Town of Cortland

Agenda Request

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☒ **RESOLUTION** ☐ **ORDINANCE** ☐ **INFORMATION** ☐ **OTHER**

DATE PREPARED: 06/20/19 **FOR MEETING ON: 06/24/19**

DESCRIPTION/TITLE: MFT 2019 RESOLUTION

REQUIRED ACTION: **AUTHORIZE MAYOR TO EXECUTE IDOT MFT RESOLUTION AND AGREEMENT DOCUMENTS**

STAFF/COMMITTEE RECOMMENDATION: **FEHR GRAHAM RECOMMENDS AUTHORIZING THE MAYOR TO EXECUTE THE MFT RESOLUTION IN THE AMOUNT OF $185,000 AND THE MUNCIPAL AGREEMENT**

STATEMENT OF CONCERN/SUMMARY: **THE PROJECT AREA IS SPRUCE STREET FROM PINE AVENUE TO NORTH AVENUE, NORTH AVENUE FROM SPRUCE STREET TO PRAIRIE AVENUE, AND NINA STREET FROM NORTH AVENUE TO CAROL AVENUE.**

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☐ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING
☐ LIAISON REPORTS

Prepared by: _____ Approved by: _____ Date: _____

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RETURN WITH BID

Illinois Department of Transportation

Local Public Agency Formal Contract Proposal

PROPOSAL SUBMITTED BY		
Contractor's Name		
Street		P.O. Box
City	State	Zip Code

STATE OF ILLINOIS

COUNTY OF DeKalb

Cortland

(Name of City, Village, Town or Road District)

FOR THE IMPROVEMENT OF

STREET NAME OR ROUTE NO. Various

SECTION NO. 19-00000-00-GM

TYPES OF FUNDS MFT

☒ SPECIFICATIONS (required) ☒ PLANS (required)

For Municipal Projects

Submitted/Approved/Passed

☒ Mayor ☐ President of Board of Trustees ☐ Municipal Official

Date

Department of Transportation

☐ Released for bid based on limited review

Regional Engineer

Date

For County and Road District Projects

Submitted/Approved

Highway Commissioner

Date

Submitted/Approved

County Engineer/Superintendent of Highways

Date

Note: All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed.

Illinois Department of Transportation

Resolution for Maintenance Under the Illinois Highway Code

Resolution Number	Resolution Type	Section Number
	Original	19-00000-00-GM

BE IT RESOLVED, by the Board (Governing Body Type) of the Town (Local Public Agency Type) of Cortland (Name of Local Public Agency) Illinois that there is hereby appropriated the sum of One hundred sixty thousand and 00/100---------- Dollars ($185,000.00) of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 01/01/19 (Beginning Date) to 12/31/19 (Ending Date).

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that Town (Local Public Agency Type) of Cortland (Name of Local Public Agency) shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) ceritified originals of this resolution to the district office of the Department of Transportation.

I Cheryl Aldis (Name of Clerk) Town (Local Public Agency Type) Clerk in and for said Town (Local Public Agency Type) of Cortland (Name of Local Public Agency) 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 a resolution adopted by the Board (Governing Body Type) of Cortland (Name of Local Public Agency) at a meeting held on _____ (Date).

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ (Day) day of _____ (Month, Year).

(SEAL)

Clerk Signature

APPROVED

Regional Engineer
Department of Transportation

Date

Illinois Department of Transportation

Maintenance Engineering to be Performed by a Consulting Engineer

Local Public Agency	County	Section Number
Cortland	DeKalb	19-00000-00-GM

The services to be performed by the consulting engineer, pertaining to the various items of work included in the estimated cost of the maintenance operations (BLR 14221 or BLR 14231), shall consist of the following:

PRELIMINARY ENGINEERING shall include:
Investigation of the condition of the streets or highways for determination (in consultation with the local highway authority) of the maintenance operations to be included in the maintenance program; preparation of the maintenance resolution (BLR 14220 for municipalities and counties), maintenance estimate of cost and, if applicable, proposal; attendance at meetings of the governing body as may reasonably be required; attendance at public letting; preparation of the contract, quotations, and/or acceptance (BLR 12330) form. Also, preparation of the maintenance expenditure statement which must be submitted to IDOT within 3 months of the end of the maintenance period.

ENGINEERING INSPECTION shall include:
Furnishing the engineering field inspection, including preparation of payment estimate for contract, material proposal and/or deliver and install proposal and/or checking material invoices of those maintenance operations requiring engineering field inspection. For operations requiring material testing ensure the testing is completed by a qualified firm.

