

VILLAGE OF
STEGER

BOARD OF TRUSTEES

REGULAR MEETING AGENDA

Also being held VIA Teleconference/Zoom

Meeting ID: 829 0342 1153

Passcode: 907631 312-626-6799
3320 Lewis Avenue, Steger IL 60475

MONDAY, FEBRUARY 7, 2022 7:00pm

- A. PLEDGE OF ALLEGIANCE
- B. ROLL CALL
- C. AWARDS, HONORS, AND SPECIAL RECOGNITION
- D. MINUTES of JANUARY 18, 2022 Meeting
- E. AUDIENCE PARTICIPATION
- F. REPORTS
 - 1. Administrator
 - 2. Department Heads
 - a. Public Infrastructure/Code Enforcement Director
 - b. Fire Chief
 - c. Police Chief
 - d. Community Center Director
 - e. EMA Chief
 - 3. Attorney
 - 4. Treasurer
 - 5. Mayor's Report
 - 6. Clerk's

The Village of Steger, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Human Resource Department at (708) 754-3395 to allow the Village to make reasonable accommodations for those persons

MONDAY, FEBRUARY 7, 2022 BOARD OF TRUSTEE REGULAR MEETING AGENDA

Village Hall will be closed on Monday, February 21 in observance for President's Day
Next Village Board meeting will be Tuesday, February 22.

7. Trustee/Liaison Report

G. PAYING OF THE BILLS:

H. CORRESPONDENCE

I. UNFINISHED BUSINESS:

J. NEW BUSINESS

Discussion and possible final action item to be taken: Motion to approve a Proposal for Professional Engineering Services Lead Service Line Replacements between the Village and Robinson Engineering, Ltd. dated 13 January 2022.

K. ADJOURNMENT

Cancelled

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MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF STEGER, WILL & COOK
COUNTIES, ILLINOIS

The Board of Trustees convened in regular session at 7:00 P.M. on this 18th day of January, 2022 in the Municipal Building of the Village of Steger and via Teleconference that was made available to all residents. Mayor Peterson led all in attendance in the Pledge of Allegiance to the flag.

Mayor Peterson called for the roll. The following Trustees were present; Thurmond, Lopez, Kozy, Trotier and Joyce. Mayor Peterson was present. Trustee Perchinski was present via ZOOM.

Also present: Village Administrator Mary Jo Seehausen, Director of Public Infrastructure Dave Toepper, Police Chief Greg Smith, Deputy Fire Chief James Baines, EMA Chief Tom Johnston and Community Center Director Diana Rossi.

AWARDS, HONORS AND SPECIAL RECOGNITION

The winners of the Christmas Decorating Contest for 2021 were announced by Chairperson Alice Peterson. The winning entries were:

- 1st Place: 3220 Peoria Street
- 2nd Place: 3316 Butler Avenue
- 3rd Place: 3147 Morgan Street

Police Chief Greg Smith announced the promotion of Officer Jordan Lane to Police Sergeant for the Village of Steger Police Department. Sergeant Lane was sworn in by Clerk Zagone. Mayor Peterson commended Sgt. Lane stating that it is rare for me to see someone who is born and raised in Steger come through and serve our community and our country. Congratulations on how you are giving back to our community.

MINUTES

Trustee Joyce made a motion to approve the minutes of the January 3rd Regular Meeting with amendment to section under New Business regarding lead water pipe replacement study and his question of the need to ratify this vote at a future meeting. Corrections were made per recording. Trustee Lopez seconded the motion. Voice vote; all ayes. Motion carried.

AUDIENCE PARTICIPATION

Resident Mark Gerrity of the Royal Oak Subdivision approached the board with continuing concerns for the condition of the streets that are in bad shape and the need for the street to be finished. It will be considered in the upcoming budget for road repairs.

REPORTS

Village Administrator Mary Jo Seehausen Stated that she is in talks with Finance regarding the preliminary budget, the plan is to schedule February 3rd for budget discussions with all departments. Invitations will be sent out for specific times on that day.

Director of Public Infrastructure Dave Toepper No Report.

Deputy Fire Chief James Baines Stated that the Christmas Tree burn went well.

Police Chief Greg Smith No Report.

EMA Chief Tom Johnston The past few weeks we had approximately 5 accidents we assisted on and thankfully no fire calls. I also want to say that it is a very proud day for our department with Sgt. Lane's promotion. We now have two sergeants that came from our department along with other Steger officers that have moved on.

Community Center Director Diana Rossi No Report.

Village Attorney

Treasurer Just working on the budget.

MAYORS REPORT No Report.

VILLAGE CLERK No Report.

TRUSTEES' REPORTS

Trustee Thurmond Wished everyone a belated Happy New Year. Also, is it possible to get the agenda packet on Wednesday instead of Friday. Mayor Peterson said we have tried it in the past, but then you delay business. Mayor Peterson stated that a preliminary could be ready by Thursday, but there could be changes.

Trustee Thurmond asked if there were updates on the K-mart Project. He also asked if any Village Events are planned yet. Mayor Peterson stated that there are some preliminary plans, but nothing can be set until budget talks are complete. He then asked about a pothole in the alley on Wallace...can stone be put in? Dave Toepper will follow up. He then stated he saw the billing come through for Iroquois Paving. I want to applaud the project, its timing and its completion under budget.

Trustee Trotier No Report.

Trustee Joyce Continuing to work on the inventory. There have been quite a few water-main breaks that were repaired.

Trustee Lopez Just a reminder that we are scheduled for regular garbage pick-up this week.

Trustee Perchinski Stated that regarding alleys, there is a bad one by Dollar General. Dave Toepper stated that alley is private property maintained by Dollar General. Reminded Trustees Thurmond and Joyce that we need to discuss the lighting ordinance. Hoping to know tomorrow about a closing date for the K-Mart building sale.

Trustee Kozy We have 9 volleyball teams with sponsors. Banners are being made and practice starts this week. Reported also on basketball teams. There are 97 participants in all age brackets. Assessments have been held.

BILLS

Trustee Joyce made a motion to approve the bills listed when funds are available. Trustee Lopez seconded the motion.

Discussion:

Trustee Thurmond questioned bills for tree removal. It was confirmed that all trees removed were on Village property.

