



Village of Hampshire
Village Board Meeting
Thursday, June 26, 2025 - 7:00 PM
Hampshire Village Hall
234 South State Street, Hampshire, IL 60140

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. A Motion to Approve the Meeting Minutes from June 5, 2025
6. Public Hearing
 - a. Public Hearing for the Proposed Establishment of Special Service Area #32 for the Old Dominion Project
 - b. Public Hearing for the Proposed Establishment of Special Service Area #33 for the Road Ranger/ McDonald's Project
 - c. Public Hearing for the Proposed Establishment of Special Service Area #34 for the Arrowhead Business Park Project
7. Motion to Approve an Employment Contract with Douglas Pann for Chief of Police
8. Village Manager's Report
 - a. Lead Service Line Replacement Presentation
 - b. Resolution Approving a Professional Services Agreement with Engineering Enterprises, Inc. for Phase 3 Engineering Services for the Safe Routes to School Project in the Amount of \$47,468
 - c. Resolution Approving a Joint Funding Agreement with the Illinois Department of Transportation for the Safe Routes to School Project
 - d. Resolution Approving a Letter of Credit Reduction for the Tinajero Subdivision Project from \$610,812.31 to \$73,205.94
 - e. Motion to Approve Progress Payment to Lamp, Inc. in the Amount of \$577,399 for the Public Works Facility Project
 - f. Motion to Approve Payment #1 & #2 for the UV Replacement Project to Boller Construction Co. in the Amount of \$570,692.14
9. Staff Reports
 - a. Police Report
 - b. Streets Report
 - c. Financial Report

10. Accounts Payable

- a. A Motion to Approve the June 26, 2025, Accounts Payable to Personnel
- b. A Motion to Approve the June 26, 2025, Regular Accounts Payable

11. Village Board Committee Reports

- a. Business Development Commission

12. New Business

13. Announcements

14. Executive Session

15. Adjournment

Public Comments: The Board will allow each person who is properly registered to speak a maximum time of five (5) minutes, provided the Village President may reduce the maximum time to three (3) minutes before public comments begin if more than five (5) persons have registered to speak. Public comment is meant to allow for expression of opinion on, or for inquiry regarding, public affairs but is not meant for debate with the Board or its members. Good order and proper decorum shall always be maintained.

Recording: Please note that all meetings held by videoconference may be recorded, and all recordings will be made public. While State Law does not require consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.



Village of Hampshire
Village Board Meeting Minutes
Thursday, June 5, 2025 - 7:00 PM
Hampshire Village Hall
234 South State Street, Hampshire, IL 60140

1. Call to Order

Village President Michael J. Reid Jr. called to order the Village Board Meeting at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday June 5, 2025.

2. Roll Call by Village Clerk, Karen Stuehler

Present: Village President Michael J. Reid Jr., Trustee Fodor, Trustee Jarnebro, Trustee Kelly, Trustee Koth, Trustee Pollastrini, Trustee Robinson.

Absent: None.

A Quorum was Established.

Others Present: Village Manager Jay Hedges, Village Clerk Karen Stuehler, Chief Pann, Assistant Village Manager for Development Mo Khan, Village Attorney James Vasselli, Finance Director Lori Lyons and Tim Paulson from EEI joined remotely.

3. Pledge of Allegiance

Village President Michael J. Reid Jr. led the Pledge of Allegiance.

4. Public Comments.

Tori Mikos and Jim Meyer both spoke in favor of having Golf Carts in the Village.

5. A Motion to Approve the Meeting Minutes for May 15, 2025.

Trustee Jarnebro moved to approve the Meeting Minutes for May 15, 2025.

Seconded by: Trustee Kelly.

All Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini, Robinson.

Nayes: None.

Absent: None.

Abstain: None.

Motion Approved.

6. Appointments

- a. A Motion to Appoint Jennifer Abbatacola to the Business Development Commission for a 3 Year Term.

Trustee Koth moved to approve the Appointment Jennifer Abbatacola to the Business Development Commission for a 3-Year Term.

Seconded by: Trustee Kelly.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini, Robinson.

Nayes: None.

Absent: None.

Abstain: None.

Motion Approved.

- b. A Motion to Appoint George Brust to the Business Police Commission for a 3 Year Term.

Trustee Kelly moved to approve the Appointment George Brust to the Police Commission for a 3 Year Term.

Seconded by: Trustee Pollastrini.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini, Robinson.

Nayes: None.

Absent: None.

Abstain: None.

Motion Approved.

7. **Village Manager's Report**

- a. **A Motion to Approve Resolution 25-24 Waiving Bidding Requirements and Authorizing the Purchase of Two Police Squad Vehicles in the Amount of \$115,044.48.**

Trustee Pollastrini moved to Approve Ordinance 25-24 Waiving Bidding Requirements and Authorizing the Purchase of Two Police Squad Vehicles in the Amount of \$115,044.48.

Seconded by: Trustee Koth.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini, Robinson.

Nayes: None.

Absent: None.

Abstain: None.

Motion Approved.

- b. **A Motion to Approve Ordinance 25-21 Amending the Hampshire Municipal Code regarding Golf Cart, Electric UTVs, and Slow-Moving Vehicle Usage on Village Streets.**

Trustee Robinson moved to Approve Ordinance 25-21 Amending the Hampshire Municipal Code regarding Golf Cart, Electric UTVs, and Slow-Moving Vehicle Usage on Village Streets.

Seconded by: Trustee Jarnebro.

Roll Call Vote:

Ayes: Jarnebro, Kelly, Robinson, Reid.

Nayes: Fodor, Koth, Pollastrini.

Absent: None.

Abstain: None.

Motion Approved.

- c. **A Motion to Approve Ordinance 25-22 Amending the Hampshire Municipal Code regarding Motor Driven Cycle of Scooter usage on Village Streets.**

Trustee Koth moved to Approve Ordinance 25-22 Amending Hampshire Municipal Code regarding Motor Driven Cycle or Scooter usage on Village Streets.

Seconded by: Trustee Fodor.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Robinson.

Nayes: Pollastrini.

Absent: None.

Abstain: None.

Motion Approved.

8. **Staff Reports**

- a. Building Report:

Trustee Kelly inquired about Oakstead Property. It was reported that there is no new progress but stated that Tuscan 2 will be starting building soon.

Trustee Pollastrini asked about the fence posts on State Street. It was reported that they had been removed, and the resident did receive his refund.

b. Engineering Report:

No Discussion

9. **Accounts Payable**

a. **A Motion to Approve June 5, 2025 Accounts Payable to Personnel in the Amount of \$121.22.**

Trustee Kelly moved Approve June 5, 2025 Accounts Payable to Personnel in the amount of \$121.22.

Seconded by: Trustee Robinson.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini, Robinson.

Nayes: None.

Absent: None.

Abstain: None.

Motion Approved.

b. **A Motion to Approve June 5, 2025, Regular Accounts Payable in the amount of \$122,811.62.**

Trustee Kelly moved to Approve June 5, 2025, Regular Accounts Payable in the amount of \$122,811.62.

