

**Road and Bridge Committee**  
**Woodford County Highway Department - Roanoke, Illinois**  
**Monday, November 9, 2020**  
**AGENDA**  
**8:00 A.M.**

1. **Call meeting to order** ..... **Richard Hill, Chairman**
2. **Roll Call.**
3. **Review meeting minutes of regular meeting on October 13, 2020.**
4. **Review and consider minutes of past Executive Sessions.**
5. **Public comment.**
6. **Consider claims for the November 17, 2020, Board meeting.**
7. **Old Business:**
8. **New Business:**
  - (a) Discuss and act on concurring with IDOT to award the bid for HSIP Guardrail Project, Section 18-00170-00-SP.
  - (b) Discuss and act on preliminary engineering agreement with Maurer-Stutz, Inc. for Worth Township MFT Section 20-17150-77-BR.
9. **Other:**
  - (a) Temporary Employee Policy
10. **Executive Session.**
11. **Action coming out of Executive Session.**
12. **Motion to Adjourn.**

**Road and Bridge Committee**  
**Woodford County Highway Department - Roanoke, Illinois**  
**Tuesday, October 13, 2020**  
**MINUTES**  
**8:00 A.M.**

**1. Call meeting to order**

The meeting was called to order at 8:03 A.M.

**2. Roll Call.** -- Richard Hill, Dan Steffen, Barry Logan and Josh Davis were all present. Donald Tolan was excused. Also present was Woodford County Highway Engineer Conrad Moore.

**3. Review meeting minutes of regular meeting on September 8, 2020.**

Motion to approve September 8, 2020 regular meeting minutes made by Logan, seconded by Steffen.  
*Motion passed.*

**4. Review and consider minutes of past Executive Sessions.**

None

**5. Public comment.**

None

**6. Consider claims for the October 20, 2020, Board meeting.**

Motion to approve October 2020 claims made by Steffen, seconded by Davis. Mr. Steffen will abstain from all claims for Steffens 3-D. It was asked about the different prices for drug testing. The pricing difference depends on the testing done. The type of drug testing done is by random draw. Sometime there is just a drug test, and sometimes there is a drug and alcohol test that need to be performed.

It was asked about the transmap work from Fr County. We have received a grant to have the roads in the county analyzed. They are still working on finalizing the pavement analysis in the county.

The 3<sup>rd</sup> and 4<sup>th</sup> quarter badge analysis for Troxler Electronic Labs is for the nuke gauge. This is for measuring density for soil and compaction. The badge is worn during the measuring, and then gets sent into the lab for radiation analysis. There are two people at the highway department that are certified to run that equipment. Conrad Moore and Doug Mullen. *Motion passed.*

**7. Old Business:**

**8. New Business:**

(a) Consider appropriating Motor Fuel Tax funds for FY2020/21 Estimate of Maintenance.

Motion to approve appropriating MFT funds for FY 2020/21 estimate of maintenance made by Steffen, seconded by Logan. This is for \$980,000 of the MFT funds for the purpose of maintaining streets and highways. *Motion passed.*

(b) Discuss and act on FY2020/21 roadway paint and glass bead purchase; 5,000 gallons of yellow paint; 4,000 gallons of white paint; 70,000 pounds of glass beads.

Motion to approve participation in the state bid process for 5,000 gallons of yellow paint, 4,000 gallons of white paint, and 70,000 pounds of glass beads and authorizing execution by the County Engineer made by Logan, seconded by Davis. This is done every year with the bids taking place either the end of this month, or the beginning of next. The new paint striper has been delivered. *Motion passed.*

(c) Discuss and act survey equipment bids.

Motion to approve the low bid from Kara Company for \$22,201.80 for GPS equipment made by Steffen, seconded by Davis. Our current GPS equipment will soon be obsolete due to upgrades in the radio technology. *Motion passed.*

**Road and Bridge Committee**  
**Woodford County Highway Department - Roanoke, Illinois**  
**Tuesday, October 13, 2020**  
**MINUTES**  
**8:00 A.M.**

(d) Discuss and act on IDOT Intergovernmental Agreement for Asset Management Project, Section 20-00175-00-AM.

Motion to approve the Intergovernmental Agreement with IDOT and appropriating \$113,996.16 made by Logan, seconded by Steffen. This will be reimbursed at 80% (\$91,196.93). We initially received a project grant from PPUATS for bridge asset management in the county. This agreement will allow for additional software for other assets in the county, such as culverts, guardrail, signs, and highways. Last year we received more money from PPUATS than what we paid in dues. *Motion passed.*

**9. Other:**

(a) Project Updates.

Pictures were provided of the updates. The triple box culvert in Linn Township has been completed. The bridge in Green Township is about 90% done. The guardrails and seeding need to be completed. This road has been closed for over 15 years.

(b) MFT Fund Update.