Roll was called. The following Trustees voted aye; Thurmond, Lopez, Kozy, Trotier, Joyce and Perchinski. Mayor Peterson voted aye. Motion carried.

CORRESPONDENCE

None

UNFINISHED BUSINESS

None

NEW BUSINESS:

Trustee Joyce made a motion to adopt ORDINANCE NO. 1267: AN ORDINANCE ABATING THE LEVY OF TAXES RELATED TO GENERAL OBLIGATION BONDS (ALTERNATIVE REVENUE SOURCE). SERIES 2018 FOR THE VILLAGE OF STEGER, COOK AND WILL COUNTIES, ILLINOIS.

Trustee Perchinski seconded the motion. Roll was called. The following Trustees voted aye; Thurmond, Lopez, Kozy, Trotier, Joyce and Perchinski. Mayor Peterson voted aye. Motion carried.

Demonstration of Flock Cameras was presented by a representative of the company. As he started, it was pointed out that there is already private interest in assisting with the installation of these cameras which have become invaluable to local police departments in crime prevention and the apprehension of suspects. The cameras provide license plate numbers, color and make of vehicles and provide timelines for crime investigation. The cameras are self-sufficient and require no electrical hook-up. The program allows for free sharing of information with surrounding communities that also use Flock. Images stay on the system for 30 days, and if not saved by a department, they are purged after that time. The Village does not buy the cameras, just the data they provide. Cameras are mounted on existing utility poles. If no poles are available, Flock provides a 12' Pole on which to install the cameras. Cost of camera is \$2,500.00 per camera per year with a one-time installation of \$350.00 on non IDOT roads and \$750 on IDOT roads. Flock handles installation and maintenance and owns the cameras. The Village is paying for the information provided by these cameras and those of other communities using them. Chief Smith described some recent incidents that were solved through the use of Flock in surrounding communities. The presentation concluded. The Village will research how the system can be used in our community and how it might be financed.

Being no further business:

Trustee Joyce made a motion to adjourn the meeting. Trustee Thurmond seconded the motion. Voice vote; all ayes. Motion carried.

Meeting adjourned at 7:52 pm.

Kenneth A. Peterson, Jr., Village President

Joseph M. Zagone, Jr., Village Clerk

SYS DATE:02/04/22

Village of Steger

SYS TIME:08:17

A / P W A R R A N T L I S T

[NW2]

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
INSCCU-ASFE	10/16/21	01-00-15701		DED WAGE ASSIGNME	55.00
MUNICIPAL SYSTEMS LLC	MS 2021-10-76	01-00-32901		MAINT-COMPUTERS	177.50
MUNICIPAL SYSTEMS LLC	MS 2022-01-75	01-00-32901		MAINT CPU SOFTWARE	531.25
CINTAS CORPORATION LOCKBOX	5093053883	01-00-33500		OFFICE SUPPLIES	131.14
RUNCO OFFICE SUPPLIES AND EQUIP CO.	853953-0	01-00-33500		OFFICE SUPPLIES	90.00
RUNCO OFFICE SUPPLIES AND EQUIP CO.	855910-0	01-00-33500		OFFICE SUPPLIES	54.15
ABSOLUTE BEST CLEANING SERVICES, INC.	13722	01-00-33502		CLEANING SERVICE	608.33
AT&T	708754369001	01-00-33700		TELEPHONE	19.50
VERIZON WIRELESS	41616	01-00-33700		TELEPHONE	361.31
QUADIENT LEASING USA, INC	N9234062	01-00-33901		RENTAL -EQUIPMENT	507.21
DEL GALDO LAW GROUP LLC	17590	01-00-34100		LEGAL SERVICES	97.50
DEL GALDO LAW GROUP LLC	27589	01-00-34100		LEGAL SERVICES	833.75
DEL GALDO LAW GROUP LLC	27846	01-00-34100		LEGAL SERVICES	1798.75
PROSHRED SECURITY	990107753	01-00-34102		PROFESSIONAL SERV	56.10
ILLINOIS STATE POLICE	13709	01-00-34201		PHYSICALS	113.00
CDW GOVERNMENT INC	R129586	01-00-37902		NEW COMPUTER HARD	90.25
CDW GOVERNMENT INC	R188878	01-00-37902		NEW COMPUTER HARD	54.14
PETERSON, ALICE	A.PETERSON	01-00-38900		MISC. OTHER	189.85
ALLIANT	1863005	01-00-38901		DUES, SUBSCRIPTIO	556.00
CHICAGO METROPOLITAN AGENCY FOR PLANNING	FY2022-240	01-00-38901		DUES	178.91
ILLINOIS MUNICIPAL LEAGUE	1-26-2022	01-00-38901		DUES, SUBSCRIPTIO	1000.00
SESAC	12-31-21	01-00-39701		STEGER EVENTS EXP	513.00
TOTAL FOR FUND 01		DEPT. 00			8016.64
REGENCY ELECTRIC LLC	2/01/2022	01-01-30260		SALARY-ELECTRICIA	180.00
TOTAL FOR FUND 01		DEPT. 01			180.00
VERIZON WIRELESS	41616	01-07-33700		TELEPHONE	85.20