Seconded by: Trustee Robinson.

Roll Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini, Robinson.

Nayes: None.

Absent: None.

Abstain: None.

Motion Approved.

10. **Village Board Committee Reports**

a. Business Development Commission.

Trustee Kelly reported the next meeting will be June 11, 2025, at 6:30 p.m.

Trustee Kelly Congratulations to the newest member, Jennifer Abbatacola to the BDC.

11. **New Business**

President Reid thanked Mo Khan for the software for the new I-pads.

President Reid also wanted to remind everyone that the next meeting is June 26, which is the 4th Thursday of the month instead of the usual 3rd Thursday of the month.

12. **Announcement**

President Reid reminded everyone of the Sock Hop this Saturday, June 7 sponsored by the Hampshire Historical Society.

A Happy Birthday to Erin Jarnebro.

Trustee Kelly reminded everyone of the Circus coming to town on June 24 sponsored by Hampshire Lions Club.

Executive Session

None.

13. **Adjournment**

Trustee Fodor moved to adjourn at 8:40 p.m.

Seconded by: Trustee Kelly.

All Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini, Robinson.

Nayes: None.

Absent: None.

Abstain: None.

Motion Approved.

Meeting Video Available Online at www.hamsphireil.org

**VILLAGE OF HAMPSHIRE EMPLOYMENT AGREEMENT
(Police Chief)**

THIS AGREEMENT made by and between the Village of Hampshire, an Illinois municipal corporation, 234 South State Street, Hampshire, Illinois (hereinafter referred to as the "Village") and Douglas Pann (hereinafter referred to as the "Employee"). Each is sometimes hereinafter referred to as a "Party" and together the Village and Employee are referred to as the "Parties."

WHEREAS, the Village offered to Employee, and Employee desires to accept, employment in the office of Chief of Police for the Village of Hampshire under Hampshire Municipal Code, Section 2-1-2, *et seq.*; and

WHEREAS, the Parties have discussed the terms and conditions of such employment, and desire to reduce to a written agreement between them the terms and conditions of said employment.

IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, AND OTHER GOOD AND VALUABLE CONSIDERATION, RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED, THE PARTIES AGREE AS FOLLOWS:

1. Employment. Employee has been appointed by the Village President with the approval of the Village Board of Trustees to serve as Chief of Police, accepts such employment, and shall at all times use his best efforts to faithfully perform the duties of the office of Chief of Police on a full-time basis.

2. Duties and Authority of Employee. Employee shall be overseen by the Village Manager and report directly to the Village Manager. Employee will be responsible for the proper administration of the affairs of the Village Police Department, and except to the extent otherwise provided by law shall perform the following specific duties:

a. Ensure public safety through the effective delivery of law enforcement programs and police patrol activities;

b. Maintain a cost-effective police service program through careful financial and manpower planning;

c. Contribute to the safety and welfare of the Village through community education programs on security, safety, and crime prevention;

d. Develop and maintain inter-community relationships to maximize law enforcement and protective services;

e. Assist the Village Manager in policy formulation and decision making by providing accurate and timely data regarding law enforcement needs and resources;

f. Ensure a positive image of the Hampshire Police Department through the selection, development, and motivation of a competent sworn and non-sworn staff;

g. Provide police service in a timely fashion by careful needs analysis, forecasting and manpower allocation;

h. See that a suitable records department is maintained to keep track of all Department activity and provide for the lawful dissemination of that information;

i. Through various reports and methods, keep the Village President and Village Board informed of the general welfare and direction of the Police Department; this shall include monthly incident reports, analytics, the status of key priorities and strategies within the department, overall performance of department personnel, and other such information as may be required from time to time;

j. Have the authority to enforce all ordinances of the Village and all statutes of the State of Illinois; he shall have the authority to detain or arrest persons as provided by law; and

k. Perform such other and additional duties, outside of the Police Department, as may be from time to time required by the Village Manager.

3. Term. Employee shall serve as Chief of Police from _____, 2025, ("Commencement Date") until the date of conclusion of the present term of office of the Village President in 2029, or until this Agreement shall otherwise be terminated in accordance with the provisions of Sections 7 or 8 below, whichever shall first occur.

4. Compensation: In consideration of Employee's performance of the duties described in this Agreement, the Village shall pay Employee the following compensation and benefits:

a. Salary: The Village agrees to pay Employee an annual salary of \$132,300 payable in equal bi-weekly installments. Employee's compensation shall be reviewed at the end of the 2025/2026 fiscal year and annually thereafter.

b. Health Insurance Benefits: Employee and dependents may participate in the Village's health insurance plans for medical, dental, vision and life insurance, according to Village policies for employee contributions and employer payments regarding payment of premiums.

c. Vacation, Sick Leave, and Other Accrued Leave Benefits: Employee will earn twenty-five (25) vacation days annually. Employee shall be granted one (1)

personal day per year, and twelve (12) sick days per year at the rate of one day per month. Sick days may be accumulated, accrued, and available for use as provided by the Police Contract in place at any given time. In addition, Employee will be allowed eleven (11) Village-designated holidays each calendar year and any additional holidays granted in future Hampshire Police Department Contracts.

d. Vehicle: The Village shall provide to Employee during the term of this Agreement a properly equipped police vehicle. Employee may utilize said vehicle for travel to and from his residence to the Village for work purposes as well as incidental stops en route and to attend personal functions within 40 miles of the Village Limits to ensure availability for emergency response. The Employee may keep it at his residence during non-work hours, provided said residence is within 40 miles of the Village Limits.

e. Pension: The Village shall contribute 10% of the Employee's annual salary toward a qualified 401(a) plan offered by the National Public Pension Fund Association.

The Village shall establish a qualified 457(b) plan that the employee may make pre-tax contributions to, as required by Statute for those collecting pension from another community.

f. General Business Expenses: The Village will at its expense provide Employee with a cell phone and a computer for Employee's use.

g. Meetings and Conferences Expenses: The Village will pay professional dues and subscriptions fees for Employee's membership in any work-related associations, within funding limits, and with approval of the Village Manager. In addition, upon request, the Village will consider Employee's attendance at and reimbursement of reasonable expenses for meeting expenses, conference expenses, and travel expenses for professional development of Employee.

5. Hours of Work. It is recognized that Employee must devote a great deal of time outside the normal office hours to attend to the business of the Village Police Department. Employee shall establish a regular work shift that fits within the needs of the Police Department. Employee shall additionally make himself available outside of his regular work shift to meet the needs of the Police Department and the Village, including availability for Village meetings and other Village business.

6. Performance Evaluation. Evaluation of Employee's performance will be conducted by the Village Manager annually during the Employee's term of employment as Chief of Police. At a minimum, the performance evaluation process will include a written evaluation of the Employee's work performance during the previous rating period, a meeting and discussion with the Village Manager, a review of Employee's goals and objectives for the next year's rating period, and a written summary of the evaluation results.

