

**MEETING NOTICE AND AGENDA  
FOR THE REGULAR MEETING OF MORTON GROVE-NILES WATER COMMISSION (MGNWC)  
TO BE HELD ON THURSDAY, MAY 23, 2019 AT 3:00 PM  
AT THE NILES VILLAGE HALL ADMINISTRATIVE BUILDING  
1000 CIVIC CENTER DRIVE, NILES, ILLINOIS 60714**

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Minutes
  - a. Regular Meeting- April 25, 2019
- V. Approval of Warrants
  - a. 2019-5: \$ 1,896,262.85
- VI. New Business
  - a. Resolution 19-2 Approving and Adopting a Purchasing Manual for the Morton Grove-Niles Water Commission
- VII. Old Business - None
- VIII. Superintendent's Report
- IX. Other Business
- X. Public Comment
- XI. Adjournment

## **Morton Grove-Niles Water Commission (MGNWC)**

MINUTES OF REGULAR MEETING OF MORTON GROVE-NILES WATER COMMISSION  
HELD IN THE VILLAGE OF NILES VILLAGE HALL ADMINISTRATION BUILDING  
1000 CIVIC CENTER DRIVE, NILES, ILLINOIS 60714 THURSDAY, APRIL 25, 2019

- I. CALL TO ORDER - Commissioner Steven C. Vinezeano called the meeting to order at 3:00 p.m.
- II. ROLL CALL - Superintendent Balling called the roll. Present were Commissioners Steven Vinezeano, John Pietron, and Mark Fowler.
- III. PLEDGE OF ALLEGIANCE - Commissioner Vinezeano led the assemblage in the Pledge of Allegiance.
- IV. APPROVAL OF MINUTES -

- a. Regular Meeting March 28, 2019

Commissioner Pietron called for motion and Commissioner Fowler seconded it. Pietron voted Aye, Fowler Aye, and Vinezeano voted Aye to approve Regular Meeting Minutes of March 28, 2019.

- V. APPROVAL OF WARRANTS - Warrant for Payment 2019-4 in the amount of \$2,193,416.85.

Commissioner Pietron called for motion and Commissioner Fowler seconded it. Pietron voted Aye, Fowler voted Aye, and Vinezeano voted Aye to approve Warrant List.

- VI. NEW BUSINESS - NONE

- VII. OLD BUSINESS - NONE

- VIII. SUPERINTENDENT REPORT - Bill Balling stated discussed that the agenda packet had the draft Purchasing Policy and that it was not properly posted, so there will not be a vote on the policy. He furthered stated that the Commission has been following the Village of Niles policy and has had significant help from Susan Bus. The policy will be seen at the May Regular meeting.

Commissioner Fowler asked for a change under Other Units of Government regarding the NWMC. He furthered stated that he would abstain from any votes associated with the NWMC program.

Bill further provided updates on construction at the reservoir, restoration, and the pump stations.

IX. OTHER BUSINESS - NONE

X. PUBLIC COMMENT – NONE

XI. ADJOURNMENT - Commissioners approved unanimously 3-0 to adjourn at 3:07 p.m.

**Approved by the MGNWC Board of Commissioners  
at its \_\_\_\_\_ Meeting  
\_\_\_\_\_, Clerk**

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**WARRANT 2019-05**  
**May 23, 2019**

**CAPITAL DEVELOPMENT FUND ACCOUNT**

1. Berger Excavating Contractors, Inc	\$ 122,204.62
2. Com Ed <b>CONFIRMING</b> work to extend power Contract 6	\$ 19,709.54
3. DiMeo Brothers, Inc.	\$ 229,278.08
4. J.J. Henderson & Son, Inc.	\$ 707,901.07
a. Contract 6 2551 Church Evanston	\$ 111,801.86
b. Contract 7 7900 Nagle Morton Grove	\$ 596,099.21
5. Stanley Consultants	\$ 265,152.22
a. Design Services Invoice	\$ 20,810.19
b. Construction Observation Services	\$ 244,342.03
6. TPB Professional Consulting 00623	\$ 450.00
7. Village of Niles easement document delivery	\$ 245.82
8. WRB,LLC	\$ 22,442.00
<b>CAPITAL DEVELOPMENT FUND TOTAL:</b>	<b>\$ 1,357,383.35</b>

**ANNUAL OPERATING FUND ACCOUNT**

1. Amalgamated Bank of Chicago, ARB Bond Interest	\$ 518,675.00 bond acct.
2. Village of Niles- Operating contract April, 2019	\$ 19,652.00
3. Zabinski Consulting services INV	\$ 552.50
<b>ANNUAL OPERATING FUND TOTAL:</b>	<b>\$ 538,879.50</b>

**TOTAL WARRANT 2019-05: \$ 1,896,262.85**

Approved: \_\_\_\_\_ Date: \_\_\_\_\_



ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

### Contractor's Application for Payment No. 12

Application Period:	4/01/2019 - 4/30/2019	Application Date:	04/30/2019
To (Owner):	Morton Grove/Niles Water Commission	From (Contractor):	Berger Excavating Contractors, Inc
Project:	MGNWC Contract # 1	Via (Engineer):	Thomas Engineering Group, LLC
Contract:		Contractor's Project No.:	1815
Owner's Contract No.:	27793.01.00	Engineer's Project No.:	

### Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
			1. ORIGINAL CONTRACT PRICE..... \$ 15,288,636.65
			2. Net change by Change Orders..... \$ 3,233,742.95
			3. Current Contract Price (Line 1 + 2)..... \$ 18,522,379.60
			4. TOTAL COMPLETED AND STORED TO DATE
			(Column F total on Progress Estimates)..... \$ 18,153,123.34
			5. RETAINAGE:
		a. <input checked="" type="checkbox"/> Work Completed..... \$ 363,062.47	
		b. <input checked="" type="checkbox"/> Stored Material..... \$	
		c. Total Retainage (Line 5.a + Line 5.b)..... \$ 363,062.47	
		6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 17,790,060.87	
		7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 17,667,856.25	
		8. AMOUNT DUE THIS APPLICATION..... \$ 122,204.62	
		9. BALANCE TO FINISH, PLUS RETAINAGE	
		(Column G total on Progress Estimates + Line 5.c above)..... \$	
TOTALS			
NET CHANGE BY			
CHANGE ORDERS			

### Contractor's Certification

The undersigned Contractor certifies, to the best of his knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner identifying Owner against any such liens, security interests, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of \$ 122,204.62 (Line 8 or other - attach explanation of the other amount)

is recommended by [Signature] (Engineer) 5/7/19 (Date)

Payment of: \$ \_\_\_\_\_ (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ (Date)

Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)

Contractor Signature: [Signature]  
 Date: 04/30/19

**Application and Certificate for Payment**

TO OWNER: Morton Grove/Niles Water Commission PROJECT: MGWWC-Contract #1

FROM CONTRACTOR: Berger Excavating Contractors, Inc I/A ARCHITECT:  
1205 Garland Road  
Wauconda, IL 60084

APPLICATION NO: 04/30/2019 Distribution to:  OWNER  ARCHITECT  CONTRACTOR  FIELD  OTHER

PERIOD TO: MGWWC

CONTRACT FOR: \_\_\_\_\_

CONTRACT DATE: \_\_\_\_\_

PROJECT NOS:      /      /     

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract.  
 AIA Document G703™, Continuation Sheet, is attached.

- 1. ORIGINAL CONTRACT SUM ..... \$ 15,288,636.65
- 2. NET CHANGE BY CHANGE ORDERS ..... \$ 3,233,742.95
- 3. CONTRACT SUM TO DATE (Line 1 & 2) ..... \$ 18,522,379.60
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) ..... \$ 18,153,123.34
- 5. RETAINAGE:
  - a. 0.02% of Completed Work ..... \$ 363,062.47  
 (Columns D + E on G703)
  - b. 0.00% of Stored Material ..... \$ 0.00  
 (Column F on G703)

Total Retainage (Lines 5a + 5b, or Total in Column I of G703) ..... \$ 363,062.47

- 6. TOTAL EARNED LESS RETAINAGE ..... \$ 17,790,060.87  
 (Line 4 minus Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$ 17,667,856.25  
 (Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE ..... \$ 122,204.62
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 732,318.73  
 (Line 3 minus Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 3,783,447.33	\$ -967,039.10
Total approved this month	\$ 526,323.79	\$ -114,989.00
<b>TOTAL</b>	<b>\$ 4,309,771.12</b>	<b>\$ -1,076,028.10</b>
NET CHANGES by Change Order	\$ 3,233,743.02	

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The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.  
 Contractor: Berger Excavating Contractors, Inc.

By:  Date: 04/30/2019  
 State of: IL  
 County of: Lake  
 Subscribed and sworn to before, April 30 day, 2019  
 Notary Public - State of Illinois  
 My Commission Expires Jun 19, 2019

Notary Public: Shannon Payson  
 My commission expires: \_\_\_\_\_

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ \_\_\_\_\_  
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 ARCHITECT: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# AIA Document G703™ - 1992

## Continuation Sheet

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AIA Document G703™-1992, Application and Certificate for Payment, or (G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are in US dollars.  
 Use Column 1 on Contracts where variable retentions for line items may apply.

APPLICATION NO: \_\_\_\_\_  
 APPLICATION DATE: 03/01/99  
 PERIOD TO: \_\_\_\_\_  
 ARCHITECT'S PROJECT NO: \_\_\_\_\_

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (D or E)	TOTAL COMPLETED AND STORED TO DATE (D-E+F)	% TO C	BALANCE TO FINISH (C-G)	RETAINAGE (if variable retng)
			FROM PREVIOUS APPLICATION (D-E)	THIS PERIOD					
5	Base Bid	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	BRICK DRIVEWAY R&R	8,880.00	5,839.16	0.00	0.00	5,839.16	65.75	3,040.84	0.00
50	PAVING REMOVAL	346,133.54	328,368.54	0.00	0.00	328,368.54	94.86	17,765.00	0.00
60	EARTH EXCAVATION (not incl. EXCAVATION BELOW SUBGRA R&R UNSUITABLE MATERIAL F TRENCH BACKFILL (SPECIAL))	77,779.30	77,779.30	0.00	0.00	77,779.30	100.00	0.00	0.00
70	EXCAVATION BELOW SUBGRA R&R UNSUITABLE MATERIAL F TRENCH BACKFILL (SPECIAL)	75,000.00	61,830.00	0.00	0.00	61,830.00	82.44	13,170.00	0.00
80	EXCAVATION BELOW SUBGRA R&R UNSUITABLE MATERIAL F TRENCH BACKFILL (SPECIAL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
90	EXCAVATION BELOW SUBGRA R&R UNSUITABLE MATERIAL F TRENCH BACKFILL (SPECIAL)	105,242.50	105,242.50	0.00	0.00	105,242.50	100.00	0.00	0.00
100	EXPLORATORY EXCAVATION, AGG BASE COURSE, TYPE B-8"	29,250.00	29,250.00	0.00	0.00	29,250.00	100.00	0.00	0.00
110	EXPLORATORY EXCAVATION, AGG BASE COURSE, TYPE B-8"	390,379.00	352,049.50	0.00	0.00	352,049.50	90.18	38,329.50	0.00
130	HMA SURFACE REMOVAL, 2"	92,159.10	68,784.10	0.00	0.00	68,784.10	74.63	23,375.00	0.00
180	BITUMINOUS MATERIALS (TAC POLYMERIZED LEVELING BIND HMA) SURFACE COURSE, IL-19.0,	23,379.25	23,379.25	0.00	0.00	23,379.25	100.00	0.00	0.00
210	BITUMINOUS MATERIALS (TAC POLYMERIZED LEVELING BIND HMA) SURFACE COURSE, IL-19.0,	135,769.72	95,869.73	0.00	0.00	95,869.73	70.61	39,899.99	0.00
220	BITUMINOUS MATERIALS (TAC POLYMERIZED LEVELING BIND HMA) SURFACE COURSE, IL-19.0,	351,056.58	313,522.58	0.00	0.00	313,522.58	89.30	37,534.00	0.00
230	BITUMINOUS MATERIALS (TAC POLYMERIZED LEVELING BIND HMA) SURFACE COURSE, IL-19.0,	491,122.21	385,422.22	0.00	0.00	385,422.22	77.61	109,945.36	0.00
240	HMA SURFACE COURSE, MIX"	48,637.85	48,637.86	0.00	0.00	48,637.86	100.00	-0.01	0.00
250	HMA SURFACE COURSE, MIX"	48,637.85	48,637.86	0.00	0.00	48,637.86	100.00	-0.01	0.00
260	HMA SURFACE COURSE, MIX"	22,984.00	9,024.96	0.00	0.00	9,024.96	39.26	13,959.04	0.00
270	TEMP BITUMINOUS PATCHING CLASS D PATCH	126,924.30	126,924.30	0.00	0.00	126,924.30	100.00	0.00	0.00
280	TEMP BITUMINOUS PATCHING CLASS D PATCH	53,223.00	53,223.00	0.00	0.00	53,223.00	100.00	0.00	0.00
290	TEMP BITUMINOUS PATCHING CLASS D PATCH	7,781.57	7,781.57	0.00	0.00	7,781.57	100.00	-0.01	0.00
300	PORTLAND CEMENT CONC. PV	1,395,434.88	533,032.92	0.00	0.00	533,032.92	38.19	862,401.96	0.00
301	PORTLAND CEMENT CONC. PV	0.00	451,531.07	0.00	0.00	451,531.07	0.00	-451,531.07	0.00
310	PORTLAND CEMENT CONC. D	94,994.90	28,782.60	0.00	0.00	28,782.60	30.29	66,212.30	0.00
320	PORTLAND CEMENT CONC. D	0.00	64,386.26	0.00	0.00	64,386.26	0.00	-64,386.26	0.00
321	PORTLAND CEMENT CONC. D	0.00	185,546.88	0.00	0.00	185,546.88	26.96	-502,515.62	0.00
330	COMBINATION CURB & GUTTE	688,062.50	540,774.24	0.00	0.00	540,774.24	0.00	-540,774.24	0.00
331	COMBINATION CURB & GUTTE	0.00	26,589.00	0.00	0.00	26,589.00	32.00	56,500.00	0.00
370	TOPSOIL FURNISH AND PLACE	83,089.00	63,813.60	0.00	0.00	63,813.60	0.00	-13,560.00	0.00
380	SUPPLEMENTAL WATERING	199,413.60	63,813.60	0.00	0.00	63,813.60	0.00	-9,000.00	0.00
390	SUPPLEMENTAL WATERING	9,000.00	0.00	0.00	0.00	0.00	0.00	9,000.00	0.00
520	16" DI WM, 8' TO 11' COVER	3,000.00	2,850.00	0.00	0.00	2,850.00	95.00	150.00	0.00
530	24" DI WM, 5' TO 8' COVER	26,240.00	0.00	0.00	0.00	0.00	0.00	26,240.00	0.00
640	24" DI WM, 8' TO 11' COVER	72,240.00	0.00	0.00	0.00	0.00	0.00	72,240.00	0.00
650	24" DI WM, 11' TO 14' COVER	64,800.00	0.00	0.00	0.00	0.00	0.00	64,800.00	0.00
<b>GRAND TOTAL</b>									

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## Continuation Sheet

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AIA Document G703™-1992, Application and Certificate for Payment, or G733™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
 In calculations below, amounts are in US dollars.  
 Use Column 1 on Contracts where variable retainage for time items may apply.

APPLICATION NO:  
 APPLICATION DATE: 09/30/2019  
 PERIOD TO:  
 ARCHITECT'S PROJECT NO:

A ITEM NO	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED <i>(Not by Date)</i>	G TOTAL COMPLETED AND STORED TO DATE <i>(C + F + I)</i>	H BALANCE TO FINISH <i>(C - G)</i>	I RETAINAGE <i>(If variable rates)</i>
			E FROM PREVIOUS APPLICATION <i>(D - E)</i>	F THIS PERIOD				
670	30" DI WM, 5 to 8' COVER	2,780,700.00	2,239,659.50	0.00	0.00	2,239,659.50	541,040.50	0.00
680	30" DI WM, 8 TO 11' COVER	1,913,783.00	2,574,065.00	0.00	0.00	2,574,065.00	-660,282.00	0.00
690	30" DI WM, 11' TO 14' COVER	1,282,260.00	1,765,344.00	0.00	0.00	1,765,344.00	-483,084.00	0.00
700	30" DI WM, 14' AND GREATER	389,375.00	350,000.00	0.00	0.00	350,000.00	39,375.00	0.00
730	24" DI WM w/ 36" STEEL CASIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740	30" DI WM w/ 48" STEEL CASIN	1,046,250.00	1,046,250.00	0.00	0.00	1,046,250.00	0.00	0.00
750	24" DI WM w/ 36" STL CASING P	0.00	0.00	0.00	0.00	0.00	0.00	0.00
760	30" DI WM w/ 48" STL CASING	17,200.00	17,200.00	0.00	0.00	17,200.00	0.00	0.00
780	30" DI WM w/ 48" STEEL CASIN	17,600.00	17,600.00	0.00	0.00	17,600.00	0.00	0.00
790	24" 11.25 DEGREE BEND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
860	24" 22.5 DEGREE BEND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
870	24" 90 DEGREE BEND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
890	30" 11.25 DEGREE BEND	153,000.00	127,500.00	0.00	0.00	127,500.00	25,500.00	0.00
900	30" 22.5 DEGREE BEND	256,200.00	256,200.00	0.00	0.00	256,200.00	0.00	0.00
910	30" 45 DEGREE BEND	355,100.00	355,100.00	0.00	0.00	355,100.00	0.00	0.00
920	30" 90 DEGREE BEND	51,900.00	51,900.00	0.00	0.00	51,900.00	0.00	0.00
930	30" X 16" DI TEE	10,300.00	10,300.00	0.00	0.00	10,300.00	0.00	0.00
950	30" X 6" DI TEE	133,000.00	133,000.00	0.00	0.00	133,000.00	0.00	0.00
960	30" X 24" REDUCER	5,100.00	15,300.00	0.00	0.00	15,300.00	-10,200.00	0.00
1010	24" X 6" DI TEE	7,900.00	0.00	0.00	0.00	0.00	7,900.00	0.00
1020	24" X 24" DI TEE	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0.00
1050	24" RESTRAINED JOINT	41,500.00	0.00	0.00	0.00	0.00	41,500.00	0.00
1060	30" RESTRAINED JOINT	440,000.00	421,300.00	0.00	0.00	421,300.00	18,700.00	0.00
1070	HYDRANT WITH AUX VALVE	135,000.00	135,000.00	0.00	0.00	135,000.00	0.00	0.00
1080	16" BUTTERFLY VALVE AND V	16,000.00	16,000.00	0.00	0.00	16,000.00	0.00	0.00
1090	24" BUTTERFLY V W/ VALVE	63,600.00	0.00	0.00	0.00	0.00	63,600.00	0.00
1100	30" BUTTERFLY V W/ VALVE	184,500.00	184,500.00	0.00	0.00	184,500.00	0.00	0.00
1110	AIR RELEASE VALVE IN VAULT	384,000.00	384,000.00	0.00	0.00	384,000.00	0.00	0.00
1120	3-IN HDPE CONDUIT FOR FUT	93,012.97	92,270.48	0.00	0.00	92,270.48	742.49	0.00
1130	MHS FOR FUTURE FIBER OPTI	38,400.00	33,600.00	0.00	0.00	33,600.00	4,800.00	0.00
1150	INSTALL LINE STOP FOR WM C	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1180	R&R SWR 6"	11,520.00	11,040.00	0.00	480.00	11,520.00	0.00	0.00
1210	R&R SWR 8"	132,600.00	130,513.50	-1,007.50	0.00	129,506.00	3,094.00	0.00
1220	GRAND TOTAL							

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# AIA Document G703 - 1992

## Continuation Sheet

AIA Document G703™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
 In adaptations below, amounts are in US dollars.  
 Use Column I on Contracts where variable retentions for time items may apply.

12

APPLICATION NO: \_\_\_\_\_  
 APPLICATION DATE: 04/30/2019  
 PERIOD TO: \_\_\_\_\_  
 ARCHITECT'S PROJECT NO: \_\_\_\_\_

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+I)	H BALANCE TO FINISH (C-G)	I RETAINAGE (If variable rates)
			E FROM PREVIOUS APPLICATION (D - E)	F THIS PERIOD				
230	R&R SWR 10"	17,750.00	17,750.00	0.00	0.00	17,750.00	199.00	0.00
240	R&R SWR 12"	32,028.00	32,028.00	0.00	0.00	32,028.00	100.00	0.00
250	R&R SWR 15"	15,750.00	15,750.00	0.00	0.00	15,750.00	100.00	0.00
260	R&R SWR 18"	20,937.50	20,937.50	0.00	0.00	20,937.50	100.00	0.00
270	R&R SWR 21"	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280	R&R SWR 24"	148,200.00	148,200.00	0.00	0.00	148,200.00	100.00	0.00
330	CONNECTION TO EXISTING ST	34,550.00	27,225.00	0.00	0.00	27,225.00	78.57	0.00
340	R&R CATCH BASIN	92,800.00	92,800.00	0.00	0.00	92,800.00	100.00	0.00
350	R&R WH	25,600.00	25,600.00	0.00	0.00	25,600.00	100.00	0.00
360	R&R INLET	88,500.00	88,500.00	0.00	0.00	88,500.00	100.00	0.00
370	R&R 6" DI WM	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00	0.00
380	R&R 8" DI WM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
390	CONNECTION TO EVANSTON	9,550.00	9,550.00	0.00	0.00	9,550.00	100.00	0.00
1610	R&R SAN SWR LATERAL	93,075.00	93,075.00	0.00	0.00	93,075.00	100.00	0.00
1620	WATER SERVICE REPLACEMENT	2,750.00	2,750.00	0.00	0.00	2,750.00	100.00	0.00
1640	WATER SERVICE REPLACEMENT	189,100.00	189,100.00	0.00	0.00	189,100.00	100.00	0.00
1650	WATER SERVICE REPLACEMENT	145,000.00	85,000.00	40,000.00	0.00	125,000.00	86.20	0.00
1660	R&R PAVANT STORMWATER C	16,380.00	16,380.00	0.00	0.00	16,380.00	100.00	0.00
1700	FRAMES AND LIDS TO BE ADJ	40,950.00	22,100.00	0.00	0.00	22,100.00	53.96	0.00
1710	R&R LID (SPECIAL)	1,850.00	925.00	0.00	0.00	925.00	50.00	0.00
1720	PLING STEEL SHEET, FURNIS	83,700.00	83,700.00	0.00	0.00	83,700.00	100.00	0.00
1730	TREE REMOVAL (6 TO 15 UNI	4,264.00	4,264.00	0.00	0.00	4,264.00	100.00	0.00
1740	TREE REMOVAL (OVER 15 UNI	20,300.00	16,940.00	0.00	0.00	16,940.00	83.44	0.00
1750	TREE REPLACEMENT (SPECIAL)	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00	0.00
1770	TREE REPLACEMENT (SPECIAL)	35,000.00	0.00	0.00	0.00	0.00	0.00	0.00
1780	TEMP EROSION CONTROL BLA	3,000.00	2,400.00	0.00	0.00	2,400.00	80.00	0.00
1790	TEMP EROSION CONTROL SE	820.00	15,750.00	0.00	0.00	15,750.00	82.32	0.00
1800	PERIMETER EROSION BAR&R	3,321.00	3,321.00	0.00	0.00	3,321.00	100.00	0.00
1820	INLET FILTERS	25,410.00	17,160.00	0.00	0.00	17,160.00	67.53	0.00
1830	TREE ROOT PROTECTION	2,975.00	2,975.00	0.00	0.00	2,975.00	100.00	0.00
1840	TREE ROOT PRUNING	15,420.00	15,420.00	0.00	0.00	15,420.00	100.00	0.00
1850	SIDEWALK REMOVAL	36,408.33	30,658.34	0.00	0.00	30,658.34	84.20	0.00
1860	PORTLAND CEMENT CONC. SI	130,248.52	15,863.13	0.00	0.00	15,863.13	12.17	0.00
1870								
1870	GRAND TOTAL							

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# AIA Document G703™ - 1992

## Continuation Sheet

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AIA Document G703™-1992, Application and Certificate for Payment, or (7/3/2009), Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached. In Exhibitions below, amounts are in US dollars. Use Column E on contracts where variable retainerage for line items may apply.

APPLICATION NO:  
APPLICATION DATE: 04/30/2019  
PERIOD TO:  
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Net in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (if applicable only)
			FROM PREVIOUS APPLICATION (D - E)	THIS PERIOD				
1871	PORTLAND CEMENT CONC. SI	0.00	128,677.62	0.00	0.00	-128,677.62	0.00	0.00
1890	TEMP PVMNT MARKING TAPE	12,529.25	12,529.25	0.00	0.00	12,529.25	0.00	0.00
1910	THERMOPLASTIC PVMNT MAR	4,284.00	0.00	0.00	0.00	0.00	0.00	0.00
1920	THERMOPLASTIC PVMNT MAR	6,993.00	0.00	0.00	0.00	0.00	0.00	0.00
1930	THERMOPLASTIC PVMNT MAR	4,537.10	0.00	0.00	0.00	0.00	0.00	0.00
1960	POLYUREA PVMNT MARKING -	3,780.00	0.00	0.00	0.00	0.00	0.00	0.00
1980	RAISED REFLECTIVE PVMNT M	2,467.50	0.00	0.00	0.00	0.00	0.00	0.00
1990	REPLACEMENT REFLECTOR	587.50	0.00	0.00	0.00	0.00	0.00	0.00
2000	PVMNT MARKING REMOVAL,	2,880.00	1,884.00	0.00	0.00	1,884.00	996.00	0.00
2010	RAISED REFLECTIVE PVMNT M	990.00	0.00	0.00	0.00	0.00	990.00	0.00
2020	UNDERGROUND CONDUIT, GA	2,400.00	0.00	0.00	0.00	0.00	2,400.00	0.00
2030	DETECTOR LOOP, TYPE 1	2,400.00	20,670.00	0.00	0.00	20,670.00	0.00	0.00
2050	HANDHOLE	6,400.00	6,400.00	0.00	0.00	6,400.00	0.00	0.00
2070	MAINTENANCE OF EXISTING T	17,000.00	17,000.00	0.00	0.00	17,000.00	0.00	0.00
2080	INTERCEPT EXISTING CONDUI	5,200.00	5,200.00	0.00	0.00	5,200.00	0.00	0.00
2100	REMOVE AND REINSTALL TRA	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00
2110	TCP (SPECIAL)	508,800.00	457,920.00	0.00	0.00	457,920.00	90.00	0.00
2110	CHANGABLE MESSAGE SIGN	9,988.00	9,988.00	0.00	0.00	9,988.00	0.00	0.00
2120	DETECTABLE WARNINGS	25,800.00	5,100.00	0.00	0.00	5,100.00	19.76	0.00
2130	DETECTABLE WARNINGS - ACI	0.00	15,960.00	0.00	0.00	15,960.00	0.00	0.00
2131	TEMP FENCE	6,190.00	6,190.00	0.00	0.00	6,190.00	0.00	0.00
2160	REMOVE AND REINSTALL SIG	7,900.00	6,200.00	100.00	0.00	6,300.00	1,600.00	0.00
2170	LIGHT POLE REMOVAL AND R	21,000.00	21,000.00	0.00	0.00	21,000.00	0.00	0.00
2200	LANDSCAPING REPLACEMENT	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
2230	LANDSCAPING REPLACEMENT	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
2240	1" HDPE HDD SAN FORCE MAI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2270	6" FUSIBLE PVC HDD GAS SER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2280	Power pole to be relocated	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2285	IRRRIGATION SYSTEM REPAIR	25,000.00	2,277.00	0.00	0.00	2,277.00	22,723.00	0.00
2290	OWNER DIRECTED	1,475.00	1,475.00	0.00	0.00	1,475.00	0.00	0.00
2300	AUP - PROCUREMENT OF 30"	66,750.00	66,750.00	0.00	0.00	66,750.00	0.00	0.00
2310	PERMIT FEES	47,300.00	55,950.00	0.00	0.00	55,950.00	-8,650.00	0.00
2320	AUP - ACCELERATION	354,354.20	354,354.20	0.00	0.00	354,354.20	0.00	0.00
2330	AUP - AID NUTS & BOLTS	0.00	102,160.50	0.00	0.00	102,160.50	-102,160.50	0.00
2340								
GRAND TOTAL								

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# AIA<sup>®</sup> Document G703™ - 1992

## Continuation Sheet

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AIA Document G703™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached. In adaptations below, amounts are in US dollars. Use Column I on Contracts where variable exchange for line items may apply.