Tables were presented showing the amounts we have received with the increase in MFT funds. Also presented was a table of funds from the Transportation Renewal Funds. It is about a 68% increase.

(c) FY 2020 Seal Coat Review.

The average cost seal coat was around \$20,000 per mile. HFP was used to help stem the bleeding on CH 20. It is good for covering hot oil and sealing the road.

**10. Executive Session.**

**11. Action coming out of Executive Session.**

**12. Motion to Adjourn.**

Motion to adjourn made by Davis, seconded by Steffen. *Motion passed.*

Meeting adjourned at 8:24 AM.

Submitted by: Deb Breyman

\_\_\_\_\_  
Richard Hill, Chairman  
Road and Bridge Committee

**CLAIMS SUMMARY SHEET FOR THE WOODFORD COUNTY HIGHWAY DEPARTMENT**

Following are the totals of all claims for each fund of the Woodford County Highway Department approved at the November 9, 2020 Road and Bridge Committee meeting. The individual claims for each fund will be submitted for approval and payment at the November 17, 2020 County Board Meeting. This summary sheet is prepared at the request of the County Clerk.

<b>County Highway Fund</b>	<b>\$89,930.09</b>
<b>County Bridge Fund</b>	<b>\$38,830.92</b>
<b>County Matching Fund</b>	<b>\$825.00</b>
<b>County Motor Fuel Tax Fund</b>	<b>\$0.00</b>
<b>Township Motor Fuel Tax Fund</b>	<b>\$28,211.07</b>
<b>Township Bridge Fund</b>	<b>\$56,422.16</b>

Submitted and Approved by the Road & Bridge Committee at the meeting held:

November, 2020

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County Highway  
Date Range: 11/1/2020 - 11/1/2020

Date: Monday, November 2, 2020

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2020 CHECK:	ARAMARK UNIFORM SERVICES	CH Line Item: 001-610-6081-002 OCTOBER UNIFORMS (126.37 WOCO, 46.70 EMP)	1-10-211	173.07
			CHECK TOTAL:	173.07
11/1/2020 CHECK:	B.J. FEHR WELDING	CH Line Item: 001-630-6228-002 #MOW-SHARPEN BLADES	1-30-247	432.00
11/1/2020 CHECK:	B.J. FEHR WELDING	CH Line Item: 001-630-6229-002 #013-STEEL	1-30-341	10.71
11/1/2020 CHECK:	B.J. FEHR WELDING	CH Line Item: 001-630-6229-002 #400-STEEL	1-30-341	8.95
11/1/2020 CHECK:	B.J. FEHR WELDING	CH Line Item: 001-630-6229-002 #M11-NUTS, WASHERS, GR8	1-30-341	6.80
11/1/2020 CHECK:	B.J. FEHR WELDING	CH Line Item: 001-630-6229-002 #505-STEEL	1-30-341	8.84
11/1/2020 CHECK:	B.J. FEHR WELDING	CH Line Item: 001-630-6230-002 CH #25 HEX NUTS & threaded rod	1-30-342	4.80
			CHECK TOTAL:	472.10
11/1/2020 CHECK:	CALSER CORP	CH Line Item: 001-620-6126-002 CALIBRATION-CONCRETE TESTER	1-20-325	630.00
			CHECK TOTAL:	630.00
11/1/2020 CHECK:	CLAUSS SPECIALITIES INC	CH Line Item: 001-630-6235-002 BOOM MOWER RENTAL	1-30-351	2,277.49
			CHECK TOTAL:	2,277.49
11/1/2020 CHECK:	CONTECH ENGINEERED SOLUTION	CH Line Item: 001-630-6233-002 15" X 2' BAND	1-30-347	25.68
			CHECK TOTAL:	25.68
11/1/2020 CHECK:	DIAMOND VOGEL PAINT CENTER	CH Line Item: 001-630-6229-002 #505-SPRAY TIPS (6)	1-30-341	300.00
			CHECK TOTAL:	300.00
11/1/2020 CHECK:	EAST PEORIA TIRE, VULCANI	CH Line Item: 001-630-6229-002 #200-NEW TIRES (4)	1-30-341	1,477.80
			CHECK TOTAL:	1,477.80
11/1/2020 CHECK:	EVERGREEN FS, INC.	CH Line Item: 001-630-6231-002 DIESEL (1905GAL) UNLEAD (465 GAL)	1-30-343	6,114.28