7. Resignation. If Employee voluntarily resigns from his position as Chief of Police, Employee shall provide a minimum of sixty (60) days written notice to the Village Manager, unless the Village and Employee agree to a different notice period.

8. Termination. For purposes of this employment, Employee shall only be terminated for "cause." "Cause" means: (i) willful malfeasance or willful misconduct by Employee in connection with his employment; (ii) Employee's gross negligence in performing any of the duties under this agreement after being given a reasonable opportunity to correct any alleged performance deficiencies; (iii) Employee's being found guilty of any felony, or Employee's being found guilty of any misdemeanor involving dishonesty, a drug related offense or moral turpitude, or Employee's being convicted of any other misdemeanor (*i.e.*, with a judgment of conviction being entered rather than an order of supervision being entered), but excluding any misdemeanor or petty offense which relates to a traffic violation (other than a misdemeanor DUI while operating a Village-owned vehicle) or infraction; (iv) a material breach by Employee of any of the terms of this Agreement after being given a reasonable opportunity to cure any alleged breach of this Agreement.

9. Personnel Manual. The Village Personnel Manual, as amended from time to time during the term of this Agreement, shall govern all matters not specifically addressed in this Agreement.

10. Residency. The employee need not be a resident of the Village during the term of this Agreement and shall be grandfathered from any future change to the Village's policy or regulation on this item.

11. Indemnification. The Village shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance. The Village shall defend, save harmless and indemnify the Employee against any tort, professional liability claim, or demand or other legal action, whether groundless or otherwise, arising out of and alleged to have occurred in the scope of Employee's duties and/or employment. It is agreed that it is against recognized public policy and that there is no obligation for the Village to pay for punitive damages assessed against the Employee, or any damages, claim or sum for any act or omission alleged to have occurred outside the scope of the Employee's employment.

12. Venue and Governing Law. This Agreement is made under and shall be construed in accordance with the laws of the State of Illinois. Venue of any action arising out of or resulting from the terms and provisions of this Agreement shall lie in the Circuit Court of Kane County, Illinois.

13. Entire Agreement. This Agreement represents the entire agreement between the Parties concerning the Employee's employment with the Village and supersedes all prior negotiations, discussions, understandings and agreements, whether written or oral, between Employee and the Village relating to the subject matter of this Agreement. No provision of this Agreement may be amended or waived unless such amendment or waiver is agreed to in writing and signed by Employee and the Village.

< CONTINUED ON NEXT PAGE >

14. Severability. If any provision of this Agreement or the application of any such provision to any Party shall be determined by any court of competent jurisdiction to be invalid and unenforceable to any extent, the remainder of this Agreement shall not be affected, and each remaining provision of this Agreement shall be considered valid and shall be enforced to the fullest extent permitted by law.

Executed this _____ day of _____, 2025, at Hampshire, Kane County, Illinois.

EMPLOYEE VILLAGE CHIEF OF POLICE

By: 

Douglas Pann
Village Chief of Police

Date: _____

VILLAGE OF HAMPSHIRE,
an Illinois municipal corporation

By: _____

Michael J. Reid, Jr.
Village President

Date: _____

Lead Service Line Removal Program - Update

Prepared by Mark Montgomery Supervisor of Utilities VOH 6-12-2025

Key Milestones

1. Final Water Service Line Material Inventory submitted – April 15, 2024
2. Initial Lead Service Line Removal Plan submitted – April 15, 2024
3. Annual plan updates due – Each April 15
4. Final comprehensive Removal Plan due – April 15, 2027
5. Lead Sample Site Plan due to IEPA – December 31, 2024
6. First round of biannual lead sampling scheduled – January–June 2025

Current Status

The Village was required to collect 40 lead and copper samples based on an IEPA-approved sampling plan. This plan prioritized known lead service line locations.

Of the 40 samples: (Appendix A)

- 17 were taken from homes with confirmed lead service lines
- 23 were collected from randomly selected locations

Lead was detected in 11 of the 17 homes with lead service lines. All other sample sites showed no lead detection.

The Village's 90th percentile value was 1.79 ppb, which is well below the EPA action level of 15 ppb, indicating that the Village's corrosion control treatment is effective.

One home exceeded the EPA action level and was notified as required. A targeted response plan is underway, including potential line replacement at Village expense.

Next Steps

The second round of biannual lead sampling (for the July–December 2025 period) will begin soon and will continue semiannually until all known lead service lines are removed.

Beginning in 2027, the Village must replace at least 7% of known lead service lines annually, which currently equates to approximately two services per year.

Decisions – Lead Service Line Replacement (LSLR) Policy

Of the 17 confirmed lead service lines:

- 5 can be replaced with direct connections to the existing water main (estimated cost:

\$15,000 each = \$75,000 total).

- 12 are located in areas such as Baldwin Alley, the 100 block of Terwilliger, and the 200–300 blocks of Oak Street, where the Village must decide between: (Appendix B)

1. Connecting to an existing ~100-year-old 4" water main **(est. cost - \$180,000)**, or
2. Pursuing a full street reconstruction project, including water and sewer infrastructure upgrades.

Engineering Enterprises, Inc. (EEI) is currently developing cost estimates and feasibility analyses for option 2.

High Lead Result – Immediate Action

One residence returned a lead result of 44.8 ppb, exceeding the EPA action level.

A targeted response plan has been developed. Village staff recommends proceeding with the replacement of this line at village expense during the current fiscal year. The quoted replacement cost is \$15,000.

This action reflects the Village’s commitment to public health and transparency and could serve as a model for future replacements—though it may set a precedent. The Village is not required to replace any services until 2027.

Policy Consideration – Private Side Responsibility

Under Illinois law, the Village is responsible for replacement from the main to the curb box (b-box). The property owner is responsible from the curb box to the meter. (Appendix C)

The Village should consider adopting a formal policy addressing whether and how it will provide assistance for private-side lead service line replacement. This would offer clarity to residents and support future planning.

- Replace the Village owned portion of the service line and leave the homeowner side to the homeowner to replace at their cost.
- Offer the homeowner a pre-determined from policy sum of money for them to replace their side of the line.
- Village takes responsibility for the entire line – cost and implementation.

Being that this is a no-fault public health issue caused by service lines put in a long time ago when the health effects were unknown and was acceptable by code, Village staff recommends the Village take responsibility for the entire service line removal spreading the burden of these 17 homeowners over the entire village population.