For furnishing preliminary engineering, the engineer will be paid a base fee PLUS a negotiated fee percentage. Only one base fee can be charged per maintenance period. For furnishing engineering inspection, the engineer will be paid a negotiated fee percentage. The negotiated preliminary engineering fee percentage for each maintenance group shown in the "Schedule of Fees" shall be applied to the total estimated costs of that group. The negotiated fee for engineering inspection for each maintenance group shall be applied to the total final cost of that group for the times which required engineering inspections. In no case shall this be construed to include supervision of the contractor operations.

SCHEDULE OF FEES

Total of all Maintenance Operations:

☐ <= $20,000 Base Fee

☒ > $20,000 Base Fee = $1,250.00

PLUS					
Maintenance Engineering Category	Preliminary Engineering		Engineering Inspection		Operation(s) to be Inspected
	Maximum Fee %	Negotiated Fee %	Maximum Fee %	Negotiated Fee %	
I	NA	NA	NA	NA	NA
IIA	2%		1%		
IIB	3%		3%		
III	4%		4%		
IV	5%	5%	6%	6%	

The LPA certifies that the selection of the ENGINEER was performed in accordance with the Local Government Professional Service Selection Act 50 (ILCS 510/1-510/8) and procedures outlined in Chapter 5 of the DEPARTMENT's Bureau of Local Roads and Streets Manual.

BY:

Local Public Agency Signature | Date

Title: Mayor, Town of Cortland

BY:

Consulting Engineer Signature | Date

Title: Project Engineer, Fehr Graham

P.E. Seal | Date

Approved:

Regional Engineer, IDOT | Date

Illinois Department of Transportation

Contract Estimate of Cost

Local Public Agency	County	Section Number
Cortland	DeKalb	19-00000-00-GM

Route(s)/Street-Road Name	Project Length
(A) N. Spruce Street; (B) W. North Avenue, (C) N. Nina Street	4,050 feet

Project Termini

(A)W. Pine Ave. to W. North Ave.; (B) N. Spruce St. to N. Prairie St.; (C) W. Carol Ave to W. North Ave.

Item Number	Item	Unit of Measure	Quantity	Unit Price	Total Estimated Cost	
1	Bituminous Materials (Tack Coat)	LB	5564	$0.40	$2,225.60	-
2	Leveling Binder (MM) IL-9.5FG, N50	TN	215	$70.00	$15,050.00	-
3	Hot-Mix Surface Removal - Butt Joints	SY	2243	$5.00	$11,215.00	-
4	Hot Mix Surface Course Mix "C", N50	TN	1322	$65.00	$85,930.00	-
5	Class D Patches, Type IV, r inch	SY	80	$85.00	$6,800.00	-
6	Area Reflective Crack Control Treatment	SY	10119	$4.00	$40,476.00	-
7	Sanitary Manholes To Be Adjusted	EA	4	$500.00	$2,000.00	-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Add				Total Overall Estimated Cost:	$163,696.60	

Prepared By	Date
Andrew Trocki	06/19/19

Verified By	Date
	06/19/19

Illinois Department of Transportation

Municipal Estimate of Maintenance Costs

Submittal Type

Local Public Agency	County	Section Number	Maintenance Period Beginning	Maintenance Period Ending
Cortland	DeKalb	19-00000-00-GM	01/01/19	12/31/19

Estimated Cost of Maintenance Operations

Maintenance Operation (No. and Description)	Maint. Eng. Group	Insp. Req.	For Group I, IIA, IIB or III					Est Total Operation Cost
			Item	Unit	Quantity	Unit Price	Item Cost	
MO # 1								
Bituminous Resurfacing	IV	Y						$163,696.60
Add Row							**Total Estimated Maintenance Operation Cost**	**$163,696.60**

Estimated Cost of Maintenance Engineering

Preliminary Engineering	$9,434.83
Engineering Inspection	$9,821.80
Material Testing	$2,000.00
Advertising	
Bridge Inspections	
Total Estimated Maintenance Engineering Cost	**$21,256.63**

Maintenance Program Estimated Costs

	Estimated Cost	MFT Portion	Other Funds
Maint Oper	$163,696.60	$165,328.00	$0.00
Maint Eng	$21,256.63	$21,256.63	$0.00
Totals	$184,953.23	$186,584.63	$0.00
		Total Estimated Maintenance Cost	**$184,953.23**

Submitted

Municipal Official

Date

Title

Mayor, Town of Cortland

Approved

Regional Engineer

Department of Transportation

Date