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MUNICIPAL SYSTEMS LLC					
MS 2021-10-75	01-07-34902			ADMIN BLDG CODE M	225.00
MUNICIPAL SYSTEMS LLC					
MS 2022-01-74	01-07-34902			ADMIN BLDG CODE M	307.50
TOTAL FOR FUND 01		DEPT. 07			617.70
ANDY FRAIN SERVICES INC					
313422	01-19-30900			SALARY-CROSSING G	1843.97
TOTAL FOR FUND 01		DEPT. 19			1843.97
B & F FABRICATING INC					
49787	01-20-31700			MAINT-MOTORIZED E	310.00
B & F FABRICATING INC					
49753	01-20-31800			MAINT-TOOLS/WORK	516.00
PHOENIX FIRE SYSTEMS					
203610	01-20-31800			MAINT-TOOLS/WORK	88.70
EVT TECH					
5772	01-20-31805			MAINT-VECHICLES	224.95
TOM'S TRUCK REPAIR SOUTH INC					
SL12015	01-20-31805			MAINTANCE	28.00
HERITAGE F/S, INC.					
35009463	01-20-33300			GAS	200.58
HERITAGE F/S, INC.					
35009518	01-20-33300			GAS	197.90
CINTAS CORPORATION LOCKBOX					
5093053883	01-20-33500			OFFICE SUPPLIES	131.15
RUNCO OFFICE SUPPLIES AND EQUIP CO.					
854864-0	01-20-33500			OFFICE SUPPLIES	162.43
RUNCO OFFICE SUPPLIES AND EQUIP CO.					
854864-1	01-20-33500			OFFICE SUPPLIES	55.13
RUNCO OFFICE SUPPLIES AND EQUIP CO.					
854864-2	01-20-33500			OFFICE SUPPLIES	60.99
MENARDS - MATTESON					
58784	01-20-33501			SHOP SUPPLIES	185.76
COMCAST					
54689 1-20-22	01-20-33700			TELEPHONE	273.22
VERIZON WIRELESS					
41616	01-20-33700			TELEPHONE	261.46
WORKING WELL					
00372095	01-20-34200			MEDICAL SERVICES	590.00
METRO PARAMEDIC SERVICES INC.					
22-15268	01-20-34250			AMBULANCE SERVICE	23199.40
CDW GOVERNMENT INC					
R129586	01-20-37902			NEW COMPUTER HARD	90.24
BUSINESS RADIO LICENSING					
BSL	01-20-38901			DUES, SUBSCRIPTIO	105.00
TOTAL FOR FUND 01		DEPT. 20			26680.91

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STANLEY CONVERGENT SECURITY SOLUTIONS	6002068757	01-40-31100		MAINT-BUILDING	129.78
ACE HARDWARE IN STEGER	152724	01-40-31800		MAINT-TOOLS	8.95
JAMES HERR & SONS	117287	01-40-31805		MAINTANCE	375.22
JAMES HERR & SONS	117368	01-40-31805		MAINT-VECHICLES	58.53
JAMES HERR & SONS	117378	01-40-31805		MAINT-VECHICLES	177.26
JAMES HERR & SONS	117461	01-40-31805		MAINT-VECHICLES	162.12
SCOTT'S-U-SAVE	485702	01-40-31805		MAINTANCE	642.46
HERITAGE F/S, INC.	35009463	01-40-33300		GAS	448.56
HERITAGE F/S, INC.	35009518	01-40-33300		GAS	637.53
ANDREWS PRINTING	69466	01-40-33400		PRINTING SUPPLIES	99.00
RUNCO OFFICE SUPPLIES AND EQUIP CO.	853757-0	01-40-33500		OFFICE SUPPLIES	41.99
ABSOLUTE BEST CLEANING SERVICES, INC.	13722	01-40-33502		CLEANING SERVICE	1216.67
COMCAST	94774 1-6-22	01-40-33700		TELEPHONE/CELL/AI	445.10
VERIZON WIRELESS	41616	01-40-33700		TELEPHONE	832.99
MOTOROLA SOLUTIONS-STARCOM13108 COLLECTI	6241620211201	01-40-33702		RADIO SERVICE	1318.00
TECHNOLOGY MANAGEMENT REV FUND	T2216292	01-40-33703		MAINTENANCE CONTR	5.00
SCHINDLER ELEVATOR CORPORATION	8105845948	01-40-33703		MIANTENANCE CONTR	2696.62
CINTAS CORPORATION LOCKBOX	5093053834	01-40-33900		ALL OTER SUPPLIES	125.25
ULINE SHIPPING SUPPLY SPECIALISTS	144149653	01-40-33900		ALL OTHER SUPPLIE	387.51
RICH CONSTRUCTION EMERGENCY BOARDUP INC	3239	01-40-34102		PROFESSIONAL SERV	379.28
WORKING WELL	00372111-00	01-40-34201		PHYSICALS	90.00
COUNTY LINE PET HOSPITAL, P.C	167819	01-40-34600		IMPOUNDING FEES	2385.00
DACAV INDUSTRIES	1579	01-40-37302		NEW UNIFORMS	120.00
RAY O'HERRON CO INC	2169540	01-40-37302		NEW UNIFORMS	419.52
LEXISNEXIS RISK SOLUTIONS	20211231	01-40-38901		DUES	150.00
ILLINOIS ASSOCIATION OF CHEIFS OF POLICE	10290	01-40-38901		DUES, SUBSCRIPTIO	397.50
ILLINOIS ASSOCIATION OF CHEIFS OF POLICE	10312	01-40-38901		DUES, SUBSCRIPTIO	130.00
ILLINOIS ASSOCIATION OF CHEIFS OF POLICE	9793	01-40-38901		DUES, SUBSCRIPTIO	491.97
LAW ENFORCEMENT RECORDS MANAGER-ILLINOIS	1-14-2022	01-40-38901		DUES, SUBSCRIPTIO	40.00

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TOTAL FOR FUND 01					DEPT. 40	15611.81	
VERIZON WIRELESS							
41616		01-42-33700			TELEPHONE	20.08	
C.O.P.S. AND F.I.R.E. PERSONNEL TESTING							
106970		01-42-34203			POLYGRAPH TEST	450.00	
TOTAL FOR FUND 01					DEPT. 42	470.08	
TOTAL FOR FUND 01						53421.11	
PETTY CASH							
2-1-22		03-00-10500			CASH ON HAND/PETT	83.50	
TOTAL FOR FUND 03					DEPT. 00	83.50	
UNIFIRST CORPORATION							
062 0487301		03-30-32900			MAINT-MAINS	60.93	
SOUTH HOLLAND PAPER CO.							
523498		03-30-33500			OFFICE SUPPLIES	139.80	
ABSOLUTE BEST CLEANING SERVICES, INC.							
13722		03-30-33502			CLEANING SERVICE	1825.00	
COMCAST							
07202 1-12-22		03-30-33701			CABLE/INTERNET	259.90	
KONICA MINOLTA BUSINESS SOLUTIONS							
9008311014		03-30-33703			MAINTENACE	41.18	
KONICA MINOLTA BUSINESS SOLUTIONS							
9008313034		03-30-33703			MAINTANCE	44.30	
SMITHEREEN COMPANY							
2651367		03-30-33703				175.00	
SMITHEREEN COMPANY							
2664507		03-30-33703				64.00	
TOTAL FOR FUND 03					DEPT. 30	2610.11	
STANLEY CONVERGENT SECURITY SOLUTIONS							
6002070851		03-31-33704			SECURITY SYS	165.30	
TOTAL FOR FUND 03					DEPT. 31	165.30	
TOTAL FOR FUND 03						2858.91	
THORN CREEK BASIN SANITARY DISTRICT							
JAN 2022		06-00-15800			A/P-THORN CREEK S	20326.33	