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
			CHECK TOTAL:	6,114.28
11/1/2020	IL DEPT OF AGRICULTURE	CH Line Item: 001-630-6228-002	1-30-247	200.00
CHECK:		#SCA-ANNUAL INSPECTION		
			CHECK TOTAL:	200.00
11/1/2020	ILLINOIS DEPARTMENT OF TRANSP	CH Line Item: 001-620-6130-002	1-20-728	43,995.21
CHECK:		SEC 86-00075-06-PV FINAL		
11/1/2020	ILLINOIS DEPARTMENT OF TRANSP	CH Line Item: 001-620-6130-002	1-20-728	3,504.68
CHECK:		SEC 86-00075-07-PV FINAL		
			CHECK TOTAL:	47,499.89
11/1/2020	JOHN DEERE FINANCIAL	CH Line Item: 001-630-6229-002	1-30-341	4.92
CHECK:		#013-CAP SCREW		
11/1/2020	JOHN DEERE FINANCIAL	CH Line Item: 001-630-6229-002	1-30-341	26.39
CHECK:		MSC-STRING FOR STRING TRIMMERS		
11/1/2020	JOHN DEERE FINANCIAL	CH Line Item: 001-630-6229-002	1-30-341	540.45
CHECK:		#MOW-BLADE KITS (5)		
			CHECK TOTAL:	571.76
11/1/2020	KARA COMPANY INC.	CH Line Item: 001-620-6127-002	1-20-421	22,201.80
CHECK:		NEW GPS		
			CHECK TOTAL:	22,201.80
11/1/2020	MENARDS-WASHINGTON	CH Line Item: 001-630-6229-002	1-30-341	104.58
CHECK:		#505-RADIATOR FLUID FOR WINTER STORAGE		
			CHECK TOTAL:	104.58
11/1/2020	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	27.46
CHECK:		#028-OIL FILTER		
11/1/2020	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	9.84
CHECK:		#001-GAS CAP		
11/1/2020	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	93.58
CHECK:		#028-HYD FILTER		
11/1/2020	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	10.98
CHECK:		#505-WHEEL SPINNERS (2)		
11/1/2020	MINONK AUTO PARTS	CH Line Item: 001-630-6230-002	1-30-342	110.40
CHECK:		OIL DRY (12 BAGS)		
11/1/2020	MINONK AUTO PARTS	CH Line Item: 001-630-6230-002	1-30-342	16.20
CHECK:		DISTILLED WATER (12)		
			CHECK TOTAL:	268.46
11/1/2020	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-610-6082-002	1-10-308	12.80
CHECK:		POSTAGE FOR#200 CONTROLLER REPAIR		

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2020 CHECK:	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-610-6082-002 WDFD CLERK-NOTARY J. FRERICHS	1-10-308	20.00
11/1/2020 CHECK:	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-610-6082-002 POSTMASTER-PLANS TO IDOT	1-10-308	10.20
11/1/2020 CHECK:	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-610-6082-002 MIDWEST MAILING SUPPLIES-INK FOR POSTAGE	1-10-308	24.95
11/1/2020 CHECK:	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-610-6083-002 COMFORT SUITES-D MULLEN CONFERENCE	1-10-309	192.10
11/1/2020 CHECK:	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-620-6127-002 AMAZON-DEWALT MINI CONCRETE VIBRATOR	1-20-421	554.59
11/1/2020 CHECK:	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-630-6230-002 AMAZON-HAND SOAP SHOP	1-30-342	88.92
11/1/2020 CHECK:	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-630-6230-002 AMAZON-LUBRICANT BULLDOG	1-30-342	127.28
11/1/2020 CHECK:	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-630-6230-002 ROANOKE PLUMBING-SHOP TOILET	1-30-342	6.00
			CHECK TOTAL:	1,036.84
11/1/2020 CHECK:	VEATCH BROS FARM INC.	CH Line Item: 001-630-6233-002 CH #6-12" X 12' TILE	1-30-347	48.00
			CHECK TOTAL:	48.00
11/1/2020 CHECK:	WATTS COPY SYSTEMS INC.	CH Line Item: 001-610-6081-002 STANDARD PAYMENT & IMAGES	1-10-211	139.42
			CHECK TOTAL:	139.42
11/1/2020 CHECK:	WDS	CH Line Item: 001-630-6229-002 #PLW-SCREWS	1-30-341	40.92
			CHECK TOTAL:	40.92
11/1/2020 CHECK:	WINTER EQUIPMENT CO	CH Line Item: 001-630-6234-002 SNOW PLOW BLADES (43) ASSORTED	1-30-348	5,990.00
			CHECK TOTAL:	5,990.00
11/1/2020 CHECK:	YODER OIL INC	CH Line Item: 001-630-6231-002 DEF (200 GAL)	1-30-343	358.00
			CHECK TOTAL:	358.00

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
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			TOTAL CLAIMS:	89,930.09
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Approved by

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County Engineer

Submitted for approval.