APPLICATION NO: \_\_\_\_\_  
 APPLICATION DATE: 02/30/2019  
 PERIOD TO: \_\_\_\_\_  
 ARCHITECT'S PROJECT NO: \_\_\_\_\_

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED			MATERIALS PRESENTLY STORED <i>(Not in D or E)</i>	TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>	BALANCE TO FINISH <i>(C-G)</i>	RETAINAGE <i>(If applicable)</i>
			FROM PREVIOUS APPLICATION <i>(D - E)</i>	THIS PERIOD	F				
2350	AUP - TEMP INFO SIGNING	714.24	1,160.64	0.00	0.00	1,160.64	162.50	446.40	0.00
2360	AUP - TEMP EPOXY LINE 4"	1.38	6,022.32	0.00	0.00	6,022.32	400.00	-6,020.94	0.00
2370	AUP - TEMP EPOXY 24"	8.97	686.21	0.00	0.00	686.21	7,650.05	-677.24	0.00
3000	Base Bid Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3100	All Pricing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3110	Delayed Valve 30" Install	0.00	40,500.00	0.00	0.00	40,500.00	0.00	-40,500.00	0.00
3120	Delayed Valve 24" Install	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3130	Delayed Valve 16" Install	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3140	Non Spl Waste Disposal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9997	REPLACE EX. SKOKIE WATER RIDGEWAY WATER MAIN REPL FOSTER/MONTECELLO R&R 6"	87,014.52	87,014.52	0.00	0.00	87,014.52	100.00	0.00	0.00
10000	LYONS-KOLMAR R&R 6" WATE	18,581.10	18,581.10	0.00	0.00	18,581.10	100.00	0.00	0.00
10010	EMERSON/CRAWFORD ABAND	11,993.79	11,993.79	0.00	0.00	11,993.79	100.00	0.00	0.00
10020	NILES CENTER RD GAS MAIN	5,566.05	5,566.05	0.00	0.00	5,566.05	100.00	0.00	0.00
10030	GAS MAIN REMOVAL - CENTRA	141,299.49	141,299.49	0.00	0.00	141,299.49	100.00	0.00	0.00
10040	WATER & SEWER DISCONNEC	36,392.96	38,183.48	0.00	0.00	38,183.48	104.91	-1,790.52	0.00
10050	TEMP HMA SIDEWALK	127,829.06	247,072.95	0.00	0.00	266,680.72	208.62	-138,851.66	0.00
10060	TEMP HMA SIDEWALK	0.00	79,302.66	0.00	0.00	79,302.66	0.00	-79,302.66	0.00
10070	PREP FOR WINTER SHUTDOWN	0.00	16,180.00	0.00	0.00	16,180.00	0.00	-16,180.00	0.00
10071	RE-CUT BUTT JOINTS	379,676.41	379,676.41	0.00	0.00	379,676.41	100.00	0.00	0.00
10072	CHIP AROUND EXISTING CON	33,575.49	33,575.49	0.00	0.00	33,575.49	100.00	0.00	0.00
10073	EXISTING MH RECONSTRUCTI	11,132.91	11,132.91	0.00	0.00	11,132.91	100.00	0.00	0.00
10074	EXTRA WATER MAIN ITEMS	23,430.68	23,430.68	0.00	0.00	23,430.68	100.00	0.00	0.00
10076	ACCEL PVMT REST	23,511.95	23,511.95	0.00	0.00	23,511.95	100.00	0.00	0.00
10077	UTILITY DOWNTIME	0.00	0.00	0.00	0.00	0.00	0.00	-13,054.16	0.00
10078	TEMP HMA RAMPS	0.00	0.00	0.00	0.00	0.00	0.00	-7,874.39	0.00
10079	AUP - 30 X 30 TEE	29,000.00	58,000.00	0.00	0.00	58,000.00	200.00	-25,059.13	0.00
10080	AUP - FLUSHING VAULT	37,900.00	37,900.00	0.00	0.00	37,900.00	100.00	0.00	0.00
10100	AUP - ARROW REMOBLIZATIO	17,328.94	17,328.94	0.00	0.00	17,328.94	100.00	0.00	0.00
10200	INEFFICIENCIES	0.00	0.00	0.00	0.00	0.00	0.00	-23,776.01	0.00
100076		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>		18,522,379.50	18,028,424.75	124,698.59	0.00	18,153,123.34	369,256.26	0.00	0.00

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STATE OF ILLINOIS  
COUNTY OF LAKE

SS

**WAIVER OF LIEN TO DATE**

City # \_\_\_\_\_

Escrow # \_\_\_\_\_

**TO WHOM IT MAY CONCERN:**

WHEREAS the undersigned has been employed by \_\_\_\_\_  
to furnish \_\_\_\_\_  
Excavation & Site Utilities  
Morton Grove/Niles Water Commission  
for the premises known as \_\_\_\_\_  
Morton Grove/Niles Water Commission  
of which \_\_\_\_\_  
Morton Grove / Niles Water Commission  
is the owner

The undersigned, for and in consideration of \_\_\_\_\_  
(\$) 122,204.62  
Dollars, and other good and valuable consideration, the receipt whereof is hereby  
acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the  
State of Illinois, relating to mechanic liens, with respect to and on said above described premises and the improvements  
thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations  
due or to become due from the owner, on account of labor services, material, fixtures, apparatus or machinery furnished  
to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.\*

DATE April 30, 2019  
COMPANY NAME Berger Excavating Contractors, Inc.  
ADDRESS 1205 Garland Rd. Wauconda, IL 60084

SIGNATURE AND TITLE \_\_\_\_\_  
president

STATE OF ILLINOIS  
COUNTY OF LAKE  
SS

**CONTRACTOR'S AFFIDAVIT**

**TO WHOM IT MAY CONCERN:**

THE UNDERSIGNED, JULIE CHAMBERLIN, \_\_\_\_\_  
DEPOSES AND SAYS THAT SHE IS \_\_\_\_\_  
President  
OF \_\_\_\_\_  
WHO IS THE CONTRACTOR FURNISHING  
Excavation & Site Utilities  
Morton Grove / Niles Water Commission  
AT \_\_\_\_\_  
Morton Grove / Niles Water Commission  
OWNED BY \_\_\_\_\_

That the total amount of the contract including extras\* is \$18,522,379.60 on which he or she  
has received payment of \$ 17,667,856.25 prior to this payment. That all waivers are true,  
correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defect the  
validity of said waivers. That the following are the names of all parties who have furnished material or labor, or both for  
said work and all parties have contracts or sub contracts for specific portions of said work or for material entering into  
the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor  
and material required to complete said work according to plans and specifications:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLUDING EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
BERGER EXCAVATING	Excavation	18,739,350.74	16,088,981.75	122,204.62	522,164.37
Central Boring	Boring	482,565.00	472,913.70	0.00	9,651.30
KD Staples & Son	Landscaping	266,366.00	86,654.90	0.00	179,701.10
Arrow Road	Asphalt	1,040,097.86	1,019,295.90	0.00	20,801.96
Kreative Scapes	Concrete	175,778.72	175,778.72	0.00	0.00
Mid American	Materials	3,800,000.00	3,409,433.34	0.00	390,566.66
Traffic Control & Protection	Traffic Control	91,669.25	85,181.84	0.00	6,487.41
All material taken from fully paid stock and delivered to the jobsite in company owned vehicles.					
No outside rental equipment used.					
All labor and fringes fully paid					
Total Labor and Material to Complete		18,522,379.60	17,667,856.25	122,204.62	732,318.73

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE \_\_\_\_\_  
SIGNATURE \_\_\_\_\_  
DAY OF \_\_\_\_\_ 31 \_\_\_\_\_  
Apr-19  
NOTARY PUBLIC \_\_\_\_\_  
My Commission Expires Jun 19, 2019  
OFFICIAL SEAL  
SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_  
Notary Public - State of Illinois  
My Commission Expires Jun 19, 2019

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN TO THE CONTRACT.

[Print](#) | [Close Window](#)

**Subject:** Need check tomorrow for Com Ed  
**From:** bill@wrblc.com  
**Date:** Wed, Apr 24, 2019 4:31 pm  
**To:** "Calene Zabinski" <kzabinski@zcsinc.net>

Kelly I need a check in the amount of \$19,709.54 payable to Com Ed for electrical service to the Booster pump station in Evanston. I will pt this on as a confirming payment on the May Warrant but need to get the check in process to keep on schedule. Thanks, Bill

William Balling  
Managing Director  
WRBLLC  
Consulting and Management Services  
847-398-8399 (o)  
847-863-7101 (c)

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ENGINEER JOINT CONTRACT DOCUMENTS COMMITTEE

### Contractor's Application for Payment No. \_\_\_\_\_

Application 9	Application Date	5/6/2019
From (Contractor)	To (Engineer)	
DINA BROS., INC		
Contract	West 30-inch Transmission Main	
Contractor's Project No.	Engineer's Project No.	

### Application For Payment Change Order Summary

Approved Change Orders	Additions	Deductions
Number		
TOTALS		
NET CHANGE BY		
(CHANGE ORDERS)		

1. ORIGINAL CONTRACT PRICE..... \$ 514,069,630.00
2. Net change by Change Orders..... \$ 1,053,451.00
3. Current Contract Price (Line 1 + 2)..... \$ 515,123,081.00
4. TOTAL, COMPLETED AND STORED TO DATE  
(Column F total on Progress Estimates)..... \$ 514,355,448.09
5. RETAINAGE:
  - a.  2.50% Work Completed..... \$ 338,886.20
  - b.  Stored Material..... \$ 338,886.20
  - c. Total Retainage (Line 5a + Line 5b)..... \$ 677,772.40
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 513,996,561.89
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 513,767,283.81
8. AMOUNT DUE THIS APPLICATION..... \$ 229,278.08
9. BALANCE TO FINISH, PLUS RETAINAGE  
(Column G total on Progress Estimate + Line 5c above)..... \$ 51,126,519.11


**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed or provided by this Application for Payment, will pass to Owner at time of Payment due and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner) remaining. Other claims are such liens, security interests, or encumbrances, and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and no defective.

Contractor Signature:  Date: 5-7-2019

Payment of \$ 229,278.08  
(Line B on this application explanation of the other amount)

is recommended by  (Engineer) 5/6/19 (Date)

Payment of \$ 229,278.08 (Line K or other - attach explanation of the other amount)

is approved by \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by \_\_\_\_\_ (Funding or Financing Entity (if applicable)) \_\_\_\_\_ (Date)

Progress Estimate - Unit Price Work

Contractor's Application

Item No.	Description	Unit Quantity	Contract Quantity	Unit Price	Total Value	Estimated Quantity	Total Value	Estimated Quantity	Total Value	Estimated Quantity	Total Value	Estimated Quantity	Total Value	Estimated Quantity	Total Value	Estimated Quantity	Total Value
111	UNIT PRICE FOR VALVE AND VALVE OPERATOR IN VALVE LINEWORK	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
112	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
113	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
114	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
115	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
116	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
117	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
118	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
119	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00
120	VALVE OPERATOR FOR 12" WATER MAIN	1	1	17,000.00	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00	1	17,000.00





MGNWC

PROJECT NAME: MGNWC Contract 2  
 PROJECT DESCRIPTION:  
 PROJECT LOCATION:

PAY ESTIMATE No.: 9  
 PAYMENT PERIOD DATES: 4/1/2019 - 4/30/2019  
 Includes Change Orders through:

Item #	Pay Item Description	Unit of Measure	ORIGINAL CONTRACT			PREVIOUS APPLICATIONS			THIS PERIOD			TOTAL TO DATE	
			Quantity	Amount	Unit Price	Quantity	Amount	Unit Price	Quantity	Amount	Quantity	Amount	
165	WATER SERVICE REPLACEMENT (LEAD) - PRIVATE PROPERTY	EACH	27.00	\$67,500.00	27.00	\$67,500.00	27.00	\$67,500.00	27.00	\$67,500.00	27.00	\$67,500.00	
169	FRAMES AND LIDS TO BE ADJUSTED	EACH	400.00	\$44,400.00	98	\$39,200.00	\$39,200.00	\$0.00	98.00	\$39,200.00	98.00	\$39,200.00	
170	FRAMES AND LIDS TO BE ADJUSTED (SPECIAL)	EACH	1,000.00	\$17,000.00	12	\$12,000.00	\$12,000.00	\$0.00	12.00	\$12,000.00	12.00	\$12,000.00	
171	REMOVE AND REPLACE LID (SPECIAL)	EACH	500.00	\$900.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	
173	TREE REMOVAL (6 TO 15 UNITS DIAMETER)	UNIT	35.00	\$2,380.00	68	\$2,380.00	\$2,380.00	\$0.00	68.00	\$2,380.00	68.00	\$2,380.00	
174	TREE REMOVAL (OVER 15 UNITS DIAMETER)	UNIT	40.00	\$30,040.00	751	\$30,040.00	\$30,040.00	\$0.00	751.00	\$30,040.00	751.00	\$30,040.00	
176	TREE REPLACEMENT	EACH	800.00	\$28,000.00	34.00	\$28,000.00	\$28,000.00	\$0.00	34.00	\$28,000.00	34.00	\$28,000.00	
179	TEMPORARY EROSION CONTROL BASKET	SQ YD	2.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	
180	TEMPORARY EROSION CONTROL SPEEDING	FOOT	5.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	
181	DOT CONTROL WATERING	FOOT	2.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	
182	PERIMETER EROSION BARRIER	FOOT	4.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	
183	INLET FILTERS	EACH	100.00	\$12,500.00	125.00	\$12,500.00	\$12,500.00	\$0.00	125.00	\$12,500.00	125.00	\$12,500.00	
184	TREE TRUNK PROTECTION	EACH	75.00	\$3,750.00	49.00	\$3,750.00	\$3,750.00	\$0.00	49.00	\$3,750.00	49.00	\$3,750.00	
185	FREE ROOT PRUNING	EACH	125.00	\$62.00	62.00	\$62.00	\$62.00	\$0.00	62.00	\$62.00	62.00	\$62.00	
186	SIDEWALK REMOVAL	SQ FT	2.00	\$2,619.00	22,619.00	\$2,619.00	\$2,619.00	\$0.00	22,619.00	\$2,619.00	22,619.00	\$2,619.00	
187	PORTLAND CEMENT CONCRETE SIDEWALK 4" SINGLE	SQ FT	8.00	\$26,000.00	26,000.00	\$26,000.00	\$26,000.00	\$0.00	26,000.00	\$26,000.00	26,000.00	\$26,000.00	
188	TEMPORARY PAVEMENT MARKING TAPE	FOOT	1.25	\$3,345.00	2,676.00	\$3,345.00	\$3,345.00	\$0.00	2,676.00	\$3,345.00	2,676.00	\$3,345.00	
189	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	2.09	\$4,962.00	2,481.00	\$4,962.00	\$4,962.00	\$0.00	2,481.00	\$4,962.00	2,481.00	\$4,962.00	
190	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	1.00	\$2,204.00	2,204.00	\$2,204.00	\$2,204.00	\$0.00	2,204.00	\$2,204.00	2,204.00	\$2,204.00	
191	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	12.00	\$3,284.00	1,682	\$3,284.00	\$3,284.00	\$0.00	1,682	\$3,284.00	1,682	\$3,284.00	
192	POLYUREA PAVEMENT MARKING - LINE 4"	FOOT	10.00	\$1,360.00	156.00	\$1,360.00	\$1,360.00	\$0.00	156.00	\$1,360.00	156.00	\$1,360.00	
193	POLYUREA PAVEMENT MARKING - LINE 6"	FOOT	2.00	\$1,140.00	370.00	\$1,140.00	\$1,140.00	\$0.00	370.00	\$1,140.00	370.00	\$1,140.00	
194	POLYUREA PAVEMENT MARKING - LINE 24"	FOOT	3.00	\$4,862.00	1,614.00	\$4,862.00	\$4,862.00	\$0.00	1,614.00	\$4,862.00	1,614.00	\$4,862.00	
196	POLYUREA PAVEMENT MARKING - LINE 6"	FOOT	9.00	\$1,800.00	201.00	\$1,800.00	\$1,800.00	\$0.00	201.00	\$1,800.00	201.00	\$1,800.00	
199	PAVEMENT MARKING REMOVAL - WATER BLASTING	FOOT	5.00	\$2,950.00	590.00	\$2,950.00	\$2,950.00	\$0.00	590.00	\$2,950.00	590.00	\$2,950.00	
205	DRILL EXISTING HANDHOLE	FOOT	40.00	\$4,500.00	340.00	\$4,500.00	\$4,500.00	\$0.00	340.00	\$4,500.00	340.00	\$4,500.00	
210	MAINTENANCE OF EXISTING TRAFFIC SIGNAL INSTALLATION	L SIGN	1.00	\$5,000.00	1.00	\$5,000.00	\$5,000.00	\$0.00	1.00	\$5,000.00	1.00	\$5,000.00	
211	TRAFFIC CONTROL AND PROTECTION (SPECIAL)	L SIGN	250,000.00	\$250,000.00	1.00	\$250,000.00	\$250,000.00	\$0.00	1.00	\$250,000.00	1.00	\$250,000.00	
212	CHANGEABLE MESSAGE SIGN	DAY	35.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	
213	FENCE TO BE REMOVED AND RE-ERECTED	FOOT	65.00	\$57,625.00	1,677.00	\$57,625.00	\$57,625.00	\$0.00	1,677.00	\$57,625.00	1,677.00	\$57,625.00	
215	TEMPORARY FENCE	FOOT	8.00	\$8,084.00	88.00	\$8,084.00	\$8,084.00	\$0.00	88.00	\$8,084.00	88.00	\$8,084.00	
216	REMOVE AND REINSTALL SIGN PANEL ASSEMBLY	EACH	130.00	\$7,500.00	923	\$7,500.00	\$7,500.00	\$0.00	923.00	\$7,500.00	923.00	\$7,500.00	
227	POWER POLE TO BE REPLACED	ALLOW	23,000.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	
228	IRREGULAR SYSTEM REPAIR	ALLOW	23,000.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	
239	OWNER DIRECTED	ALLOW	50,000.00	\$0.00	1.00	\$0.00	\$0.00	\$0.00	1.00	\$0.00	1.00	\$0.00	
CO1	Delayed 30" Valve Installation	EA	22,500.00	\$135,000.00	6	\$135,000.00	\$135,000.00	\$0.00	6.00	\$135,000.00	6.00	\$135,000.00	
CO2	Delayed 24" Valve Installation	EA	17,500.00	\$140,000.00	8	\$140,000.00	\$140,000.00	\$0.00	8.00	\$140,000.00	8.00	\$140,000.00	
CO3	30" Manhole Gaskets	EA	195.00	\$142,675.00	65	\$142,675.00	\$142,675.00	\$0.00	65.00	\$142,675.00	65.00	\$142,675.00	
CO4	36" Manhole Gaskets	EA	189,900.00	\$1,665,900.00	1	\$1,665,900.00	\$1,665,900.00	\$0.00	1.00	\$1,665,900.00	1.00	\$1,665,900.00	
CO5	36" Manhole Pump Station Bypass	EA	98,890.00	\$58,890.00	1	\$58,890.00	\$58,890.00	\$0.00	1.00	\$58,890.00	1.00	\$58,890.00	
CO6	12" Gate Valve in Vault, and 60" or 12" W.M.A. 5' to 8' Cover	EA	129,358.00	\$129,358.00	1	\$129,358.00	\$129,358.00	\$0.00	1.00	\$129,358.00	1.00	\$129,358.00	
CO8	18" Ball Valve	EA	93,335.00	\$93,335.00	1	\$93,335.00	\$93,335.00	\$0.00	1.00	\$93,335.00	1.00	\$93,335.00	



# Contractor's Application for Payment No. 9

To (Owner):	Morton Grove Niles Water Commission	Contract:	Contract 6 MGNWC
Project:	Intermediate Pump Station	Contractor's Project No.:	1353-00
Owner's Contract No.:	00-52-13	Engineer's Project No.:	
Application Period	4/1/2019-4/30/2019	Application Date:	4/30/2019
From (Contractor):	Joseph J. Henderson & Son, Inc.	Via (Engineer):	Stanley Consultants, Inc.

### Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions
1	\$3,906.00	
2	\$13,717.20	
3	\$6,347.04	
<b>TOTALS</b>	<b>\$23,970.24</b>	<b>\$0.00</b>
<b>NET CHANGE BY CHANGE ORDERS</b>	<b>\$23,970.24</b>	

1. ORIGINAL CONTRACT PRICE	\$2,974,000.00
2. Net change by Change Orders	\$23,970.24
3. Current Contract Price (Line 1 + 2)	\$2,997,970.24
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	\$1,691,567.91
5. RETAINAGE:	
a. 10% <input checked="" type="checkbox"/> X	\$169,156.79
b. 10% <input checked="" type="checkbox"/> X	\$0.00
c. Total Retainage (Line 5a + Line 5b)	\$169,156.79
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	\$1,522,411.12
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$1,410,609.26
8. AMOUNT DUE THIS APPLICATION	\$111,801.86
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	\$1,475,559.12

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all

Contractor Signature: *William Marshall*

By: William Marshall, Director of Operations Date: 4/30/2019

Payment \$ 11,801.86 (Line 8 or other - attach explanation of the other amount)

is recommended by: *[Signature]* (Engineer) Date: 5/8/19

Payment \$ \_\_\_\_\_ (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) Date: \_\_\_\_\_

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702 APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 9

APPLICATION DATE: 4/30/2019

PERIOD TO: 4/30/2019

JH PROJECT NO.: 1353-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H % (G/C)	I BALANCE TO FINISH (C - G)	RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)							
	General Conditions	\$154,108.00	\$80,737.18	\$6,210.55	\$0.00	\$86,947.73	56.42%	\$67,160.27	\$8,694.77	
	Bonds and Insurance	\$24,174.00	\$24,174.00	\$0.00	\$0.00	\$24,174.00	100.00%	\$0.00	\$2,417.40	
	Allowance	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$50,000.00	\$0.00	
	Excavation	\$188,527.00	\$134,784.45	\$3,500.00	\$0.00	\$138,284.45	73.35%	\$50,242.55	\$13,828.45	
	Asphalt Paving	\$18,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,500.00	\$0.00	
	Concrete Pavement	\$40,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$40,800.00	\$0.00	
	Landscaping	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$30,000.00	\$0.00	
	Concrete	\$73,612.00	\$67,000.00	\$0.00	\$0.00	\$67,000.00	91.02%	\$6,612.00	\$6,700.00	
	Rebar Furnish	\$10,475.00	\$9,996.00	\$0.00	\$0.00	\$9,996.00	95.43%	\$479.00	\$999.60	
	Rebar Install	\$12,000.00	\$11,174.00	\$0.00	\$0.00	\$11,174.00	93.12%	\$826.00	\$1,174.00	
	Masonry									
	Illinois Brick (brick)	\$13,000.00	\$13,000.00	\$0.00	\$0.00	\$13,000.00	100.00%	\$0.00	\$1,300.00	
	Elston Materials (block)	\$18,000.00	\$18,000.00	\$0.00	\$0.00	\$18,000.00	100.00%	\$0.00	\$1,800.00	
	Culivate Companies	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	100.00%	\$0.00	\$1,200.00	
	Lance Construction Supplies	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.00%	\$0.00	\$2,000.00	
	Joe's Masonry Mobilization	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%	\$0.00	\$1,000.00	
	Joe's Masonry Equipment	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%	\$0.00	\$1,000.00	
	Joe's Masonry Insurance	\$22,000.00	\$22,000.00	\$0.00	\$0.00	\$22,000.00	100.00%	\$0.00	\$2,200.00	
	Joe's Masonry Labor	\$147,000.00	\$147,000.00	\$0.00	\$0.00	\$147,000.00	100.00%	\$0.00	\$14,700.00	
	Masonry Subtotal	\$252,000.00	\$252,000.00	\$0.00	\$0.00	\$252,000.00	100.00%	\$0.00	\$25,200.00	
	Structural Steel	\$88,000.00	\$78,500.00	\$9,500.00	\$0.00	\$88,000.00	100.00%	\$0.00	\$8,800.00	
	Trusses, Sheathing, Fascia Labor	\$35,923.00	\$13,500.00	\$22,423.00	\$0.00	\$35,923.00	100.00%	\$0.00	\$3,592.30	
	Trusses Material	\$22,210.00	\$22,210.00	\$0.00	\$0.00	\$22,210.00	100.00%	\$0.00	\$2,221.00	
	Dampproofing	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,000.00	\$0.00	

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER:

9

APPLICATION DATE:

4/30/2019

PERIOD TO:

4/30/2019

JH PROJECT NO.:

1353-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)							
	Flooring Sleep Slope	\$52,500.00	\$0.00		\$52,500.00	\$0.00	\$52,500.00	100.00%	\$0.00	\$5,250.00
	Flooring Sheet Metal	\$36,500.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$36,500.00	\$0.00
	Caulking	\$5,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00
	Hollow Metal Labor	\$9,890.00	\$1,900.00		\$2,100.00	\$0.00	\$3,900.00	39.47%	\$5,990.00	\$950.00
	Hollow Metal Material	\$48,811.00	\$48,811.00		\$0.00	\$0.00	\$48,811.00	100.00%	\$0.00	\$4,881.10
	Overhead Doors	\$13,400.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$13,400.00	\$0.00
	Drywall	\$3,225.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$3,225.00	\$0.00
	Epoxy Resinous Flooring	\$25,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$25,000.00	\$0.00
	Painting	\$44,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$44,000.00	\$0.00
	Specialties (Signs Fire Ex. Toilet Accessories)	\$6,415.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$6,415.00	\$0.00
	Millwright	\$9,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$9,000.00	\$0.00
	Equipment	\$238,194.40	\$238,194.40		\$0.00	\$0.00	\$238,194.40	100.00%	\$0.00	\$2,381.94
	Grinder Station	\$7,000.00	\$7,000.00		\$0.00	\$0.00	\$7,000.00	100.00%	\$0.00	\$700.00
	Bridge Cranes	\$48,400.00	\$48,400.00		\$0.00	\$0.00	\$48,400.00	90.93%	\$4,390.00	\$4,401.00
	Mechanical	\$318,465.00	\$120,731.80		\$0.00	\$0.00	\$120,731.80	37.91%	\$197,733.20	\$12,073.18
	Plumbing									
	Underground	\$22,770.00	\$22,770.00		\$0.00	\$0.00	\$22,770.00	100.00%	\$0.00	\$2,277.00
	Rough	\$26,458.00	\$23,812.00		\$0.00	\$0.00	\$23,812.00	90.00%	\$2,646.00	\$2,381.20
	Trim	\$12,307.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$12,307.00	\$0.00
	Plumbing Subtotal	\$61,535.00	\$46,582.00		\$0.00	\$0.00	\$46,582.00	75.70%	\$14,953.00	\$4,658.20
	HVAC	\$158,500.00	\$51,945.50		\$0.00	\$0.00	\$51,945.50	32.77%	\$106,554.50	\$5,194.55
	Electrical									
	Temporary Service and Branch Wiring	\$19,000.00	\$9,000.00		\$0.00	\$0.00	\$9,000.00	47.37%	\$10,000.00	\$900.00
	Above Grade Raceways	\$94,000.00	\$0.00		\$5,000.00	\$0.00	\$5,000.00	14.71%	\$29,000.00	\$500.00

CONTINUATION SHEET

AIA DOCUMENT G703

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Contractor's signed Certification is attached.

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Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 9

APPLICATION DATE: 4/30/2019

PERIOD TO: 4/30/2019

JJH PROJECT NO.: 1353-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)							
	Below Grade Raceways	\$78,000.00	\$78,000.00	\$0.00	\$0.00	\$0.00	\$78,000.00	100.00%	\$0.00	\$7,800.00
	Power System Studies	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	100.00%	\$0.00	\$700.00
	Low Voltage Switchboard	\$25,000.00	\$22,339.00	\$0.00	\$0.00	\$0.00	\$22,339.00	89.35%	\$2,661.00	\$2,233.90
	Low Voltage Variable Frequency Drives	\$60,000.00	\$38,443.00	\$0.00	\$0.00	\$0.00	\$38,443.00	64.07%	\$21,557.00	\$3,844.30
	Natural Gas Engine Generator	\$160,000.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$150,000.00	93.75%	\$10,000.00	\$15,000.00
	Transfer Switches	\$10,000.00	\$9,443.00	\$0.00	\$0.00	\$0.00	\$9,443.00	94.43%	\$557.00	\$944.30
	Lightening Protection	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,000.00	\$0.00
	Lighting	\$20,000.00	\$9,837.00	\$0.00	\$3,000.00	\$0.00	\$12,837.00	64.19%	\$7,163.00	\$1,293.70
	Communications	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00
	Security System	\$21,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$21,000.00	\$0.00
	Video Surveillance System	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$12,000.00	\$0.00
	Fire Detection and Alarm System	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
	Common Work Results for Electrical-Submittals	\$11,000.00	\$11,000.00	\$0.00	\$0.00	\$0.00	\$11,000.00	100.00%	\$0.00	\$1,100.00
	Common Work Results for Electrical-Wire & Cable	\$73,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$73,000.00	\$0.00
	Common Work Results for Electrical-Panelboards, Disc	\$15,000.00	\$10,000.00	\$0.00	\$5,000.00	\$0.00	\$15,000.00	100.00%	\$0.00	\$1,500.00
	Common Work Results for Electrical-Boxes, Devices, Other	\$10,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	20.00%	\$8,000.00	\$200.00
	Common Work Results for Electrical-Grounding & Bonding	\$48,000.00	\$39,000.00	\$0.00	\$0.00	\$0.00	\$39,000.00	81.25%	\$9,000.00	\$3,900.00
	Electrical Subtotal	\$627,000.00	\$384,062.00	\$15,000.00	\$0.00	\$0.00	\$399,062.00	63.65%	\$227,938.00	\$39,906.20
	Instrumentation	\$87,990.00	\$44,421.03	\$0.00	\$0.00	\$0.00	\$44,421.03	50.48%	\$43,568.97	\$4,442.10
	JJH O&P	\$164,856.00	\$86,368.06	\$5,643.70	\$0.00	\$0.00	\$92,011.76	56.42%	\$71,844.24	\$9,301.18
	OCC01 Addition of mechanical seals for pump station	\$3,906.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,906.00	\$0.00
	OCC02 Design Mods for pump station, EWOW#8 & EWOW#10	\$13,717.20	\$13,717.20	\$0.00	\$0.00	\$0.00	\$13,717.20	100.00%	\$0.00	\$1,371.72
	OCC03 Design Mods for pump station, COR's 2,3 & 4	\$6,347.04	\$0.00	\$6,347.04	\$0.00	\$0.00	\$6,347.04	100.00%	\$0.00	\$634.70
	<b>TOTAL</b>	<b>\$2,997,970.24</b>	<b>\$1,567,343.62</b>	<b>\$124,224.29</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,691,567.91</b>	<b>56.42%</b>	<b>\$1,306,402.33</b>	<b>\$169,156.79</b>

The affiant William Mareschalla being first duly sworn, on oath deposes and says that affiant is Director of Operations of Joseph J Henderson and Son, Inc. which has a contract with Morton Grove Mills Water Commission (MGMWC), of the project on the following described premises in said County to V/E Contract 6 - MGMWC Immediate Pump Station That, for the purpose of said contract, the following persons have been contacted with, and have, or are furnishing and preparing materials for, and we have done or are doing labor on said improvement. That there is due and to become due thereon, respectively, the amounts set opposite their names for materials or labor as stated That this statement is a full, true and complete statement of all such persons, the amounts paid to each and the amounts due and to become due to each.

