Niehaus, Village Manager
DATE : January 4, 2023 Agenda Date: January 19, 2023
TITLE : **Waiver of Bids-** Coarse Aggregate Materials Contract Extension
- Vulcan Materials Co.
SUBMITTED BY: Brian Jack, Utilities Superintendent 

RESULTS:

Date Bids Were Published 12/9/21 Bidding Closed 12/23/21
Total Number of Bids Received 1
Total Number of Bidders Meeting Specifications 1
Bid Security Required _____ Yes X No
Performance Bond Required _____ Yes X No
Were Any Bids Withdrawn _____ Yes X No
Explanation:
Waiver of Bids Requested? _____ X Yes _____ No
If yes, explain:
Award Recommended to Lowest Responsible Bidder? _____ X Yes _____ No
If no, explain:

FISCAL IMPACT:

Engineer's estimate/budget estimate \$55,000
Amount of Award \$64,500 -- 520.790.715.75420 RM PROG 32 (\$38,500); RM PROG 10 (\$25,000);
101.270.310.73310 Street Maintenance Reconstruction (\$1,000)

BACKGROUND/RECOMMENDATION:

Award a one year extension of the contract for Coarse Aggregate Material to Vulcan Materials Co. of Naperville, IL in an amount not to exceed \$64,500.

Has Recommended Bidder Worked for Village Previously X Yes _____ No
If yes, was quality of work acceptable X Yes _____ No

REVIEW (as needed):

Village Attorney XX _____ Date _____
Finance Director XX  _____ Date _____
Village Manager XX  _____ Date 1/9/23

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Board Agenda distribution.

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
Bids and Proposals

TO : President and Village Board of Trustees
FROM : Scott Neihaus, Village Manager
DATE : December 29, 2022 Agenda Date January 19, 2023
TITLE : Civic Center Reservoir Perpetual Warranty & Maintenance Agreement
SUBMITTED BY: Brian Jack, Utilities Superintendent

RESULTS:

Date Bids Were Published _____ Bidding Closed _____
Total Number of Bids Received _____
Total Number of Bidders Meeting Specifications _____
Bid Security Required _____ Yes _____ No
Performance Bond Required _____ Yes _____ No
Were Any Bids Withdrawn _____ Yes _____ No
Explanation:
Waiver of Bids Requested? _____ X Yes _____ No
If yes, explain: Purchase is directly from manufacturer.
Award Recommended to Lowest _____ X Yes _____ No
Responsible Bidder?
If no, explain:

FISCAL IMPACT:

Engineer's estimate/budget estimate \$351,300.00 Amount of Award \$351,300.00
Water & Sewer Capital Reserve Fund: 520.790.715.75420 Proj: WA 18 03 Construction

BACKGROUND/RECOMMENDATION:

The Board approved several contracts, one of which was on September 5, 2019 called the Professional Services - Master Services Agreement (MSA). The Civic Center Reservoirs North (SOW 2) and South (SOW 3) were added to the MSA for rehabilitation at the October 1, 2020 Board meeting. This agenda item will approve payment for year 3 of the perpetual warranty and maintenance agreement established for the Civic Center Reservoir Facility.

Has Recommended Bidder Worked for Village Previously X Yes No
If yes, was quality of work acceptable X Yes No

REVIEW (as needed):

Village Attorney XX _____ Date _____
Finance Director XX [Signature] _____ Date _____
Village Manager XX [Signature] _____ Date 1/9/23

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 4:30 pm, Wednesday, prior to the Board Agenda distribution.

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
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 X Resolution or Ordinance (Blue) _____ Waiver of First Requested
____ Recommendations of Boards, Commissions & Committees (Green)
____ Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE: January 5, 2023 BOT Date: January 19, 2023

TITLE: Resolution Accepting the Public Improvements on Meadow Avenue (Suraiya Subdivision)

SUBMITTED BY: Department of Community Development *WA*

BACKGROUND/POLICY IMPLICATIONS:

The Department of Community Development transmits for your consideration a proposed resolution to accept the pavement, curb and gutter, water main, fire hydrant, sanitary sewer, and street light in the public right-of-way on Meadow Avenue as part of the Suraiya Subdivision. All public improvements were designed, constructed and tested in conformance with Village requirements. (DISTRICT #1)

FISCAL IMPACT/FUNDING SOURCE:

The public improvements were constructed by the project owner at no cost to the Village.