DATED: Monday, November 2, 2020



County Bridge  
Date Range: 11/1/2020 - 11/1/2020

Date: Monday, November 2, 2020

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2020	METAMORA TOWNSHIP ROAD DIST	CH Line Item: 002-680-6876-002	2-80-999991	10,429.84
CHECK:		SEC 20-08157-BA-BR PAY #1 THRU 10-28-2020		
			CHECK TOTAL:	10,429.84
11/1/2020	N.E. FINCH CO.	CH Line Item: 002-670-6876-002	2-70-051341	21,947.37
CHECK:		SEC 99-05134-01-BR PAY EST 6		
			CHECK TOTAL:	21,947.37
11/1/2020	OTTO BAUM & SONS, INC.	CH Line Item: 002-670-6889-002	2-70-071361	6,263.71
CHECK:		SEC 17-07136-00-BR PAY EST 3		
			CHECK TOTAL:	6,263.71
11/1/2020	WENDLER ENGINEERING, INC.	CH Line Item: 002-605-6050-002	2-05-000050	190.00
CHECK:		BRIDGE INSPECTION		
			CHECK TOTAL:	190.00

TOTAL CLAIMS: 38,830.92

Approved by

\_\_\_\_\_  
County Engineer

Submitted for approval.

DATED: Monday, November 2, 2020

Matching

Date: Monday, November 2, 2020

Date Range: 11/1/2020 - 11/1/2020

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2020 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-W. FEHR	3-40-910011	150.00
11/1/2020 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORTS (2)-VILLAGE OF ROANOKE	3-40-910011	150.00
11/1/2020 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-J BRAKER	3-40-910011	75.00
11/1/2020 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-J. LOVINGS	3-40-910011	75.00
11/1/2020 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-R HORNBECK	3-40-910011	75.00
11/1/2020 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-F. RASHID	3-40-910011	75.00
11/1/2020 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT(2)-VILLAGE OF ROANOKE	3-40-910011	150.00
11/1/2020 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-T SWAIN II	3-40-910011	75.00
			CHECK TOTAL:	825.00

TOTAL CLAIMS: 825.00

Approved by

County Engineer

Submitted for approval.

DATED: Monday, November 2, 2020

Township Motor Fuel Tax  
Date Range: 11/1/2020 - 11/1/2020

Date: Monday, November 2, 2020

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2020	N.E. FINCH CO.	CH Line Item: 006-630-6268-002	6-30-052000	21,947.36
CHECK:		SEC 09-05134-01-BR PAY EST 6		
			CHECK TOTAL:	21,947.36
11/1/2020	OTTO BAUM & SONS, INC.	CH Line Item: 006-630-6270-002	6-30-072000	6,263.71
CHECK:		SEC 17-07136-00-BR PAY EST 3		
			CHECK TOTAL:	6,263.71
			TOTAL CLAIMS:	28,211.07

Approved by

\_\_\_\_\_  
County Engineer

Submitted for approval.

DATED: Monday, November 2, 2020

Township Bridge  
Date Range: 11/1/2020 - 11/1/2020

Date: Monday, November 2, 2020

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2020	N.E. FINCH CO.	CH Line Item: 007-670-6676-002	7-70-051341	43,894.74
CHECK:		SEC 99-05134-01-BR PAY EST 6		
			CHECK TOTAL:	43,894.74
11/1/2020	OTTO BAUM & SONS, INC.	CH Line Item: 007-670-6889-002	7-70-071361	12,527.42
CHECK:		SEC 17-07136-00-BR PAY EST 3		
			CHECK TOTAL:	12,527.42
			TOTAL CLAIMS:	56,422.16

Approved by

\_\_\_\_\_  
County Engineer

Submitted for approval.

DATED: Monday, November 2, 2020

301 South Main Street  
Roanoke, IL 61561  
Phone 309-923-2891  
FAX 309-467-7220  
highway@woodford-county.org



# Memo

**To:** Chairman Hill and Members of the Woodford County Road & Bridge Committee  
**From:** Conrad Moore, P.E., County Engineer  
**CC:** File  
**Date:** November 6, 2020  
**Re:** November 2020 Agenda Item 8(a)

Background:

In 2018, the Highway Department received a **\$617,591** Highway Safety Improvement Program (HSIP) Grant for guardrail replacement throughout the County. The total estimated project cost (including design, construction engineering, and construction) was \$686,212. Ninety percent (90%) of the costs would be covered by the HSIP amount, hence \$617,591 grant.

Based on the joint funding agreement for the project, the allocation of HSIP funds is broken down as follows:

\$ 14,850.00	(design- in-house)
\$ 8,740.00	(construction engineering – in-house)
<u>\$ 594,000.00</u>	(construction)
<b>\$617,590.00</b>	<b>Total Grant amount</b>

The bids were opened by IDOT on November 6, 2020 and the lowest bid was \$625,958.00 from Midwest Fence Corporation of Chicago, IL. The bid is roughly 6% over the estimate.