1	2	3	4	5	6	7	8	9	10	11	12
NAME AND ADDRESS OF CONTRACTORS	DESCRIPTION OF WORK	ADJUSTED TOTAL CONTRACT INCLUDING EXTRAS/CREDITS	RETENTION INCLUDING THIS APPLICATION	NET PREVIOUSLY PAID	NET AMOUNT OF THIS PAYMENT	BALANCE TO BECOME DUE (Include Retention)	PREVIOUS YEAR TO DATE GROSS	GROSS AMOUNT REQUEST THIS	TOTAL REQUEST TO DATE	AMOUNT LEFT TO BILL	PERCENT BILLED
Joseph J. Henderson & Son, Inc.	General Conditions and J/H Work	\$924,862.24	\$37,864.94	\$321,367.02	\$33,916.76	\$569,578.46	\$375,463.33	\$37,685.29	\$413,148.62	\$511,713.62	45%
Harris Rebar	Rebar Furnish	\$10,475.00	\$0.00	\$9,996.00	\$0.00	\$479.00	\$9,996.00	\$0.00	\$9,996.00	\$479.00	95%
Mayo Steel	Rebar Install	\$11,174.00	\$0.00	\$11,174.00	\$0.00	\$0.00	\$11,174.00	\$0.00	\$11,174.00	\$0.00	100%
Joe's Masonry	Masonry	\$348,539.00	\$34,853.90	\$305,100.00	\$8,585.10	\$34,853.90	\$339,000.00	\$9,539.00	\$348,539.00	\$0.00	100%
K. D. Johnson, Inc.	Structural Steel	\$101,064.00	\$10,106.40	\$82,407.60	\$8,550.00	\$10,106.40	\$91,564.00	\$9,500.00	\$101,064.00	\$0.00	100%
Cascade Mfg. Co	Trusses	\$22,210.00	\$0.00	\$22,210.00	\$0.00	\$0.00	\$22,210.00	\$0.00	\$22,210.00	\$0.00	100%
Sterling Commercial Roofing	Roofing	\$89,000.00	\$5,250.00	\$0.00	\$47,250.00	\$41,750.00	\$0.00	\$52,500.00	\$52,500.00	\$36,500.00	59%
LaForce, Inc.	Hollow Mail	\$48,811.00	\$4,881.10	\$43,929.90	\$0.00	\$4,881.10	\$48,811.00	\$0.00	\$48,811.00	\$0.00	100%
American Door and Dock, Inc.	Overhead Doors	\$13,400.00	\$0.00	\$0.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	\$0.00	0%
G.A.D. Contract Glazing, Inc.	Aluminum Frames/Glass	\$24,700.00	\$0.00	\$0.00	\$0.00	\$24,700.00	\$0.00	\$0.00	\$24,700.00	\$0.00	0%
G. P Maintenance Services, Inc	Painting	\$69,000.00	\$0.00	\$0.00	\$0.00	\$69,000.00	\$0.00	\$0.00	\$69,000.00	\$0.00	0%
USEMCO, Inc.	Equipment	\$241,869.00	\$0.00	\$23,819.40	\$0.00	\$218,049.60	\$23,819.40	\$0.00	\$23,819.40	\$218,049.60	10%
Waite Equipment Co., LLC	Bridge Crains	\$48,400.00	\$4,401.00	\$39,609.00	\$0.00	\$6,791.00	\$44,010.00	\$0.00	\$44,010.00	\$4,390.00	91%
Action Mechanical, LLC	HVAC	\$190,320.00	\$1,942.55	\$50,002.95	\$0.00	\$140,317.05	\$51,945.50	\$0.00	\$51,945.50	\$138,374.50	27%
Pfeifer Electric	Electrical	\$627,000.00	\$39,906.20	\$345,655.80	\$13,500.00	\$267,844.20	\$384,062.00	\$15,000.00	\$399,062.00	\$227,938.00	64%
Automatic Control Services	Instrumentation	\$87,990.00	\$4,442.10	\$39,978.93	\$0.00	\$48,011.07	\$44,421.03	\$0.00	\$44,421.03	\$43,568.97	50%
Core & Main	Mechanical Material	\$67,996.00	\$0.00	\$66,780.36	\$0.00	\$2,215.64	\$65,780.36	\$0.00	\$65,780.36	\$2,215.64	97%
Capital Plumbing	Plumbing	\$64,771.00	\$4,869.80	\$43,828.20	\$0.00	\$20,942.80	\$48,698.00	\$0.00	\$48,698.00	\$16,073.00	75%
Covalex, Inc.	Gender Pump System	\$6,389.00	\$638.90	\$5,750.10	\$0.00	\$638.90	\$6,389.00	\$0.00	\$6,389.00	\$0.00	100%
<b>ORIGINAL CONTRACT TOTALS</b>		<b>\$2,997,870.24</b>	<b>\$181,156.79</b>	<b>\$1,410,699.26</b>	<b>\$111,801.86</b>	<b>\$1,475,559.12</b>	<b>\$1,567,249.62</b>	<b>\$124,224.29</b>	<b>\$1,691,567.91</b>	<b>\$1,308,402.33</b>	<b>56%</b>
AMOUNT OF ORIGINAL CONTRACT		\$2,974,000.00		WORK COMPLETED TO DATE		\$1,691,567.91					
EXTRAS TO CONTRACT		\$23,970.24		MATERIAL STORED		\$182,188.79					
TOTAL CONTRACT AND EXTRAS		\$2,997,970.24		NET AMOUNT EARNED		\$1,652,411.12					
CREDITS TO CONTRACT		\$0.00		NET PREVIOUSLY PAID		\$1,410,699.26					
ADJUSTED TOTAL CONTRACT		\$2,997,970.24		AMOUNT DUE THIS PAYMENT		\$111,801.86					
				BALANCE TO COMPLETE (INC. RETENTION)		\$1,475,559.12					

It is understood that the total amount paid to date plus the amount requested in this application shall not exceed 90% of the cost of work completed to date. I agree to furnish waivers of Lien for all materials under my contract when demanded.

SUBSCRIBED AND SWORN to before me this 30th day of April 2019.

NOTARY PUBLIC  
Christine A. Tate

JOSEPH J. HENDERSON & SON, INC.  
William Mareschalla, Director of Operations



STATE OF ILLINOIS )  
COUNTY OF LAKE ) SS

TO WHOM IT MAY CONCERN:

**PARTIAL WAIVER OF LIEN**

GTY# \_\_\_\_\_  
LOAN # \_\_\_\_\_  
SUBCONTRACT OR P.O. # \_\_\_\_\_

WHEREAS the undersigned has been employed by

Morton Grove Niles Water Commission

to furnish

General Contractor

for the premises known as

Contract 6 MGNWC Intermediate Pump Station

of which

Morton Grove Niles Water Commission

THE undersigned, for and in consideration of

One Hundred Eleven Thousand Eight Hundred One Dollars and 66/100

Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged.

with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished,

and on the moneys, funds or other considerations due or to become due from the owner, on account of labor services, material, fixtures, apparatus

or machinery, furnished to this date by the undersigned for the above-described premises

Given under my hand and seal this

30

day of

April

, 2019

Signature and Seal:

*Christine A. Tate*

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth. If waiver is for a partnership, the partnership name should be used, partner should sign and designate himself as partner.

**CONTRACTOR'S AFFIDAVIT**

STATE OF ILLINOIS)

COUNTY OF LAKE ) SS

TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn, deposes and says that he is

William Marshall, Director of Operations

of the

Joseph J. Henderson & Son, Inc.

who is the contractor for the

Contract 6 MGNWC Intermediate Pump Station

work on the building located at

Skokie Sculpture Park South of Emars Village of Skokie, IL

owned by

Morton Grove Niles Water Commission

That the total amount of the contract including extras is

\$ 2,997,970.24

on which he has received payment of

\$1,410,609.26 prior to this payment. That all waivers are true, correct and genuine and

delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all

parties who have furnished material or labor, or both, for said work and all parties having contracts for specific portions of said work or for material

entering into the construction thereof and the amount due or to become due to each and that the items mentioned include all labor and material required to

complete said work according to plans and specifications:

NAMES	WHAT FOR	PRICE	AMOUNT PAID	THIS PAYMENT DUE	BALANCE
JOSEPH J. HENDERSON & SON, INC.	GENERAL CONTRACT	\$2,997,970.24	\$1,410,609.26	\$111,801.86	\$1,475,559.12
	Per attached				
	Sworn Statement				
TOTAL LABOR AND MATERIAL TO COMPLETE		\$2,997,970.24	\$1,410,609.26	\$111,801.86	\$1,475,559.12

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work

Signed this

30

day of

April

, 2019

Signature

*Christine A. Tate*

Subscribed and sworn to before me this

30

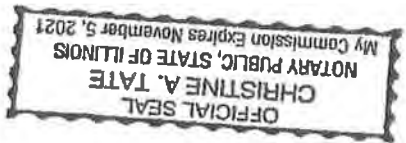
day of

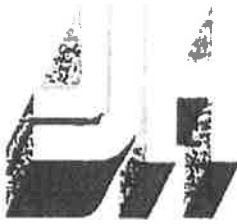
April

, 2019

Notary Signature & Seal

*Christine A. Tate*





Joseph J. Henderson & Son, Inc.

4288 Old Grand Avenue  
Gurnee, IL 60031  
(847) 244-3222

# INVOICE

## 15229

**Morton Grove Niles Water Commision**  
6101 Capulina Avenue  
Morton Grove, IL 60053

Date: April 30, 2019  
Job: 1353-00  
Customer: 10-MGNWC

Contract 6 MGNWC Intermediate Pump Station  
Skokie Sculpture Park South of Emerson St.  
Village of Skokie, IL

Original Contract	\$2,974,000.00
Approved Change Order	\$23,970.24
Current Contract	<u>\$2,997,970.24</u>
Work Completed to Date	\$1,691,567.91
Less Retentions	\$169,156.79
Net Completed to Date	<u>\$1,522,411.12</u>
Less Net Previously Billed	\$1,410,609.26
Net Due This Invoice	\$111,801.86
Balance to Complete	\$1,475,559.12

**AMOUNT NOW DUE**

**\$111,801.86**

**THANK YOU FOR YOUR BUSINESS !**



**JOSEPH J. HENDERSON & SON, INC.**

4288 Old Grand Avenue  
 Gurnee, IL 60031  
 847/244-3222  
 847/244-9572 FAX

**LETTER OF TRANSMITTAL**

TO: Stanley Consultants, Inc.  
8501 West Higgin Rd., Ste #730  
Chicago, IL 60631-2801

Date :	5/2/2019	Job No.	1353-00
Attention :	Kirk Hipps		
Re	Contract 6 MGNWC Intermediate Pump Station Skokie Sculpture Park South of Emerson St. Village of Skokie, IL		

WE ARE SENDING YOU  Attached  Under separate cover via \_\_\_\_\_ the following items:

Shop Drawings     Prints     Plans     Samples     Specifications  
 Copy of Letter     Change Order     \_\_\_\_\_

COPIES	DATE	NO.	DESCRIPTION
1	4/30/2019	15229	JJH Invoice in the amount of \$111,801.86
1	4/30/2019	9	G702 and G703
1	4/30/2019	9	Sworn Statement
1	4/30/2019	9	JJH Partial Waiver of Lien

THESE ARE TRANSMITTED as checked below:

For approval     Approved as submitted     Resubmit \_\_\_\_\_ copies for approval  
 For your use     Approved as noted     Submit \_\_\_\_\_ copies for distribution  
 As requested     Returned for corrections     Return \_\_\_\_\_ corrected prints  
 For review and comment    \_\_\_\_\_  
 FOR BIDS DUE \_\_\_\_\_ 20 \_\_\_\_\_  PRINTS RETURNED AFTER LOAN TO US

REMARKS \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

COPY TO: \_\_\_\_\_

SIGNED: Christine Tate, Project Accountant

*If enclosures are not as noted, kindly notify us at once.*

**JOSEPH J. HENDERSON & SON, INC.**

4288 Grand Avenue  
 Gurnee, IL 60031  
 847/244-3222  
 847/244-2490 FAX

**LETTER OF TRANSMITTAL**Date : **5/8/2019**

**TO:** Stanley Consultants, Inc.  
 8501 West Higgins Road, Suite 730  
 Chicago, IL 60631-2801  
 Attn: Kirk Hipps

Job No. : 1353-00  
 Job name: Contract 6 - MGNWC  
 Intermediate Pump Station  
 Skokie Sculpture Park South of Emerson St.  
 Village of Skokie, IL

**Pay Request # 8 (3/31/2019)**

COPIES	DATE	DRAW NO.	DESCRIPTION		
0	to follow	8	Joe's Masonry	Partial	\$ 88,650.00
1		8	K.D. Johnson	Partial	\$ 15,300.00
1		8	Waite Equipment Co.	Partial	\$ 39,609.00
1		8	Automatic Control Services	Partial	\$ 3,415.50
1		8	Capitol Plumbing	Partial	\$ 23,335.20

WE ARE SENDING YOU  Attached  WAIVERS  via UPS  As requested

**REMARKS:**

I have requested waiver from Joe's Masonry 3 times. He replied today that he will get it over to me today. I have attached his email and a copy of the check available to release once he provides waiver.

COPY TO: File

**Thank You!**SIGNED: Christine Tate, Project Accountant*If enclosures are not as noted, kindly notify us at once.*

**Tate, Christine**

---

**From:** Sal Calzante <kands259@comcast.net>  
**Sent:** Wednesday, May 08, 2019 10:01 AM  
**To:** Tate, Christine  
**Cc:** Johnson, Rick  
**Subject:** Re: 1353-00 MGNWC Intermediate Pump Station Waiver Request

Working on it I will have it over as soon as I can

Sent from my iPhone

> On May 8, 2019, at 9:47 AM, Tate, Christine <[ChristineTate@jjhenderson.com](mailto:ChristineTate@jjhenderson.com)> wrote:

>

> Your waiver is the only waiver I am missing from our March Waiver Package. The Engineer will not process our April pay request until I provide all of the waivers. Please let me know your intentions today. Thanks.

>

>

> Chris Tate  
> Project Accountant  
> Joseph J. Henderson & Son, Inc.  
> 4288 Old Grand Avenue  
> Gurnee, IL 60031  
> [Christinetate@jjhenderson.com](mailto:Christinetate@jjhenderson.com)  
> 847-244-3222, x 114

>

>

> -----Original Message-----

> From: Tate, Christine  
> Sent: Monday, May 06, 2019 3:46 PM  
> To: 'Sal Calzante'  
> Subject: FW: 1353-00 MGNWC Intermediate Pump Station Waiver Request

>

> Hi Sal,

>

> Please provide status of waiver. The engineer will not process our current pay app until we provide the waivers for the last pay app. I have everyone's except yours. Thanks.

>

> Chris Tate  
> Project Accountant  
> Joseph J. Henderson & Son, Inc.  
> 4288 Old Grand Avenue  
> Gurnee, IL 60031  
> [Christinetate@jjhenderson.com](mailto:Christinetate@jjhenderson.com)  
> 847-244-3222, x 114

>

>

> -----Original Message-----

> From: Tate, Christine  
> Sent: Wednesday, May 01, 2019 8:16 AM

> To: 'Sal Calzante'  
> Subject: 1353-00 MGNWC Intermediate Pump Station Waiver Request  
>  
> Please see attached.  
>  
> Chris Tate  
> Project Accountant  
> Joseph J. Henderson & Son, Inc.  
> 4288 Old Grand Avenue  
> Gurnee, IL 60031  
> [Christinetate@jjhenderson.com](mailto:Christinetate@jjhenderson.com)  
> 847-244-3222, x 114  
> <Scanned from a Xerox Multifunction Printer.pdf>

JOSEPH J. HENDERSON & SON, INC. • GURNEE, IL 60031

33395

DATE	INVOICE NO.	DESCRIPTION	INVOICE AMOUNT	DEDUCTION	BALANCE
3-25-19	1353011.04	1353-00 DRAW 08	98500.00	9850.00	88650.00
HECK DATE	4-30-19	CHECK NUMBER	33395	TOTALS	
			98500.00	9850.00	88650.00

ORIGINAL DOCUMENT PRINTED ON CHEMICAL REACTIVE PAPER WITH HEAT SENSITIVE INK HANDICON AND MICROPRINTED BORDER



**Joseph J. Henderson & Son, Inc.**  
General Contractor Since 1928  
4288 Old Grand Avenue  
Gurnee, IL 60031  
847-244-3222

PNC BANK, N.A. 071  
70-2189/719

33395

Pay: \*\*\*\*\*Eighty-eight thousand six hundred fifty dollars and no cents

DATE: April 30, 2019  
CHECK NO.: 33395  
AMOUNT: \$\*\*\*\*\*88,650.00

TO THE ORDER OF  
JOE'S MASONRY, INC.  
470 N. WALNUT STREET  
ELMHURST, IL 60126

AUTHORIZED SIGNATURE

⑈033395⑈ ⑆071921891⑆

JOSEPH J. HENDERSON & SON, INC. • GURNEE, IL 60031

33395



STATE OF ILLINOIS  
 COUNTY OF LAKE

WAIVER OF LIEN TO DATE

Cty #

Escrow #

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by JOSEPH J. HENDERSON & SON, INC. to furnish METALS

for the premises known as INTERMEDIATE PUMP STATION CONTRACT 6 of which MGNWC-MORTON GROVE NILES WATER COMMISSION is the owner.

THE undersigned, for and in consideration of FIFTEEN THOUSAND THREE HUNDRED DOLLARS. (\$15,300.00) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.\*

DATE 4/30/19 COMPANY NAME K.D. JOHNSON, INC.  
 ADDRESS 866 TOWER ROAD MUNDELEIN, IL 60060

SIGNATURE AND TITLE Kenneth Johnson President

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS

COUNTY OF LAKE

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) KENNETH JOHNSON BEING DULY SWORN, DEPOSES AND SAYS THAT HE OR SHE IS (POSITION) PRESIDENT OF (COMPANY NAME) K.D. JOHNSON, INC. WHO IS THE CONTRACTOR FURNISHING METALS WORK ON THE BUILDING LOCATED AT 2525 CHURCH STREET EVANSTON, IL 60208 OWNED BY MGNWC-MORTON GROVE NILES WATER COMMISSION

That the total amount of the contract including extras\* is \$101,064.00 on which he or she has received payment of \$67,107.60 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDNG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
K.D. Johnson, Inc. 866 Tower Road Mundelein, IL 60060	Metals	\$101,064.00	\$67,107.60	\$15,300.00	\$18,656.40
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE.		\$101,064.00	\$67,107.60	\$15,300.00	\$18,656.40

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE 5/1/19 SIGNATURE: Kenneth Johnson  
 SUBSCRIBED AND SWORN TO BEFORE ME THIS 1st DAY OF May, 2019

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

Diane C Johnson  
 NOTARY PUBLIC



## WAIVER OF LIEN TO DATE

STATE OF ILLINOIS  
COUNTY OF TAZEWELL

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Joseph J. Henderson & Son, Inc.  
to furnish Bridge Crane  
for the premises known as Intermediate Pump Station Contract 6  
of which MGNWC - Morton Grove Niles Water Commission is the Owner  
THE undersigned, for and in consideration of Thirty Nine Thousand Six Hundred Nine Dollars and 00/100  
( \$ 39,609.00 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged

does hereby waive and release any and all lien, or claim of lien, or right to lien, with respect to and on the above described premises and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other consideration due or to become due from the Owner, on account of labor, services, material, fixtures, apparatus or machinery furnished, to this date by or on behalf of the undersigned, for the above-described premises.

The undersigned does further release any and all claims of any nature whatsoever to this date, against Joseph J. Henderson and Son, Inc. or its surety, relating to or arising out of the performance of the Work, including claims under 40 U.S.C sections 270a-270d ("the Miller Act"), or any state statute serving a substantially similar purpose.

Date: 05/06/19 Signature and Seal: [Signature]  
Company Name & Address: Waite Equipment Company LLC 3443 N Main Street East Peoria, IL 61611

NOTE All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and design himself as partner.

### CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS  
COUNTY OF TAZEWELL

TO WHOM IT MAY CONCERN:

The undersigned (NAME) John Waite  
being duly sworn, deposes and says that he is (position) President  
of the (Company) Waite Equipment Co., LLC  
who is the contractor furnishing Bridge Crane  
work on the building located at 2525 Church Street Evanston, IL 60208  
owned by MGNWC - Morton Grove Niles Water Commission

That the total amount of the contract including extras is \$ 48,400.00  
on which he has received payment of \_\_\_\_\_ prior to this payment. That all waivers are true, correct and genuine and

delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and address of all parties who have furnished material or labor, or both, for said work and all parties having contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications

NAMES AND ADDRESS	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Waite Equipment Co., LLC	Bridge Crane	\$ 48,400.00	\$ -	\$ 39,609.00	\$ 8,791.00
All material is taken from fully paid stock and delivered in our trucks.					
All labor and fringe benefits are paid in full. Balance due for labor is zero.					
TOTAL LABOR AND MATERIAL TO COMPLETE		\$ 48,400.00	\$ -	\$ 39,609.00	\$ 8,791.00

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Signed this 6th day of May 2019

Signature: [Signature]

Subscribed and sworn to before me this 6th day of May 2019

Signature: [Signature]

Notary Signature & Seal



## WAIVER OF LIEN TO DATE

STATE OF ILLINOIS  
COUNTY OF DUPAGE

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Joseph J. Henderson & Son, Inc.  
to furnish Process Instrumentation and Controls  
for the premises known as Intermediate Pump Station Contract 6  
of which MGNWC - Morton Grove Niles Water Commission is the Owner  
THE undersigned, for and in consideration of Three Thousand Four Hundred Fifteen Dollars and 50/100  
( \$ 3,415.50 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged

does hereby waive and release any and all lien, or claim of lien, or right to lien, with respect to and on the above described premises and the improvements thereon and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other consideration due or to become due from the Owner, on account of labor services, material, fixtures, apparatus or machinery furnished, to this date by or on behalf of the undersigned for the above-described premises

The undersigned does further release any and all claims of any nature whatsoever to this date, against Joseph J. Henderson and Son, Inc. or its surety, relating to or arising out of the performance of the Work, including claims under 40 U.S.C. sections 270a-270d ("the Miller Act"), or any state statute serving a substantially similar purpose.

Date May 3, 2019 Signature and Seal: 

Company Name & Address: Automatic Control Services, 1526 Oswego Rd., Naperville, IL 60540

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and design himself as partner

### CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS  
COUNTY OF DUPAGE

TO WHOM IT MAY CONCERN:

The undersigned (NAME) William R. Schmitz  
being duly sworn deposes and says that he is (position) Owner  
of the (Company) Automatic Control Services  
who is the contractor furnishing Process Instrumentation and Controls  
work on the building located at 2525 Church Street Evanston, IL 60208  
owned by MGNWC - Morton Grove Niles Water Commission

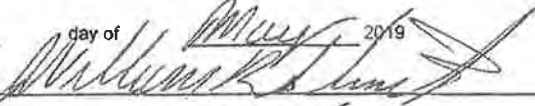
That the total amount of the contract including extras is \$ 87,990.00  
on which he has received payment of \$ 36,563.43 prior to this payment. That all waivers are true, correct and genuine and

delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and address of all parties who have furnished material or labor, or both for said work and all parties having contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES AND ADDRESS	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Automatic Control Services	Integration Services	\$ 50,629.75	\$ (796.82)	\$ 3,415.50	\$ 48,011.07
PowerMation	Instrumentation	\$ 7,426.70	\$ 7,426.70	\$ -	\$ -
Revere Electric Supply Co.	PLC Hardware	\$ 17,516.60	\$ 17,516.60	\$ -	\$ -
SEPS	Power Backup	\$ 1,572.70	\$ 1,572.70	\$ -	\$ -
Walker Industrial	Network Hardware	\$ 1,229.40	\$ 1,229.40	\$ -	\$ -
Berg Johnson	Instrumentation	\$ 3,330.37	\$ 3,330.37	\$ -	\$ -
ABB Automation Co.	Instrumentation	\$ 6,284.48	\$ 6,284.48	\$ -	\$ -
All material is taken from fully paid stock and delivered in our trucks.					
All labor and fringe benefits are paid in full. Balance due for labor is zero.					
TOTAL LABOR AND MATERIAL TO COMPLETE		\$ 87,990.00	\$ 36,563.43	\$ 3,415.50	\$ 48,011.07

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Signed this

3 day of May 2019  
Signature: 

3 day of May 2019  
Signature:   
Notary Signature & Seal





**FINAL WAIVER OF LIEN**

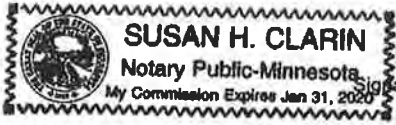
STATE OF ILLINOIS  
COUNTY OF DUPAGE

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Automatic Control Services  
to furnish Process Instrumentation and Controls  
for the premises known as Intermediate Pump Station - Contract 6  
Premises Owner MGNWC-Morton Grove Niles Water Commission  
THE undersigned, for and in consideration of Seven Thousand Four Hundred Sixty-Two and 70/100  
( \$ 7,462.70 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby

acknowledged, does hereby waive and release any and all lien, or claim of lien, or right to lien, with respect to and on the above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other consideration due or to become due from the Owner, on account of labor, services, material, fixtures, apparatus or machinery furnished, to this date by or on behalf of the undersigned, for the above-described premises.

Date: 4/15/19 Company Name: Powermation / Laurie Wright  
Address: 1310 Energy Lane, St. Paul, MN 55108  
Signature and Seal: Susan Clarin



NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and design himself as partner.

**FINAL WAIVER OF LIEN**

STATE OF ILLINOIS  
COUNTY OF DUPAGE

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Automatic Control Services  
to furnish Process Instrumentation and Controls  
for the premises known as Intermediate Pump Station Contract 6  
Premises Owner MGNWC-Morton Grove Niles Water Commission  
THE undersigned, for and in consideration of Seventeen Thousand Five Hundred Sixteen and 60/100  
( \$ 17,516.60 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby

acknowledged, does hereby waive and release any and all lien, or claim of lien, or right to lien, with respect to and on the above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other consideration due or to become due from the Owner, on account of labor, services, material, fixtures, apparatus or machinery furnished, to this date by or on behalf of the undersigned, for the above-described premises.

Date: 01-22-2019

Company Name: REVERE ELECTRIC SUPPLY

Address: 8807 187th Street Mokena IL 60448

Signature and Seal: HW Baker Credit Analyst

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and design himself as partner.

**FINAL WAIVER OF LIEN**

STATE OF ILLINOIS  
COUNTY OF DUPAGE

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Automatic Control Services  
to furnish Process Instrumentation and Controls  
for the premises known as Intermediate Pumping Station  
Premises Owner MGNWC-Morton Grove Niles Water Commission

THE undersigned, for and in consideration of One Thousand Five Hundred Seventy-two and 70/100  
( \$ 1,572.70 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby

acknowledged, does hereby waive and release any and all lien, or claim of lien, or right to lien, with respect to and on the above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other consideration due or to become due from the Owner, on account of labor, services, material, fixtures, apparatus or machinery furnished, to this date by or on behalf of the undersigned, for the above-described premises.

Date: March 13, 2019

Company Name: SEPS Incorporated

Address: 7531 Brush Hill Rd., Burr Ridge, IL 60527-7575

Signature and Seal: Dan M. Klemm, EVP

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and design himself as partner.

**FINAL WAIVER OF LIEN**

STATE OF ILLINOIS  
COUNTY OF DUPAGE

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Automatic Control Services  
to furnish Process Instrumentation and Controls  
for the premises known as Intermediate Pump Station - Contract 6  
Premises Owner MGNWC-Morton Grove Niles Water Commission

THE undersigned, for and in consideration of One Thousand Two Hundred Twenty-Nine and 40/100  
( \$ 1,229.40 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby

acknowledged, does hereby waive and release any and all lien, or claim of lien, or right to lien, with respect to and on the above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other consideration due or to become due from the Owner, on account of labor, services, material, fixtures, apparatus or machinery furnished, to this date by or on behalf of the undersigned for the above-described premises.

Date: 4/15/19 Company Name: Walker Industrial Products, Inc  
Address: 117 Mt Pleasant Rd Newtown Ct  
Signature and Seal: [Handwritten Signature]

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth: if waiver is for a partnership, the partnership name should be used. partner should sign and design himself as partner.

**FINAL WAIVER OF LIEN**

STATE OF ILLINOIS  
COUNTY OF DUPAGE

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Automatic Control Services  
to furnish Process Instrumentation and Controls  
for the premises known as Intermediate Pump Station Contract 6  
Premises Owner MGNWC-Morton Grove Niles Water Commission  
THE undersigned, for and in consideration of Three Thousand Three Hundred Thirty and 37/100  
\$ 3,330.37 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby

acknowledged, does hereby waive and release any and all lien, or claim of lien, or right to lien, with respect to and on the above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other consideration due or to become due from the Owner, on account of labor, services, material, fixtures, apparatus or machinery furnished, to this date by or on behalf of the undersigned for the above-described premises

Date: 4/11/2019 Company Name: Berg-Johnson Associates, Inc.  
Address: 1000 Westgate Drive, St Paul, MN  
Signature and Seal: [Signature]

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and design himself as partner.

**FINAL WAIVER OF LIEN**

STATE OF ILLINOIS  
COUNTY OF DUPAGE

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Automatic Control Services  
to furnish Process Instrumentation and Controls  
for the premises known as Intermediate Pump Station Contract 6  
of which MGNWC-Morton Grove Niles Water Commission  
THE undersigned, for and in consideration of Six Thousand Two Hundred Sixty-Four and 48/100  
( \$ 6,264.48 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby

acknowledged, does hereby waive and release any and all lien, or claim of lien, or right to lien, with respect to and on the above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other consideration due or to become due from the Owner, on account of labor, services, material, fixtures, apparatus or machinery furnished, to this date by or on behalf of the undersigned, for the above-described premises.

Date: 3/27/19 Company Name: ABB Automation company  
Address: 125 E County Line Rd, Warminster, PA 18974  
Signature and Seal: Karen Beck  
Sales Operations Man.

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and design himself as partner.

*Christine Furey*  
**COMMONWEALTH OF PENNSYLVANIA**  
**NOTARIAL SEAL**  
**CHRISTINE FUREY, Notary Public**  
**Warminster Township, Bucks County**  
**My Commission Expires April 20, 2019**



**JOSEPH J. HENDERSON & SON, INC.**  
GENERAL CONTRACTOR  
ESTABLISHED 1928

4288 Old Grand Ave.  
Gurnee, Illinois 60031  
Phone: 847-244-3222  
Fax: 847-244-2490

.....  
Date: 4/30/19  
To: Automatic Control Services From: Chris Tate  
Attn.: William Schmitz E-mail: christinetate@jjhenderson.com  
Fax #: 630-357-1794 630-357-1780 Fax: 847-244-2490 Phone: 847-244-3222 X 114  
bill@swschmitz.com

## Waiver Request

2 Partial (ORIGINALS)

Please email/fax an unsigned draft waiver for review/approval!  
Upon approval of the draft waiver send original waivers out.  
Arrangements must be made before you come in to pick up the check.

**Job Name:** Intermediate Pump Station Contract 6

**Site Location:** 2525 Church Street

Evanston, IL 60208

**OWNER:** MGNWC - Morton Grove Niles Water Commission

CONTRACT PRICE \$	87,990.00
AMOUNT PAID \$	36,563.43
THIS PAYMENT \$	3,415.50
BALANCE DUE \$	48,011.07

THANK YOU!

**Please list and provide waivers for your suppliers.  
Please submit up to date Certified Payroll if applied to your company.**

Note:

Waivers form available by email.