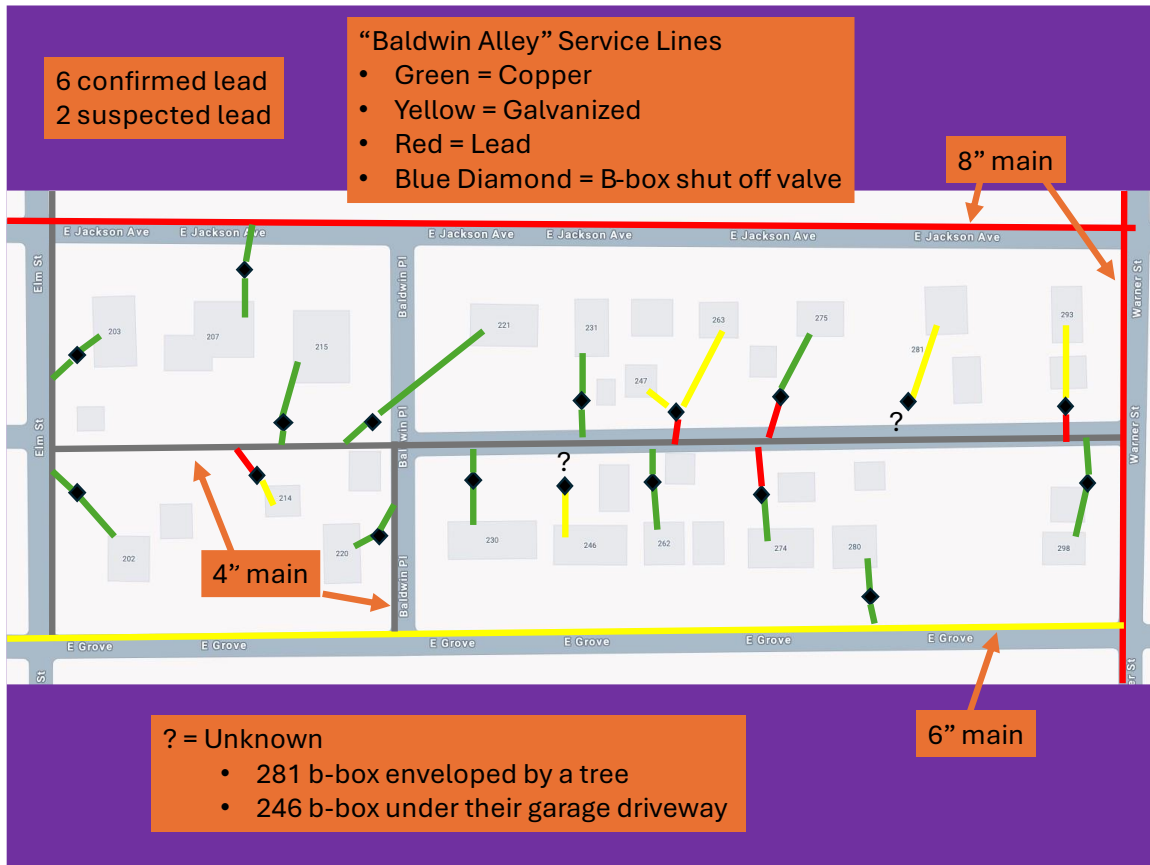
Appendix A

January - June 2025 Lead Sampling					
Sample #	Address	Value ppb	Sample #	Address	Value ppb
1	219 Panama Ave	0	21	801 Bruce Dr	0
2	545 Whitetail Cir	0	22	305 Panama Ave	0
3	555 Whitetail Cir	0	23	1760 Rockport Rd	0
4	1450 Hearthstone	0	24	263 E. Jackson Ave	0
5	661 Hampshire Dr	0	25	293 E. Jackson Ave	0
6	189 Edgewood Dr	0	26	181 E. Jefferson Ave	0
7	710 E. Meadowdale Circle	0	27	214 Grove Ave	0
8	112 Jack Dylan Dr	0	28	354 Oak Ave	0
9	700 E. Meadowdale Circle	0	29	337 Washington Ave	0
10	500 Fox Run Ln	0	30	238 Oak Ave	0.976
11	716 James Dr	0	31	247 E. Jackson Ave	1.01
12	1013 Peregrine Way	0	32	324 Oak Ave	1.2
13	310 White Oak St	0	33	394 Oak Ave	1.48
14	812 Elm St	0	34	145 W Jefferson Ave	1.52
15	308 White Oak St	0	35	274 Grove Ave	1.6
16	720 Bruce Dr	0	36	169 E. Jefferson Ave	1.79
17	121 W Jefferson Ave	0	37	275 E. Jackson Ave	2.18
18	726 Karen Dr	0	38	118 Terwilliger Ave	3.19
19	805 Karen Dr	0	39	202 Oak Ave	3.7
20	1256 Tuscany Trl	0	40	152 South Ave	44.8
Concentration of lead in parts per billion					
Sites with lead service lines (17)					
90th % highest concentration sample = wholistic value for the village = 1.79 ppb					

EPA requires the Village to determine the values of the samples in ascending order. The 90th % sample is then to be determined. The Village is required to sample 40 sites based on the population. The 90th % sample is the 36th of 40 samples. The value of the 36th sample is 1.79 parts per billion. That value is the number assigned to the Village as a whole. If that number exceeds the action level of 15ppb then a corrosion control study and subsequent plan of action is mandated.

Appendix B

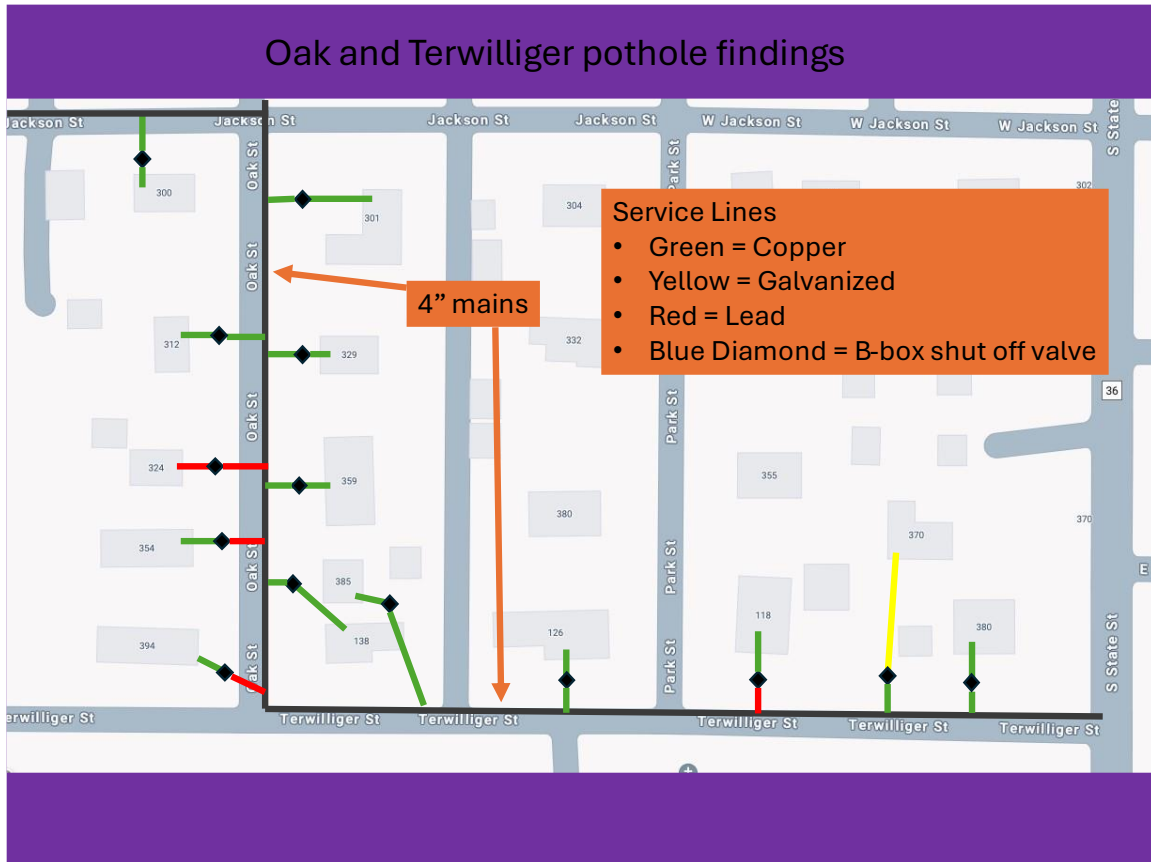
“Baldwin Alley”