However, 90% of the \$625,958 bid amount is \$563,362.20 and placing that amount in the summary above yields a total grant dollar amount usage of **\$ 586,952.20**, which is less than the maximum allowable of \$617,590.00.

Other Information:

The project was budgeted for in FY2021 and the county's share will be paid using:  
County Matching Funds – Line Item 002-640-6336-002

Recommended Action:

The Highway Department recommends concurrence in the award to the low bidder as indicated above and that the Chairman of the Board be authorized to execute all necessary documents related to the above noted Section on behalf of Woodford County.

STATE OF ILLINOIS )  
 ) SS.  
COUNTY OF WOODFORD)



WOODFORD COUNTY BOARD

November 17, 2020 A.D.

## RESOLUTION # 2019/20-097

### WOODFORD COUNTY HIGHWAY DEPARTMENT RESOLUTION CONCURRING WITH IDOT IN THE AWARD OF CONTRACT FOR SECTION 18-00170-00-SP HSIP GUARDRAIL PROJECT

**WHEREAS**, bids were advertised and opened by the Illinois Department of Transportation (IDOT) on November 6, 2020, for the project known as Guardrail Replacement, on various Woodford County Highways, and

**WHEREAS**, Midwest Fence Corporation of Chicago, Illinois submitted the low bid of \$625,958.00, and

**WHEREAS**, the Road & Bridge Committee approves and recommends to the Woodford County Board concurrence with IDOT to award a contract to said low bidder.

**THEREFORE, BE IT RESOLVED**, by the Woodford County Board, State of Illinois, hereby concurs with IDOT to award a contract to Midwest Fence Corporation of Chicago, Illinois for the construction of Section 18-00170-00-SP.

**BE IT FURTHER RESOLVED**, that the County Board Chairman be, and he is authorized, to execute all necessary documents related to said project on behalf of the County of Woodford.

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I, Dawn Kupfer, County Clerk in and for said County of Woodford, in the State of Illinois, and keeper of the records and files thereof, as provided by Statute, do hereby certify the foregoing to be a true, perfect and complete copy of the resolution adopted by the County Board of Woodford County, at its regular meeting held at Eureka, Illinois on November 17, 2020.

**IN TESTIMONY WHEREOF**, I have hereto set my hand and affixed the seal of said County at my office in Eureka, in said County, this 17<sup>th</sup> day of November, 2020.

(SEAL)