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GALLAGHER MATERIALS CORP						
23196		06-00-31204		MAINT-PATCHING	996.96	
CORE & MAIN						
Q219773		06-00-31504			2555.69	
CORE & MAIN						
Q245842		06-00-31504		MAINT-MAINS	950.43	
CORE & MAIN						
Q255371		06-00-31504		MAINT-MAINS	1295.46	
M&J UNDERGROUND, INC						
M21-0425(2)		06-00-31504.01		MAINT-MAINS	386.00	
M&J UNDERGROUND, INC						
M22-0009		06-00-31504.01		MAINTANCE-OUTSIDE	3390.00	
M&J UNDERGROUND, INC						
M22-0023		06-00-31504.01		MAINT-MAINS OUTSI	3690.00	
M&J UNDERGROUND, INC						
M22-0024		06-00-31504.01		MAINT-MAINS OUTSI	3690.00	
M&J UNDERGROUND, INC						
M22-0025		06-00-31504.01		MAINT-MAINS OUTSI	3970.00	
MONARCH AUTO SUPPLY INC						
6981-550431		06-00-31805		MAINT-VECHICLES	196.32	
COM ED						
52003		06-00-33100		ELECTRIC	23.55	
COM ED						
76056		06-00-33100		ELECTRIC	467.50	
COMED						
67036 1-26-22		06-00-33101		ELECTRICAL-WATER	2169.73	
NICOR GAS						
1000 1		06-00-33200		HEATING	209.45	
HERITAGE F/S, INC.						
35009463		06-00-33300		GAS	652.25	
HERITAGE F/S, INC.						
35009518		06-00-33300		GAS	839.49	
CINTAS CORPORATION LOCKBOX						
5093053810		06-00-33501		SHOP SUPPLIES	13.95	
HINCKLEY SPRINGS						
17155979 012622		06-00-33501		SHOP SUPPLIES	48.71	
MENARDS - MATTESON						
59140		06-00-33501		SHOP SUPPLIES	16.98	
USA BLUE BOOK						
854287		06-00-33501		SHOP SUPPLIES	627.08	
USA BLUE BOOK						
854642		06-00-33501		SHOP SUPPLIES	895.99	
VERIZON WIRELESS						
41616		06-00-33700		TELEPHONE	334.68	
REPUBLIC SERVICES #721						
0721-007064422		06-00-33710		GARBAGE CONTRACT	67655.45	
QUADIANT LEASING USA, INC						
16580538		06-00-33901		RENTAL-EQUIP/TOUL	1152.78	
WATER SOLUTIONS UNLIMITED						
100505		06-00-33907		CHEMICALS	3055.16	
SUBURBAN LABORATORIES INC						
199400		06-00-34800		WATER TESTING FE	225.80	
JULIE, INC						
2022-1691		06-00-38902		JULIE	784.50	
TOTAL FOR FUND 06			DEPT. 00		120620.24	

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TOTAL FOR FUND 06

120620.24

WELLBUILT EQUIPMENT INC.

73040

07-00-31805

MAINTANCE

2156.00

HERITAGE F/S, INC.

35009463

07-00-33300

GAS

652.25

HERITAGE F/S, INC.

35009518

07-00-33300

GAS

839.50

CINTAS CORPORATION LOCKBOX

5093053810

07-00-33501

SHOP SUPPLIES

13.95

HINCKLEY SPRINGS

17155979 012622

07-00-33501

SHOP SUPPLIES

48.71

MENARDS - MATTESON

59140

07-00-33501

SHOP SUPPLIES

16.98

TOTAL FOR FUND 07

DEPT. 00

3727.39

TOTAL FOR FUND 07

3727.39

EXCEL ELECTRIC INC

126197

08-00-31400

MAINTANCE TRAFFIC

480.00

EXCEL ELECTRIC INC

126215

08-00-31400

MAINTANCE LIGHT

2051.80

EXCEL ELECTRIC INC

126223

08-00-31400

MAINT-TRAFFIC STR

606.00

COMED

84103 1-14-2022

08-00-33102

ELECTRICITY-TRAFF

873.40

COMED

99093 1-20-22

08-00-33102

ELECTRICITY-TRAFF

4257.28

COMPASS MINERALS AMERICA INC

923037

08-00-33910

ROCK SALT/SNOW

12621.23

COMPASS MINERALS AMERICA INC

925563

08-00-33910

ROCK SALT/SNOW, 1

11884.43

TOTAL FOR FUND 08

DEPT. 00

32774.14

TOTAL FOR FUND 08

32774.14

KELLEY SHORT

2-1-22

13-50-25200

REGISTRATION FEES

75.00

TOTAL FOR FUND 13

DEPT. 50

75.00

PRO-AM TEAM SPORTS

AAF016634

13-52-38101

MISC EXP

4176.98

TOTAL FOR FUND 13

DEPT. 52

4176.98

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TOTAL FOR FUND 13				4251.98	
ILLINOIS COUNTIES RISK MANAGMENT TRUST	RCB28609/29313	15-00-36100		CASUALTY	33239.75
ILLINOIS COUNTIES RISK MANAGMENT TRUST	RCB28609/29313	15-00-36200		WORKMANS COMP	29629.63
VISION SERVICE PLAN (IL)	FEB 2022	15-00-36901		HEALTH INSURANCE	1001.48
HUMANA DENTAL INSURANCE COMPANY	181931885	15-00-36903		DENTAL INSURANCE	2619.43
TOTAL FOR FUND 15			DEPT. 00		66490.29
TOTAL FOR FUND 15				66490.29	
COMCAST	72350	16-00-33700		TELEPHONE	92.72
VERIZON WIRELESS	41616	16-00-33700		TELEPHONE	115.00
COMCAST	72350	16-00-33701		INTERNET	92.73
JOHNSON CONTROLS SECURITY SOLUTIONS	36861887	16-00-33704		SECURITY SYSTEM	260.36
DACAV INDUSTRIES	1600	16-00-37302		NEW UNIFORMS	125.00
TOTAL FOR FUND 16			DEPT. 00		685.81
TOTAL FOR FUND 16				685.81	
BKD CPA'S & ADVISORS	BK01515832	17-00-34400		AUDITING, ACCOUNT	4250.00
TOTAL FOR FUND 17			DEPT. 00		4250.00
TOTAL FOR FUND 17				4250.00	
** TOTAL CHECKS TO BE ISSUED					289079.87
01	CORPORATE				53421.11
03	PLAYGROUND/RECREATION				2858.91
06	WATER/SEWER FUND				120620.24
07	ROAD & BRIDGE				3727.39