**Please use our form per attached Instructions!**

Our Job No:

1353-00

OUR PAY REQUEST NO.

8

DATE	INVOICE NO.	DESCRIPTION	INVOICE AMOUNT	DEDUCTION	BALANCE		
3-06-19	4337	1353-00 DRAW 08	3795.00	379.50	3415.50		
<b>CHECK DATE</b>	4-30-19	<b>CHECK NUMBER</b>	33389	<b>TOTALS</b>	3795.00	379.50	3415.50

ORIGINAL DOCUMENT PRINTED ON CHEMICAL REACTIVE PAPER WITH INK AT SENSITIVE INK HAND ICON AND MICROPRINTED BORDER

33389



**Joseph J. Henderson & Son, Inc.**  
 General Contractor Since 1928  
 4288 Old Grand Avenue  
 Gurnee, IL 60031  
 847-244-3222

PNC BANK, N.A. 071  
 70-2189/719

Pay: \*\*\*\*\*Three thousand four hundred fifteen dollars and 50 cents

DATE: April 30, 2019  
 CHECK NO.: 33389  
 AMOUNT: \$\*\*\*\*\*3,415.50

TO THE  
 ORDER  
 OF

AUTOMATIC CONTROL SERVICES  
 1528 OSWEGO ROAD  
 NAPERVILLE, IL 60540

AUTHORIZED SIGNATURE

⑈033389⑈ ⑆07192189⑆

33389





STATE OF ILLINOIS

COUNTY OF Will

WAIVER OF LIEN TO DATE

Gty #

Escrow #

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Joseph J. Henderson & Son, Inc. to furnish plumbing

for the premises known as MGNWC Intermediate Pump Station 6 of which Morton Grove Niles Water Commission is the owner.

THE undersigned, for and in consideration of Twenty Three Thousand Three Hundred Thirty Five and 20/100 (\$23,335.20) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.\*

DATE 3/19/19 COMPANY NAME Capitol Plumbing, Inc.  
ADDRESS 8200 W. 185<sup>th</sup> St., Suite N, Tinley Park, IL 60487

SIGNATURE AND TITLE Tom A. Misaan, President

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS

COUNTY OF Will

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) Tom A. Mitchell BEING DULY SWORN, DEPOSES AND SAYS THAT HE OR SHE IS (POSITION) president OF (COMPANY NAME) Capitol Plumbing, Inc. WHO IS THE CONTRACTOR FURNISHING plumbing WORK ON THE BUILDING LOCATED AT McCormick Blvd & Emerson St., Skokie, IL

OWNED BY Morton Grove Niles Water Commission

That the total amount of the contract including extras\* is \$63,651.00 on which he or she has received payment of \$20,493.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Capitol Plumbing Inc. 8200 W. 185 <sup>th</sup> St., Suite N, Tinley Park, IL 60487	material, labor, misc.	\$53,651.00	\$18,493.00	\$17,335.20	\$17,822.80
Columbia Pipe and Supply 23671 Network Place, Chicago, IL 60673	material	\$10,000.00	\$2,000.00	\$6,000.00	\$2,000.00
Delivered by our trucks					
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE.		\$63,651.00	\$20,493.00	\$23,335.20	\$19,822.80

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE 3/19/19

SIGNATURE: Tom A. Misaan

SUBSCRIBED AND SWORN TO BEFORE ME THIS 19<sup>th</sup> DAY OF March 2019

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT



Brandon S Mitchell  
NOTARY PUBLIC

PARTIAL WAIVER  
TO COVER ONLY CERTAIN PAYMENTS

STATE OF: ILLINOIS  
COUNTY OF: COOK

To All Whom It May Concern:

**WHEREAS**, the undersigned, Columbia Pipe & Supply Co. has been employed by  
CAPITOL PLUMBING INC contractor, to furnish MISC MATERIAL  
 for the said premises owned by MORTON GROVE NILES WATER  
COMMISSION in the CITY of SKOKIE County of COOK  
State of ILLINOIS, and legally described as:  
MGNWC INTERATIONAL PUMP STATION 6  
MCCORMICK BLVD AND EMERSON ST  
SKOKIE, IL

**NOW, THEREFORE**, the undersigned, for and in consideration of the sum of  
SIX THOUSAND AND 00/100 Dollars, and other good and  
valuable considerations, the receipt whereof is hereby acknowledged by the undersigned does  
hereby waive and release to the extent only of the aforesaid amount of \$6,000.00 Dollars,  
paid simultaneously herewith, the lien or right to or claim of lien under the statutes of the  
State of ILLINOIS relating to mechanics' liens, with respect to and on the above-described  
premises, and the improvements thereon, and on the material, fixtures, apparatus, or machinery  
furnished, and on the moneys or other considerations due or to become due from the owner, on  
account of labor, services, material, fixtures, apparatus or machinery, furnished by the undersigned  
to or on account of the said contractor or the said owner for the above-described premises, but only  
to the extent of the payment aforesaid.

Dated this 1ST of MAY 2019.

Columbia Pipe & Supply Co.

By: Julia A. Tenorell

Title: Credit Analyst

**WAIVER OF LIEN TO DATE**

STATE OF Illinois } COUNTY OF Cook } SS  
 Gty# \_\_\_\_\_  
 Escrow# \_\_\_\_\_

WHEREAS the undersigned has been employed by Joseph J. Henderson & Son Masonry work to furnish for the premises known as 6101 Capulina Avenue, Morton Grove, IL 60053 MGNNWC-Morton Grove Niles Water Commission is the owner of which

THE undersigned, for and in consideration of eighty-eight thousand six hundred fifty dollars and zero cents (\$88,650.00) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the states of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, an on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS\*

DATE May 9, 2019 COMPANY NAME Joe's Masonry ADDRESS 470 Walnut Elmhurst, IL 60126

SIGNATURE AND TITLE *Sal Calzante V.P.*

EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

**CONTRACTOR'S AFFIDAVIT**

STATE OF Illinois } COUNTY OF Cook } SS  
 TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) Sal Calzante V.P. BEING DULY SWORN, DEPOSES OF (COMPANY NAME) Joe's Masonry WHO IS THE CONTRACTOR FURNISHING WORK ON THE BUILDING

LOCATED AT 6101 Capulina Avenue Morton Grove, IL 60053 OWNED BY MGNNWC-Morton Grove Niles Water Commission

That the total amount of the contract including extras\* is \$339,000.00 on which he or she has received payment of \$216,450.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES	WHAT FOR	CONTRACT PRICE INCLUDING EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
IL Brick	Brick	\$13,000.00	\$12,000.00	\$0.00	\$1,000.00
Lance Construction	Materials	\$20,000.00	\$0.00	\$0.00	\$20,000.00
Eston Materials	Blocks	\$18,000.00	\$18,000.00	\$0.00	\$0.00
Quikrete Companies	Mortar/Grout	\$12,000.00	\$0.00	\$0.00	\$12,000.00
Joe's Masonry	Labor	\$276,000.00	\$186,450.00	\$88,650.00	\$900.00
ALL MATERIAL HAS BEEN TAKEN FROM FULLY PAID STOCK AND DELIVERED TO THE JOBSITE VIA OUR OWN TRUCKS. ALL LABOR AND FRINGE BENEFITS HAVE BEEN PAID IN FULL TO DATE. NO OUTSIDE RENTAL EQUIPMENT HAS BEEN USED. ALL EQUIPMENT IS COMPANY OWNED					
TOTAL LABOR & MAT'L INCLUDE EXTRAS* TO COMPLETE \$339,000.00 \$216,450.00 \$88,650.00 \$33,900.00					

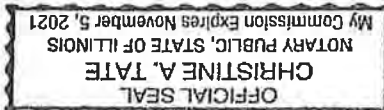
That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE May 9, 2019

Signature *Sal Calzante*

SUBSCRIBED AND SWORN TO BEFORE ME THIS

9 DAY OF May 2019



Notary Public *Christine A. Tate* My Commission Expires: 11-5-2021



# Contractor's Application for Payment No. \_\_\_\_\_

9

Application Period:	4/1/2019 - 4/30/2019	Application Date:	4/30/2019
From (Contractor):	Joseph J. Henderson & Son, Inc.	Via (Engineer):	Stanley Consultants, Inc.
Contract:		Engineer's Project No.:	
Contract No.:	Resolution #18-33	Contractor's Project No.:	1354-00

### Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
1	\$13,583.85		
2	\$67,586.02		
3	\$3,087.42		
4	\$23,718.40		
<b>TOTALS</b>	<b>\$107,975.69</b>	<b>\$0.00</b>	
<b>NET CHANGE BY CHANGE ORDERS</b>	<b>\$107,975.69</b>		

1. ORIGINAL CONTRACT PRICE..... \$ 7,437,000.00
2. Net change by Change Orders..... \$ 107,975.69
3. Current Contract Price (Line 1 ± 2)..... \$ 7,544,975.69
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$ 4,286,687.90
5. RETAINAGE:
  - a. 10% X \$428,668.79
  - b. 10% X \$0.00
  - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 428,668.79
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 3,858,019.11
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 3,261,919.90
8. AMOUNT DUE THIS APPLICATION..... \$ 596,099.21
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$ 3,686,956.58

### Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all

Contractor Signature: William Marshall  
 By: William Marshall, Director of Operations  
 Date: 4/30/2019

Payment \$ \_\_\_\_\_ (Line 8 or other - attach explanation of the other amount)  
 is recommended by: \_\_\_\_\_ (Engineer) \_\_\_\_\_ (Date)  
 Payment \$ \_\_\_\_\_ (Line 8 or other - attach explanation of the other amount)  
 is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)  
 Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER: 9

Contractor's signed Certification is attached

APPLICATION DATE: 4/30/2019

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 4/30/2019

Use Column I on Contracts where variable retainage for line items may apply.

JUH PROJECT NO.: 1354-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract	
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
<b>DIVISION 1</b>										
	Bonds and Insurance	\$53,579.00	\$53,579.00	\$0.00	\$0.00	\$0.00	\$53,579.00	100.00%	\$0.00	\$5,357.90
	Project Management	\$219,080.00	\$104,765.63	\$18,842.11	\$0.00	\$0.00	\$123,607.74	56.58%	\$94,472.26	\$12,360.77
	Mobilization	\$16,480.00	\$16,480.00	\$0.00	\$0.00	\$0.00	\$16,480.00	100.00%	\$0.00	\$1,648.00
	Temporary Facilities & Site Maintenance	\$29,360.00	\$14,276.90	\$2,200.00	\$1,500.00	\$0.00	\$16,476.90	56.12%	\$12,883.10	\$1,647.69
	Testing	\$10,000.00	\$7,500.00	\$1,500.00	\$0.00	\$0.00	\$9,000.00	90.00%	\$1,000.00	\$900.00
	Equipment	\$15,800.00	\$11,890.46	\$0.00	\$0.00	\$0.00	\$11,890.46	75.28%	\$3,909.54	\$1,189.05
	Demobilization	\$5,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,200.00	\$0.00
<b>DIVISION 2</b>										
	Project Management/Supervision	\$17,514.00	\$13,207.00	\$0.00	\$0.00	\$0.00	\$13,207.00	75.41%	\$4,307.00	\$1,320.70
	Mobilization	\$19,700.00	\$19,700.00	\$0.00	\$0.00	\$0.00	\$19,700.00	100.00%	\$0.00	\$1,970.00
	Testing	\$5,000.00	\$3,750.00	\$0.00	\$0.00	\$0.00	\$3,750.00	75.00%	\$1,250.00	\$375.00
	Equipment Rental	\$12,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	75.00%	\$3,000.00	\$900.00
	Erosion Control	\$9,176.00	\$6,888.00	\$0.00	\$0.00	\$0.00	\$6,888.00	75.07%	\$2,288.00	\$688.80
	Site Demolition	\$9,472.00	\$9,472.00	\$0.00	\$0.00	\$0.00	\$9,472.00	100.00%	\$0.00	\$947.20
	Structure Excavation	\$102,510.00	\$102,510.00	\$0.00	\$0.00	\$0.00	\$102,510.00	100.00%	\$0.00	\$10,251.00
	Structure Backfill	\$91,458.00	\$91,458.00	\$0.00	\$0.00	\$0.00	\$91,458.00	100.00%	\$0.00	\$9,145.80
	Site Mass Grading	\$11,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,232.00	\$0.00
	Site Grading	\$44,738.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$44,738.00	\$0.00
	ERS	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%	\$0.00	\$500.00
	Shoring & Underpinning	\$111,900.00	\$111,900.00	\$0.00	\$0.00	\$0.00	\$111,900.00	100.00%	\$0.00	\$11,190.00
<b>Concrete Pavement</b>										
	PCC Sidewalk - 5"	\$11,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,015.00	\$0.00
	PCC Pavement - 8"	\$98,625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$98,625.00	\$0.00
	Concrete Curb & Gutter	\$13,970.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$13,970.00	\$0.00
<b>Chain Link Fence</b>										
	Chain Link Fence	\$10,475.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,475.00	\$0.00
<b>Ornamental Fence Labor</b>										
	Ornamental Fence Labor	\$14,175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$14,175.00	\$0.00
<b>Ornamental Fence Material</b>										
	Slide Gate Operator Labor	\$4,860.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,860.00	\$0.00
	Slide Gate Operator Material	\$5,615.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,615.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER: 9

Contractor's signed Certification is attached.

APPLICATION DATE: 4/30/2019

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 4/30/2019

Use Column I on Contracts where variable retainage for line items may apply.

JH PROJECT NO.: 1354-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H % (G/C)	I BALANCE TO FINISH (C - G)	J RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)							
	Landscaping									
	F&I Trees	\$3,830.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,830.73	\$0.00
	F&I Shrubs	\$2,306.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,306.97	\$0.00
	F&I Perennials	\$679.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$679.67	\$0.00
	F&I Turf & Mulch	\$9,450.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,450.97	\$0.00
	F&I Turfstone Pavers & Restoration	\$76,441.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$76,441.66	\$0.00
	<b>DIVISION 3</b>									
	Pump Station Concrete	\$42,247.00	\$42,247.00	\$0.00	\$0.00	\$0.00	\$42,247.00	100.00%	\$0.00	\$4,224.70
	Form/Pour Footings	\$142,382.00	\$142,382.00	\$0.00	\$0.00	\$0.00	\$142,382.00	100.00%	\$0.00	\$14,238.20
	Form/Pour Walls	\$11,917.00	\$5,958.99	\$5,958.01	\$0.00	\$0.00	\$11,917.00	100.00%	\$0.00	\$1,191.70
	Point, Patch & Rub	\$21,473.00	\$21,473.00	\$0.00	\$0.00	\$0.00	\$21,473.00	100.00%	\$0.00	\$2,147.30
	Form/Pour Columns	\$44,379.00	\$34,171.83	\$10,207.17	\$0.00	\$0.00	\$44,379.00	100.00%	\$0.00	\$4,437.90
	Form/Pour Slabs	\$6,954.00	\$6,954.00	\$0.00	\$0.00	\$0.00	\$6,954.00	66.54%	\$2,330.00	\$463.40
	Pour/Precast Topping Slab	\$8,296.00	\$4,150.00	\$4,146.00	\$0.00	\$0.00	\$8,296.00	100.00%	\$0.00	\$829.60
	Form/Pour Equipment Pads	\$7,140.00	\$0.00	\$5,400.00	\$0.00	\$0.00	\$5,400.00	75.63%	\$1,740.00	\$540.00
	Form/Pour Pipe Supports	\$564.00	\$0.00	\$564.00	\$0.00	\$0.00	\$564.00	100.00%	\$0.00	\$56.40
	Pour Boliards	\$26,129.00	\$26,129.00	\$0.00	\$0.00	\$0.00	\$26,129.00	100.00%	\$0.00	\$2,612.90
	Rebar-Finish	\$28,800.00	\$27,484.00	\$1,316.00	\$0.00	\$0.00	\$28,800.00	100.00%	\$0.00	\$2,880.00
	Precast Concrete									
	Precast Product	\$85,677.00	\$0.00	\$80,830.00	\$0.00	\$0.00	\$80,830.00	94.34%	\$4,847.00	\$8,083.00
	Shipping	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%	\$0.00	\$600.00
	Installation	\$29,323.00	\$0.00	\$19,384.00	\$0.00	\$0.00	\$19,384.00	66.11%	\$9,939.00	\$1,938.40
	<b>Precast Concrete Subtotal</b>	<b>\$121,000.00</b>	<b>\$0.00</b>	<b>\$106,214.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$106,214.00</b>	<b>87.78%</b>	<b>\$14,786.00</b>	<b>\$10,621.40</b>
	<b>DIVISION 4</b>									
	Face Brick Material	\$31,669.84	\$0.00	\$6,017.27	\$0.00	\$0.00	\$6,017.27	19.00%	\$25,652.57	\$601.73
	Face Brick Labor	\$60,021.21	\$0.00	\$11,404.05	\$0.00	\$0.00	\$11,404.05	19.00%	\$48,617.16	\$1,140.41
	4" CMU	\$256.00	\$0.00	\$10.24	\$0.00	\$0.00	\$10.24	4.00%	\$245.76	\$1.02
	4" CMU Labor	\$2,069.70	\$0.00	\$82.79	\$0.00	\$0.00	\$82.79	4.00%	\$1,986.91	\$8.28
	6" CMU	\$1,015.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,015.08	\$0.00
	6" CMU Labor	\$5,638.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,638.14	\$0.00
	8" CMU	\$18,090.85	\$0.00	\$18,090.85	\$0.00	\$0.00	\$18,090.85	100.00%	\$0.00	\$1,809.09

CONTINUATION SHEET

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Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 9

APPLICATION DATE: 4/30/2019

PERIOD TO: 4/30/2019

JH PROJECT NO.: 1354-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN DORE)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)						
	B* CMU Labor	\$75,317.93	\$0.00	\$48,956.55	\$0.00	\$48,956.55	\$26,361.28	\$4,895.67	
	10" CMU	\$2,192.88	\$0.00	\$2,192.88	\$0.00	\$2,192.88	\$0.00	\$219.29	
	10" CMU Labor	\$8,017.10	\$0.00	\$5,451.63	\$0.00	\$5,451.63	\$2,565.47	\$545.16	
	4" Split Face CMU Material	\$5,744.44	\$0.00	\$5,744.44	\$0.00	\$5,744.44	\$0.00	\$574.44	
	4" Split Face CMU Labor	\$8,421.52	\$0.00	\$3,284.39	\$0.00	\$3,284.39	\$5,137.13	\$328.44	
	Precast Stone Material	\$50,411.90	\$50,411.90	\$0.00	\$0.00	\$50,411.90	\$0.00	\$5,041.19	
	Precast Stone Labor	\$13,050.50	\$0.00	\$522.42	\$0.00	\$522.42	\$12,528.08	\$52.24	
	#5 Rebar Material	\$7,235.01	\$0.00	\$7,235.01	\$0.00	\$7,235.01	\$0.00	\$723.50	
	#5 Rebar Labor	\$41,037.09	\$0.00	\$26,674.11	\$0.00	\$26,674.11	\$14,362.98	\$2,667.41	
	Mortar @ Face Brick	\$4,244.20	\$0.00	\$0.00	\$0.00	\$0.00	\$4,244.20	\$0.00	
	Mortar & CMU	\$6,856.02	\$0.00	\$6,856.02	\$0.00	\$6,856.02	\$0.00	\$685.60	
	Grout Material	\$6,529.54	\$0.00	\$6,529.54	\$0.00	\$6,529.54	\$0.00	\$652.95	
	Masonry Accessories Material	\$20,611.27	\$0.00	\$1,900.00	\$0.00	\$1,900.00	\$18,711.27	\$190.00	
	Masonry Accessories Labor	\$15,472.32	\$0.00	\$0.00	\$0.00	\$0.00	\$15,472.32	\$0.00	
	10" Acoustical CMU Material	\$20,650.01	\$0.00	\$20,650.01	\$0.00	\$20,650.01	\$0.00	\$2,065.00	
	10" Acoustical CMU Labor	\$14,535.45	\$0.00	\$14,535.45	\$0.00	\$14,535.45	\$0.00	\$1,453.55	
	Layout Staging	\$1,982.00	\$0.00	\$1,982.00	\$0.00	\$1,982.00	\$0.00	\$198.20	
	Brick Cleaning	\$4,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,200.00	\$0.00	
	Stocking/Clean Up	\$2,160.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,160.00	\$0.00	
	Sealfold	\$1,520.00	\$0.00	\$1,520.00	\$0.00	\$1,520.00	\$0.00	\$152.00	
	Mobilization	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$300.00	
	Sawtime	\$3,040.00	\$0.00	\$2,280.00	\$0.00	\$2,280.00	\$760.00	\$228.00	
	Masonry Subtotal	\$435,000.00	\$50,411.90	\$194,919.75	\$0.00	\$245,331.65	\$189,668.35	\$24,533.17	
	<b>DIVISION 5</b>								
	Structural Steel	\$163,000.00	\$160,220.00	\$0.00	\$0.00	\$160,220.00	\$2,780.00	\$16,022.00	
	Furnish FRP Platform	\$37,347.00	\$0.00	\$20,597.00	\$0.00	\$20,597.00	\$16,750.00	\$2,059.70	
	Install FRP Platform	\$19,570.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,570.00	\$0.00	
	<b>DIVISION 7</b>								
	Fluid Applied Vapor Barrier	\$12,000.00	\$0.00	\$4,800.00	\$0.00	\$4,800.00	\$7,200.00	\$480.00	
	Roofing								
	Sheet Metal - Labor	\$9,763.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,763.00	\$0.00	
	Sheet Metal - Material	\$3,792.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,792.00	\$0.00	
	Roofing - Labor	\$22,278.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,278.00	\$0.00	

CONTINUATION SHEET

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APPLICATION NUMBER: 9  
 APPLICATION DATE: 4/30/2019  
 PERIOD TO: 4/30/2019  
 JH PROJECT NO.: 1354-00

A ITEM NO	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
	Roofing - Matena	\$24,460.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,460.00	\$0.00
	Roofing - Equipment	\$1,057.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,057.00	\$0.00
	Roofing Subtotal	\$61,350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61,350.00	\$0.00
	Caulking	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00
	<b>DIVISION 8</b>							
	Hollow Metal-Furnish	\$51,950.00	\$51,950.00	\$0.00	\$0.00	\$51,950.00	\$0.00	\$5,195.00
	Hollow Metal-Install	\$11,252.00	\$1,000.00	\$4,500.00	\$0.00	\$5,500.00	\$5,752.00	\$550.00
	Overhead Doors	\$17,765.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,765.00	\$0.00
	<b>DIVISION 9</b>							
	Painting	\$95,210.00	\$2,365.00	\$0.00	\$0.00	\$2,365.00	\$92,845.00	\$236.50
	Labor	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00	\$0.00
	Epoxy/Paint & Resinous Flooring	\$5,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,400.00	\$0.00
	Sealer for Exterior Material	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00
	Equipment	\$140,610.00	\$2,365.00	\$0.00	\$0.00	\$2,365.00	\$138,245.00	\$236.50
	Painting Subtotal	\$2,190.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,190.00	\$0.00
	Furnish & Install Drywall	\$5,085.00	\$529.51	\$0.00	\$0.00	\$529.51	\$4,555.49	\$52.95
	<b>DIVISION 10</b>							
	Furnish Specialties	\$470.00	\$0.00	\$0.00	\$0.00	\$0.00	\$470.00	\$0.00
	Install Signs	\$1,164.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,164.00	\$0.00
	Install Work Bench	\$1,984.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,984.00	\$0.00
	Install Toilet & Bath Accessories	\$36,138.00	\$0.00	\$34,331.10	\$0.00	\$34,331.10	\$1,806.90	\$3,433.11
	Set Pump Skids	\$4,074.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,074.00	\$0.00
	Set Chemical Feed Equipment	\$7,566.00	\$0.00	\$3,783.00	\$0.00	\$3,783.00	\$3,783.00	\$578.30
	Install Inline Equipment	\$584,536.00	\$537,725.70	\$0.00	\$0.00	\$537,725.70	\$46,810.30	\$53,772.57
	Furnish USEMCO Pump Skids							



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APPLICATION NUMBER:

3

APPLICATION DATE:

4/30/2019

PERIOD TO:

4/30/2019

JJH PROJECT NO.:

1354-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)							
	Furnish Hypo Chlorination Equipment- Drydon	\$70,000.00	\$70,000.00		\$0.00	\$0.00	\$70,000.00	100.00%	\$0.00	\$7,000.00
	<b>DIVISION 14</b>									
	F&I Bridge Cranes	\$52,900.00	\$0.00		\$42,320.00	\$0.00	\$42,320.00	80.00%	\$10,580.00	\$4,232.00
	<b>DIVISION 15</b>									
	HVAC									
	Trane Equipment	\$57,757.00	\$16,121.15		\$0.00	\$0.00	\$16,121.15	27.91%	\$41,635.85	\$1,612.12
	Trane Equipment- Install Labor	\$27,613.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$27,613.00	\$0.00
	Ductwork Material	\$6,750.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$6,750.00	\$0.00
	Ductwork Labor	\$10,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
	(4) Exhaust Fan Material	\$1,540.00	\$1,540.00		\$0.00	\$0.00	\$1,540.00	100.00%	\$0.00	\$154.00
	(1) Gas Unit Heater- Material	\$2,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$2,000.00	\$0.00
	(1) Gas Unit Heater- Labor	\$1,500.00	\$1,500.00		\$0.00	\$0.00	\$1,500.00	100.00%	\$0.00	\$150.00
	(2) Electric Unit Heaters- Material	\$1,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$1,000.00	\$0.00
	(2) Electric Unit Heaters- Labor	\$3,650.00	\$3,650.00		\$0.00	\$0.00	\$3,650.00	100.00%	\$0.00	\$365.00
	B-Vent Material	\$1,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$1,000.00	\$0.00
	B-Vent- Labor	\$650.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$650.00	\$0.00
	Registers & Grilles- Material	\$1,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$1,000.00	\$0.00
	Registers & Grilles- Labor	\$630.00	\$630.00		\$0.00	\$0.00	\$630.00	100.00%	\$0.00	\$63.00
	Test & Balance- International Test & Balance	\$1,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$1,000.00	\$0.00
	Manlifts	\$3,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$3,000.00	\$0.00
	Crane Rental	\$1,200.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$1,200.00	\$0.00
	Shop Drawings	\$2,150.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$2,150.00	\$0.00
	Equipment Tagging	\$1,000.00	\$1,000.00		\$0.00	\$0.00	\$1,000.00	100.00%	\$0.00	\$100.00
	O&M Manuals	\$150.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$150.00	\$0.00
	Trucking	\$200.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$200.00	\$0.00
	HVAC Subtotal	\$500.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$500.00	\$0.00
		\$124,300.00	\$24,441.15		\$0.00	\$0.00	\$24,441.15	19.66%	\$99,858.85	\$2,444.12
	<b>TEMPERATUR CONTROLS</b>									
	Engineering	\$2,500.00	\$2,500.00		\$0.00	\$0.00	\$2,500.00	100.00%	\$0.00	\$250.00
	Material	\$6,824.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$6,824.00	\$0.00
	Electrical Labor	\$23,000.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$23,000.00	\$0.00
	Programming	\$4,852.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$4,852.00	\$0.00
	Training	\$400.00	\$0.00		\$0.00	\$0.00	\$0.00	0.00%	\$400.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

APPLICATION NUMBER:

9

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

APPLICATION DATE:

4/30/2019

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO:

4/30/2019

Use Column I on Contracts where variable retainage for time items may apply.

JJH PROJECT NO.:

1354-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)							
	MECHANICAL									
	Project Management/Supervision	\$123,512.00	\$43,250.00	\$20,000.00	\$0.00	\$0.00	\$63,250.00	51.21%	\$60,262.00	\$6,325.00
	Testing	\$17,612.00	\$8,800.00	\$0.00	\$0.00	\$0.00	\$8,800.00	49.97%	\$8,812.00	\$880.00
	Equipment	\$50,045.00	\$10,000.00	\$16,000.00	\$0.00	\$0.00	\$26,000.00	51.95%	\$24,045.00	\$2,600.00
	Furnish DI Pipe & Fittings	\$904,443.35	\$860,021.87	\$44,421.48	\$0.00	\$0.00	\$904,443.35	100.00%	\$0.00	\$90,444.34
	Furnish PVC Pipe	\$12,032.00	\$4,200.00	\$4,850.00	\$0.00	\$0.00	\$9,050.00	75.22%	\$2,982.00	\$905.00
	Furnish Valves	\$217,213.00	\$210,438.00	\$0.00	\$0.00	\$0.00	\$210,438.00	96.85%	\$6,775.00	\$21,043.90
	SITE PIPE									
	Install DI Pipe & Fittings	\$43,844.00	\$43,844.00	\$0.00	\$0.00	\$0.00	\$43,844.00	100.00%	\$0.00	\$4,384.40
	Install PVC Pipe	\$15,811.00	\$1,581.10	\$0.00	\$0.00	\$0.00	\$1,581.10	10.00%	\$14,229.90	\$158.11
	Furnish & Install Manholes & Catch Basins	\$31,440.00	\$1,710.20	\$0.00	\$0.00	\$0.00	\$1,710.20	5.44%	\$29,729.80	\$171.02
	Furnish & Install Copper & HDPE Pipe	\$3,188.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,188.00	\$0.00
	Site Pipe Excavation	\$140,553.00	\$49,203.02	\$0.00	\$0.00	\$0.00	\$49,203.02	35.00%	\$91,359.98	\$4,920.30
	BUILDING MECHANICAL									
	Install DI Pipe & Fittings	\$112,617.00	\$96,892.55	\$10,000.00	\$0.00	\$0.00	\$106,892.55	94.92%	\$5,724.45	\$10,689.26
	Install PVC Pipe	\$19,400.00	\$11,500.00	\$3,000.00	\$0.00	\$0.00	\$14,500.00	74.74%	\$4,900.00	\$1,450.00
	Install Trench Drain	\$1,649.00	\$0.00	\$1,649.00	\$0.00	\$0.00	\$1,649.00	100.00%	\$0.00	\$164.90
	Wall Penetrations	\$7,282.89	\$7,282.89	\$0.00	\$0.00	\$0.00	\$7,282.89	100.00%	\$0.00	\$728.29
	Chlorination	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00
	Mechanical Insulation	\$10,850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,850.00	\$0.00
	HVAC Piping	\$15,867.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$15,867.00	\$0.00
	PLUMBING									
	Underground	\$32,140.00	\$32,140.00	\$0.00	\$0.00	\$0.00	\$32,140.00	100.00%	\$0.00	\$3,214.00
	Rough-ins	\$41,326.00	\$0.00	\$20,618.00	\$0.00	\$0.00	\$20,618.00	49.89%	\$20,708.00	\$2,061.80
	Trim	\$18,369.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,369.00	\$0.00
	Plumbing Subtotal	\$91,835.00	\$32,140.00	\$20,618.00	\$0.00	\$0.00	\$52,758.00	57.45%	\$39,077.00	\$5,275.80
	DIVISION 16									
	Mobilization	\$68,632.00	\$6,863.20	\$0.00	\$0.00	\$0.00	\$6,863.20	10.00%	\$61,768.80	\$686.32
	Equipment Submittals	\$5,000.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	50.00%	\$2,500.00	\$250.00
	Installation Layout Drawings	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER: 9

Contractor's signed Certification is attached.