**ATTEST:**

\_\_\_\_\_  
Dawn Kupfer – Clerk of the Woodford County Board

\_\_\_\_\_  
John Krug – Chairman of Woodford County Board

**Illinois Department of Transportation  
As Accepted Tabulation of Bids  
For Letting: 11/06/2020**

Run Time 11/06/2020 12:11 PM

**Letting Item:** 098

**Contract:** 89754

**District:** 4

**Route:** VARIOUS

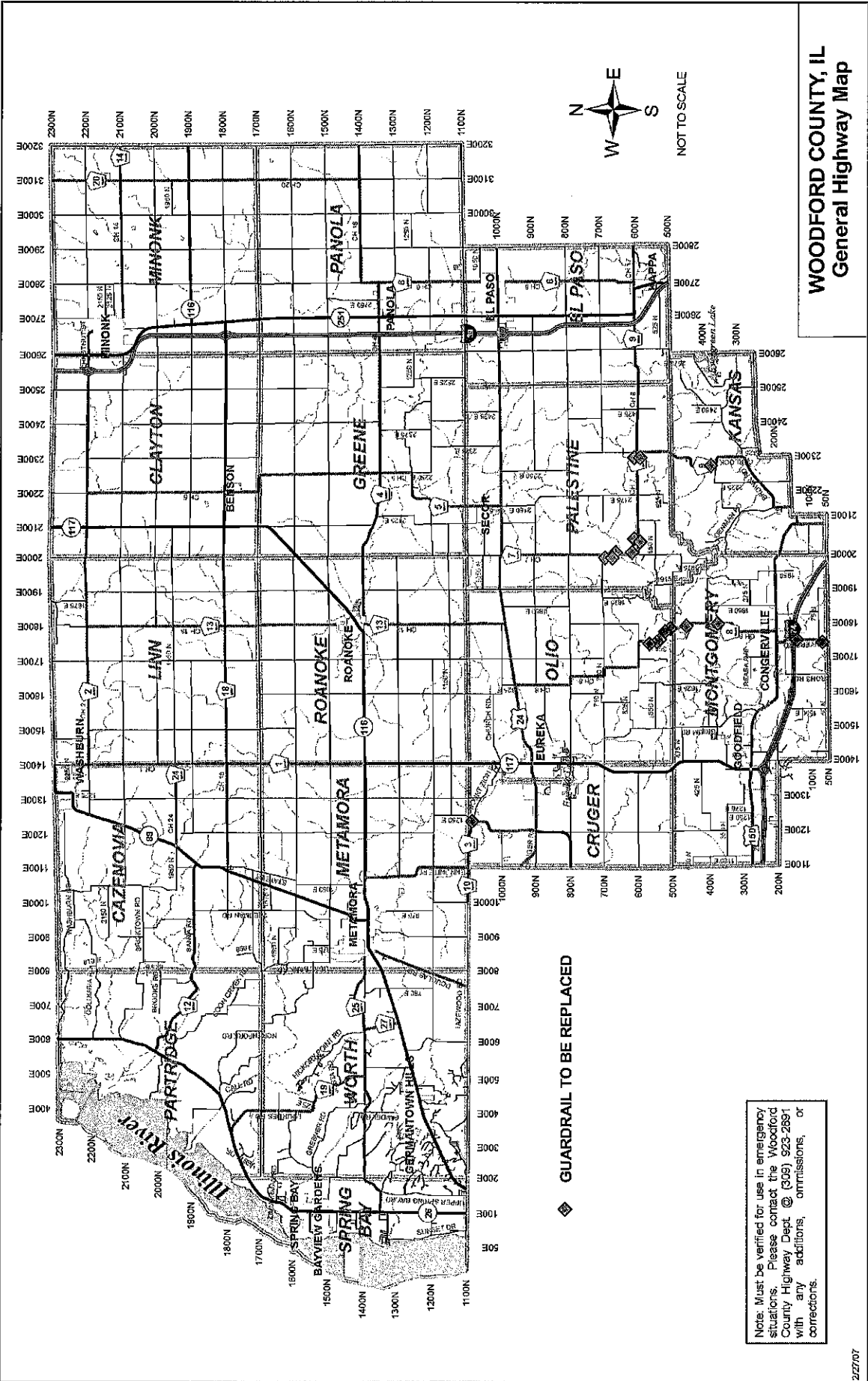
**Section:** 18-00170-00-SP

**County:** Woodford

**Project:** T4G0(666)

Contract Description: Remove and replace guardrail and terminals at various locations in Woodford County.

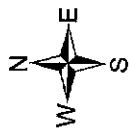
4055	Midwest Fence Corporation 900 N Kedzie Ave Chicago, IL 60651 Phone: (773) 722-6616 Fax: (773) 722-6626	\$625,958.00
1163	Collins & Hermann, Inc. 1215 Dunn Road St. Louis, MO 63138 Phone: (314) 869-8000 Fax: (314) 869-8498 msedelkova@collinsandhermann.com	\$653,888.34
4424	Northern Contracting, Inc. 1851 Coltonville Rd. Sycamore, IL 60178 Phone: (815) 895-5855 Fax: (815) 895-2117 amy@northerncontracting.net	\$704,337.20
1112	Clevenger Contractors, Inc. PO Box 19 Bluffs, IL 62621 355 Naples Road Bluffs, IL 62621 Phone: (217) 754-3411 Fax: (217) 754-3537 clever@irtc.net	\$763,014.60
3524	Lovewell Fencing, Inc. 21060 Holden Drive Davenport, IA 52806 Phone: (563) 391-7025 Fax: (563) 391-4005 jschulz@lovewellfence.com	(No Bid)



**WOODFORD COUNTY, IL  
General Highway Map**

Note: Must be verified for use in emergency situations. Please contact the Woodford County Highway Dept @ (309) 525-2891 with any additions, omissions, or corrections.

◆ GUARDRAIL TO BE REPLACED



NOT TO SCALE



301 South Main Street  
Roanoke, IL 61561  
Phone 309-923-2891  
FAX 309-467-7220  
highway@woodford-county.org

## Woodford County Highway Department

# Memo

**To:** Chairman Hill and Members of the Woodford County Road & Bridge Committee  
**From:** Conrad Moore, P.E., County Engineer  
**CC:** File  
**Date:** November 2, 2020  
**Re:** November 2020 Agenda Item 8(b) (20-17150-77-BR Engineering Agreement-MFT)

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Background:

The existing bridge located on Northfork Road over Partridge Creek in Worth Township is in need of painting. Worth Township plans to use MFT funds for Engineering and a combination of Rebuild Illinois Bond funds and MFT funds for the maintenance operation.

The County oversees the use of Township MFT funds and because the township is opting to use MFT funds for engineering, the engineering agreement must be approved by the County Board.

Purpose:

Maintenance of Woodford County and Township aging infrastructure.

Applicable Rules:

Motor Fuel Tax Law

Recommended Action:

The Highway Department, recommends approval of the attached engineering agreement.

STATE OF ILLINOIS        )  
  ) SS.  
COUNTY OF WOODFORD)



**WOODFORD COUNTY BOARD**

November 17, 2020 A.D.