SYS DATE:02/04/22

Village of Steger

SYS TIME:08:17

A / P W A R R A N T L I S T

[NW2]

REGISTER # 38

DATE: 02/04/22

Friday February 4, 2022

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	AMOUNT
				DESCRIPTION	DIST

08				MOTOR FUEL TAX	32774.14
13				BOOSTER CLUB	4251.98
15				LIABILITY INSURANCE FUND	66490.29
16				H.S.E.M.	685.81
17				AUDITING	4250.00
TOTAL FOR REGULAR CHECKS:					289,079.87

Cancelled

SYS DATE:02/04/22

Village of Steger
A / P W A R R A N T L I S T

SYS TIME:08:17
[NW2]

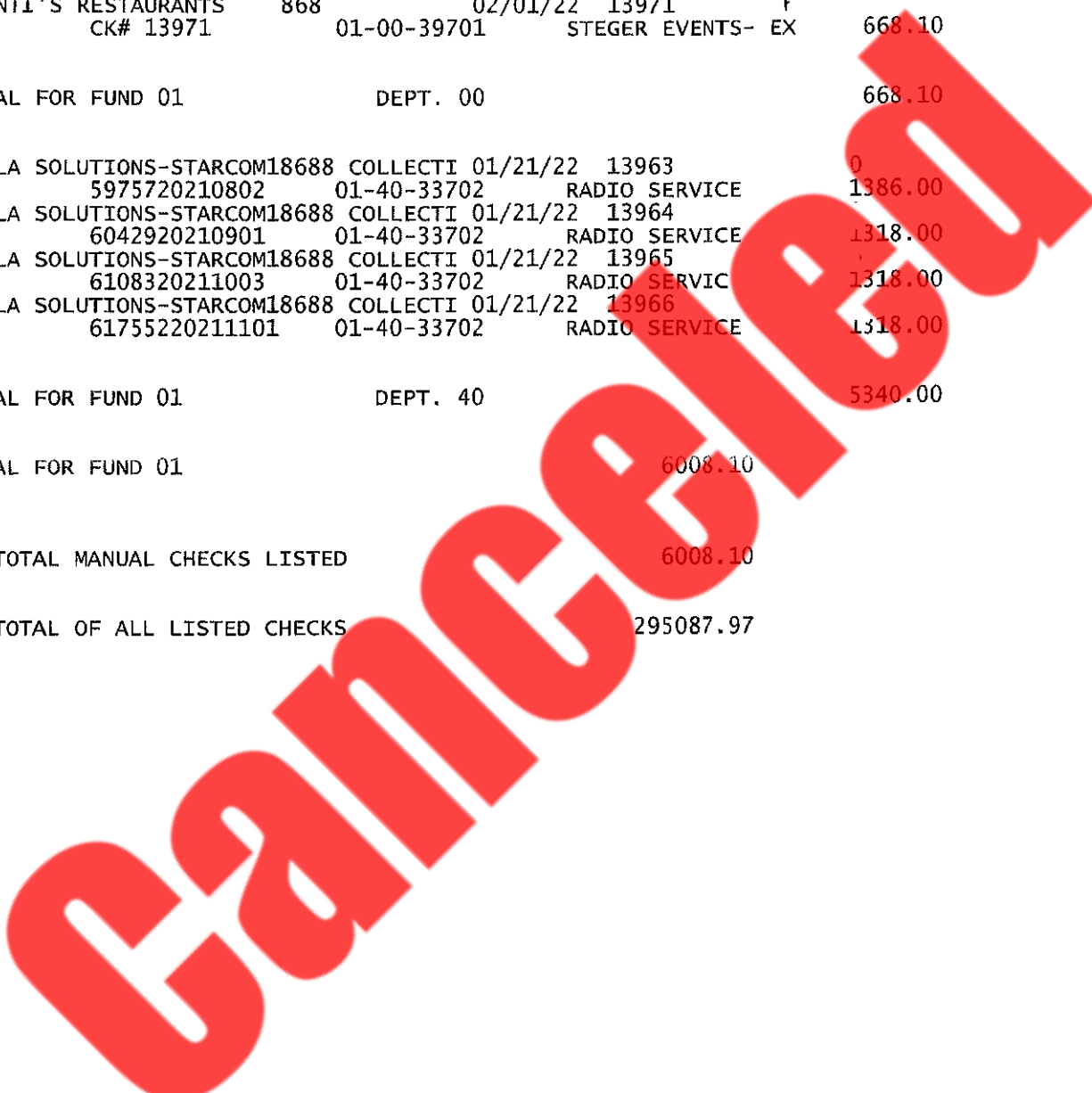
DATE: 02/04/22

Friday February 4, 2022

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A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)
=====