The homes on the south side of the 200 block of Jackson and the homes on the north side of the 200 block of Grove have service lines that run through the back of their properties to an old 4" water main that runs down the alley.

- Does the Village replace only the lead service lines and connect them back to the old main or run them through the front of the properties and connect to the existing 8" and 6" mains? OR
- Does the Village decommission the old 4" and replace the entire neighborhood to the front 8" and 6" mains?

100 block of Terwilliger and 300 block of Oak



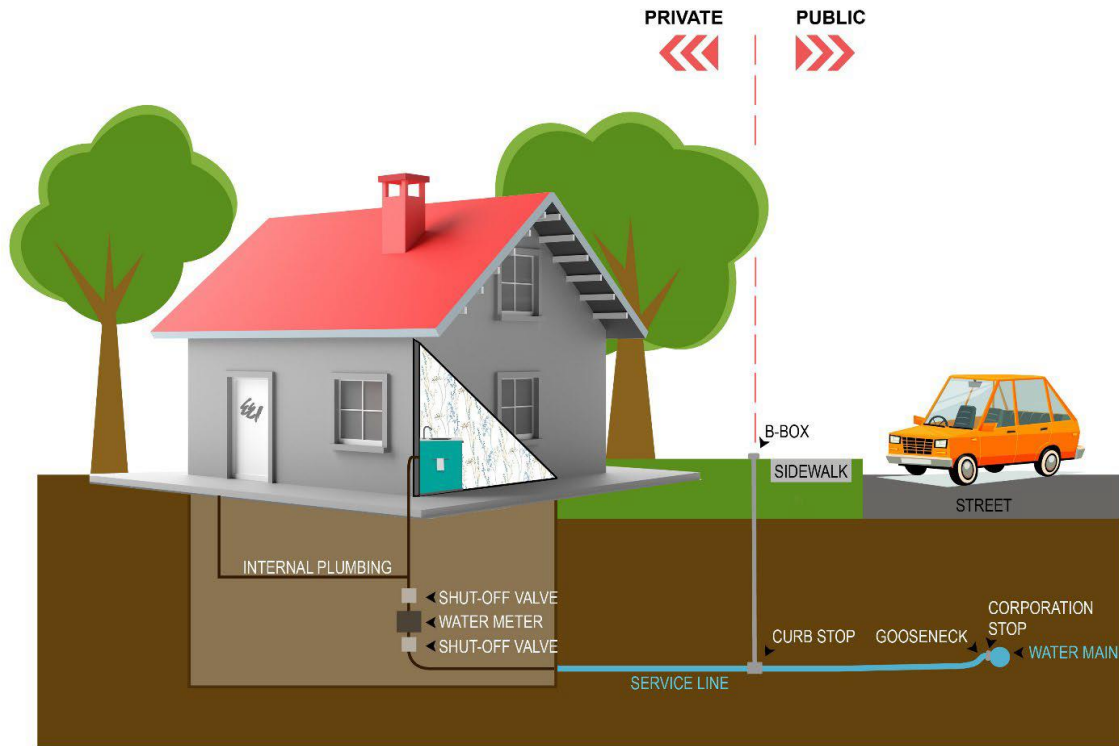
Does the Village replace only the lead service lines and connect them back to the old 4" water main or does the Village perform a larger engineering project replacing the water and sewer for the entire two streets?

200 block of Oak



Does the Village replace only the lead service lines and connect them back to the old 4" water main or does the Village perform a larger engineering project replacing the water and sewer for the entire two streets?

Appendix C



©Engineering Enterprises Inc. January 2024

Service line is required to be replaced from the water main to the meter inside the house. The Village owns from the main to the curb stop or B-Box. The homeowner is responsible for the portion that runs from the B-Box to the meter inside the home. The Village is not responsible for the homeowner's side which makes enforcement difficult as the replacement is costly for the homeowner.



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

MEMO

To: Village of Hampshire

From: Engineering Enterprises, Inc.

Date: June 13, 2025

**Re: *Safe Routes to School – Agenda Supplement
Joint Funding Agreement and Phase III Engineering Agreement***

Background

The Village was awarded a \$250,000 grant for a sidewalk construction project through the IDOT Safe Routes for School program. The location of the sidewalk improvements is illustrated on Attached Location Map. EEI has been working through the Phase I – Preliminary Engineering process with IDOT and the Preliminary Design Report (PDR) is in to IDOT for final approval. The Phase II Design Engineering Initial-Final Plans were submitted to IDOT on June 10, 2025 for review.

The project is still on target for the September IDOT letting with construction possibly starting in November 2025 or early Spring 2026 with completion by June 1, 2026. There are two items that require Village approval at this point to stay on target for the September letting. The Joint Funding Agreement and the Engineering Services Agreement for Phase III construction engineering.

EEI has drafted the attached Joint Funding Agreement which authorizes the Village's local match of \$279,191.50.

EEI has also prepared the attached Engineering Services Agreement in the amount of \$47,468.00 for construction engineering and material testing.



Using Federal Funds? ☒ Yes ☐ No	Agreement For Federal CE	Agreement Type Original
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LOCAL PUBLIC AGENCY

Local Public Agency Hampshire	County Kane	Section Number 24-00021-00-SW	Job Number C-91-279-24
Project Number FQPA(231)	Contact Name Jay Hedges	Phone Number (847) 683-2181	Email jhedges@hampshireil.org

SECTION PROVISIONS

Local Street/Road Name Elm Street	Key Route MUN 1040	Length 0.15 MI	Structure Number N/A
Location Termini Jake Lane to Panama Avenue			Add Location Remove Location

SECTION PROVISIONS

Local Street/Road Name High Avenue	Key Route MUN 4050	Length 0.09 MI	Structure Number N/A
Location Termini State Street to Elm Street			Add Location Remove Location

SECTION PROVISIONS

Local Street/Road Name Panama Avenue	Key Route MUN 4030	Length 0.52 MI	Structure Number N/A
Location Termini State Street to Centennial Drive			Add Location Remove Location

SECTION PROVISIONS

Local Street/Road Name State Street	Key Route FAU 0098	Length 0.24 MI	Structure Number N/A
Location Termini Duchess Lane to Panama Avenue			Add Location Remove Location

Project Description

This project consists of installing over 4700 feet of sidewalk near of Hampshire Middle School and Hampshire Elementary School. Elm Street, High Avenue, Panama Avenue, and State Street are some of the main walking areas for students, yet there are gaps and sidewalk missing on some streets. Therefore, the purpose of this project is to increase the safety of the students commuting by walking and increase ADA accessibility to the schools. Additional work includes earth excavation, pavement markings, aggregate base course, restoration, and other appurtenant work.