REVIEW (AS NECESSARY):

Village Attorney X _____ Date _____

Finance Director X _____ Date _____

Village Manager X *Scott Niehaus* _____ Date *1/10/23*

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

 X Resolution or Ordinance (Blue) x *Waiver of First Requested*
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES
FROM: Scott Niehaus, Village Manager
DATE: January 10, 2023 (B of T) Date: January 19, 2023
TITLE: Contract for Social Services Program
SUBMITTED BY: Stephanie Calvillo, Communications and Marketing Coordinator

BACKGROUND/POLICY IMPLICATIONS:

The Village Manager's Office transmits for your consideration a resolution authorizing the signature of the Village Manager on a one-year Social Services Contract with Association for Individual Development (AID) in the amount of \$20,000. Renewal of the contract has been recommended by the Community Relations Committee.

Please place this item on the consent agenda for the January 19, 2023 Board of Trustees meeting.

Review (as necessary):

Village Attorney X _____ Date _____
Finance Director X _____ Date _____
Village Manager X Scott Niehaus Date 1/10/23

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.

DISTRICT ALL

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
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 X Resolution or Ordinance (Blue) _____ Waiver of First Requested
____ Recommendations of Boards, Commissions & Committees (Green)
____ Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: December 30, 2022 (COW) (B of T) **Date:** January 19, 2023

TITLE: Snow and Debris Hauling – Nagel Trucking & Materials Inc.
Change Order No. 1

SUBMITTED BY: Brian Jack, Utilities Superintendent 

BACKGROUND/POLICY IMPLICATIONS:

Change Order No. 1 is an increase of \$16,506.29. The change order represents a increase in contract due to an increase of hauling spoils for FY2022.


FISCAL IMPACT/FUNDING SOURCE:

Project #: PWO 22-03
Budget Amount: \$49,000
Current Contract Amount: \$49,000
Change Order #1: \$16,506.29
Total Revised Contract Amount: \$65,506.29
PO #: 2022-0000380

Review (as necessary):

Village Attorney X _____ Date _____

Finance Director X  _____ Date _____

Village Manager X  _____ Date 1/9/23

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VILLAGE OF LOMBARD
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X Resolution or Ordinance (Blue) ___ Waiver of First Requested
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___ Other Business (Pink)

TO : PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE : December 27, 2022 **(BOT) Date:** January 5, 2023

SUBJECT: PC 22-31: 244-376 E. St. Charles Road – Lombard Veterinary Hospital

SUBMITTED BY: William J. Heniff, AICP, Director of Community Development *WJH*

BACKGROUND/POLICY IMPLICATIONS:

Your Plan Commission transmits for your consideration its recommendation regarding the above-referenced petition. The petitioner requests that the Village take the following actions on the subject property, located within the B2 Neighborhood Shopping District:

1. Approve a map amendment rezoning the subject property from the B2 Neighborhood Shopping District to the B5A Downtown Perimeter District;
2. Pursuant to Section 155.419(C) of Village Code, establish a new planned development for the property with the following zoning relief:
 - a. Pursuant to Section 155.419(C)(2), grant a conditional use for an animal hospital, animal kennel, animal day care, and animal training facility;
 - b. Pursuant to Section 155.419(C)(14), grant a conditional use for outside service areas associated with an animal hospital, animal kennel, animal day care, and animal training facility;
 - c. Pursuant to Section 155.208, grant a conditional use for more than one principal structure on a lot of record in the B5A Downtown Perimeter District;
 - d. Pursuant to Sections 155.419(K) and 155.707(B)(3), grant a variation pertaining to the placement of fencing and landscaping within the transitional landscape yard along the west property line of the subject property;
 - e. Pursuant to Section 153.507, grant a deviation to allow for 94 square feet of wall signage where 50 square feet of wall signage is permitted;
 - f. Pursuant to Section 153.507, grant a deviation to allow a freestanding sign with 27 square feet in surface area, where a sign of 20 square feet in surface area is permitted; and
3. Grant Site Plan Approval Authority to the Lombard Plan Commission, as set forth within Sections 155.504 and 155.511 of Village Code, and not being considered concurrent with the approval of the planned development.