PAYABLE TO	REG NO	CHECK DATE	CHECK NO	AMOUNT
INV NO	G/L NUMBER	DESCRIPTION	DIST	
SCREMENTI'S RESTAURANTS CK# 13971	868 01-00-39701	02/01/22	13971 STEGER EVENTS-	f EX 668.10
TOTAL FOR FUND 01	DEPT. 00			668.10
MOTOROLA SOLUTIONS-STARCOM	18688	COLLECTI 01/21/22	13963	0
5975720210802	01-40-33702	RADIO SERVICE		1386.00
MOTOROLA SOLUTIONS-STARCOM	18688	COLLECTI 01/21/22	13964	
6042920210901	01-40-33702	RADIO SERVICE		1318.00
MOTOROLA SOLUTIONS-STARCOM	18688	COLLECTI 01/21/22	13965	
6108320211003	01-40-33702	RADIO SERVIC		1318.00
MOTOROLA SOLUTIONS-STARCOM	18688	COLLECTI 01/21/22	13966	
61755220211101	01-40-33702	RADIO SERVICE		1318.00
TOTAL FOR FUND 01	DEPT. 40			5340.00
TOTAL FOR FUND 01				6008.10
** TOTAL MANUAL CHECKS LISTED				6008.10
** TOTAL OF ALL LISTED CHECKS				295087.97



January 13, 2022

To: Village of Steger
3320 Lewis Avenue
Steger, IL 60475

Attn: Honorable Mayor Ken Peterson

RE: Proposal for Professional Engineering Services
Lead Service Line Replacements

Dear Honorable Mayor Peterson:

Robinson Engineering, Ltd. (REL) is pleased to present a proposal for lead service line replacements for the Village of Steger (Village). REL appreciates this opportunity to participate in this project that is important to the Village. We take great pride in partnering with our clients to achieve their goals, and sincerely appreciate the opportunity to offer our expertise and dedication on this project.

Included in this proposal are the following: Project Overview, Scope of Services, Payment Terms, and IEPA Agreement Requirements. Our Standard Terms and Conditions are also enclosed and should be considered as an integral part of this proposal.

1. PROJECT OVERVIEW

The recent events concerning elevated lead levels in Flint, Michigan have spurred public and regulatory agency interest in the lead content of drinking water. One of the potential routes of lead exposure is through lead water service lines that were installed prior to the 1986 ban on lead plumbing. To help reduce this risk to the public, legislation was recently passed by the State of Illinois to require communities to replace all lead service lines.

To expedite the replacement of LSLs, the IEPA is currently offering very generous terms through their Public Water Supply Loan Program (PWSLP) funding (also known as IEPA low-interest loan funding). This program offers annual loan forgiveness up to \$4 million for a lead service line replacement project. If the project cost exceeds the loan forgiveness amount, this amount will be financed by the IEPA over a 20-year repayment period with a fixed interest rate equal to 50% of the market interest rate (mean interest rate of the 20 General Obligation Bond Index market). Given the above financial incentives, and future funding infusions from the federal government, an IEPA low-interest loan is an ideal funding source for the Village to utilize to replace LSLs. However, a limited amount of funding dedicated to LSLR projects is available on a first come, first served basis. Therefore, time is of the essence to attempt to secure the loan forgiveness currently being offered.

The Village has reported 108 known lead service lines and 810 unknown material service lines to the IEPA. This information corresponds with the pre-1950s development shown on aerial photography and the presence of lead in historical Lead and Copper Rule sampling. To maximize the funding being offered by the IEPA, the current LSL replacement project assumes replacement of the 108 LSLs and assuming a majority of the 810 unknown material service lines are lead could be a total project cost of \$9.2 million (project planning, engineering and construction).

SCOPE OF SERVICES

REL has successfully navigated the IEPA PWSLP loan application process for numerous projects, and we stay current on the program requirements. We also have strong working relationships with key project managers and leaders of the IEPA's Infrastructure Financial Assistance Section, as well as with the various technical project managers who issue construction permits from the Bureau of Water. This results in a smooth project delivery, from the initial planning stages, through design and permitting, the construction phase, and the associated IEPA loan documentation. In just

the last 10 years REL has prepared project plans, facility plans, detailed construction plans and specifications, performed construction observation, conducted loan administration, and completed loan closeout documentation for more than 40 low-interest loan funded projects equating to over \$125 million construction dollars. Over the same period REL has assisted clients with obtaining principal loan forgiveness for over \$37 million dollars on these projects.

The initial steps in the loan application process are detailed below.

A. PROJECT FUNDING NOMINATION FOR LOAN ASSISTANCE

As the first step, REL will submit a Funding Nomination for Loan Assistance form for the water system improvements project on behalf of the Village. The funding nomination form supplies basic applicant information and briefly describes the project, lists the estimated project cost, and provides the project schedule. With the submittal of this form, the IEPA will be made aware of the Village's intent to pursue PWSLP funding.

B. PROJECT PLAN

The next step in the loan process is to submit a Project Plan for the Village's proposed project for which low-interest loan money is requested. The Project Plan presents the following information:

- Project location
- Village population and demographics
- Current and future water service areas
- Estimates of current and future water usages
- Description of existing water facilities:
 - Pumping stations
 - Storage facilities
 - Water distribution mains
- Need for water system improvements
- Description of existing and potential water violations
- Detailed discussion of proposed improvements
- Detailed project cost estimates
- Project schedule
- Assertion of regulatory compliance
- Assessment of environmental impacts
- Financial analysis demonstrating the ability for loan repayment
- Preliminary Inventory of Lead Service Lines

The Project Plan is an integral component of the loan application process; its development and approval represent a critical path element of the overall loan approval schedule, since the IEPA staff typically does not exert a lot of time or energy on reviewing other application items until a project has an approved Project Plan. Planning costs are also eligible for IEPA loan funding.

The Project Plan review process at the IEPA typically varies based on project complexity and can be seasonal due to the IEPA staff focusing their summer months on finalizing numerous loans prior to their annual June 30 fiscal year end. REL will respond to any comments the IEPA may have. Once these comments have been addressed, the IEPA will request that the Village convene a public information meeting. REL will assist the Village in complying with the public notification requirements, and REL will present the Project Plan and associated exhibits at the public meeting and respond to public comments. After taking into consideration any public comments received, the IEPA will make a determination on approving the Project Plan.

Project planning costs are eligible for reimbursement by the loan if they are identified in advance within the Project Plan.