Engineering Funding	☒ Federal ☐ MFT/TBP ☐ State ☒ Other	Local Funds
Anticipated Construction Funding	☒ Federal ☐ MFT/TBP ☐ State ☒ Other	Local Funds

AGREEMENT FOR

☒ Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name Engineering Enterprises, Inc.	Contact Name Chris Ott	Phone Number (630) 466-6757	Email cott@eeiweb.com
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Address	City	State	Zip Code
52 Wheeler Road	Sugar Grove	IL	60554

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge Contractor	A full time LPA employee authorized to administer inherently governmental PROJECT activities Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514)
- ☒ EXHIBIT E: Rubino Proposal
- ☒ EXHIBIT F: BC 775
- ☐ _____

I. THE ENGINEER AGREES,

- To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
- The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
- That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
- That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
- To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
- To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
- To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
- The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
- That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties

without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.

10. For Construction Engineering Contracts:

- (a) The ENGINEER shall be prequalified with the STATE in Construction Inspection. All employees of the ENGINEER serving as the onsite resident construction supervisor or providing construction inspection shall have a valid Documentation of Contract Quantities certification.
- (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials. "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.

11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514)

II. THE LPA AGREES,

- 1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
- 2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
- 3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
- 4. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final Payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by LPA and DEPARTMENT, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
- 5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

☐ Lump Sum

☐ Specific Rate

☒ Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where $FF = (0.33 + R) DL + \%SubDL$, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

Field Office Overhead Rates: Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.

- 6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

- 1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
- 2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all

books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT, the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.

3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.
5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
 - (f) has not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a

lic enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug status conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
12. For Construction Engineering Contracts:
- (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
 - (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
 - (c) That any difference between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
 - (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent employed on such work at the expense of the LPA.
 - (e) Inspection of all materials when inspection is not provided by the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Engineering Enterprises, Inc.	36-3150869	\$41,721.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Rubino Engineering	80-0450719	\$5,747.00
Subconsultant Total		\$5,747.00
Prime Consultant Total		\$41,721.00
Total for all work		\$47,468.00

AGREEMENT SIGNATURES

Attest: The

Local Public Agency Type
Village

 of

Local Public Agency
Hampshire

By (Signature & Date)

--

By (Signature & Date)

--

Local Public Agency

Hampshire

Local Public Agency Type

Village

 Clerk

Title

Village President

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

Engineering Enterprises, Inc.

By (Signature & Date)

--

Title

Senior Project Manager

By (Signature & Date)

--

Title

Project Manager

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Hampshire	Engineering Enterprises, Inc.	Kane	24-00021-00-SW

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

- Attend Pre-Construction Meeting
- Review Contractor's Proposed Construction Schedule
- Set up field books, quantity books, diary, job box and all other forms of proper project documentation, including CMMS
- Prepare a project contact list
- Provide resident engineering for on-site observation
- Keep inspector's daily reports and quantity book records up to date
- Maintain orderly files of all relevant project documents
- Perform quantity measurements to prepare pay estimates and change orders for Village & IDOT approval
- Provide liaison functions related to the coordination of contractors, utilities, developers, other agencies and property owners engaged or affected by the project
- Monitor adherence to project specifications
- Maintain daily contact with the Contractor to monitor schedule
- Maintain daily contact with Village and IDOT
- Gather material inspection and coordinate any required testing on behalf of the Village
- Provide guidance to the contractor when questions arise during construction
- Provide construction layout
- Provide information to residents as required
- Perform punch list inspections and provide follow up inspections and recommend acceptance when appropriate
- Communicate activities with Village weekly or as required based on on-site activities
- Complete job box and conduct all audits with IDOT
- Complete required pay estimates and change orders to complete the project
- Prepare necessary IDOT closeout paperwork

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Hampshire	Engineering Enterprises, Inc.	Kane	24-00021-00-SW

**EXHIBIT B
PROJECT SCHEDULE**

1. Target Letting: 9/19/2025
2. Pre-Construction Meeting: 11/1/2025
3. Start of Construction: 11/17/2025
4. End of Construction: 5/31/2026
5. Project Closeout: 12/31/2026

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Hampshire	Engineering Enterprises, Inc.	Kane	24-00021-00-SW

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	☐	☒
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	☐	☒
3	Was the scope of services for this project clearly defined?	☐	☒
4	Was public notice given for this project?	☐	☒

If yes Due date of submittal **05/16/25**

Method(s) used for advertisement and dates of advertisement

Via DemandStar continuously starting on 4/24/2025

5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☒
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☒
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☒

Project Criteria	Weighting
Firm Experience	30%
Staff Capabilities	30%
Past Performance	30%
Local Presence	10%

8	Do the written QBS policies and procedures discuss the method of selection?	☐	☒
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Selection committee (titles) for this project

Jay Hedges, Lori Lyons, Dave Starrett

Top three consultants ranked for this project in order	
1	Engineering Enterprises, Inc. (Approved by IDOT on 6-9-25)
2	Gonzalez Companies, LLC
3	

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	☐	☒
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☒
11	Were acceptable costs for this project verified?	☐	☒
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	☐	☒
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	☐	☒
14	QBS according to State requirements used?	☐	☐
15	Existing relationship used in lieu of QBS process?	☐	☐
16	LPA is a home rule community (Exempt from QBS).	☐	☐



EXHIBIT D
COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET
FIXED RAISE

Local Public Agency	County	Section Number
Village of Hampshire	Kane	24-00021-00-SW
Prime Consultant (Firm) Name	Prepared By	Date
Engineering Enterprises, Inc.	Christopher J. Ott	6/9/2025
Consultant / Subconsultant Name	Job Number	
Engineering Enterprises, Inc.	C-91-279-24	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Hampshire Safe Routes To School Project (SRTS)

PAYROLL ESCALATION TABLE

CONTRACT TERM	15	MONTHS	OVERHEAD RATE	176.13%
START DATE	10/1/2025		COMPLEXITY FACTOR	0
RAISE DATE	2/1/2026		% OF RAISE	3.00%
END DATE	12/31/2026			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2025	2/1/2026	4	26.67%
1	2/2/2026	1/1/2027	11	75.53%

The total escalation = 2.20%

Village of Hampshire

Kane

24-00021-00-SW

Engineering Enterprises, Inc.