The Plan Commission recommended approval of PC 22-31 by a vote of 7-0. Please place this petition on the January 5, 2023, Board of Trustees agenda for a first reading.

Review (as necessary):

Finance Director _____

Village Manager _____

Date _____

Date _____

Scott R. Niehaus 12/27/22

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

Resolution or Ordinance (Blue) Waiver of First Requested
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO : PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE : December 27, 2022 **(BOT) Date:** January 5, 2022

SUBJECT: PC 22-29: 919 N. Garfield Street – Mortuarial Services

SUBMITTED BY: William J. Heniff, AICP, Director of Community Development ~~WJH~~

BACKGROUND/POLICY IMPLICATIONS:

Your Plan Commission transmits for your consideration its recommendation regarding the above-referenced petition. The petitioner requests a zoning conditional use pursuant to Section 155.420(C)(19) of the Lombard Village Code to allow for a building expansion of an existing mortuarial services business to expand on the subject property located within the I Limited Industrial District.

The Plan Commission recommended approval of this petition by a vote of 7-0. Please place this petition on the January 5, 2023 Board of Trustees agenda for first reading.

Fiscal Impact/Funding Source:

Review (as necessary):

Finance Director _____ Date _____
Village Manager Scott Niehaus Date 12/27/22

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the agenda distribution.

VILLAGE OF LOMBARD
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___ Other Business (Pink)

TO : PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE : December 27, 2022 **(BOT) Date:** January 5, 2023

SUBJECT: **PC 22-28: 255 E. Wilson Avenue & 1051 S. Hammerschmidt Avenue**
Public Works Fleet Building

SUBMITTED BY: William J. Heniff, AICP, Director of Community Development 

BACKGROUND/POLICY IMPLICATIONS:

Your Plan Commission transmits for your consideration its recommendation regarding the above-referenced petition. The petitioner, the Village of Lombard, requests the following action on the subject property located within the OPD Planned Development (Civic Center Planned Development): Pursuant to Section 155.504 (A) (major changes in a planned development) of the Lombard Village Code, amend the Civic Center Planned Development, as established by Ordinances 6213, 6214, and 6978, to approve a variance for a front yard setback (along Central Avenue) of 7' where 30' is required pursuant to Section 155.412(F)(1) for an addition to the fleet building.

The Plan Commission recommended approval of this petition by a vote of 7-0. Please place this petition on the January 5, 2023 Board of Trustees agenda for first reading.

Fiscal Impact/Funding Source:

Review (as necessary):

Finance Director _____ Date _____
Village Manager Scott R. Niehaus Date 12/27/22

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VILLAGE OF LOMBARD
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Resolution or Ordinance (Blue) Waiver of First Requested
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO : PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE : January 24, 2023 **(BOT) Date:** February 2, 2023

SUBJECT: Cortland Avenue Right-of-Way Dedication

SUBMITTED BY: William J. Heniff, AICP, Director of Community Development 

BACKGROUND/POLICY IMPLICATIONS:

The Department of Community Development transmits for your consideration a request for a plat of dedication for Cortland Avenue right-of-way.

The plat of right-of-way dedication pertains to three Village owned parcels located at the northern termini of Main Street and DuPage Avenue. The proposed dedication would change the status of the parcel from Village owned real estate to the Cortland Avenue publicly dedicated right-of-way. No physical improvements are proposed on the subject properties as part of this action.

Staff recommends approval of the attached Resolution and Plat of Dedication.

Fiscal Impact/Funding Source:

Review (as necessary):

Finance Director _____ Date _____
Village Manager  _____ Date 1/24/23

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