**RESOLUTION # 2019/20-098**

**WOODFORD COUNTY HIGHWAY DEPARTMENT  
RESOLUTION FOR AN ENGINEERING SERVICES AGREEMENT  
FOR A WORTH ROAD DISTRICT PROJECT  
SECTION 20-17150-77-BR (MFT)**

**WHEREAS**, the Worth Township Highway Commissioner desires to perform maintenance on an existing drainage structure, Structure Number 102-3051, located on North Fork Road, and

**WHEREAS**, securing the services of a Professional Engineering firm for design of said rehabilitation is necessary, and

**WHEREAS**, the use of township motor fuel tax funds requires County Board approval.

**THEREFORE, BE IT RESOLVED**, that the Chairman of the County Board, Woodford County, State of Illinois, be and he is authorized to execute the attached agreement with Maurer-Stutz, Inc. of Peoria, Illinois for engineering services (amount not to exceed \$7,500.00) – pertaining to the captioned subject – on behalf of the said County of Woodford by affixing his signature to each copy, the same to be attested by the County Clerk.

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I, Dawn Kupfer, County Clerk in and for said County of Woodford, in the State of Illinois, and keeper of the records and files thereof, as provided by Statute, do hereby certify the foregoing to be a true, perfect and complete copy of the resolution adopted by the County Board of Woodford County, at its regular meeting held at Eureka, Illinois on November 17, 2020.

**IN TESTIMONY WHEREOF**, I have hereto set my hand and affixed the seal of said County at my office in Eureka, in said County, this 17<sup>th</sup> day of November, 2020.

(SEAL)


**ATTEST:**

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Dawn Kupfer – Clerk of the Woodford County Board

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John Krug – Chairman of Woodford County Board

Municipality	<b>LOCAL AGENCY</b>  <b>Illinois Department of Transportation</b>  <b>Preliminary Engineering Services Agreement For Motor Fuel Tax Funds</b>	<b>CONSULTANT</b>	Name Maurer-Stutz, Inc.
Township Worth			Address 3116 N. Dries Ln., Ste. 100
County Woodford			City Peoria
Section 20-17150-77-BR			State IL 61604

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. 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.

**Section Description**

Name Worth Township 2020 Bridge Painting

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Route TR 91 Length \_\_\_\_\_ Mi. \_\_\_\_\_ FT (Structure No. 102-3051 )

Termini N/A

Description:  
 Bridge Painting to the structure carrying TR 91 (North Fork Road) over Partridge Creek

**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 improvements 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, Department of Natural Resources-Office 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.
  - 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 easement and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

Note: Four copies to be submitted to the Regional Engineer

- i.  Assist the LA in the tabulation and interpretation of the contractors' proposals
  - j.  Prepare the necessary environmental documents in accordance with the procedures adopted by the DEPARTMENT's Bureau of Local Roads & Streets.
  - k.  Prepare the Project Development Report when required by the DEPARTMENT.
- (2) That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to the AGREEMENT, will be in accordance with current standard specifications and policies of the DEPARTMENT. It is being understood that all such reports, plats, plans and drafts shall, before being finally accepted, be subject to approval by the LA and the DEPARTMENT.
- (3) To attend conferences at any reasonable time when requested to do so by representatives of the LA or the Department.
- (4) In the event plans or surveys are found to be in error during construction of the SECTION and revisions of the plans or survey 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) That 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) That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by him and will show his professional seal where such is required by law.

**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 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

*	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 & 1k of the ENGINEER AGREES at actual cost of performing such work plus \_\_\_\_\_ percent to cover profit, overhead and readiness to serve - "actual cost" being defined as material cost plus payrolls, 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 the paragraph 1b, 1c, 1d, 1e, 1f, 1h, 1j & 1k. If the ENGINEER sublets all or 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.

\* Estimated Engineering Fee = \$7,070.00 based on the attached manhour estimate. Not-to-Exceed Fee = \$7,500.00

3. That payments due the ENGINEER for services rendered in accordance with 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 due under this AGREEMENT based on 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 due under the AGREEMENT based on the awarded contract cost, less any amounts paid under "a" above.

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 improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a, through 1h and prior to the completion of such services, the LA shall reimburse the ENGINEER for his actual costs plus 180 percent incurred up to the time he is notified in writing of such abandonment -"actual cost" being defined as in paragraph 2 of THE LA AGREES.
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 180 percent to cover profit, overhead and readiness to serve -"actual cost" being defined as in paragraph 2 of THE LA AGREES. 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 and specifications.

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**It is Mutually Agreed,**

1. That any difference between the ENGINEER and the LA concerning their 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 surveys, permits, agreements, preliminary bridge design & hydraulic report, 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 this 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 the AGREEMENT to be executed in quadruplicate counterparts, each of which shall be considered as an original by their duly authorized officers.