C-91-279-24

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	2.20%

[illegible]

Local Public Agency

Village of Hampshire

County

Kane

Section Number

24-00021-00-SW

Consultant / Subconsultant Name

Engineering Enterprises, Inc.

Job Number

C-91-279-24

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$0.00

Village of Hampshire

Kane

24-00021-00-SW

Engineering Enterprises, Inc.

C-91-279-24

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

COMPLEXITY FACTOR 0

37,267

Village of Hampshire

Engineering Enterprises, Inc.

Kane

24-00021-00-SW

C-91-279-24

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 **OF** 2

[illegible]

Village of Hampshire

Engineering Enterprises, Inc.

Kane

24-00021-00-SW

C-91-279-24

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Material Testing																	
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
E-4 Senior Principal	90.00																		
E-3 Principal	90.00																		
E-2 Senior Project Manager	81.48																		
E-1 Project Manager	63.46																		
P-6 Senior Project Engineer II	53.81																		
P-5 Senior Project Engineer I	49.02																		
P-4 Project Engineer	41.04	4	100.00%	41.04															
T-6 Senior Project Technician II	48.31																		
T-5 Senior Project Technician I	50.03																		
T-4 Project Technician	42.06																		
T-3 Senior Technician	36.46																		
T-2 Technician	27.13																		
T-1 Associate Technician	24.53																		
I-1 Engineering Intern	24.53																		
A-4 Executive Administrative Assistant	57.85																		
A-3 Administrative Assistant	36.06																		
TOTALS		4.0	100%	\$41.04	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00

PROPOSAL

June 9, 2025

To: Christopher J. Ott, PE, CPII
Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, Illinois 60554
P: 630.742.2051

Re: **QA Materials Testing Services**
Proposed Safe Routes to School
In Village of Hampshire

Proposal No. Q25.331

Via email: COtt@eeiweb.com

Dear Mr. Ott,

Rubino Engineering, Inc. is pleased to submit the following proposal to provide QA construction materials testing and inspection services for the above referenced project.

PROJECT UNDERSTANDING

Rubino Engineering, Inc. received a request for proposal from Christopher J. Ott, PE, CPII of Engineering Enterprises, Inc. on June 2nd, 2025 and the following outlines our understanding of the requested scope of services:

Project Name and Description

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION
PLANS FOR PROPOSED
FEDERAL-AID HIGHWAY
SAFE ROUTES TO SCHOOL
SECTION 24-00021-00-SW
PROJECT NUMBER: FQPA (231)
VILLAGE OF HAMPSHIRE
KANE COUNTY
JOB NO. C-91-279-24**

General Scope of Services

BITUMINOUS PAVING AND CONCRETE

- QA Field testing of hot mix asphalt (HMA) – density by the nuclear method
- This project is following the LR1030-2 Specification per the plans provided to Rubino
 - Random Number Generation for test locations is required for the QC/QA Program
- QA Field testing of uncured concrete
 - Slump, air, temperature, and casting of cylinders
 - Laboratory testing of cured concrete – compressive strength

Extras

- Re-inspection for failed tests
- QA Laboratory testing of HMA - Bulk SG, Max SG, and Loss on Ignition
- Mix Design Review for PCC and HMA as submitted by the contractor
- Work areas not ready for inspection at the time scheduled
- Delays by the contractor
- Cancellations
- Overtime
- Any services not described and listed above

Rubino Engineering, Inc. proposes to provide experienced, technical personnel to perform the requested testing in general accordance with the client-provided project specifications. If any of the above information is incorrect, please notify us or change it on the signed copy of the proposal.

Based on your email on June 2nd, 2025, the following summarizes the estimate for testing and is subject to change based on final scheduling:

Material	Estimated Number of trips	Half / Full Day *
BITUMINOUS PAVING	1	Half (4 hours)
CONCRETE	4	Half (4 hours)

*Portal to Portal

Item Description				Material Tester 1 & 2 (hr)	Vehicle (Day)	Project Manager (hr)	Cylinders (each)	Nuclear Density Gauge (per day)	(0.5 Veh + 2 Hours MT 1)
	Quantity	Unit	Item						
Class D Patches 2"	267	SY	HMA	4	0.5	1		1	
HMA Driveway Pavement 3"	267	SY							
PCC Driveway Pavement 6"	133	SY	PCC	12	1.5	3	18		3
PCC Sidewalk 5"	21300	SF							
PCC Sidewalk 6"	2730	SF							
PCC C&G	318	FT							
		TOTAL:		20	2.5	5	24	1	4

FEES

The work will be accomplished on a CECS in accordance with the attached BLR 05514 Cost Estimate and will be performed pursuant to the attached General Conditions. Copies of our Schedule of Services and Fees and General Conditions are enclosed herewith and incorporated into this proposal. The estimated fee is **\$5,747**.

Rubino Engineering, Inc.'s fees will be determined by the actual amount of technical time expended for this project and the amount of laboratory testing performed by the client's request.

Rubino Engineering, Inc. will proceed with the planned work only after receiving a signed copy of this proposal. Please complete the attached Project Data Sheet before returning the proposal to enable your file to be properly established.

PROJECT SCHEDULING

Please book testing services prior to 4pm the day before testing is needed via our website:

<https://rubinoeng.com/schedule-field-testing>

The office and field project manager will be notified, and you will receive a confirmation email and possibly a follow up phone call or email for additional project information.

Changes to the schedule or cancellations: scheduling@rubinoeng.com

Please call the office with any questions or changes to the schedule between 8am to 4pm.

Late or Same Day Scheduling will result in additional time charges for coordination and overtime.

CLOSING

Rubino appreciates the opportunity to offer our services for this project and we look forward to working with your company. Please contact me with questions pertaining to this proposal or requests for additional services.

Respectfully submitted,

RUBINO ENGINEERING, INC.



Michelle A. Lipinski, PE

President

michelle.lipinski@rubinoeng.com

RUBINO ENGINEERING, INC. IS:
AN AASHTO-ACCREDITED LABORATORY
IDOT PREQUALIFIED
IDOT DBE-CERTIFIED (100% WOMAN-OWNED)

AUTHORIZATION AND PROPOSAL ACCEPTANCE

If this proposal is acceptable to you, Rubino Engineering, Inc. will perform the work in accordance with the attached General Conditions that are incorporated into and made a part of this proposal. Please sign below as notice to proceed and return one copy of this proposal intact to our office. We will proceed with the work upon receipt of signed authorization.