C. CONTRACT DOCUMENT PREPARATION AND IEPA LOAN APPLICATION

An IEPA loan is never approved without actual bids for construction being reviewed and approved in advance of the loan agreement being offered to a community. Extensive contract documents, including certifications by bidders, advertising requirements, Disadvantaged Business Enterprise (DBE) subcontractor advertising requirements by prime bidders, Davis-Bacon requirements, etc. are all integral to the loan approval process. Thus, the Village may desire to proceed with final design, construction permitting and bidding of selected projects concurrently with preparing the loan application package, as described below. Depending on project scope and complexity, many communities even begin the design process concurrently with the Project Plan effort. Based on the limited IEPA loan forgiveness funding available for LSLR projects, and expected competition for those funds, REL strongly recommends this latter approach. Completing a design and loan application has historically increased the likelihood of funding. Design and construction engineering costs are typically loan eligible items, as well as costs for legal/financial/administrative costs, as long as they are identified in advance within the approved Project Plan.

REL will proceed to prepare final contract documents as follows.

1. Project Initiation and Organization Meeting

REL will conduct a project initiation and organization meeting with Village staff. This meeting will establish key objectives and timeframes established by Village. This initial meeting will (a) confirm the focus and scope of the project; (b) confirm the project schedule, work items and priorities; and (c) identify key project liaisons to establish communication protocols between Village and REL. Successful project implementation will require not only the proper technical engineering expertise and experience, but also pro-active communications to ensure that Village's needs are met.

2. Information Gathering

The Village will provide any information about the locations of known LSLs based on historical documents and institutional knowledge, which we assume will match the information contained in the Lead Service Line Inventory and Replacement Plan report. REL will meet with the Village to discuss these areas along with other areas that may contain LSLs based on age of the water infrastructure. REL will then coordinate with the Village to conduct a maximum of sixteen (16) hours of spot inspections within the areas suspected to contain LSLs to verify the presence of LSLs. These spot inspections will involve the Village arranging access to the buildings of water users, and the Village and REL observing the plumbing adjacent to the service side of the water meter. After this work is completed, REL will coordinate with the Village to delineate all water services to be replaced with the project.

The Village will provide any information about the locations of the water mains involved with the project (water atlases, design plans, as-built plans, GIS information, etc.). Topographic survey is not necessary for lead service line replacement projects, and therefore is not included in our scope of services.

A site visit will be conducted by the project's design engineer. Photographs of the project areas will be taken to document existing conditions. It is our strong opinion gained through experience on similar projects that meticulous data gathering, on-site experience, and face-to-face conversations with Village staff by the design engineer are key components in a successful design process.

3. Preparation of Contract Documents

Based on the above data gathered, the design will proceed and contract documents will be prepared. The LSLRs will be designed in accordance with Part 8 – Distribution System Piping and Appurtenances of the Recommended Standards for Water Works and ANSI/AWWA Standard C810-17 – Replacement and Flushing of Lead Service Lines. Village standards will also be utilized to guide the design.

REL will prepare exhibits, construction specifications, bidding/contract documents, and an engineer's probable cost of construction. REL will prepare contract documents suitable for competitive bidding and that meet all IEPA bidding specification requirements. REL will meet with Village staff to review the 50% complete design documents. REL will again meet with Village staff to review the 90% complete design documents. The Village's comments will then be integrated to produce final design documents released for bidding.

4. Regulatory Agency Coordination & Permitting

Permitting is not required with the Illinois Environmental Protection Agency (IEPA) to obtain a construction permit since this is considered a maintenance project.

5. Loan Application

REL will prepare a loan application package consisting of the following:

- Loan program certifications and resolutions
- Inventory of environmental impacts, and acquisition of signoffs agencies such as the Illinois Department of Natural Resources and Illinois Historic Preservation Society
- Financial information including:
 - Approved operation, maintenance, and replacement revenue system
 - Approved dedicated source of revenue
 - Ordinance providing evidence of indebtedness
 - Annual audit
- Project completion schedule
- Contract documents and bid results

6. Project Bidding

Once the project is designed and all the proposal documents are prepared then the project will be bid. REL will assist the Village with advertising the project by contacting contractors who typically perform water system construction. REL will respond to contractor questions during the bidding phase, and issue addenda to the contract documents when required. REL will attend the bid opening, prepare the bid tabulation, assist the Village in evaluating the bid proposals, and prepare a letter of recommendation for award of the contract.

3. PAYMENT TERMS

REL proposes to prepare the project plan (Item B. above) for a lump sum fee of \$25,000; to conduct the design phase of the project (Item C. above, excluding Item C.5) for a lump sum fee of \$140,000; and to prepare the loan application (Item C.5. above) for a lump sum fee of \$7,000. The sum total of these fees is \$172,000. These fees will be billed on a percentage completion basis. Any other work not listed in the scope above requested and authorized by the Village will be billed at our standard hourly rates.

4. STANDARD TERMS AND CONDITIONS

The Standard Terms and Conditions for this proposal are attached hereto and incorporated herein.

5. IEPA LOAN CONDITIONS

For State Revolving Fund (SRF) loan projects, the IEPA requires specific conditions to be part of the engineering agreement. These requirements are attached and are to be considered additional terms of the agreement.

To execute this proposal, please sign the signature block below, as well as initial and date the bottom of the Standards Terms and Conditions page.

Please let me know how you would like to proceed. Again, we thank you for the opportunity to submit this proposal for your consideration. Please feel free to call me at (708) 210-5690 or email me at tnagle@reltd.com with any questions regarding this proposal, or if any additional information is needed.

Very truly yours,

Thomas E. Nagle

Thomas E. Nagle, PE
Vice President

Xc: Mr. Tim Perchinski, Village Trustee, Village of Steger
Mr. Dave Toepper, Public Infrastructure Director, Village of Steger

Accepted this _____ day of _____, 2022.

By: _____
Signature

Printed Name, Title

Cancelled

IEPA AGREEMENT REQUIREMENTS

1. Audit, Access to Records

- i) The ENGINEER agrees to include subsections (i) through (iv) below in all contracts and subcontracts directly related to project performances which are in excess of \$25,000. To maintain books, records, documents and other evidence directly pertinent to performance of Agency loan work under this agreement consistent with generally accepted accounting principles in accordance with the American Institute of Certified Public Accountants Professional Standards. The IEPA or any of its duly authorized representatives 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.
- ii) Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards.
- iii) The ENGINEER agrees to disclosure of all information and reports resulting from access to records pursuant to subsection (i) above, to the IEPA. Where the audit concerns the ENGINEER, the auditing agency will afford the ENGINEER an opportunity for an audit exit conference 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.
- iv) Records under subsection (i) above shall be maintained and made available during performance on IEPA loan work under this agreement and until three years from date of final IEPA 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 or exception.