APPLICATION DATE: 4/30/2019

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 4/30/2019

Use Column I on Contracts where variable retainage for line items may apply.

JJH PROJECT NO.: 1354-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN DOR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	G/C (G/C)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)							
	Demo and Trailer Hook up	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%	\$0.00	\$500.00
	Furnish New VFDs	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$100,000.00	\$0.00
	Furnish New Generator and ATS	\$210,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$210,000.00	\$0.00
	Furnish New Switchgear	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$70,000.00	\$0.00
	ComEd Primary Stub out and Secondary	\$29,012.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$29,012.00	\$0.00
	Site Lighting	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$70,000.00	\$0.00
	Fiber Optic at C7 and Police Station	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$100,000.00	\$0.00
	Feeder Conduits	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$70,000.00	\$0.00
	Feeder Cable	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$100,000.00	\$0.00
	Branch Conduit - Power and Lighting	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$60,000.00	\$0.00
	Branch Conduit - Systems	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$40,000.00	\$0.00
	Branch Wire and Cable Power and Lighting	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$50,000.00	\$0.00
	Branch Wire and Cable -Systems	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$50,000.00	\$0.00
	Lighting in Building	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$50,000.00	\$0.00
	Install Switchgear and Power Panels, Transformer	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$20,000.00	\$0.00
	Install and Terminate Equipment - FBO	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$20,000.00	\$0.00
	Hook up Mechanical Equipment - FBO	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
	Install SCADA and Radio - FBO	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$30,000.00	\$0.00
	Install and Seal New Generator	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
	Install ATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00
	Fire Alarm System	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$30,000.00	\$0.00
	Communication System	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$20,000.00	\$0.00
	Access Control / Security	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$30,000.00	\$0.00
	Lighting Protection	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$30,000.00	\$0.00
	Grounding System	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$70,000.00	\$0.00
	Start up Commission	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
	Training	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00
	Electrical Subtotal	\$1,372,644.00	\$14,363.20	\$0.00	\$0.00	\$0.00	\$14,363.20	1.05%	\$1,358,280.80	\$1,436.32
INSTRUMENTATION										
	Common Work Results for Process Systems	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$500.00	\$0.00
	Commissioning of Process Systems	\$1,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,400.00	\$0.00
	Primary Process Measurement Devices - Labor	\$1,145.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,145.00	\$0.00
	Primary Process Measurement Devices - Material	\$25,630.00	\$25,630.00	\$0.00	\$0.00	\$0.00	\$25,630.00	100.00%	\$0.00	\$2,563.00

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 9

APPLICATION DATE: 4/30/2019

PERIOD TO: 4/30/2019

JH PROJECT NO.: 1354-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C - G)	I RETAINAGE 10% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)							
	Programmable Logic Process Controllers, Process Control Panels and Hardware, Control System Operational Description and Fiber Optic Cable System - Patch Panels - Labor	\$24,735.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$24,735.00	\$0.00
	Programmable Logic Process Controllers, Process Control Panels and Hardware, Control System Operational Description and Fiber Optic Cable System - Patch Panels - Material	\$58,050.00	\$58,050.00	\$0.00	\$0.00	\$0.00	\$58,050.00	100.00%	\$0.00	\$5,805.00
	Process Control Software & Reports, Graphic Screen Requirements and Process Control Alarm Requirements - Labor	\$28,376.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$28,376.00	\$0.00
	Process Control Software & Reports, Graphic Screen Requirements and Process Control Alarm Requirements - Material	\$14,904.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$14,904.00	\$0.00
	Radio Telemetry System - Labor	\$1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,900.00	\$0.00
	Radio Telemetry System - Material	\$33,360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$33,360.00	\$0.00
	<b>Instrumentation Subtotal</b>	<b>\$190,000.00</b>	<b>\$83,680.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$83,680.00</b>	<b>44.04%</b>	<b>\$106,320.00</b>	<b>\$8,368.00</b>
	JH OH&P	\$600,039.76	\$288,259.10	\$51,843.44	\$0.00	\$0.00	\$340,102.54	56.68%	\$259,937.22	\$34,010.24
	OCO1 - Addition of mechanical seals for pump station.	\$13,583.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$13,583.85	\$0.00
	OCO2 - Coned Transformer Pad Relocation and Primary Electrical Feeds	\$67,586.02	\$67,586.02	\$0.00	\$0.00	\$0.00	\$67,586.02	100.00%	\$0.00	\$6,758.60
	OCO3 - AIS Nuis and Bolts, Fire Door and Piping Mods	\$3,087.42	\$3,087.42	\$0.00	\$0.00	\$0.00	\$3,087.42	100.00%	\$0.00	\$308.74
	OCO4 - Waterproofing	\$23,718.40	\$0.00	\$23,718.40	\$0.00	\$0.00	\$23,718.40	100.00%	\$0.00	\$2,371.84
<b>Total</b>		<b>\$7,544,975.69</b>	<b>\$3,624,355.44</b>	<b>\$682,332.46</b>	<b>\$0.00</b>	<b>\$4,286,687.90</b>	<b>56.82%</b>	<b>\$3,258,287.79</b>	<b>\$428,658.79</b>	

The affiant William Marshala being first duly sworn, on oath deposes and says that affiant is Director of Operations of Joseph J. Henderson and Son, Inc. which has a contract with Morton Grove Niles Water Commission, of the project on the following described premises in said County to wit: Nagle Avenue Pump Station Contract 7 That, for the purpose of said contract, the following persons have been contracted with, and have, or are furnishing and preparing materials for, and we have done or are doing labor on said improvement. That there is due and to become due them, respectively, the amounts set opposite their names for materials or labor as stated. That this statement is a full, true and complete statement of all such persons, the amounts paid to each and the amounts due and to become due to each.

1	2	3	4	5	6	7	8	9	10	11	12
NAME AND ADDRESS OF CONTRACTORS	DESCRIPTION OF WORK	ADJUSTED TOTAL CONTRACT INCLUDING EXTRAS/CREDITS	RETENTION INCLUDING THIS APPLICATION	NET PREVIOUSLY PAID	NET AMOUNT OF THIS PAYMENT	BALANCE TO BECOME DUE (Include Retention)	PREVIOUS YEAR TO DATE GROSS	GROSS AMOUNT THIS REQUEST	TOTAL REQUEST TO DATE	AMOUNT LEFT TO BILL	PERCENT BILLED
Joseph J. Henderson & Son, Inc.	General Conditions and U/H Work	\$2,272,601.37	\$333,944.58	\$1,056,113.78	\$195,558.64	\$1,018,928.95	\$1,357,596.29	\$229,720.71	\$1,587,617.00	\$684,984.37	70%
Hayward Baker	Shoring and Underpinning	\$111,900.00	\$0.00	\$100,710.00	\$11,190.00	\$0.00	\$111,900.00	\$0.00	\$111,900.00	\$0.00	100%
Carerra Concrete Construction	Concrete Pavement	\$123,610.00	\$0.00	\$0.00	\$0.00	\$123,610.00	\$0.00	\$0.00	\$0.00	\$123,610.00	0%
Action Fence Contractors	Chain Line Fence	\$86,000.00	\$0.00	\$0.00	\$0.00	\$86,000.00	\$0.00	\$0.00	\$0.00	\$86,000.00	0%
Beary Landscaping	Landscaping	\$92,710.00	\$0.00	\$0.00	\$0.00	\$92,710.00	\$0.00	\$0.00	\$0.00	\$92,710.00	0%
Harris Rebar Rockford	Rebar Furnish	\$26,977.00	\$0.00	\$26,977.00	\$0.00	\$0.00	\$26,977.00	\$0.00	\$26,977.00	\$0.00	100%
Mayo Steel Erectors	Rebar Install	\$28,800.00	\$0.00	\$28,800.00	\$0.00	\$0.00	\$28,800.00	\$0.00	\$28,800.00	\$0.00	100%
Mid-States Concrete	Precast Concrete	\$121,000.00	\$10,621.40	\$0.00	\$95,592.60	\$25,407.40	\$0.00	\$106,214.00	\$106,214.00	\$0.00	88%
Able Masonry Development	Masonry	\$435,000.00	\$26,887.37	\$66,558.51	\$175,427.77	\$193,013.72	\$73,953.90	\$194,919.75	\$269,873.65	\$168,126.35	62%
North Chicago Iron Works	Structural Steel	\$164,580.00	\$16,022.00	\$144,198.00	\$0.00	\$20,682.00	\$160,220.00	\$0.00	\$160,220.00	\$4,660.00	97%
J. P. Larsen, Inc.	Fluid Applied Vapor Barrier	\$25,790.00	\$1,028.00	\$0.00	\$9,252.00	\$16,448.00	\$0.00	\$10,280.00	\$10,280.00	\$15,420.00	40%
Injection & Waterproofing	Landscaping	\$16,000.00	\$1,600.00	\$0.00	\$14,400.00	\$1,600.00	\$0.00	\$16,000.00	\$16,000.00	\$0.00	100%
Metalmaster Roofmaster	Roofing	\$61,350.00	\$0.00	\$0.00	\$0.00	\$61,350.00	\$0.00	\$0.00	\$0.00	\$61,350.00	0%
LaForce, Inc.	Hollow Metal	\$54,413.00	\$5,195.00	\$46,755.00	\$0.00	\$7,658.00	\$51,950.00	\$0.00	\$51,950.00	\$2,453.00	95%
Industrial Door Company, Inc.	Rolling Doors	\$17,785.00	\$0.00	\$0.00	\$0.00	\$17,785.00	\$0.00	\$0.00	\$0.00	\$17,785.00	0%
Nikolias Painting Contractors	Painting	\$140,610.00	\$0.00	\$0.00	\$0.00	\$140,610.00	\$0.00	\$0.00	\$0.00	\$140,610.00	0%
USEMCO, Inc.	Sewage Equipment	\$597,473.00	\$0.00	\$537,725.70	\$0.00	\$59,747.30	\$537,725.70	\$0.00	\$537,725.70	\$59,747.30	90%
Dryden Equipment, Inc.	Hypo Chlorination Equipment	\$41,200.00	\$4,120.00	\$37,080.00	\$0.00	\$4,120.00	\$41,200.00	\$0.00	\$41,200.00	\$0.00	100%
Watson Marlow, Inc	Hypo Chlorination Equipment	\$28,800.00	\$2,880.00	\$25,920.00	\$0.00	\$2,880.00	\$28,800.00	\$0.00	\$28,800.00	\$0.00	100%
American Grating, LLC	FRP Platform	\$37,578.00	\$2,059.70	\$0.00	\$18,597.30	\$18,980.70	\$0.00	\$20,597.00	\$20,597.00	\$16,979.00	53%
Walite Equipment Co., LLC	Bridge Cranes	\$52,990.00	\$4,232.00	\$0.00	\$38,068.00	\$14,812.00	\$0.00	\$42,320.00	\$42,320.00	\$10,560.00	80%
Valade Heating & Cooling, Inc.	HVAC	\$124,300.00	\$2,444.12	\$21,997.03	\$0.00	\$102,302.97	\$24,441.15	\$0.00	\$24,441.15	\$99,858.85	20%
Everest Energy & Control	Temperature Controls	\$37,576.00	\$250.00	\$2,250.00	\$0.00	\$35,326.00	\$2,500.00	\$0.00	\$2,500.00	\$35,076.00	7%
Kroeschell, Inc.	Electrical	\$1,382,644.00	\$1,436.32	\$12,926.88	\$0.00	\$1,369,717.12	\$14,363.20	\$0.00	\$14,363.20	\$1,368,280.80	1%
Automatic Control Services	Instrumentation	\$190,000.00	\$8,368.00	\$75,312.00	\$0.00	\$114,688.00	\$83,680.00	\$0.00	\$83,680.00	\$106,320.00	44%

1	2	3	4	5	6	7	8	9	10	11	12
NAME AND ADDRESS OF CONTRACTORS	DESCRIPTION OF WORK	ADJUSTED TOTAL CONTRACT INCLUDING EXTRAS/RETEN TS	RETENTION INCLUDING THIS APPLICATION	NET PREVIOUSLY PAID	NET AMOUNT OF THIS PAYMENT	BALANCE TO BECOME DUE (Include Retention)	PREVIOUS YEAR TO DATE GROSS	GROSS AMOUNT THIS REQUEST	TOTAL REQUEST TO DATE	AMOUNT LEFT TO BILL	PERCENT BILLED
Maddock Industries	Cell Cast Disks and Link Seals	\$7,582.89	\$0.00	\$7,582.89	\$0.00	\$0.00	\$7,582.89	\$0.00	\$7,582.89	\$0.00	100%
Core and Main	DIP Pipe and Fittings	\$904,443.35	\$0.00	\$799,334.23	\$0.00	\$105,109.12	\$799,334.23	\$0.00	\$799,334.23	\$105,109.12	88%
Core and Main	Valves	\$217,213.00	\$0.00	\$210,438.00	\$0.00	\$6,775.00	\$210,438.00	\$0.00	\$210,438.00	\$6,775.00	97%
Technical Threads	DIP Pipe and Fittings	\$29,071.08	\$0.00	\$29,071.08	\$0.00	\$0.00	\$29,071.08	\$0.00	\$29,071.08	\$0.00	100%
Tennessee Metal Fabricating	Fabricated Steel Header	\$21,663.00	\$2,166.30	\$0.00	\$19,496.70	\$2,166.30	\$0.00	\$21,663.00	\$21,663.00	\$0.00	100%
Capitol Plumbing	Plumbing	\$93,217.00	\$5,414.00	\$30,169.80	\$18,556.20	\$44,491.00	\$33,522.00	\$20,618.00	\$54,140.00	\$39,077.00	58%
ORIGINAL CONTRACT TOTALS		\$7,544,975.69	\$428,668.79	\$3,261,919.90	\$596,099.21	\$3,686,356.56	\$3,624,355.44	\$562,332.46	\$4,286,687.90	\$3,258,287.79	57%

AMOUNT OF ORIGINAL CONTRACT	WORK COMPLETED TO DATE
\$7,437,000.00	LESS AMOUNT RETAINED
EXTRAS TO CONTRACT	\$107,975.69
TOTAL CONTRACT AND EXTRAS	MATERIAL STORED
\$7,544,975.69	NET AMOUNT EARNED
CREDITS TO CONTRACT	\$0.00
ADJUSTED TOTAL CONTRACT	NET PREVIOUSLY PAID
\$7,544,975.69	AMOUNT DUE THIS PAYMENT
	AMOUNT TO COMPLETE (INC RETENTION)
	\$3,686,356.56

It is understood that the total amount paid to date plus the amount requested in this application shall not exceed 90% of the cost of work completed to date.  
I agree to furnish Waivers of Lien for all materials under my contract when demanded.

SUBSCRIBED AND SWORN to before me this 30<sup>th</sup> day of April, 2019.  
*Christine A. Tate*  
NOTARY PUBLIC

JOSEPH J. HENDERSON & SON, INC.  
*William Marshall*  
William Marshall, Director of Operations



PARTIAL WAIVER OF LIEN

STATE OF ILLINOIS)
COUNTY OF LAKE ) SS

GTY#
LOAN #
SUBCONTRACT OR P.O. #

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Morton Grove-Niles Water Commission to furnish General Contractor for the premises known as Contract 7-MGNWC Nagle Ave. Pump Station of which Morton Grove-Niles Water Commission is the Owner.

THE undersigned for and in consideration of Five Hundred Ninety Six Thousand Ninety Nine Dollars and 21/100 \$596,099.21 Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanic's liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of labor services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-described premises.

Given under my hand and seal this 30 day of April, 2019

Signature and Seal William Marshall

NOTE All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself as partner.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS)
COUNTY OF LAKE ) SS
TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn deposes and says that he is William Marshall, Director of Operations of the Joseph J. Henderson & Son, Inc. who is the contractor for the Contract 7-MGNWC Nagle Ave. Pump Station work on the building located at 7900 Nagle Ave Morton Grove, IL 60053 owned by Morton Grove-Niles Water Commission

That the total amount of the contract including extras is \$ 7,544,975.69 on which he has received payment of \$3,261,919.90 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have furnished material or labor, or both for said work and all parties having contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

Table with 6 columns: NAMES, WHAT FOR, CONTRACT PRICE, AMOUNT PAID, THIS PAYMENT, BALANCE DUE. Includes entry for JOSEPH J HENDERSON & SON, INC and a TOTAL LABOR AND MATERIAL TO COMPLETE row.

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Signed this 30 day of April, 2019

Signature: William Marshall

Subscribed and sworn to before me this

30 day of April, 2019



Christine A. Tate
Notary Signature & Seal

**JOSEPH J. HENDERSON & SON, INC.**

4288 Old Grand Avenue  
 Gurnee, IL 60031  
 847/244-3222  
 847/244-9572 FAX

**LETTER OF TRANSMITTAL**

TO: Stanley Consultants, Inc.  
8501 West Higgins Road, Suite 730  
Chicago, IL 60631-2801

Date:	5/6/2019	Job No.:	1354-00
Attention:	Kirk Hipps		
Re:	Contract 7-MGNWC Nagle Ave. Pump Station		
	7900 Nagle Ave.		
	Morton Grove, IL 60053		

WE ARE SENDING YOU  Attached  Under separate cover via \_\_\_\_\_ the following items:

Shop Drawings     Prints     Plans     Samples     Specifications

Copy of Letter     Change Order     \_\_\_\_\_

COPIES	DATE	NO.	DESCRIPTION
1	4/30/2019	15234	JJH Invoice in the amount of \$596,099.21
1	4/30/2019	9	G702 and G703
1	4/30/2019	9	Sworn Statement
1	4/30/2019	9	JJH Partial Waiver of Lien

THESE ARE TRANSMITTED as checked below:

For approval     Approved as submitted     Resubmit \_\_\_\_\_ copies for approval

For your use     Approved as noted     Submit \_\_\_\_\_ copies for distribution

As requested     Returned for corrections     Return \_\_\_\_\_ corrected prints

For review and comment     \_\_\_\_\_

FOR BIDS DUE \_\_\_\_\_ 20 \_\_\_\_\_  PRINTS RETURNED AFTER LOAN TO US

REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

COPY TO: \_\_\_\_\_

SIGNED Christine Tate, Project Accountant

*If enclosures are not as noted, kindly notify us at once*



**INVOICE**

**15234**

Date: April 30, 2019  
Job: 1354-00  
Customer: 10-MGNWC

Joseph J. Henderson & Son, Inc.  
4288 Old Grand Avenue  
Gurnee, IL 60031  
(847) 244-3222



Morton Grove-Niles Water Commission  
6101 Capulina Avenue  
Morton Grove, IL 60053

Contract 7-MGNWC Nagle Ave. Pump Station  
7900 Nagle Ave.  
Morton Grove, IL 60053

Original Contract	\$7,437,000.00
Approved Change Order	\$107,975.69
Current Contract	<u>\$7,544,975.69</u>
Work Completed to Date	\$4,286,687.90
Less Retentions	\$428,668.79
Net Completed to Date	<u>\$3,858,019.11</u>
Less Net Previously Billed	\$3,261,919.90
Net Due This Invoice	\$596,099.21
Balance to Complete	\$3,686,956.58

**AMOUNT NOW DUE**

**\$596,099.21**

**THANK YOU FOR YOUR BUSINESS !**



April 22, 2019

Subject: Invoice 22 for Water Transmission Main & Facilities Design  
Morton Grove – Niles Water Commission (MGNWC)

Dear MGNWC Operations Team:

Attached is the submittal of Invoice 22 for this contract. The hourly charges and invoice amounts for each package are summarized on attached spreadsheet to show how work by every firm of the Stanley Team links to the contract deliverables. The hours and fee amounts shown are provided for comparison with Contract Group Exhibit “B” Projected Labor and Budget spreadsheet dated June 30, 2017. The Exhibit “B” spreadsheet was prepared to determine the overall not-to-exceed project budget of \$4,459,313. The actual costs and hours for individual line items will vary from the values shown. Supplemental Agreement (SA) #s 1, 2, 3, 4 and 5 in the total amount of \$1,667,803 have been approved for a revised billing limit of \$6,127,116 and remaining balance of \$177,597.

Please note the following:

1. Invoices 1 to 20 have all been paid in full. Refer to attached Table 1 Invoice Log for a summary of invoicing, payments received and applied credits.
2. Table 2 includes a budget breakdown for SA #5.

Please direct questions and comments on invoices to me at 563.264.6453 or GustafsonShawn@StanleyGroup.com.

Sincerely,

Stanley Consultants, Inc.

A handwritten signature in blue ink that reads 'Shawn D. Gustafson'.

Shawn D. Gustafson, PE PMP  
Senior Project Manager



April 22, 2019  
 Project No: 27793.01.00  
 Invoice No: 0213773

Morton Grove-Niles Water Commission  
 Village of Niles Village Hall  
 1000 Civic Center Drive  
 Niles, IL 60714

<b>Invoice Total</b>	<b>\$ 20,810.19</b>
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Attention: Accounts Payable  
 For: MGNWC Transmission Main & Facilities Design

**Professional Services Through March 30, 2019**

Task	Task Name	Deliverable	Total Hours		Total Fee		Hourly Fee	Invoice Hours	Employee Total	Deliverable Total
			Name	Position						
M.1	General Expenses (Stanley)				\$	12,419				
EXP	Travel Expense (Agency Visits), Mailing,		40 Miles @ \$0.58						0%	\$ 23.20
A	Project Mgmt. Admin & Assistance (Stanley)		4,254.0		\$	718,073				
01A	Deliverable MTGS1 - Meetings		299.0		\$	49,516				
01A	Deliverable PA001 - Project Assistance		868.0		\$	133,019				
01A	Deliverable PM001 - Project Mgmt		1,237.0		\$	207,788				
	Project Management, Project Cost and Schedule Control.		Gustafson, Shawn		Project Manager	\$ 69.23	7.0	\$ 484.61		
					3.15 times	0%		1%	\$ 1,526.52	
01A	Deliverable PRMT1 - Permit Mgmt		219.0		\$	36,120				
	Deliverable PKG2A - Project Mgmt & Assistance		1,631.0		\$	291,630				
	Design Services During Construction		Kennedy, Jean		Admin Assistant	\$ 26.58	3.0	\$ 79.74		
			Thomas, Lawrence		Project Manager	\$ 78.34	18.5	\$ 1,449.29		
					3.15 times	1%	21.5	2%	\$ 4,816.44	
F	Intermediate Pump Station, Contract 6		2,203.0		\$	324,253				
	Deliverable PKG1F - Contract 6 Design		1,797.0		\$	258,038				
	Deliverable PKG2F - Contract 6 DSDC		406.0		\$	66,215				
01F	Intermediate Pump Station	Design Services During Construction								
					3.15 times	0%	0.0	0%	\$ -	
G	Nagle Avenue Pump Station, Contract 7		2,883.0		\$	430,062				
	Deliverable PKG1G - Contract 7 Design		2,355.0		\$	343,574				
	Deliverable PKG2G - Contract 7 DSDC		528.0		\$	86,488				
01G	Nagle Ave Pump Station	Design Services During Construction	Bovenkamp, Jon		Lead Mech Engineer	\$ 58.15	1.0	\$ 58.15		
					3.15 times	0%	1.0	0%	\$ 183.17	
H	MGNWC Standpipe, Contract 8		834.0		\$	133,384				
	Deliverable PKG1H - Contract 8 Design		396.0		\$	57,392				
	Deliverable PKG2H - Contract 8 DSDC		438.0		\$	75,992				
01H	Standpipe	Design Services During Construction								
					3.15 times	0%	0.0	0%	\$ -	
I	General Civil Design		1,354.0		\$	179,598				
	Deliverable FOPT1 - Contract 9 DSDC		157.0		\$	26,708				
J	Materials Procurement, Contract 5		324.0		\$	39,824				
01J	PKG1J	Design				3.15 times	0%	0.0	0%	\$ -
K	Project Bidding		304.0		\$	47,450				
01K	PKG1K	Design				3.15 times	0%	0.0	0%	\$ -
L	Public Information Program		144.0		\$	13,904				
01L	PKG1L	Design				3.15 times	0%	0.0	0%	\$ -
N	Nagle Avenue SW Detention & 20" WM		28.0		\$	4,860				
01N	PKG1N	Design				3.15 times	0%	0.0	0%	\$ -
	Subtotal (Stanley)		12,485.0		\$	1,930,535		22.50	0%	\$ 6,549.33

Subconsultants		Total Hours	Total Fee	Invoice Hours		Invoice Amount
<b>B</b>	<b>East 30" Transmission Main Package - Applied Technologies</b>	6,513.0	\$ 881,827			
	Contract 1 Design	5,213.0	\$ 709,453			
	Contract 1 DSDC	1,300.0	\$ 172,374			
SUB1A	Design Services During Construction			6%	73.5	5% \$ 7,991.41
<b>C</b>	<b>West 30" Transmission Main Package - Ciorba</b>	5,445.0	\$ 711,441			
	Contract 2 Design	4,787.0	\$ 619,697			
	Contract 2 DSDC	658.0	\$ 91,744			
SUB2A	Design Services During Construction			0%		0%
<b>D</b>	<b>20" Transmission Main Package - Strand</b>	7,106.0	\$ 997,937			
	Contract 3 Design	5,577.0	\$ 785,194			
	Contract 3 DSDC	1,529.0	\$ 212,744			
SUB3A	Design Services During Construction			3%	49.25	3% \$ 5,741.09
<b>E</b>	<b>Existing 20" Transmission Main Maintenance - Robinson</b>	2,500.0	\$ 378,870			
	Contract 4 Design	1,958.0	\$ 300,254			
	Contract 4 DSDC	542.0	\$ 78,616			
SUB4A	Design Services During Construction			0%	0.0	0% \$ -
M.2	Survey and Geotechnical Expenses - Robinson		\$ 730,605			
M.4	Easement Identification & Acquisitions Assistance - Robinson		\$ 131,275			
<b>F &amp; G</b>	<b>Pump Stations - Knight</b>	2,412.0	\$ 278,088			
	Contract 6 & 7 Design	1,626.0	\$ 181,680			
	Contract 6 & 7 DSDC	786.0	\$ 96,408			
SUB5A	Design Services During Construction			1%	5.0	1% \$ 528.36
M.5	Land Acquisition Expenses - Santacruz		\$ 77,188			
M.3	Corrosion Survey Expenses - Corpro		\$ 8,600			
M.7	Radio Study Expenses - TCIC		\$ 750			
<b>Subtotal (Subconsultants)</b>		<b>23,976.0</b>	<b>\$ 4,196,581</b>	<b>1%</b>	<b>127.75</b>	<b>0% \$ 14,260.86</b>
<b>Project Totals</b>		<b>36,461.0</b>	<b>\$ 6,127,116</b>	<b>0%</b>	<b>150.25</b>	<b>0% \$ 20,810.19</b>

Billing Limits	Current	Prior	To-Date	
Total Billings	\$ 20,810.19	\$ 5,928,709.21	\$ 5,949,519.40	97%
Limit			\$ 4,459,313.00	
Supplemental Agreement No. 1			\$ 84,370.00	
Supplemental Agreement No. 2			\$ 210,402.00	
Supplemental Agreement No. 3			\$ 300,734.00	
Supplemental Agreement No. 4			\$ 794,715.00	
Supplemental Agreement No. 5			\$ 277,582.00	
Revised Limit			\$ 6,127,116.00	
Remaining			\$ 177,596.60	
			<b>TOTAL THIS INVOICE</b>	<b>\$ 20,810.19</b>



April 22, 2019  
 Project No: 27793.01.00  
 Invoice No. 0213773

**Invoice #22 General Expenses Summary**

**Professional Services Through March 30, 2019**

Task	Description	Quantity	\$/Unit	Total
<b>M.1</b>	<b>General Expenses (Stanley)</b>			
7-Feb	Mileage, L. Thomas	10	\$0.58	\$ 5.80
21-Feb	Mileage, L. Thomas	10	\$0.58	\$ 5.80
28-Feb	Mileage, L. Thomas	10	\$0.58	\$ 5.80
6-Mar	Mileage, L. Thomas	10	\$0.58	\$ 5.80
<b>EXP</b>			<b>Deliverable Total</b>	<b>\$ 23.20</b>



April 22, 2019

Project No:

27793.01.00

**Job-to-Date Invoice Summary**

Professional Services Through March 30, 2019

Task	Task Name	Deliverable	Total Hours	Total Fee	% Hours	JTD Hours	% Fee	JTD Fee
M.1	General Expenses (Stanley)			\$ 12,419		Quantity	\$/Unit	
EXP							85%	\$ 10,505.06
<b>A</b>	<b>Project Mgmt. Admin &amp; Assistance (Stanley)</b>		<b>4,254.0</b>	<b>\$ 718,073</b>				
01A	Revenue Adjustment							
	Invoice 1 Rates Credit (Stanley)							\$ (24,943.54)
01A	Deliverable MTGS1 - Meetings		299.0	\$ 49,516				
					134%	400.5	134%	\$ 66,345.83
01A	Deliverable PA001 - Project Assistance		868.0	\$ 133,019				
					142%	1,229.5	115%	\$ 152,316.44
01A	Deliverable PM001 - Project Mgmt		1,237.0	\$ 207,788				
					80%	986.5	94%	\$ 195,944.53
01A	Deliverable PRMT1 - Permit Mgmt		219.0	\$ 36,120				
					120%	263.5	81%	\$ 29,107.69
	Deliverable PKG2A - Project Mgmt & Assistance		1,631.0	\$ 291,630				
01A					72%	1,169.5	61%	\$ 178,318.51
<b>F</b>	<b>Intermediate Pump Station, Contract 6</b>		<b>2,203.0</b>	<b>\$ 324,253</b>				
	Deliverable PKG1F - Contract 6 Design		1,797.0	\$ 258,038				
01F					131%	2,352.5	119%	\$ 307,318.69
	Deliverable PKG2F - Contract 6 DSDC		406.0	\$ 66,215				
01F					58%	234.0	49%	\$ 32,305.85
<b>G</b>	<b>Nagle Avenue Pump Station, Contract 7</b>		<b>2,883.0</b>	<b>\$ 430,062</b>				
	Deliverable PKG1G - Contract 7 Design		2,355.0	\$ 343,574				
01G					122%	2,868.5	108%	\$ 370,436.63
	Deliverable PKG2G - Contract 7 DSDC		528.0	\$ 86,488				
01G					106%	560.0	89%	\$ 76,941.68
<b>H</b>	<b>MGNWC Standpipe, Contract 8</b>		<b>834.0</b>	<b>\$ 133,384</b>				
	Deliverable PKG1H - Contract 8 Design		396.0	\$ 57,392				
01H					116%	458.0	108%	\$ 61,895.08
	Deliverable PKG2H - Contract 8 DSDC		438.0	\$ 75,992				
01H					28%	123.5	26%	\$ 19,972.22
<b>I</b>	<b>General Civil Design</b>		<b>1,354.0</b>	<b>\$ 179,598</b>				
01I					103%	1,390.5	101%	\$ 180,733.63
	Deliverable PKG2I - Contract 9 DSDC		157.0	\$ 26,708				
01I					12%	19.5	8%	\$ 2,127.10
<b>J</b>	<b>Materials Procurement, Contract 5</b>		<b>324.0</b>	<b>\$ 39,824</b>				
01J					36%	117.5	44%	\$ 17,678.24
<b>K</b>	<b>Project Bidding</b>		<b>304.0</b>	<b>\$ 47,450</b>				
01K					373%	1,133.5	265%	\$ 125,769.93
<b>L</b>	<b>Public Information Program</b>		<b>144.0</b>	<b>\$ 13,904</b>				
01L					34%	49.0	35%	\$ 4,860.45
<b>N</b>	<b>Nagle Avenue SW Detention &amp; 20" WM</b>		<b>28.0</b>	<b>\$ 4,860</b>				
01N					148%	41.5	106%	\$ 5,168.11
	<b>Subtotal (Stanley)</b>		<b>12,485.0</b>	<b>\$ 1,930,535</b>				
					<b>107%</b>	<b>13,397.5</b>	<b>94%</b>	<b>\$ 1,812,802.13</b>

### Job-to-Date Invoice Summary

Professional Services Through March 30, 2019

Subconsultants		Total Hours	Total Fee/	JTD	% Fee	JTD Fee
<b>B</b>	<b>East 30" Transmission Main Package - Applied Technologies</b>	<b>6,513.0</b>	<b>\$ 881,827</b>			
	<b>Contract 1 Design</b>	<b>5,213.0</b>	<b>\$ 709,453</b>			
SUB01	East Segment 30" Transmission Main, Contract 1		105%	5,468.0	100%	\$ 709,452.86
	<b>Contract 1 DSDC</b>	<b>1,300.0</b>	<b>\$ 172,374</b>			
SUB1A	Design Services During Construction		65%	849.0	59%	\$ 101,401.76
<b>C</b>	<b>West 30" Transmission Main Package - Ciorba</b>	<b>5,445.0</b>	<b>\$ 711,441</b>			
	<b>Contract 2 Design</b>	<b>4,787.0</b>	<b>\$ 619,697</b>			
SUB02	West Segment 30" Transmission Main, Contract 2		106%	5,076.0	100%	\$ 619,697.35
	<b>Contract 2 DSDC</b>	<b>658.0</b>	<b>\$ 91,744</b>			
SUB2A	Design Services During Construction		48%	319.0	49%	\$ 45,298.36
<b>D</b>	<b>20" Transmission Main Package - Strand</b>	<b>7,106.0</b>	<b>\$ 997,937</b>			
	<b>Contract 3 Design</b>	<b>5,577.0</b>	<b>\$ 785,194</b>			
SUB03	20" Transmission Main, Contract 3		106%	5,920.0	100%	\$ 785,193.35
	<b>Contract 3 DSDC</b>	<b>1,529.0</b>	<b>\$ 212,744</b>			
SUB3A	Design Services During Construction		114%	1,743.0	112%	\$ 237,324.05
<b>E</b>	<b>Existing 20" Transmission Main Maintenance - Robinson</b>	<b>2,500.0</b>	<b>\$ 378,870</b>			
	<b>Contract 4 Design</b>	<b>1,958.0</b>	<b>\$ 291,496</b>			
SUB04	Existing 20" Transmission Main Maintenance, Contract 4		105%	2,048.5	100%	\$ 291,496.00
	<b>Contract 4 DSDC</b>	<b>542.0</b>	<b>\$ 87,374</b>			
SUB4A	Design Services During Construction		50%	269.3	59%	\$ 51,183.45
<b>M.2</b>	<b>Survey and Geotechnical Expenses - Robinson</b>		<b>\$ 730,605</b>			
SUB04	Survey and Geotechnical Expenses (Robinson)				100%	\$ 730,605.20
<b>M.4</b>	<b>Easement Identification &amp; Acquisitions Assistance - Robinson</b>		<b>\$ 131,275</b>			
SUB04	Easement Identification & Acquisitions Expenses				100%	\$ 131,275.00
<b>F &amp; G</b>	<b>Pump Stations - Knight</b>	<b>2,412.0</b>	<b>\$ 278,088</b>			
	<b>Contracts 6 &amp; 7 Design</b>	<b>1,626.0</b>	<b>\$ 181,680</b>			
SUB05	Pump Stations, Contracts 6 and 7		89%	1,452.5	100%	\$ 181,680.38
	<b>Contracts 6 &amp; 7 DSDC</b>	<b>786.0</b>	<b>\$ 96,408</b>			
SUB5A	Design Services During Construction		177%	1,388.0	172%	\$ 165,572.01
<b>M.6</b>	<b>Environmental Services - Knight</b>		<b>\$ -</b>			
SUB05	Environmental Service Expenses					\$ -
<b>M.5</b>	<b>Land Acquisition Expenses - Santacruz</b>		<b>\$ 77,188</b>			
SUB06	Land Acquisition Expenses				100%	\$ 77,187.50
<b>M.3</b>	<b>Corrosion Survey Expenses - Corrpro</b>		<b>\$ 8,600</b>			
SUB07	Corrosion Survey Expenses				100%	\$ 8,600.00
<b>M.7</b>	<b>Radio Study Expenses - TCIC</b>		<b>\$ 750</b>			
SUB08	Radio Study Expenses				100%	\$ 750.00
<b>Subtotal (Subconsultants)</b>		<b>23,976.0</b>	<b>\$ 4,196,581</b>			
			<b>102%</b>	<b>24,533.25</b>	<b>99%</b>	<b>\$ 4,136,717.27</b>
<b>Project Totals</b>		<b>36,461.0</b>	<b>\$ 6,127,116</b>			
			<b>104%</b>	<b>37,930.75</b>	<b>97%</b>	<b>\$ 5,949,519.40</b>

### Job-to-Date Invoice Summary

Professional Services Through March 30, 2019

Agreement	Fee	Hours	Invoice	Amount
Base Contract	\$ 4,459,313	4,246.00	1	\$ 779,002.95
SA #1	\$ 84,370	2,293.50	2	\$ 584,899.18
SA #2	\$ 210,402	7,778.75	3	\$ 1,121,406.80
SA #3	\$ 300,734	5,405.75	4	\$ 793,901.99
SA #4	\$ 794,715	4,735.00	5	\$ 625,638.08
SA #5	\$ 277,582	1,334.50	6	\$ 169,757.57
		1,098.25	7	\$ 208,538.53
		1,885.00	8	\$ 251,052.54
		1,386.75	9	\$ 186,866.89
		1,269.00	10	\$ 160,493.71
		1,229.00	11	\$ 170,895.07
		789.00	12	\$ 101,526.44
		394.25	13	\$ 195,584.42
		573.00	14	\$ 78,672.48
		331.25	15	\$ 56,243.39
		289.50	16	\$ 48,565.03
		438.75	17	\$ 68,526.52
		1,443.00	18	\$ 182,275.98
		378.00	19	\$ 69,596.90
		197.25	20	\$ 32,408.23
		285.00	21	\$ 42,856.51
		150.25	22	\$ 20,810.19
Limit	\$ 6,127,116	37,930.75		\$ 5,949,519.40
Balance				\$ 177,596.60



TABLE 1 - INVOICE LOG

MGNWC Transmission Main & Facilities Project

#	Invoice No.	Total Amount	Credit Applied	Invoice Total	Reporting Period End	Invoice Date	Amount Paid	Payment Date	Balance Due	SA Amount	NTE Amount	NTE Balance	Notes
1	0197803	\$ 779,002.95	\$ -	\$ 779,002.95	07/22/17	08/01/17	\$ 779,002.95	09/13/17	\$ -	\$ -	\$ 4,459,313	\$ 3,680,310	
2	0198546	\$ 584,899.18	\$ -	\$ 584,899.18	07/29/17	09/01/17	\$ 584,899.18	10/19/17	\$ -	\$ -	\$ 4,459,313	\$ 3,095,411	
3	0198700	\$ 1,121,406.80	\$ -	\$ 1,121,406.80	09/02/17	09/13/17	\$ 1,223,802.48	12/01/17	\$ (102,395.68)	\$ -	\$ 4,459,313	\$ 1,974,004	Overpayment
4	0199609	\$ 793,901.99	\$ -	\$ 793,901.99	09/30/17	10/12/17	\$ 793,901.99	12/01/17	\$ -	\$ -	\$ 4,459,313	\$ 1,180,102	
5	0200609	\$ 625,638.08	\$ -	\$ 625,638.08	10/28/17	11/20/17	\$ 84,370.00	01/04/18	\$ (15,902.57)	\$ -	\$ 4,459,313	\$ 554,464	SA #1 advance Includes SA #2 advance
6	0201157	\$ 169,757.57	\$ -	\$ 169,757.57	12/02/17	12/14/17	\$ 169,757.57	02/06/18	\$ -	\$ 84,370	\$ 4,543,683	\$ 469,076	
7	0202063	\$ 208,538.53	\$ (108,184.29)	\$ 100,354.24	12/30/17	01/17/18	\$ 109,111.86	02/06/18	\$ 99,426.67	\$ -	\$ 4,543,683	\$ 260,538	
8	0203247	\$ 251,052.54	\$ (18,871.58)	\$ 232,180.96	01/27/18	02/28/18	\$ 232,180.96	05/07/18	\$ 18,871.58	\$ 511,136	\$ 5,054,819	\$ 520,621	
9	0204239	\$ 186,866.89	\$ -	\$ 186,866.89	03/03/18	04/04/18	\$ 186,866.89	05/31/18	\$ -	\$ 794,715	\$ 5,849,534	\$ 1,128,469	
10	0204783	\$ 160,493.71	\$ -	\$ 160,493.71	03/31/18	04/27/18	\$ 160,493.71	05/31/18	\$ -	\$ -	\$ 5,849,534	\$ 967,976	
11	0205630	\$ 170,895.07	\$ -	\$ 170,895.07	04/28/18	05/25/18	\$ 170,895.07	06/29/18	\$ -	\$ -	\$ 5,849,534	\$ 797,081	
12	0206535	\$ 101,526.44	\$ -	\$ 101,526.44	06/02/18	06/29/18	\$ 101,526.44	08/02/18	\$ -	\$ -	\$ 5,849,534	\$ 695,554	
13	0207145	\$ 195,584.42	\$ -	\$ 195,584.42	06/30/18	07/26/18	\$ 195,584.42	08/28/18	\$ -	\$ -	\$ 5,849,534	\$ 499,970	
14	0207850	\$ 78,672.48	\$ -	\$ 78,672.48	07/28/18	08/28/18	\$ 78,672.48	10/05/18	\$ -	\$ -	\$ 5,849,534	\$ 421,297	
15	0208441	\$ 56,243.39	\$ -	\$ 56,243.39	09/01/18	09/25/18	\$ 56,243.39	10/30/18	\$ -	\$ -	\$ 5,849,534	\$ 365,054	
16	0209405	\$ 48,565.03	\$ -	\$ 48,565.03	09/29/18	10/24/18	\$ 48,565.03	12/03/18	\$ -	\$ -	\$ 5,849,534	\$ 316,489	
17	0210099	\$ 68,526.52	\$ -	\$ 68,526.52	10/27/18	11/27/18	\$ 68,526.52	01/21/19	\$ -	\$ 277,582	\$ 6,127,116	\$ 525,544	
18	0210822	\$ 182,275.98	\$ -	\$ 182,275.98	12/01/18	12/20/18	\$ 182,275.98	01/30/19	\$ -	\$ -	\$ 6,127,116	\$ 343,268	
19	0211720	\$ 69,596.90	\$ (20.00)	\$ 69,576.90	12/29/18	01/24/19	\$ 69,576.90	03/14/19	\$ -	\$ -	\$ 6,127,116	\$ 273,672	
20	0212509	\$ 32,408.23	\$ -	\$ 32,408.23	01/26/19	02/26/19	\$ 32,408.23	04/16/19	\$ -	\$ -	\$ 6,127,116	\$ 241,263	
21	0213199	\$ 42,856.51	\$ -	\$ 42,856.51	03/02/19	03/27/19	\$ -		\$ 42,856.51	\$ -	\$ 6,127,116	\$ 198,407	
22	0213773	\$ 20,810.19	\$ -	\$ 20,810.19	03/30/19	04/22/19	\$ -		\$ 20,810.19	\$ -	\$ 6,127,116	\$ 177,597	
<b>TOTALS</b>		<b>\$ 5,949,519.40</b>	<b>\$ (127,075.87)</b>	<b>\$ 5,822,443.53</b>			<b>\$ 5,885,852.70</b>		<b>\$ 63,666.70</b>	<b>\$ 1,667,803</b>	<b>\$ 6,127,116</b>	<b>\$ 177,597</b>	

97%

96%

**TABLE 2 - BUDGET BREAKDOWN**

**Supplemental Agreement No. 5**

Close and Transfer:

1. Close SUB-SUB01 ATI and transfer remaining amount of \$1,112.14 to SUB1A.
2. Close SUB-SUB02 Ciorba and transfer remaining amount of \$6,294.65 to SUB2A.
3. Close SUB-SUB03 Strand and transfer remaining amount of \$1,343.65 to SUB3A.
4. Close SUB-SUB04 Robinson and transfer remaining amount of \$66,759.80 - \$8,757.62 = \$58,002.18 to SUB4A.
5. Close SUB-SUB05 Knight and transfer \$25,307.60 to SUB5A and \$40,410.00 to 01A-PKG2A.

SA #5 Adjustment:

	Hours	Fee	New Limit	JTD	Remaining	ETC	Variance
1. SUB-SUB1A ATI: Add \$71,872 for new limit of \$172,374.	528	\$ 71,872	\$ 172,374	\$ 101,401	\$ 70,973	\$ 4,200	\$ 66,773
2. SUB-SUB2A Ciorba: Subtract \$13,651 for new limit of \$91,744.	-105	\$ (13,651)	\$ 91,744	\$ 45,298	\$ 46,446	\$ 22,900	\$ 23,546
3. SUB-SUB3A Strand: Add \$109,400 for new limit of \$212,744.	777	\$ 109,400	\$ 212,744	\$ 237,324	\$ (24,580)	\$ 31,600	\$ (56,180)
4. SUB-SUB4A Robinson: Subtract \$46,498 for new limit of \$93,489.	-288	\$ (46,498)	\$ 93,489	\$ 60,303	\$ 33,186	\$ 15,000	\$ 18,186
5. SUB-SUB5A Knight: Add \$0 for limit of \$96,408.	0	\$ -	\$ 96,408	\$ 165,572	\$ (69,164)	\$ 10,000	\$ (79,164)
6. Add \$152,890 to 01A-PKG2A	855	\$ 152,890	\$ 234,608	\$ 115,786	\$ 118,822	\$ 65,700	\$ 53,122
Add \$3,569 to EXP-EXPNS from \$8,850 to \$12,419	0	\$ 3,569	\$ 12,419	\$ 10,505	\$ 1,914	\$ 1,914	\$ -
					<b>\$ 177,597</b>	<b>\$ 151,314</b>	<b>\$ 26,283</b>

**1,767 \$ 277,582**

**Total Supplemental Agreement No. 5**



**LOCAL AGENCY COST PLUS FIXED FEE  
INVOICE**

Date: 05/01/19 Invoice No. 14  
Work Order No. 1

To: Morton Grove-Niles Water Commission  
Village of Niles Village Hall  
1000 Civic Center Drive  
Niles, IL 60714  
Attn:

From: Stanley Consultants, Inc.  
Firm Address: 8501 W. Higgins Road  
Suite 730  
Chicago, IL 60631

Local Agency Section Job Phase	<u>Morton Grove-Niles Water Commission</u> <u>Water Transmission Facilities Project</u> <u>III</u>	Project County Route	<u>Cook</u>	Consultant's Job Number  28218.01.00 - 0213764
For Professional Services performed as set forth in the Agreement dated: _____ & Supplemental Agreement(s) dated: _____				

	From: <u>03/03/19</u>		To: <u>03/30/19</u>	
	This Invoice	Previously Invoiced	Earned to Date	Max allowable
1) Invoice Period				
2) Maximum Payable				\$8,491,857.50
3) Direct Salaries - Office Work	\$12,207.24	\$215,585.24	\$227,792.48	\$710,684.38
4) Direct Salaries - Field Work	\$22,102.64	\$271,622.15	\$293,724.79	
5) Payroll & Overhead				
Office this invoice average	<u>156.1700%</u> <u>156.17%</u>	\$19,064.05	\$336,679.45	\$355,743.50
Field this invoice average	<u>145.6500%</u> <u>145.65%</u>	\$32,192.50	\$395,617.67	\$427,810.17
6) Fixed Fee = 4.6997%	\$13,636.04	\$198,433.25	\$212,069.29	\$290,147.13
7) Direct Costs Prime	\$7,306.61	\$132,049.78	\$139,356.39	\$199,119.38
8) Services by others				
Thomas	\$41,645.88	\$806,483.65	\$848,129.53	\$1,217,489.83
Ciorba	\$37,034.65	\$739,468.80	\$776,503.45	\$849,242.69
Strand	\$17,404.45	\$521,814.09	\$539,218.54	\$778,426.50
ATI	\$15,468.45	\$521,993.02	\$537,461.47	\$710,986.40
Robinson		\$551,036.42	\$551,036.42	\$1,044,871.73
Knight		\$623,164.22	\$623,164.22	\$623,164.23
Tecma	\$4,424.06	\$328,118.56	\$332,542.62	\$402,347.25
MSL	\$21,855.46	\$365,976.97	\$387,832.43	\$502,594.55
Morreales		\$96,389.13	\$96,389.13	\$96,446.48
9) Total invoiced for project including this invoice			<u>\$6,348,774.43</u>	
10) Previously Invoiced		<u>\$6,104,432.40</u>		
11) Payment Due this invoice	<u>\$244,342.03</u>			

I have reviewed the invoice and found it in compliance with "The Simple Guide To Consultant Payments" published on the Consultant Engineering Sharepoint site. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

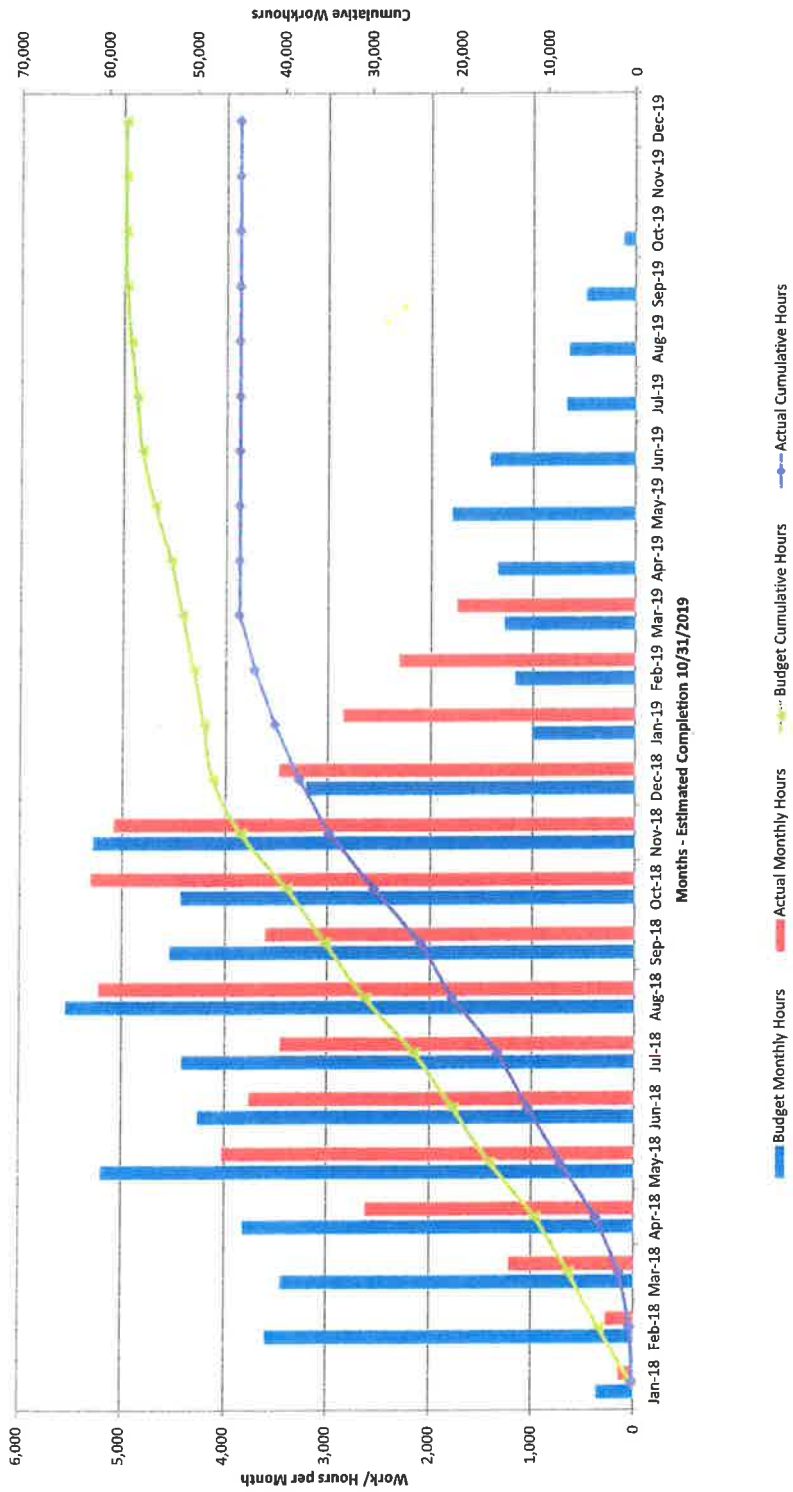
I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

Approved Local Agency Rep. \_\_\_\_\_ Date: \_\_\_\_\_  
Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_  
Checked \_\_\_\_\_ Date: \_\_\_\_\_

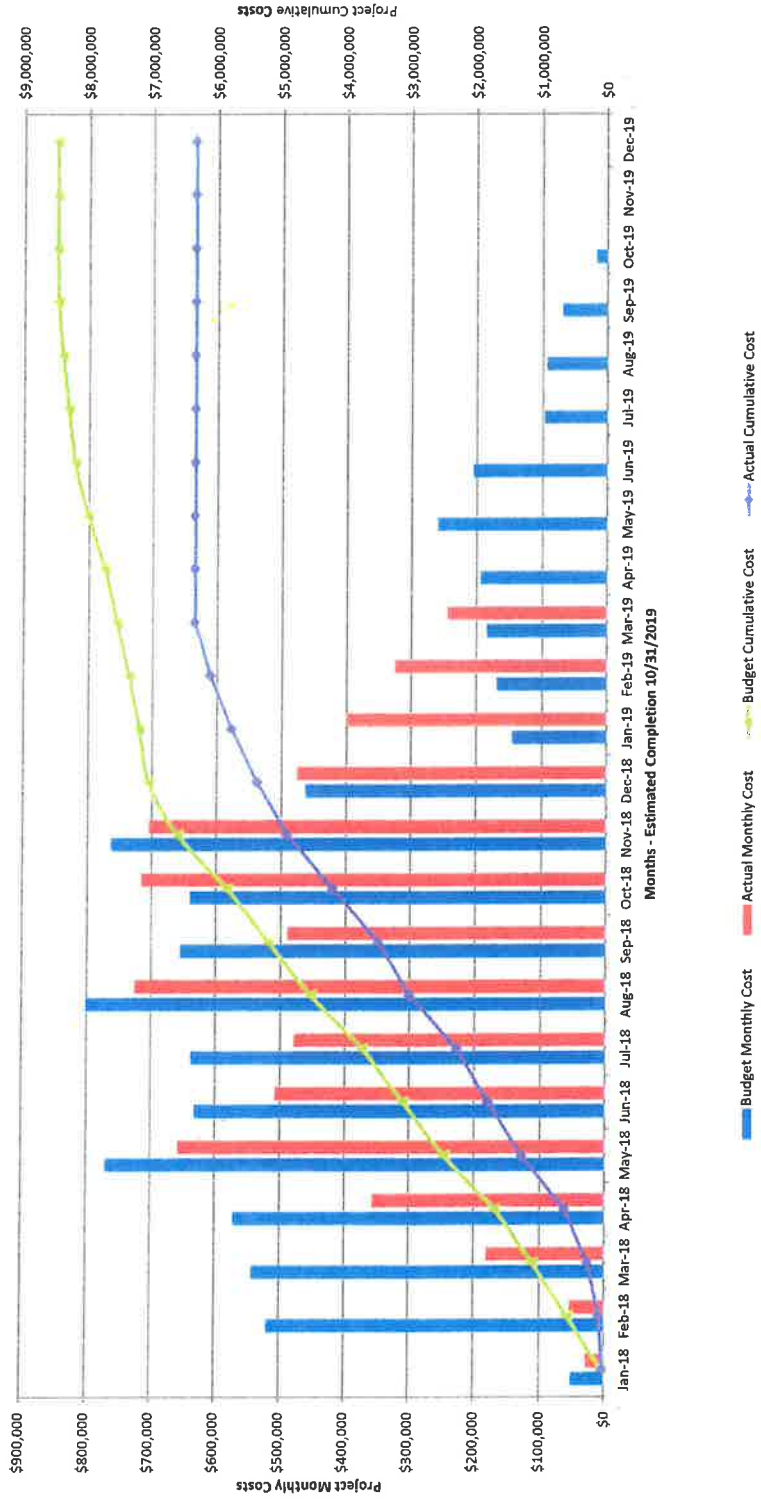
Consultant: Stanley Consultants, Inc.  
By / Date: \_\_\_\_\_  
(Name)  
(Title)

Distribution: 3 complete packages plus 3 copies of invoice form to Local Agency.

Morton Grove Niles Water Commission  
 Water Transmission Facilities  
 Stanley Consultants Project No. 28218



Morton Grove Niles Water Commission  
 Water Transmission Facilities  
 Stanley Consultants Project No. 28218



# TPB Professional Consulting

# INVOICE

5823 Capulina Ave  
Morton Grove, IL 60053  
(847) 521-6366

INVOICE #	00623
INVOICE DATE	5/7/19
TERMS	Net 30

**BILL TO:**  
Morton Grove Niles Water Commission

Hours	DESCRIPTION	Hourly Wage	AMOUNT
10.0	Website & Newsletter Management	\$45.00	\$450.00
		SUBTOTAL	\$450.00
			\$450.00
			PAY THIS AMOUNT

**MAKE ALL CHECKS PAYABLE TO:**

TPB Professional Consulting  
5823 Capulina Ave  
Morton Grove, IL 60053



Village of Niles  
 1000 Civic Center Drive  
 Niles, IL 60714  
 AccountsReceivable@VNiles.com

Invoice Date: 01/21/2019

Customer Number: 56

Description	Quantity	Price	UOM	Original Bill	Adjusted	Paid	Amount Due
Morton Grove Niles Water Commission	1	\$245.82	EACH	\$245.82	\$0.00	\$0.00	\$245.82

FedEx cost of mailing documents for the project and easements for construction:

Date:	Mail to:	Cost:
12/05/2018	OJ Emil Anderson	\$ 60.86
12/06/2018	Garvey's Office Products	\$ 53.77
12/07/2018	Alyce Paris	\$ 65.61
12/07/2018	Principal Real Estate	\$ 65.58

<b>IF YOU HAVE ANY QUESTIONS, PLEASE CALL THE VILLAGE OF NILES FINANCE          DEPT. MONDAY-FRIDAY 8:30 AM - 5:00 PM          847-588-8000</b>	<b>Invoice Total:</b>	<b>\$245.82</b>
---	-----------------------	-----------------

PLEASE RETURN BOTTOM PORTION WITH PAYMENT

Mail your remittance to:



**Village of Niles**  
 Finance Department  
 1000 Civic Center Drive  
 Niles, IL 60714  
 AccountsReceivable@VNiles.com

## INVOICE

Invoice Date	Invoice No.
01/21/2019	165
Customer Number	
56	
Invoice Total Due	
\$245.82	
Amount Paid	

56  
 Morton Grove Niles Water Commission  
 1000 Civic Center Drive  
 Niles, IL 60714

TERMS NET 30 DAYS



412 S. Prindle Avenue  
Arlington Heights, IL 60004  
www.wrblc.com

Phone: 847-398-8399  
Fax: 847-394-4456  
E-mail: bill@wrblc.com

**INVOICE 019-011**  
**April, 2019 Services**

May 3, 2019

Mr. Steven Vinezeano, Chairman  
Morton Grove-Niles Water Commission  
c/o Village of Niles  
1000 Civic Center Drive  
Niles, Illinois 60714

**Re Professional Services, Lake Michigan Water Supply Project April, 2019**

KEY: Scope of Services and Codes (Resolution 17-18)

- A. Governmental Approvals
- B. MGNWC General Administration
- C. Project Financing and finance matters
- D. Project Engineering
- E. Remediation, 7900 Nagle and 2525 Church
- F. Project Bidding/ operations
- G. Construction Activities/Permits

**April 1-5,2019 34.75 hours**

**Pump station service coordination with Carlo; review and revise suggested changes for purchasing manual; KZ IEPA payout information; Kathy plan for Deputy Clerk support; Kirk ground cover maintenance 2551 Church; Steven Capiillo restoration on Central Park of non-authorized plantings on parkway; field route restoration site tour with Jake; Member statements of economic interest processing; contractor restart meetings-Berger; begin Berger walk thru on site; borrowing option with Kevin McCanna; Manager briefing; Joe Dahm call processing of contract #12 modifications in Morton Grove, Project cost alignment; DN Tanks training invoice; Kirk sump situation,**

- A
- B 4.75
- C 12.0
- D. 12.0
- E.
- F.
- G. 6.0



**April 6-12,2019 32 hours**

**Skokie demands re restoration with Jared; transactions after financing summary; KZ owing amount to Members; Steven Capillo contact re ROW restoration; Site tour; USACOE permit received for River Crossing- next steps with Chris Ulm; Warrant update;Hartman electric re cable maintenance;Solar panel report discussion with Carlo, Larry Thomas;NAACP intervention in Contract #6 work;Robin Rue Simmons call re project status;**

**A. 2**

**B. 10**

**C.7**

**D.5**

**E.**

**F.**

**G 8**

**April 15-19,2019 6.0 hours NOTE: California trip for Easter Week**

**Warrant prep; Agenda prep; JULIE charges in operating contract; MGNWC purchasing manual; review issues and status re Berger restart**

**A .**

**B.**

**C.3**

**D.**

**E.**

**F.**

**G.3**

**April 22-26,2019 24.0 hours**

**Coordinate with Steven information for Skokie meeting ( John); Electric service agreement with Com Ed for 2551 Church; Contract # 12 pre-construction meeting;MGN Managers, MGNWC April meeting; prep for financial review with Jared; Evanston path removal demand;5/3 conversion training/ project cost discussions with Jared to align reports;**

**A.2**

**B.10**

**C. 7**

**D.**

**E.**

**F.5**

**G.**

**April 29,30 , 2019 17.75 hours**

**Com Ed electric service permit and fee; cost project; Xylem status re SCADA/IT contracted service; Morton Grove resistance to antenna and plan change; M Colby IEPA ineligible cost summary; rate stabilization account and IEPA reserve to transfer for coverage in year 21; identify early pre-bond development costs;**

- A.
- B.7
- C.7
- D.
- E.
- F.
- G.3.75

Total hours for the month: hours

114.5 hours x \$185 =	\$ 20,037.50
12% overhead =	\$ 2,404.50
Total:	\$ 22,442.00

**Please Pay this amount: \$ 22,442.00. Thank you**

30 North LaSalle Street  
Chicago, Illinois 60602  
312/822-3000



## DEBT SERVICE NOTICE

FUNDS DUE FOR BOND ISSUE 6721

MORTON GROVE-NILES WATER COMMISSION G.O  
WATER BONDS (ALT REV SOURCE)  
SERIES 2018A

Administrator: ANN LONGINO 312-822-3187

MORTON GRV-NILES WTRCOM  
1000 CIVIC CENTER DRIVE  
NILES IL 60714

Debt Service Due 06/01/2019

Interest Due:	\$	518,675.00
Principal Due:	\$	0.00
*Total Debt Service Due:		518,675.00

If payment is made by wire transfer, please wire the funds at least  
one business day prior to 06/01/2019 per the following instructions:

RECEIVER Amalgamated Bank of Chicago ABA # 071003405  
BENEFICIARY TRUST DDA 150002305 for further credit to:  
1856721002 Attention: ANN LONGINO 312-822-3187

If by check, check must be received 5 business days prior to payable date. Please  
make your check payable to Amalgamated Bank of Chicago and mail it as follows:

MAIL TO: Amalgamated Bank of Chicago  
Attn: Corporate Trust  
P.O. Box 800  
Chicago, IL 60690

ATTN: ANN LONGINO 312-822-3187

*If you have any questions please contact your administrator*

FOR OFFICE USE ONLY	
ESCROW	_____
CRT	_____
CLRNG TRF	_____
COLLECT	_____
MIM SENT	_____



Village of Niles  
 1000 Civic Center Drive  
 Niles, IL 60714  
 AccountsReceivable@VNiles.com

Invoice Date: 05/09/2019

Customer Number: 56

Description	Quantity	Price	UOM	Original Bill	Adjusted	Paid	Amount Due
Morton Grove Niles Water Commission	1	\$19,652.00	EACH	\$19,652.00	\$0.00	\$0.00	\$19,652.00

April 2019 Monthly Installment for MGNWC Operations contract.