Executed by the LA:

Woodford County of the  
(Municipality/Township/County)

ATTEST:

State of Illinois, acting by and through its

By \_\_\_\_\_

County Board

County Clerk

By \_\_\_\_\_

(Seal)

Title County Board Chairman

Executed by the ENGINEER:

Maurer-Stutz, Inc

3116 N. Dries Ln., Ste. 100

ATTEST:

Peoria, IL 61604

By

*George B Merkle*

By

*Ralph Adams*

Title Senior Project Engineer

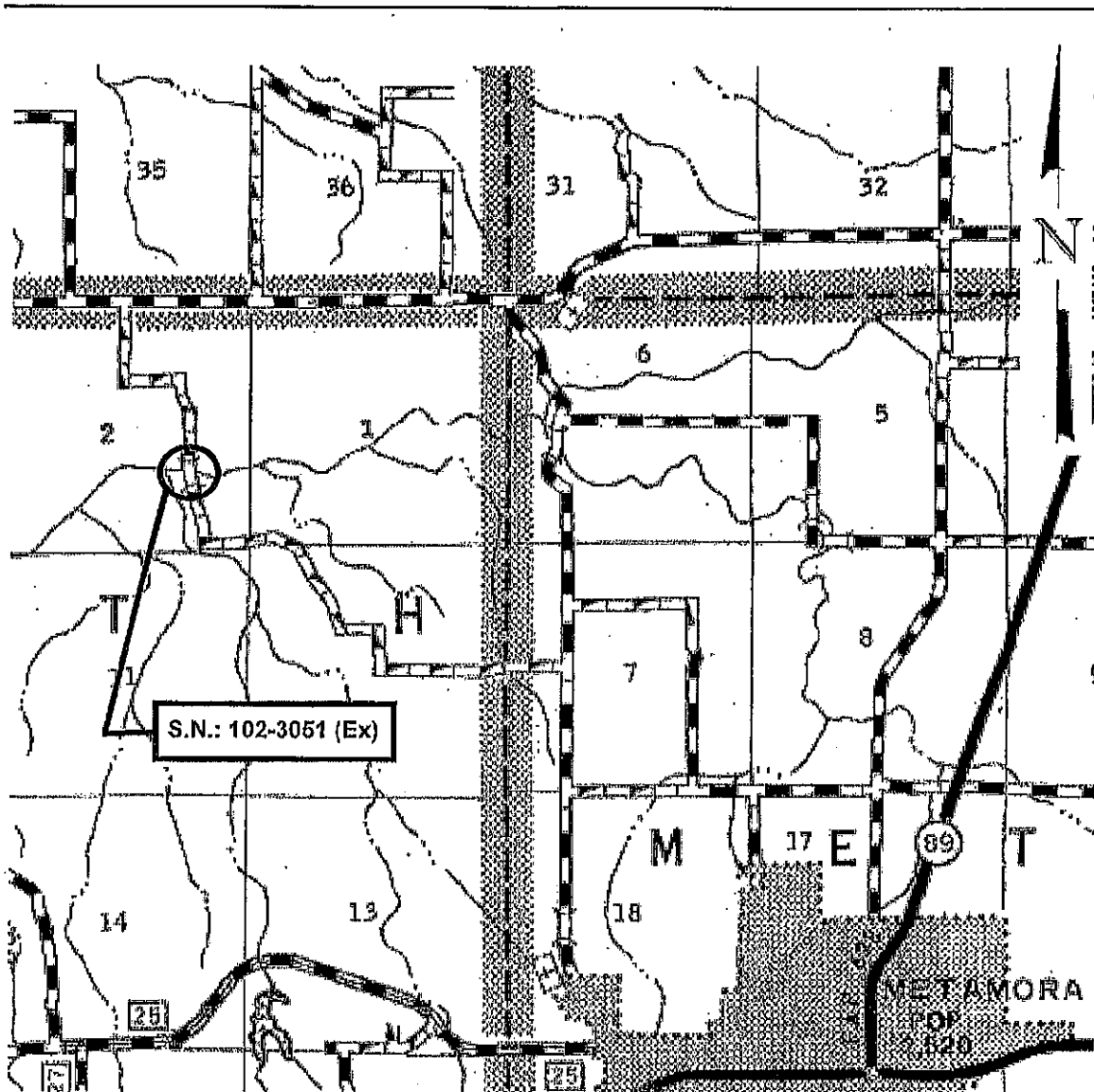
Title Principal

Approved

\_\_\_\_\_  
Date

Department of Transportation

\_\_\_\_\_  
Regional Engineer



**LOCATION MAP**  
 for  
**Worth Township Road District**  
**TR 91 (North Fork Road) over**  
**Partridge Creek**  
**Section 20-17150-00-BR.**  
**Woodford County**  
**NE ¼ SE ¼ S 2 T27N R3W 3rd PM**

**Location Map**