2. Covenant Against Contingent Fees

The ENGINEER warrants that no person or selling 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.

3. DBE/MBE/WBE

The ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises, minority business enterprises and women's business enterprises are utilized when possible as sources of supplies, equipment, construction and services in accordance with the Clean Water Loan Program rules. As required by the award conditions of USEPA's Assistance Agreement with the IEPA, the ENGINEER acknowledges that the fair share percentages are 5% for MBE's and 12% for WBE's.

4. Non-Discrimination

The ENGINEER shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The ENGINEER shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the ENGINEER to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

5. Certification of no Disbarment or Suspension

The ENGINEER certifies that no person(s) performing services under this agreement has not been disbarred or suspended in accordance with federal Executive Order 12549.

ROBINSON ENGINEERING, LTD ("REL")
STANDARD TERMS AND CONDITIONS

CONTRACT – These Standard Terms and Conditions may be amended, added to, superseded, or waived only if both REL and Client specifically agree in writing to any amendment of these Terms and Conditions ("Agreement").

STANDARD OF CARE - The standard of care for all professional engineering, survey or related professional services performed or furnished by REL under this Agreement will be the care and skill ordinarily used by members of the same profession practicing under similar circumstances at the same time and in the same locality. REL makes no warranties, express or implied, under this Agreement or otherwise, in connection with REL's services on this Project.

RELIANCE – REL may, without liability, rely on the accuracy and completeness of information provided by Client, Client's consultants and any contractors, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards without the need for verification.

CHANGES IN SCOPE – The proposed fees constitute REL's estimate to perform the services required to complete the Project. However, all required services are not always definable in the initial planning. Accordingly, circumstances may dictate a change in the scope of services to be performed. Where this occurs, changes in the Agreement shall be negotiated, an equitable adjustment shall be made to REL's compensation and agreed to in writing by REL and Client.

DELAYS – REL shall complete its obligations within a reasonable time. If, through no fault of REL, such periods of time or dates are changed, or the orderly and continuous progress of REL's services is impaired, or REL's services are delayed or suspended, then the time for completion of REL's services, and the rates and amounts of REL's compensation, shall be adjusted equitably.

SUSPENSION & TERMINATION – Client may suspend the Project upon seven (7) days written notice to REL. If REL's services are substantially delayed through no fault of REL, REL may suspend services after giving seven (7) days written notice to Client. Either party may terminate this agreement upon thirty (30) days written notice to the other party in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

Client shall remain liable for, and shall promptly pay REL for all services rendered to the date of such suspension/termination of services plus suspension/termination charges incurred by REL. Suspension/termination charges include the cost of assembling documents, personnel and equipment rescheduling or reassignment, and commitments made to others on Client's behalf.

OPINION OF PROBABLE COSTS - REL's opinions of probable Construction Cost are to be made on the basis of REL's experience and qualifications and represent REL's best judgment as an experienced and qualified professional generally familiar with the construction industry. However, since REL has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, REL cannot and does not guarantee that proposals, bids, or actual Construction Cost shall not vary from opinions of probable Construction Cost prepared by REL.

REUSE OF PROJECT DELIVERABLES - All design documents prepared or furnished by REL are instruments of service, and REL retains all ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall not rely in any way on any Document unless it is in printed form, signed and sealed by REL or one of its Consultants.

RIGHT OF ENTRY – Client agrees to obtain legal right-of-entry on the property when entry to property is required by the work of this Agreement.

ENVIRONMENTAL CONDITIONS OF SITE - REL's scope of services does not include any services related to any environmental issues related to the site including petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, or regulated by any Federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning any hazardous, toxic, or dangerous waste, substance, or material.

RELATIONSHIP WITH CONTRACTORS – REL shall not at any time supervise, direct, or have control over any contractor's work, nor shall REL have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, nor for safety precautions and programs in connection with the contractors' work, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work. REL neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work. REL shall have no authority to stop the work of any contractor on the Project.

LIMITATION OF LIABILITY – REL's total liability to Client for any and all claims for damages whatsoever, arising out of or in any way related to the Project or this Agreement, from any cause or causes, including but not limited to REL's negligence, errors, omissions, strict liability, or breach of contract, shall be limited as follows: REL's total liability shall not exceed the lesser of (1) \$1,000,000 (one million dollars) or (2) the remaining limits of any policy of insurance which provides coverage for the Client's cause or causes of action, such remaining limits to be measured as of the date judgment is entered against REL or the date when Client and REL otherwise settle/resolve the cause or causes of action.

INSURANCE – REL shall maintain insurance coverage for Professional, Commercial General, Automobile, Worker's Compensation and Employer's Liability in amounts in accordance with any legal requirements and REL's business requirements. Certificates of insurance shall be provided by REL upon written request.

MUTUAL WAIVER – To the fullest extent permitted by law, Client and REL waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project.

GOVERNING LAW, JURISDICTION & VENUE – This Agreement shall be governed by, and construed in accordance with, the laws of the State of Illinois. Further, the parties agree and consent to the exclusive jurisdiction of the courts of the State of Illinois for all purposes regarding this Agreement and that venue of any action brought hereunder shall be exclusively in Cook County, IL.

NON-ENFORCEMENT – A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

ASSIGNMENT – A party shall not assign its rights or obligations pursuant to this Agreement without the express written permission and consent of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.

SURVIVAL – All express representations, waivers, indemnifications, and limitations of liability included in this Agreement shall survive its completion or termination for any reason.

THIRD PARTIES - Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or REL to any Contractor, Contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement shall be for the sole and exclusive benefit of Client and REL and not for the benefit of any other party.

SEVERABILITY - Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and REL, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that expresses the intention of the stricken provision.

STATUTE OF LIMITATIONS – to the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence to run, no later than the date of Substantial Completion of this Agreement.

CONFLICTS - If a conflict exists between the Agreement provisions and these Standard Terms and Conditions then these Standard Terms and Conditions shall prevail and control.

Client's Initial: _____

Date: _____

10/2014