IF YOU HAVE ANY QUESTIONS, PLEASE CALL THE VILLAGE OF NILES FINANCE DEPT. MONDAY-FRIDAY 8:30 AM - 5:00 PM 847-588-8000	<b>Invoice Total:</b>	<b>\$19,652.00</b>
--	-----------------------	--------------------

PLEASE RETURN BOTTOM PORTION WITH PAYMENT

Mail your remittance to:



**Village of Niles**  
 Finance Department  
 1000 Civic Center Drive  
 Niles, IL 60714  
 AccountsReceivable@VNiles.com

56  
 Morton Grove Niles Water Commission  
 1000 Civic Center Drive  
 Niles, IL 60714

## INVOICE

Invoice Date	Invoice No.
05/09/2019	228
Customer Number	
56	
Invoice Total Due	
\$19,652.00	
Amount Paid	

TERMS NET 30 DAYS



Sign in

# ZABINSKI CONSULTING SERVICES, INC.

BALANCE DUE  
**\$552.50**

Contact ZABINSKI CONSULTING SERVICES, INC. if you're not sure how to pay this invoice.

[kzabinski@zcisnc.net](mailto:kzabinski@zcisnc.net)



Information is protected and kept confidential

© 2019 Intuit Inc. All rights reserved. [Privacy](#). | [Terms of service](#).



**ZABINSKI CONSULTING SERVICES, INC.**  
PO BOX 472  
ITASCA, IL 601430472 US  
(815)939-7668  
kzabinski@zcisnc.net  
www.zcisnc.net

**Invoice 3595**

**BILL TO**

Monthly Financial Consulting  
6101 Capolina  
Morton Grove, IL

DATE  
03/31/2019\*

PLEASE PAY  
**\$552.50**

DUE DATE  
04/30/2019

DATE	ACTIVITY	QTY	RATE	AMOUNT
03/10/2019	Mail out AP checks from board meeting	0:30	65.00	32.50
03/27/2019	Process accounts payable	2:00	65.00	130.00
03/27/2019	Review bills and prepare for board	3:00	65.00	195.00

Invoice	3595
Due date	April 30, 2019
Invoice total	\$552.50



Information is protected and kept confidential

Feedback

## RESOLUTION NO. 19-2

### AN RESOLUTION APPROVING AND ADOPTING A PURCHASING MANUAL FOR THE MORTON GROVE-NILES WATER COMMISSION

**WHEREAS**, in 2017, the Morton Grove-Niles Water Commission (“MGNWC” or “Commission”) was established by the Village of Morton Grove, a home rule Illinois municipal corporation (“Morton Grove”), and the Village of Niles, a home rule Illinois municipal corporation (“Niles”) pursuant to Division 135 of Article 11 of the Illinois Municipal Code (65 ILCS 5/11-135-1, *et seq.*) (“Division 135”). The establishing ordinances are Morton Grove Ordinance 17-5, which was adopted on March 13, 2017, and Niles Ordinance No. 2017-19, which was adopted on March 14, 2017. In order to accomplish the objectives set forth in the above-referenced Ordinances, Morton Grove and Niles also approved under those same Ordinances an intergovernmental agreement entitled, “Intergovernmental Agreement For The Establishment And Operation Of The Morton Grove-Niles Water Commission And For The Purchase And Sale Of Water To The Commission For Commission Use And To Commission Wholesale Water Customers” (the “IGA”), to provide for the governance and operation of the MGNWC and to create the Board of Commissioners of the Morton Grove-Niles Water Commission (“MGNWC Board”) to govern the MGNWC; and

**WHEREAS**, the MGNWC is authorized, pursuant to State law and certain provisions of the IGA, and its by-laws to approve and adopt a Purchasing Manual; and

**WHEREAS**, The Board of Commissioners of MGNWC finds that passage of this Resolution, for purposes of approving and adopting the Purchasing Manual attached hereto as Exhibit “A” is in the best interests of MGNWC.

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MORTON GROVE-NILES WATER COMMISSION, COOK COUNTY, ILLINOIS, AS FOLLOWS:**

SECTION 1: Each Whereas paragraph above is incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.

SECTION 2: The MGNWC Board approves and adopts the Purchasing Manual for the Morton Grove-Niles Water Commission, a copy of which is attached hereto as Exhibit “A” and made a part hereof.

SECTION 3: This Resolution shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this 23 day of May 2019 pursuant to a roll call vote as follows:

**AYES:** Steven Vinezeano, John Pietron and Mark Fowler  
**NAYS:** None  
**ABSENT:** None

**PASSED** by the Board of Commissioners of the Morton Grove-Niles Water Commission, Cook County, Illinois on a roll call vote at a Regular Meeting thereof held on the 23 day of May 2019 and approved by the Chair, and attested by the Clerk on the same day.

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Steven Vinezeano, Chair

**ATTEST:**

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John Pietron, Clerk

**Exhibit A**

**PURCHASING MANUAL  
FOR THE MORTON GROVE-NILES WATER COMMISSION  
(attached)**



**PURCHASING MANUAL**  
**ADOPTED MAY 23, 2019**

**WATER COMMISSION MEMBERS**

**Steven Vinezeano, Chairman of the Commission**

**John Pietron, Commissioner and Clerk of the Commission**

**Mark Fowler, Commissioner and Secretary of the Commission**

**William Balling, Superintendent**

## CHAPTER 1 - INTRODUCTION

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### **A. Introduction/Statement of Policy**

The objective of this purchasing manual is to set forth a general policy and procedure which will assist officials and staff of the Morton Grove-Niles Water Commission (MGNWC) with guidelines and directions for the acquisition of goods and services. When used with good judgment and common sense, the policies and procedures conveyed herein will allow the MGNWC to obtain materials and services;

- of sufficient quality at the most economical price available
- in an open, forthright and ethical manner
- in a manner which will comply with all Local, State and Federal laws
- in a timely manner so that material and services are available when needed, without creating excess inventory

The purchasing function of the MGNWC is under the auspices of the Superintendent. The Superintendent is responsible for assuring that all purchasing is done in conformity with existing policies and procedures. The MGNWC procedures allow the Superintendent and other to contract for purchases, within set limits. Any items for purchase over \$2,500 must be pre-approved as set forth on pg.4.

The manual is divided into sections dealing with purchasing policies and procedures. The policy sections contain all the purchasing policies reviewed and recommended by the Superintendent and adopted by the Water Commission. The procedures sections provide a “how to” guide for processing purchase orders and other procedures regarding payment processing.

All Officers are expected to read and understand the Purchasing Policies and Procedures Manual. This manual is designed to be a living document and will be modified from time to time to conform to changes in legislation, technology, and actual practice. Although it may not answer every question related to purchasing practices, it does provide general guidelines for purchasing activities.

The Water Commission Chairman, or his/her designee, shall be the final authority with regards to enforcement of any of the provisions of this manual.

Steve Vinezeano  
Chairman  
Morton Grove-Niles Water Commission

Dated this 23 Day of May, 2019.

## CHAPTER 2 - PURCHASING POLICIES

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### **A. Purchasing Code of Ethics**

All Agents of the Water Commission under the control and direction of the Water Commission in purchasing and related activities on behalf of the MGNWC shall conduct themselves in a manner above reproach in every respect and avoid the appearance of impropriety. Transactions relating to the expenditure of public funds require the highest degree of public trust to protect the interests of the Water Commission. The Water Commission shall strive to:

1. Ensure that public money is spent efficiently and effectively and in accordance with statutes, regulations, and Water Commission policies.
2. Procure the item needed by the Water Commission that when placed in use will represent the maximum benefit and most economical cost for each dollar spent over the use or service life of the item.
3. Consider cooperative purchasing with other local governments and/or with the State of Illinois.
4. Not directly or indirectly accept gifts or favors from current or potential suppliers.
5. Specify generic descriptions of goods wherever possible in lieu of brand names when compiling specifications.
6. Not split purchase orders for identical or related goods or services to be received from the same vendor in order to circumvent established policy.
7. Purchase without favor or prejudice and without the appearance of favor or prejudice.
8. Ensure that all potential suppliers are provided with adequate and identical information upon which to base their offer or quotation and that any subsequent information is made available to all bidders.
9. Establish and maintain procedures to ensure that fair and equal consideration is given to each offer or quotation received.
10. Offer a prompt and courteous response to all inquiries from potential or existing suppliers.

It shall be the responsibility of the Superintendent and/or the Water Commission Chairman to determine if a violation of this Code of Ethics has occurred and if disciplinary action is necessary.

### **B. Conflict of Interest Policy**

Other than for the operating contract which was approved by the Water Commission, it shall be a breach of ethical standards for any Officer or the Water Commission to participate directly or indirectly in the purchasing process when the Officer knows or should have known that:

1. The Officer is contemporaneously employed by a bidder, vendor, or contractor involved in the procurement transaction; or

2. The Officer, the partner, or any member of the Officer's immediate family holds a position with a bidder, offeror or contractor such as an officer, director, trustee, partner or the like, or is employed in a capacity involving personal and substantial participation in the procurement transaction, or owns or controls an interest in the company; or
3. The Officer's partner, or any member of the Officer's immediate family has a financial interest arising from the procurement transaction; or
4. The Officer, the Officer's partner, or any member of the Officer's immediate family is negotiating, or has an arrangement or any informal arrangement of any kind concerning, prospective employment with a bidder, vendor, or contractor or receives or anticipates receiving any benefit directly or indirectly there from.

The employee's immediate family shall be defined as a spouse, children, parents, brothers and sisters, or any other person living in the same household as the employee.

It shall be the responsibility of the Water Commission to determine if a violation of the Conflict of Interest policy has occurred and if disciplinary action is necessary.

### **C. Gifts and Gratuities - Guidelines for Accepting**

Water Commission Officers should be aware that offers of gratitude from vendors could be designed to compromise objective judgment in product or service selection. Accordingly, it is Water Commission policy to observe the highest standards of ethics and to shield the Officer, the Water Commission, and the vendor from any suggestion or appearance of conflict of interest. With regard to this section, Officers are expected to follow the provision 2-401 *et seq.* In the event of any conflict between the provisions of the Code of Ethics and this manual, the Code of Ethics shall control.

No employee shall permit any influence by vendors which could conflict with the best interest of the Commission or prejudice the Commission's reputation. Officers shall strive to follow the following guidelines:

1. Tangible gifts or gratuities of any kind shall not be accepted. Promotional or advertising items of nominal value such as key chains, pens, coffee mugs, calendars and holiday candy are acceptable. Gifts that are capable of being shared, such as a box of chocolates, shall be shared within the office or section where the recipient works. In no event shall the value of the gift exceed the limit set forth in the Code of Ethics as established or State Law.
2. Personal loans of money or equipment are not to be requested from or accepted from a vendor or an individual associated with a vendor doing business with the Commission.
3. Solicitation of vendors for merchandise or certificates to serve as door prizes or favors is normally prohibited. However, exceptions must be approved by the Superintendent in writing.

If in any doubt about the propriety of accepting a gift, the matter should be referred in writing to the Commission Chairman who will then review the matter.

In regards to gifts and gratuities, it is essential that all Officials conduct themselves according to the Illinois Compiled Statutes.

#### **D. Approval of Commission Purchases**

No person shall purchase goods or services on behalf of the Water Commission without first seeking approval as required by this policy. All purchases shall require advance approval of the appropriate individuals in accordance with the guidelines set forth below:

<u>Dollar Limits</u>	<u>Required Approvals</u>
Up to \$2,500	Superintendent for all purchases
\$2,501 - \$19,999	Superintendent or Treasurer, Niles Village Manager & Morton Grove Village Administrator (or the Manager's/Administrator's designee)
\$20,000.00 and above	Water Commission
\$40,000.00 and above	Water Commission with affirming vote by Village of Morton Grove and Village of Niles members <sup>1</sup>

Approval for purchases shall occur before the purchase is made, except in cases where the purchase is deemed to be an emergency. In emergency purchases, the required approvals are to be obtained as soon as reasonably possible. Any person responsible for approving purchases may delegate his/her approval authority to a designee in the event he/she is out of the office for a period of time.

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<sup>1</sup> MGNWC Bylaws adopted Pursuant to Ordinance 18-2 and the *Intergovernmental Agreement for the Establishment and Operation of the Morton Grove-Niles Water Commission and for the Purchase and Sale of Water to the Commission for Commission Use* approved by Morton Grove Ordinance Number 17-05 dated March 13, 2017 and by Niles Ordinance Number 2017-19 dated March 14, 2017 requires the affirmative vote if the Morton Grove and Niles members of the Commission in the following:

No Board motion, resolution or ordinance concerning the subjects enumerated below shall be authorized and effective, except by the affirmative vote of no less than both Commissioners of the Charter Members: (i) Approval of individual agreements or a series of agreements related to a single Project in an amount in excess of Forty Thousand and No/100 Dollars (\$40,000.00); (ii) Setting of rates for the sale of Lake Water to Contract Customers; (iii) Borrowing funds or authorizing Bonds or Debt Instruments; (iv) Authorizing the exercise of eminent domain powers of the Commission; (v) Employment of a Superintendent or other employees of the Commission; (vi) Amendment of the Master Water Supply Agreement, or such other agreement(s) for the supply of water into the System; (vii) Water Supply Agreements for Members and Water Supply Agreements for Service Customers; (viii) Adoption and amendments to any Bylaws or administrative regulations; (ix) Amendment to allocation formula or percentages within existing formulas for payment of the Start-Up Operating Costs, the Development Costs, the Fixed Costs, and the Operating and Maintenance Costs in Section 6(d) below; (x) Payment and amount of Extraordinary costs; (xi) Membership in the Commission for any proposed Non-Charter Member; and (xi) Approval of the annual Budget and Budget amendments.

Routine items over \$2,500 that are not signed off by the Water Commission include utilities, ongoing programs and multi payments for requisitions previously approved by the Water Commission. These items are signed off by Superintendent.

### **E. Competitive Bidding and Quotation Policy**

Whenever possible, all purchases are to be based upon competitive bids or quotes in order to obtain the highest quality service, commodity or material at the lowest possible price. The following guidelines are to be followed in determining how many bids or quotes are required:

- Purchases under \$2,500 subject to the review of the Superintendent. Requests for three (3) competitive price quotes should be procured, when possible.

**\*All quotes should include fuel surcharge, shipping and any other handling fees.**

- Purchases \$2,501 to \$19,999 - **Three competitive price quotes must be received.** (non-emergencies). Quotations should be in writing, on the vendor's letterhead, or can be documented on the quotation summary section on the Purchase Explanation Form, sample furnished within this manual (exhibit 1). Documentation should be attached to the requisition. All quotations received are subject to verification by the Superintendent.
- Purchases over \$20,000 - Must be competitively bid and approved by the Water Commission.

The splitting of a purchase into two or more purchase requisitions for the purpose of avoiding competitive quotes or the bidding process is a violation of this policy.

Items less than \$20,000 in total purchased more than once during a fiscal year (e.g. forms, copier supplies, etc.) do not need quotes every time a purchase is made. However, competitive quotes for these items shall be sought at least once each year to ensure that vendors are competitive.

### **F. Buying Local**

- Whenever possible, the Water Commission will contact local vendors to receive quotes for purchases of goods and services under \$20,000.
- For purchases over \$20,000 that the Water Commission is conducting the bid process for, best efforts will be made to send notice to local vendors that they are aware of that they supply the product or provide the service.
- For purchases over \$20,000 that the Water Commission has competitively bid, if there is a tie between 2 bids that have both been determined to be “qualified” and only one is a local vendor, in one of the Villages belonging to the Water Commission will accept the bid from the local vendor.

## **G. Waiver of Competitive Bidding**

The Water Commission, by a two-thirds vote of all the Commissioners then holding office, may waive the bidding procedures and enter into a contract or agreement. Requests for bid waivers shall be made only when goods or services are proprietary (i.e. sole source), where standardization is necessary or desirable, in emergencies as defined in this manual, or when it is in the best interest of the Water Commission to do so. In any instance, a statement justifying the need for a bid waiver shall be included in the department's recommendation.

## **H. Emergency Purchases Policy**

Emergencies are defined as events that could not have been foreseen where immediate action is necessary to safeguard the public's health and safety, and prevent excessive delays in work, contracts, and/or transportation. In the event of an emergency, a Superintendent or his/her designee may authorize a vendor to perform work necessary to resolve such emergency without formal bid solicitation. If the emergency and the need for immediate action result in an expenditure of \$20,000 or more, documentation shall be presented to the Superintendent prior to such authorization.

Emergency purchases of \$20,000 or more shall be presented to the Water Commission for approval at the next scheduled Commission Meeting following resolution of the crisis.

Within one business day of procuring the emergency purchase, the Superintendent shall ensure that a purchase order is generated for the item. The purchase order description should clearly indicate that this is a "confirming order".

## **I. Sole Source Purchases**

Contracts for parts, supplies, or equipment that are available only from a single source are referred to as sole source purchases. Sole source procurements may arise from the following circumstances:

1. Equipment for which there is no comparable competitive product or is available only from one supplier.
2. Public utility services from natural or regulated monopolies.
3. A component or replacement part for which there is no commercially available substitute, and which can be obtained only from the manufacturer.
4. An item where compatibility is the overriding consideration, such as computer software.
5. A used item that becomes immediately available and is subject to prior sale.

These items shall not be subject to the requirement of seeking competitive quotes or bids. However, sole source purchases of \$20,000 or more shall be presented to the Water Commission

prior to acquisition with a request to waive bids, approve the purchase, and enter into a formal contract.

### **J. Competitive Bidding Exemption**

When, in the ordinary course of Water Commission business, no single purchase of, or individual contract for specific types of supplies, materials, or services exceeds \$20,000, but the total dollar value of all purchases and/or contracts for said specific types of supplies, materials, or services during the Water Commission's fiscal year does exceed said amount, the Superintendent shall determine whether these purchases require Water Commission approval of a waiver of bids. Where a bid waiver is determined to not be necessary, said purchases shall still be subject to the requirements of Chapter 2, Section E of this manual concerning quote solicitation for purchases under \$20,000. It is not the intent of this subsection to encourage the circumvention of the bidding requirements and the Superintendent is encouraged to rely upon the competitive bidding process. Rather, the competitive bidding exemption provided by this section is intended to recognize and address those situations in which a competitive bidding requirement is not necessarily practical, and can be eliminated without jeopardizing the Commission's ability to obtain a low and competitive price from a qualified responsible contractor/vendor.

### **K. Joint Purchasing**

#### State of Illinois

The State of Illinois Joint Purchasing Program was established by State Statute (30 ILCS 525/2). The program is administered by the Procurement Services Division of the Illinois Department of Central Management Services.

The superintendent is authorized to obtain goods and services using the State of Illinois Joint Purchasing Program. When available through the State Program, it is not necessary for the Superintendent to obtain quotes or to competitively bid the goods or services that are sought. The Superintendent shall be responsible, however, for ensuring that the goods or services are of a quality sufficient to meet the Commission's needs and that pricing is competitive.

When making purchases using the State's assigned vendor, purchase orders are submitted to the vendor directly and shall include the State of Illinois contract number on the purchase order.

Purchases through a Joint Purchasing Program in an amount of \$20,000 or more still require Water Commission approval as set forth in Section D.

#### Other Units of Government

The Superintendent is permitted to purchase items jointly with other units of government or with the Suburban Purchasing Cooperative when the price of the goods or services sought is competitive and the quality meets the Commissions' standards. Prior to initiating the transaction, the Superintendent shall seek the appropriate approvals as set forth in Section D of this purchasing policy.



### **L. Adherence to Budget**

The Superintendent shall not purchase goods or services unless there are adequate funds budgeted within the currently approved budget. The Superintendent should avoid expending funds in excess of the amounts budgeted

### **M. Tip Policy**

Based on the General Services Administration guidelines regarding tips for dining, the amount the Commission will allow is 15%-20%.

For all other incidental services, the Commission will allow 15%-20% for tips.

Tips for food delivery is 10%.

**A. Disposal or Sale of Commission Property**

Property owned by the Water Commission may be disposed of, traded in or sold when such personal property is no longer necessary or useful to the Water Commission. Property of value over \$250.00 per item may not be disposed of, traded in or sold without prior approval by a Resolution passed by the Water Commission. The Superintendent is required to provide documentation justifying the value of any surplus equipment. The Superintendent may authorize the disposal, trade in or sale of Water Commission property if the value of such property does not exceed \$250.00 per item. All proceeds from the sale or trade-in of Commission owned property is to be deposited into Water Commission accounts.

**B. Purchases Near the End of the Fiscal Year**

When purchases are made near the end of the fiscal year (December 31), the Superintendent shall be responsible for ensuring that they are expensed (charged) against the fiscal year in which the goods or services were received. The date goods are received or services are performed determines which fiscal year they are expensed against. This is true regardless of when the purchase requisition is processed, purchase order was issued or date payment was made.

**C. Use of Sales Tax Exemption Number**

Water Commission purchases are not subject to Sales Tax therefore, The Superintendent shall make efforts to inform vendors of the Commission's tax-exempt status and to ensure that sales tax is not paid for purchases made with cash. The Superintendent shall provide vendors who request them with a sales tax exemption letter.

Use of the Commission's sales tax exemption number is restricted to purchases made on behalf of the Water Commission. Contractors purchasing supplies under contract with the Water Commission must have approval from the Superintendent to use the tax-exempt number. State law prohibits use of the Commission's sales tax exemption number to secure exemptions for personal reasons.

**D. Change Order Policy**

After a purchase order is issued to the vendor it may become necessary to make changes to the quantity, price, shipping cost, account number, etc. When this occurs, the Superintendent generates a Change Order Form. Sometimes because of minor price variation and/or shipping costs, the amount of the purchase order will not be identical to the invoice amount. Approval of the invoice amount will override the purchase order amount as long as appropriate workflow approvals are obtained.

The Superintendent and Board of Commissioners approval is required for all change orders of \$20,000 or more and for all change orders which, when combined with those previously approved, increase the contract price to more than \$20,000.

It shall be the responsibility of the Superintendent to ensure that all applicable change orders are submitted to the Water Commissioners for approval. In addition, the Superintendent shall be

responsible for monitoring all contract payouts and retainages and ensuring that the amount of the change order is correct.

In special circumstances a change order requiring Water Commission approval may be authorized by the Superintendent prior to being placed on the Commission agenda. After receiving authorization, however, the Superintendent, following the requirements outlined above, shall place the change order on the Commission's agenda.

### **E. Fixed Asset Policy**

A fixed asset policy is herein established to ensure compliance with governmental financial reporting standards and to safeguard Water Commission assets.

Fixed assets shall include tangible assets such as land, buildings, machinery, equipment, and vehicles and intangible assets such as easements, software and website costs with a life expectancy of one year or more. To be included in this definition, the capitalization threshold of the asset or minimum value of the asset at the time of acquisition is established at \$10,000.

General infrastructure shall be capitalized utilizing a threshold of \$10,000.

Responsibility for control of fixed assets rests with the Superintendent wherein the asset is located. The Chairman of the Commission or his designee shall ensure that such control is being maintained by establishing a fixed asset inventory that is updated on a regular basis and which documents all additions and deletions to the fixed asset inventory. The Superintendent shall document the disposal or relocation of a fixed asset. Assets acquired during the year shall be recorded as an expenditure against the appropriate capital expenditure account, which shall be used for financial reporting purposes.

Assets shall be recorded in the fixed asset inventory by using an appropriate description and by recording serial numbers where applicable.

Assets not capitalized under this policy but which, in the opinion of the Superintendent may, in the aggregate, account for a substantial asset group, shall be inventoried by the appropriate operating department by means or system suitable for maintaining control of the assets.

The Superintendent shall maintain separate detailed fixed asset inventory records for those capital assets falling below the capitalization threshold when the nature of those assets warrants close oversight and control. Examples include, computers, and transmission delivery components.

Fixed assets are depreciated using the straight-line method over the following estimated lives:

Buildings:	40 years
Improvements Other Than Buildings:	20-40 years
Water System:	50 years
Vehicles:	6 years
Software and Website Improvements:	5 years
Infrastructure:	20-65 years

Machinery and Equipment:

5-32 years

**SUGGESTIONS:**

If the Superintendent is procuring items that are over \$2,500 the following procedures apply:

**Did you receive (3) quotes**

**Did you provide the backup quotes if not verbal quotes?**

**Did you fill out the Quotation Summary?**

**Does the Quotation Summary section match the quotes?**

**Did you note on the Quotation Summary section that the quotes are verbal?**

**Did you fill out the Purchase Explanation correctly?**

If you are purchasing off the State Contract, you **do not** need (3) quotes. Please indicate on the Purchase Explanation form that you are purchasing off the State Contract and provide the State Contract as your backup.

Please bear in mind that there may be “gray areas”. When in doubt, call the Chairman. to discuss the best option.

When entering a requisition for a registration or reservation, use the following format as the description:

**5/1-5/07 Registration**

**2019 Annual Water Conference**

**Holiday Inn, Springfield, IL**

**Name of participant**

To reduce frequent calls for quotes to a vendor for items we continually stock or utilize, ask the vendor if they can keep that price for 6 months to a year. Include the copies of the original quotes for backup.

**A. When a Formal Bid Is Required**

Sealed bids shall be sought when goods or services are anticipated to cost more than \$20,000. Any non-emergency purchase for goods or services exceeding \$20,000 that are not part of an approved or proposed budget, must receive prior approval by the Water Commissioner. After receiving bid approval, the competitive bidding process shall be let, by free and open competitive bidding after advertisement, to the lowest responsible bidder or any other bidder whom the Commission deems to be in the best interest of the Water Commission.

**B. Preparing the Bid Document**

1. It is the responsibility of the superintendent or his designee to prepare the specifications for the item(s) to be bid along with any other documents needed to complete the bid invitation package.
2. All bid documents must contain the following information:
  - Cover Sheet
  - Legal Notice
  - General Terms, Conditions and Bidding Instructions
  - Specifications of the Item/Service
3. The Superintendent shall determine a bid opening date.
4. The Superintendent is responsible for placing a legal notice concerning the bid in a local newspaper of general circulation between 15-30 days prior to the bid opening.
5. The Superintendent or his designee shall send a copy of the legal notice to all known responsible vendors on the bidders list for the particular item, as well as to any other prospective bidders the respective department deems qualified and competitive. Bid documents are not to be mailed to bidders before the notice of bid ad is placed in the newspaper and on the Commission website. This will help ensure that all prospective bidders have the same amount of time to complete the bid document.
6. The instructions to Bidders shall specify that all submitted bids are to be sealed and delivered/mailed to the official address of the Water Commission.
7. The Instruction to Bidders shall specify that each submitted bid is to include a certification by the prime contractor that the prime contractor is not barred from contracting with any unit of State or local government as a result of a violation of either the State's bid-rigging law (720 ILCS 5/33E-3) or the bid rotating law (720 ILCS 5/33E-4).
8. The Superintendent shall determine if a pre-bidder's conference meeting is to be held to explain to all potential bidders the purchase or project, the bidding requirements, and any other information the potential bidders might need to submit a qualified bid. The notification of the pre-bidder's conference will be included on the legal notice as well as on the cover sheet on the bid invitation package. This notification should indicate the date,

time and location of the conference. The conference should be held early in the bidding process, leaving vendors ample time to submit their bid. A sign-in sheet should be available at the pre-bidder's conference for all attending vendors to sign.

9. The Superintendent shall not provide any one or more potential bidders with material information relative to the purchase or project without providing the same information to all vendors that requested bid documents.
10. The Superintendent or official shall not knowingly inform, either directly or indirectly, a bidder or offeror that the bid or offer will be accepted or executed only if specified individuals are included as subcontractors.
11. The superintendent or official shall not knowingly award a contract based on criteria which was not publicly disseminated via the invitation to bid, the pre-bid conference, or any solicitation for contract procedure.

### **C. Additional Requirements for the Bid Document**

1. A bid bond, cashier's check, certified check, or other approved security in an amount equal to 5% of the bid should be required to be submitted at the time bids are due to guarantee the successful bidder will sign a contract when the Superintendent deems it necessary.
2. When preparing the bid document, departments should consider whether to require contractors to provide a performance bond if awarded the contract. In instances where the bid is for construction services or building improvements, it is customary to require the contractor to provide a performance bond. The performance bond must be procured with a surety company with an A.M. Best Company A rating. A performance bond, issued by a surety company, stipulates a legal, written obligation to guarantee 100% payment for any financial loss caused by default of the contractor. When assigned to the Water Commission, it grants an assurance as to the performance and successful completion of the terms of the contract and assures payment of the taxes, licenses, or assessments associated with the contract. The contractor shall provide the performance bond within ten (10) calendar days of award of the bid.
3. During the term of the contract, the contractor shall provide the Commission with a certificate of insurance. The limits of liability shall be specified in the bid document's General Terms and Conditions and shall include comprehensive general liability, auto liability, professional liability (required only where contracts are for professional services), workers compensation (the policy shall include a 'waiver of subrogation'), and umbrella coverage. The Water Commission has minimum requirements of \$1,000,000 for General, Automobile and Professional Liability. Workers' Compensation is in accordance with the laws of the State, but not less than \$1,000,000 for each accident, each employee and policy limit. The Superintendent has the authority to deviate from the standard minimum requirements if he or she feels the thresholds are too high or too low based on the contract amount.

4. The certificate of insurance requirements shall be fulfilled by the contractor by maintaining insurance policies which name the Water Commission, its officers, agents, employees, and representatives as additional insureds. The contractor shall furnish to the Water Commission satisfactory proof of coverage by a reliable company or companies, before commencing any work. Such proof shall consist of certificates executed by the respective insurance companies and filed with the Superintendent together with executed copies of an "Additional Insured Endorsement" form (CG 20 10). Said certificates shall contain a clause to the effect that, for the duration of the contract, the insurance policy shall be canceled, expired or changed so as to the amount of coverage only after written notification 30 days in advance has been given to the Water Commission.

#### **D. Bid Opening Requirements**

1. The Superintendent shall receive all sealed bids. Any bids submitted that are not sealed shall not be accepted and shall be returned to the vendor. All bids are to be date and time stamped upon receipt. All eligible bids must be received before the deadline on the day of the bid opening. Sealed bids are not to be opened by any party prior to the published bid opening date and time.
2. All formal bid openings are to be conducted by the Superintendent or her/his designee and at least one other Member representative on the scheduled bid opening date and time.
3. Upon opening the bids, the Superintendent or a designated employee shall provide the vendors in attendance at the bid opening, a Public Bid Opening Vendor List, so they can record the submitted price from each vendor.
4. The Superintendent or her/his designee shall review the post bid process with those vendors in attendance at the bid opening.
5. After the bid opening, a representative shall prepare a bid tabulation and review all bids for compliance with the bid specifications. The recommendation should be based on the following:
  - a) The lowest responsible bid.
  - b) The ability, capacity, and skill of the bidder to perform the contract to provide the service required.
  - c) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference.
  - d) The character, integrity, reputation, judgment, experience, and efficiency of the bidder.
  - e) The quality of performance of previous contracts of services.
  - f) The previous and existing compliance by the bidder with laws and ordinance relating to the contract or service.

- g) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service.
  - h) The quality, availability, and adaptability of the supplies or contractual service to the particular use required.
  - i) The ability of the bidder to provide future maintenance and service for the use of the subject of the contract.
  - j) The number and scope of conditions attached to the bid.
  - k) Whether the bidder has a place of business in the Water Commission service area.
  - l) Responsiveness to the exact requirements of the invitation to bid.
  - m) Ability to work cooperatively with the Water Commission.
  - n) Past records of the bidder's transactions with the Commission or its Members with other entities as evidence of the bidder's responsibility, character, integrity, reputation, judgment, experience, efficiency and cooperativeness.
6. Upon concurrence of the bid recommendation by the Superintendent, the bid award recommendation will be placed on the agenda of the next Water Commission meeting.
  7. Following the acceptance of the bid and awarding of a contract by the Commission, the Superintendent or his designee shall notify the successful bidder of the Commission's approval. The Superintendent may notify the unsuccessful bidders of the results by letter.
  8. The Superintendent shall then create a requisition for the goods or service.
  9. The Superintendent shall retain the originally submitted bids for a period of not less than ten years.
  10. Within fourteen (14) days following Commission approval of the contract, the Superintendent will contact the successful bidder to have the Commission's contract signed and to obtain performance bonds and certificates of insurance when required. The signed contract will be forwarded to the Official Commission file for safekeeping after it is received.
  11. Signed contracts, certificates of insurance and performance bonds must be obtained from the contractor before work begins. It is the responsibility of the Superintendent to ensure that the Commission's contract has been signed, and certificate of insurance and performance bond obtained before work begins.
  12. The Superintendent or his designee shall be responsible for handling bid deposits. The bid deposit of the accepted bidder is to be returned when the Commission receives the performance bond for the project. The remaining bid deposits of each contractor should be returned after the Water Commission has awarded the contract.



### **E. Re-bid /Rejection Procedure**

In cases where the Commission has not received **any** bids, that service, commodity or piece of equipment will be re-bid the following month or postponed indefinitely. The Superintendent will call the vendors that picked up bids but did not submit, and ask why they didn't participate.

In instances when only one bid has been received, the bid will be opened. Upon discretion of the Superintendent, it will be determined if the bid is advantageous to the Water Commission.

When multiple bids have been received and, upon opening, it is discovered that out of three bids the first two opened are declines, the procedures for receiving only one bid will apply.

When filling out the award recommendation it shall be noted that only one bid was received.

Any bid proposals received that are **not** the original documents sent or downloaded off of the website, will be rejected.

### **F. Bid Lists**

The Superintendent shall be responsible for maintaining a current list of bidders and for determining prospective bidder's qualifications for goods and services we might require. Requests to be placed on the bid list received by the respective department shall be forwarded to the Superintendent to be added to the bidder's list. When developing the list of bidders, all relevant vendors within the Water Commission will be given every opportunity to compete for the Commission's business. All Bid Lists must be reviewed prior to solicitation of bids by the Village of Niles Manager and the Village of Morton Grove Administrator to ensure that the process involved in selecting the current list of bidders was a fair and open process reasonably related to the goods and services for which the bidders would compete. Any determination that a requested person or entity is precluded from the list, shall be reviewed by the Superintendent and Corporation Counsel.

### **G. Requests for Professional Services**

Some contracts, by their nature, are not adapted to award by competitive bidding. These contracts generally result from a request for proposal (RFP). A request for proposal is utilized when professional services are being sought such as engineering, legal, audit, or consulting services. Based on the Illinois Municipal Handbook regarding Professional Architectural, Engineering and Land Surveying Contracts, the Local Government Professional Services Selection Act allows such professionals to be hired "on the basis of evaluations, discussions and presentations," unless the municipality already has a satisfactory relationship with one or more firms. In accordance with 50 ILCS 510/8 the Water Commission may also waive the requirements of public notice, evaluation and selection if the Commission determines, by resolution, that an emergency situation exists and a consultant must be selected in an emergency manner, or if the total cost of services from a consultant is estimated to be less than \$20,000.

The specifications, however, are written around performance standards rather than a description of a good. Whereas the bidding process begins with the issuance of a bid invitation package for the sealed bid process, the request for proposal is issued for professional services.

All requests for professional services exceeding \$20,000 shall be let by free and open competition after advertisement, and evaluation to the firm who submitted the proposal deemed to be in the best interest of the Commission.

A guideline may be submitted to the Board or Commissioners indicating the criteria used to determine the qualifications of professional services when seeking contract approval. The criteria used can be past projects of comparable size, number of years in the profession, number of qualified and/or licensed staff on the project team, references of past clients, and Superintendent site visits.

## **H. Qualifications Based Selection**

The Water Commission must meet the requirements of 23 CFR172 and the Brooks Act and Chapter 5 of the Bureau of Local Roads Manual (BLRSM) follow the Qualifications Based Selection (QBS) when using federal funds to fund the engineering and design related consultant services. The QBS procedure will be defined by the latest version of the Village of Niles Qualifications Based Selection Purchasing Policy. Engineering services shall be procured in accordance with Section G when local funds such as MFT are used.

## **I. Preparing the Request for Proposal - RFP**

It is the responsibility of the Superintendent to prepare the scope of services along with any other documents needed to complete the Request for Proposal package.

- All the proposal documents must contain the following information:
  - Cover Sheet
  - Legal Notice
  - Scope of service
  - General Terms, Conditions and Proposal Instructions
  - Evaluation criteria
  - Timeline
1. The Superintendent shall determine the RFP due date.
  2. The Superintendent is responsible for placing a legal notice concerning the request for proposal in a local newspaper of general circulation at least ten days prior to the RFP due date.
  3. The superintendent shall send a copy of the legal notice to all known responsible vendors/firms (approved by the Corporation Counsel) for that particular service, as well as to any other prospective vendor/firm the respective department deems qualified and competitive. RFP documents are not to be mailed to vendors/firms before the legal notice is placed in the newspaper or posted on the Water Commission website. This will help ensure that all prospective vendors/firms have the same amount of time to complete the proposal documents.
  4. The instructions to the vendor/firm shall specify that all submitted proposals are to be sealed and delivered/mailed to the Superintendent.

5. The Superintendent shall determine if a pre-proposal conference meeting is to be held to explain or clarify the project, scope of services or any other information the potential vendor/firm might need to submit a qualified proposal. The notification of the pre-proposal conference will be included on the legal notice as well as on the cover sheet on the RFP package. This notification should indicate the date, time and location of the conference. The conference should be held early in the proposal process, leaving vendors/firms ample time to submit their proposals. A sign-in sheet should be available at the pre-proposal conference for all attending firms/vendors to sign.
6. The Superintendent shall not provide any one or more vendor/firm with material information relative to the project without providing the same information to all vendors/firms that requested the proposal documents.
7. The Superintendent or official shall not knowingly inform, either directly or indirectly, a vendor/firm or offeror that the proposal will be accepted or executed only if specified individuals are included as subcontractors.
8. The Superintendent or official shall not knowingly award a contract based on criteria which was not publicly disseminated via the request for proposal, the pre-proposal conference, or any solicitation for contract procedure.

#### **J. Additional Requirements for the Request for Proposal**

1. A bid bond, cashier's check, certified check, or other approved security in an amount equal to 5% of the bid should be required to be submitted (if applicable) at the time proposals are due to guarantee the successful bidder will sign a contract when the Commission deems it necessary.
2. When preparing the proposal document, Superintendent should consider whether to require vendor/firms to provide a performance bond (if applicable) if awarded the contract. In instances where the proposal is for construction services or building improvements, it is customary to require the contractor to provide a performance bond. The performance bond must be procured with a surety company with an A.M. Best Company A rating. A performance bond, issued by a surety company, stipulates a legal, written obligation to guarantee 100% payment for any financial loss caused by default of the contractor. When assigned to the Water Commission, it grants an assurance as to the performance and successful completion of the terms of the contract and assures payment of the taxes, licenses, or assessments associated with the contract. The contractor shall provide the performance bond within ten (10) calendar days of award of the proposal.
3. During the term of the contract, the vendor/firm/contractor shall provide the Commission with a certificate of insurance (if applicable). The limits of liability shall be specified in the proposal document's General Terms and Conditions and shall include comprehensive general liability, auto liability, professional liability (required only where contracts are for professional services), workers compensation (the policy shall include a 'waiver of subrogation'), and umbrella coverage. The Commission has

minimum requirements of \$1,000,000 for General, Automobile and Professional Liability. Workers' Compensation is in accordance with the laws of the State, but not less than \$1,000,000 for each accident, each employee and policy limit. The Superintendent has the authority to deviate from the standard minimum requirements if he or she feels the thresholds are too high or too low based on the contract amount.

4. The certificate of insurance requirements shall be fulfilled by the vendor/firm/contractor by maintaining insurance policies which name the Commission, its officers, agents, employees, and representatives as additional insureds. The vendor/firm/contractor shall furnish to the Commission satisfactory proof of coverage by a reliable company or companies, before commencing any work. Such proof shall consist of certificates executed by the respective insurance companies and filed with the Water Commission together with executed copies of an "Additional Insured Endorsement" form (CG 20 10). Said certificates shall contain a clause to the effect that, for the duration of the contract, the insurance policy shall be canceled, expired or changed so as to the amount of coverage only after written notification 30 days in advance has been given to the Superintendent.

#### **K. RFP Opening Requirements**

1. The Superintendent or his designee shall receive all sealed proposals. Any proposals submitted that are not sealed shall not be accepted and shall be returned to the vendor/firm. All proposals are to be date and time stamped upon receipt. All eligible proposals must be received before the deadline on the due date. Sealed proposals are not to be opened by the Commission prior to the published due date and time.
2. Upon forwarding the RFP's to the respective department, the Superintendent or a designated person shall create a Request for Proposals Received Vendor List from the proposals received for the file and for any firms that requested the names of the firms who submitted proposals.
3. The respective department and evaluation committee shall evaluate each proposal and score them according to the criteria established in the RFP.
4. The award recommendation will be placed on the agenda of the next scheduled Commission meeting.
5. Following the acceptance of the proposal and awarding of a contract the Water Commission, the Superintendent or his designee shall notify the successful proposer of the Commission's approval. The Superintendent may notify the unsuccessful proposers of the results by letter.
6. The respective department shall then create a requisition for the goods or service.
7. The Superintendent shall retain the originally submitted proposals for a period of not less than ten years.

## **L. Terms of Agreement**

In submitting proposals, bidders must have a prepared agreement/contract attached containing all the information submitted in their proposals. The written agreement/contract may be subject to the approval of the Water Commission. Non-monetary terms may be subject to modification by the Corporation Counsel. Final acceptance of a proposal shall only be complete upon the Commission acceptance of an agreement/contract executed by the successful bidder and the Commission Chairman or his/her designee.

1. Within fourteen (14) days following Commission approval of the contract, the superintendent will contact the successful proposer to have the Commission's contract signed and to obtain performance bonds and certificates of insurance when required. The signed contract will be forwarded to the Clerk for filing after it is received.
2. Signed contracts, certificates of insurance and performance bonds must be obtained from the vendor/firm/contractor before work begins. It is the responsibility of the Superintendent to ensure that the Commission's contract has been signed, and certificate of insurance and performance bond obtained before work begins.
3. The Superintendent or his designee shall be responsible for handling proposal deposits. The deposit of the accepted proposer is to be returned when the Commission receives the performance bond for the project. The remaining deposits of each contractor should be returned after the Commission has awarded the contract.

## **M. Re-Submittals /Rejection Procedure**

In cases where the Commission has not received **any** proposals, that service will be re-advertised the following month or postponed indefinitely. The Superintendent will call the vendors/firms/contractors that picked up or downloaded the proposals but did not submit, and ask why they didn't participate.

In instances when only one proposal has been received, the proposal will be opened. Upon discretion of the Superintendent, it will be determined if the bid is advantageous to the Commission

When multiple proposals have been received and, upon opening, it is discovered that out of three proposals the first two opened are declines, the procedures for receiving only one proposal will apply. When filling out the award recommendation it shall be noted that only one proposal was received. Any proposals received that are **not** the original documents sent or downloaded off of the website, will be rejected.

## **N. Bid Lists**

The Superintendent or his designee shall be responsible for maintaining a current list of vendors/firms/contractors for determining prospective proposers' qualifications for goods and services we might require. Requests to be placed on the list received by the Superintendent to be added to the vendor/firms/contractor list. When developing the list, all relevant vendors within the Commission service area will be given every opportunity to compete for the Commission's business. All vendor/firm/contractor Lists must be reviewed prior to solicitation of bids by the

Superintendent and Corporation Counsel to ensure that the process involved in selecting the current list of vendor/firms/contractors was a fair and open process reasonably related to the goods and services for which the proposers would compete. Any determination that a requested person or entity is precluded from the list, shall be reviewed by the Superintendent.

#### **O. Request for Qualifications (RFQ)**

- When a Request for Qualifications is required, the Superintendent will assist in the process.
- Superintendent to provide timeline and scope of services.
- It may be necessary to award a contract based on the scope of services required for a particular RFQ.
- The superintendent or his designee will advertise the RFQ in the local newspaper and on the Water Commission Website. The legal notice will state that only qualified firms will receive the RFP for the project.
- The RFQ should be out on the street for 10 business days.
- The Superintendent will notify via U.S. Postal Services or email the qualified firms and distribute the RFP.
- The procedures that apply to the RFP process begin.

#### **P. Contracts**

The Corporation Counsel is required to review all contracts entered into. The Superintendent or assigned designee has the authority to sign into a contract under \$20,000.00 providing the required approvals have been met. Recurring contracts without amendments are exempt from legal review.

After the bidding process is completed and the Water Commission approves the purchase of the goods or services, which were bid, the originating department issues a requisition and/or a contract to be executed by the successful bidder. A contract is a legal obligation of the Commission and must be on terms acceptable to the Water Commission. In order to make certain the contract provisions as set by the Superintendent and the vendor are in the best interests of the Commission and are legally accurate, the Superintendent shall provide a copy of all proposed contracts to the Corporation Counsel for review. After review by the Corporation Counsel, the contract is forwarded to the Superintendent for his signature or the signature of the Chairman.

The originally signed contract is routed to the Water Commission Clerk for filing. If the vendor requires an originally signed contract as well, two documents should be executed. The originating department should retain a copy of the contract for future reference.

## CHAPTER 5 - METHODS OF PAYMENT PROCESSING

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The final step in the purchasing process involves the payment of invoices for goods or services received and accepted.

Create a **REQUISITION** for supplies, equipment or services.

- A Requisition can be created for a Regular Purchase Order or a Blanket Purchase Order. A Blanket Purchase Order is used for monthly recurring charges for the same amount and frequent purchases that are made to the same vendor.

### **A. Requisitions**

Generally, all **services and goods purchased** shall require the issuance of a requisition.

- All requisitions should be documented.
- Once a requisition is entered, it should include the applicable attachments and quotes.
- Once completed the requisition can be released to the official file or the Commission.
- The requisition will go through the proper approvals by the Superintendent.
- The Superintendent/ designee can then print a purchase order for services and goods.

### **B. Purchase Orders/Blanket Purchase Orders**

Generally, all purchases shall require the issuance of a regular purchase order to the vendor before an order for goods or services is filled.

- Purchase orders are generated after the approval to the Superintendent.
- Superintendent will forward the purchase order to the vendor.
- A Blanket Purchase Order is used for monthly recurring charges for the same amount and frequent purchases that are made to the same vendor.
- Individual items over \$250 must go through the normal requisitioning process and cannot be applied to the blanket P.O. process.

### **C. Invoice entry**

- An invoice is sent to the Water Commission.
- The Superintendent will confirm that the goods or services have been received.

### **D. Request for Check**

- Only the Superintendent/designee is set up for Request for Check.
- This process is used for issuing Refunds, Reimbursements and Petty Cash.

### **E. Prepayments**

The Water Commission will not pay for goods and services until the goods are received or the service is rendered.

Exceptions:

1. Deposits on contracts approved by the Water Commission.
2. Memberships and books or periodicals.
3. Payments to Local, State, and Federal government entities.
4. Service and maintenance contracts where necessary.
5. Prepayments approved by the Water Commission.

**J. Expense Report Reimbursement. The Water Commission will follow these procedures for expense reimbursement as follows:**

1. The Water Commission requires that employees complete an expense report (exhibit 5) for reimbursement of authorized expenses incurred for travel and/or other related authorized activities. Authorized expense must be substantiated by showing the following:
  - Amount & description
  - Date and location
  - Reason for expense report
2. Original receipts must be attached for all expenses. Travel itinerary, rental agreements, or lodging receipts must include a detailed breakdown of all costs. Meal receipts must include name of the restaurant, the date, description of the meal order and breakdown of the cost. If the restaurant does not have a detailed receipt available, attach a credit card receipt to the ticket stub to substantiate the expense. Generic tear off receipts are not acceptable.
3. Lodging expenses should not exceed \$150 per night. Exceptions will be granted in order to stay at the host hotel. Otherwise, exceptions to this limit must be approved by the Water Commission in advance.
4. Employee meals and refreshments should be shown in column 3 (see attached). Expenses can include food, non-alcohol drinks, tax and tip. For one day travel within the Chicago land area where an overnight stay is not required, only lunch is an authorized expense. Reimbursement limits for meals are as follows:

• Breakfast (overnight stay only)	\$17.00
• Lunch	\$18.00
• Dinner (overnight stay only)	\$34.00 (www.gsa.gov)

One exception to these limits is a business event which includes a meal and advanced registration is required. Such events should be paid by check request in advance and not included on an employee expense report.



5. All business meals and entertainment for the benefit of people other than the employee should appear in column 4 and include a completed Supplemental Expense Detail Report (exhibit 6).
6. Personal car expenses should be recorded on the Supplemental Expense Detail Report and include a MapQuest or Google map showing mileage on any trip over 10 miles. Extensive travel may include more than one map. The maps are used only as a guideline and should be within reason of actual recorded mileage. Mileage should start from and finish at the employee's home address for travel that is a full day or longer in length. Travel during work hours should start and finish at the departmental address.
7. Exceptions to this procedure must be approved by the Water Commission.
8. The Superintendent and/or Village Manager/Administrators will investigate expense report violations/errors.
9. Reports for reimbursement must be submitted within 6 months of the date the expense was incurred.
10. Exceptions to the Chapter 5, Section H reimbursement requirements may be granted with the Village Manager/Administrators written authorization and justification. This authorization must be presented with the necessary reimbursement documentation when submitted for payment.

#### **K. Credit Card Policy.**

The Water Commission does not have a corporate credit card. If necessary, the Superintendent following procurement procedures will use his business credit card for necessary purchases and submit a reimbursement request for the charges and on the monthly warrant.

#### **L. Prompt Payment Act**

The Illinois Prompt Payment Act (50 ILCS 505) provides that the appropriate local government official receiving goods or services must approve or disapprove a bill from a vendor or contractor for goods or services furnished the Water Commission within thirty (30) days after the receipt of such bill or within thirty (30) days after the date on which the goods or services were received, whichever is later. Written notice is to be mailed to the vendor or contractor immediately if a bill is disapproved.

**A. Glossary of Terms as follows**

1. Addenda are written or graphic instruments issued prior to the time of bid opening, which modify or interpret the Bid Documents by additions, deletions, clarifications, or corrections.
2. Alternate Bid is a bid that deviates from set specification and offers or proposes another way of accomplishing the same.
3. Approval means the process of Water Commission authorization of an action prior to its execution.
4. An Award is the acceptance of a bid proposal, which results in the presentation of a purchase agreement or contract to a bidder.
5. A Bid is a complete and properly signed proposal to provide the commodities or services or designated portion thereof for the sums stated therein, submitted in accordance with the Bid Documents.
6. A Bid Bond is an insurance agreement in which a third party agrees to be liable to pay the Water Commission a certain amount of money in the event the Bidder awarded the Contract does not execute the Contract Documents, or furnish any required Performance Bond. The Bond is given to the Water Commission at the time of Bid submittal.
7. A Bid Deposit is a sum of money or guaranteed check deposited with and at the request of the Water Commission guarantee that a Bidder (depositor) awarded the Contract will execute the Contract, furnish any required Performance Bond, and proceed with performance. The Bid Deposit is given to the Water Commission at the time of Bid submittal and released when the project/program is completed.
8. A Bidder is an individual, firm, or corporate entity submitting a bid (proposal).
9. Bid Documents include the advertisement or invitation to bid, instructions to bidders, the bid form, other sample bidding and contract forms, and the proposed Contract Documents including all Addenda issued prior to receipt of bids.
10. A Capital Project is a facility construction or modification project approved by the Water Commission as part of the Capital Improvement Program.
11. A Change Order is a written change to the Contract signed by the contractor, the Water Commission and, where applicable, the consultant; issued after execution of the Contract, authorizing a change in the work or an adjustment in the contract sum or the contract time.
12. Commodity is an article of trade, a movable article of value, something that is bought or sold, or any movable or tangible thing that is produced or used as the subject of barter or sale. Goods, materials, supplies, and equipment are commodities.

13. A Contract to be valid and enforceable must contain four basic elements: 1) agreement (meeting of the minds) resulting from an offer and acceptance. (2) consideration, or obligation; (3) competent parties; and (4) a lawful purpose.
14. The Contract Documents consist of the owner-contractor agreement, the conditions of the Contract (general, supplementary, and other conditions), any drawings, the specifications, and all addenda issued.
15. An Emergency Purchase is a purchase of commodities or services necessitated by breakage, damage, or decay, or when the public interest would suffer by delay, which is made without following the normal purchasing procedure.
16. The Evaluation of a Bid is the process of examining a bid after opening to determine the bidder's price(s), responsibility, responsiveness to requirements, and other characteristics of the bid.
17. A Formal Bid is a bid, which must be forwarded in a sealed envelope and in conformance with a prescribed format, to be opened at a specified time.
18. Free on Board this is a shipping term that defines three things.
  1. The point at which the buyer takes legal title to the goods.
  2. Who is responsible for payment of freight charges.
  3. Who is responsible for prosecuting claims against carriers for loss or damage.

The term F.O.B. must be qualified by a name of location, such as shipping point, destination, name of city, warehouse, etc. The slated F.O.B. point is usually the location where title to the goods passes from seller to buyer. The seller is liable for transportation charges and the risks of loss or damage to the goods up to the point where title passes to the buyer. The buyer is liable for such charges and risks after passing of title.

19. An Informal Bid is an unsealed competitive offer conveyed by letter, telephone, fax, or other means.
20. An Invitation for Bids is a request, verbal or written, which is made to prospective suppliers requesting the submission of a bid on commodities or services.
21. The Lowest Responsible Bidder is the bidder whose bid is in compliance with the specifications in all material respects and whose bid in unit price, total cost of operation or value per dollar is lower than any of the other bidders, and whose reputation, past

performance, and business and financial capabilities are such that they are judged by the appropriate authority to be capable of satisfying the Water Commission's needs for the specific contract.

22. A Performance Bond is a form of security executed subsequent to award by a successful Bidder that guarantees the proper execution of the Contract and the payment of debts to persons furnishing services or materials on account of the Contract work. The bond is provided by the Contractor prior to Contract execution.
23. Personal Services are services provided by an individual, firm or corporate entity where no Water Commission job classification exists for the work which is to be performed or where the Human Resources Department has determined that another type of appointment is not practical.
24. Prequalification of Bidders is the screening of potential vendors in which the Water Commission considers such factors as financial capability, reputation, and management in order to develop a list of Responsible Bidders qualified to bid on contracts.
25. A Price Agreement is a contractual agreement in which the Water Commission contracts with a vendor to provide the purchaser's requirements at a predetermined price. Usually it involves a minimum number of units, orders placed directly with the vendor by the Water Commission, and a limited duration of the contract (usually one year).
26. Professional Services are those services which require specialized training and knowledge and intellectual skills such as architectural, engineering, medical, accounting, auditing, legal, real estate, consulting, and counseling services.
27. Proposal vs. Bid the State Statute requires that competitive "bids" be taken for all matters except professional services. The "bid" may be a proposal, but the process is "bidding". If we choose to waive the statutory "bidding" requirement, then we consider non-competitive or selective quotes or proposals.
28. Proprietary Items are items belonging to or controlled as property manufactured and sold only by the owner of the patent, formula, brand name, or trademark associated with the product.
29. A Responsible Bidder is a bidder whose reputation, past performance and business and financial capabilities are such that the bidder is judged by the appropriate Responsible Official to be capable of satisfying the government's needs for a specific contract and who is not debarred by the Water Commission.
30. A Responsive Bidder is a bidder whose bid does not materially vary from the specifications and terms set out in the Invitation for Bids.
31. Sole (Single) Source - When only one supplier is able to provide the product, material, or service required by the Water Commission. This is usually because of technology or uniqueness of product and there is not a comparable product available.

32. Specifications mean any description of the physical, technical, or functional characteristics of a commodity, service, or construction item. It may include a description of any requirement such as inspecting, testing or preparing a commodity, service or construction item for delivery. It may also include provisions which govern various aspects of the relation of parties under the Contract.
33. A Sub-bidder is a person or entity that submits a Bid to a Bidder for materials or labor for a portion of the work.
34. A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials or services as described in the Bid Documents or in the proposed Contract Documents.

STATE OF ILLINOIS) ) SS  
COUNTY OF COOK )

**CLERK'S CERTIFICATE**

I, John Pietron, Clerk of the Morton Grove-Niles Water Commission, Cook County, State of Illinois, certify that the annexed and foregoing is a true and correct copy of that certain Resolution now on file in my office, entitled:

**RESOLUTION NO. 19-2**

**AN RESOLUTION APPROVING AND ADOPTING A PURCHASING MANUAL  
FOR THE MORTON GROVE-NILES WATER COMMISSION**

which Resolution was passed by the Board of Commissioners of the Morton Grove-Niles Water Commission at a Regular Meeting on the 23 day of May 2019, at which meeting a quorum was present. I further certify that the vote on the question of the passage of said Resolution by the Board of Commissioners of the Morton Grove-Niles Water Commission was taken by Ayes and Nays and recorded in the minutes of the Board of Commissioners of the Morton Grove-Niles Water Commission, and that the result of said vote was as follows, to-wit:

AYES: Steven Vinezeano, John Pietron and Mark Fowler  
NAYS: None  
ABSENT: None

I do further certify that the original Resolution, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand this 23 day of May 2019.

\_\_\_\_\_  
John Pietron, Clerk  
Morton Grove-Niles Water Commission