AGREED TO, THIS _____	DAY OF _____	, 20__.
BY (please print): _____		
TITLE: _____		
COMPANY: _____		
SIGNATURE: _____		

PROJECT INFORMATION:

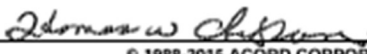
1. Project Name: _____
2. Project Location: _____
3. Your Job No: _____ Purchase Order No.: _____
4. Project Manager: _____ Telephone No.: _____
5. Site Contact: _____ Telephone No.: _____
6. Number and Distribution of Reports:
() Copies To: _____ () Copies To: _____
Attn: _____ Attn: _____
Email: _____ Email: _____

() Copies To: _____ () Copies To: _____
Attn: _____ Attn: _____
Email: _____ Email: _____
7. Invoicing Address: _____

Attn: _____
Email: _____
8. Other Pertinent Information Or Previous Subsurface Information Available:

REMARKS

- 1) All fees and services are provided in accordance with the attached Rubino Engineering, Inc. General Conditions.
- 2) Unit prices/rates are in effect for 6 months from the date of this proposal and are subject to change without notice thereafter if not noted above.
Overtime rates are applicable for services performed in excess of 8 hours per day Monday through Friday, before 7:00 AM or after 3:00 PM, and for all hours worked on Saturdays, Sundays and holidays. The overtime rate is 1.5 times the applicable hourly rate. Sundays and holidays are double time.
- 3) All rates are billed on a portal-to-portal basis.
- 4) Standby time due to delays beyond our control will be charged at the applicable hourly rate.
- 5) Transportation and per diem are charged at the applicable rates per trip.
- 6) Rates involving mileage (including transportation, mobilization, vehicle and trip charges) are subject to change based upon increases in the national average gasoline price.
- 7) A minimum charge of 4 hours applies to field testing and observation services up to 4 hours. Over 4 hours a minimum of 8 hours applies. Time calculated portal to portal and includes equipment loading, travel, and report preparation.
- 8) Scheduling or cancellation of field testing and observation services is required no less than the working day prior to the date the services are to be performed. Services cancelled without advance and/or inadequate notice will be assessed a minimum 4-hour charge.
- 9) For all Rubino Engineering, Inc. services, a project management/engineering review charge will be billed for all reports issued for the scheduling/supervision of personnel and the evaluation/review of data and reports.
- 10) The minimum billing increment for time is a half hour.
- 11) A project set-up charge of a minimum of two hours applies to all projects.
- 12) Professional Services rates are exclusive of expert deposition or testimony time.
- 13) This proposal is based on Rubino Engineering, Inc. being scheduled on an on-call basis and letters of certification will not be provided unless Rubino Engineering, Inc. is notified in advance and Rubino Engineering, Inc. is scheduled for full time inspection and testing of the area or item to be certified.
- 14) If special inspections are required by the city where the construction is to take place, it must be brought to the attention of Rubino Engineering, Inc. prior to the start of construction as additional charges will apply.
- 15) Prevailing wage fees are subject to change based on the Illinois Department of Labor.
- 16) Services and fees not listed on this schedule may be quoted on request.
- 17)

Client#: 1171577		RUBINENG		DATE (MM/DD/YYYY) 9/06/2024		
ACORD™ CERTIFICATE OF LIABILITY INSURANCE						
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.						
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER USI Ins Svcs LLC Euclid-Prof 2021 Spring Road, Suite 100 Oak Brook, IL 60523 312 442-7200			CONTACT NAME: Laurie Cloninger PHONE (A/C, Mo, Ext): 630 625-5219 FAX (A/C, Mo): 610 537-4939 E-MAIL ADDRESS: AEcertificates@usi.com			
INSURED Rubino Engineering, Inc. 425 Shepard Dr Elgin, IL 60123			INSURER(S) AFFORDING COVERAGE		NAIC #	
			INSURER A: RLJ Insurance Company		13056	
			INSURER B: Pacific Insurance Company, Limited		10046	
			INSURER C:			
			INSURER D:			
			INSURER E:			
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:						
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR INVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:		PSB0003777	09/01/2024	09/01/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPROP AGG \$2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		PSA0001881	09/01/2024	09/01/2025	COMBINED SINGLE LIMIT (Per accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED: RETENTION \$		PSE0002142	09/01/2024	09/01/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	PSW0002789	09/01/2024	09/01/2025	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Professional Liability		83OH056719924	09/01/2024	09/01/2025	\$2,000,000 each claim / \$4,000,000 annual aggr.
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Professional Liability is written on a 'claims made' policy form. Some or all officers are excluded from Workers Compensation coverage.						
CERTIFICATE HOLDER Rubino Engineering, Inc. 425 Shepard Dr. Elgin, IL 60123			CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 			

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GENERAL CONDITIONS

1. PARTIES AND SCOPE OF SERVICES: Rubino Engineering, Inc. shall include said company or its particular division, subsidiary or affiliate performing the services. "Services" means the specific geotechnical, analytical, testing or other service to be performed by Rubino Engineering, Inc. as set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. Additional services ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the services to be done by Rubino Engineering, Inc. If Client is ordering the services on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said services. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the services ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of Rubino Engineering, Inc.'s services. Rubino Engineering, Inc. shall have no duty or obligation to any third party greater than that set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. The ordering of services from Rubino Engineering, Inc., or the reliance on any of Rubino Engineering, Inc.'s work, shall constitute acceptance of the terms of Rubino Engineering, Inc.'s proposal and these General Conditions, regardless of the terms of any subsequently issued document.

2. TESTS AND INSPECTIONS: Client shall cause all tests and inspection of the site, materials and work performed by Rubino Engineering, Inc. or others to be timely and properly performed in accordance with the plans, specifications and contract documents and Rubino Engineering, Inc.'s recommendations. No claims for loss, damage or injury shall be brought against Rubino Engineering, Inc. by Client or any third party unless all tests and inspections have been so performed and unless Rubino Engineering, Inc.'s recommendations have been followed. Client agrees to indemnify, defend and hold Rubino Engineering, Inc., its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or Rubino Engineering, Inc.'s recommendations are not so followed except to the extent that such failure is the result of the negligence, willful or wanton act of omission of Rubino Engineering, Inc., its officers, agents or employees, subject to the limitation contained in paragraph 9.

3. SCHEDULING OF SERVICES: The services set forth in Rubino Engineering, Inc.'s proposal and Client's acceptance will be accomplished in a timely, workmanlike and professional manner by RUBINO ENGINEERING, INC. personnel at the prices quoted. If Rubino Engineering, Inc. is required to delay commencement of the services or if, upon embarking upon its services, Rubino Engineering, Inc. is required to stop or interrupt the progress of its services as a result of changes in the scope of the services requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of Rubino Engineering, Inc., additional charges will be applicable and payable by Client.

4. ACCESS TO SITE: Client will arrange and provide such access to the site as is necessary for Rubino Engineering, Inc. to perform the services. Rubino Engineering, Inc. shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its services or the use of its equipment; however, Rubino Engineering, Inc. has not included in its fee the cost of restoration of damage which may occur. If Client desires or requires Rubino Engineering, Inc. to restore the site to its former condition, upon written request Rubino Engineering, Inc. will perform such additional services as is necessary to do so and Client agrees to pay Rubino Engineering, Inc. for the cost.

5. CLIENT'S DUTY TO NOTIFY ENGINEER: Client represents and warrants that it has advised Rubino Engineering, Inc. of any known or suspected hazardous materials, utility lines and pollutants at any site at which Rubino Engineering, Inc. is to perform services hereunder, and unless Rubino Engineering, Inc. has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits. Rubino Engineering, Inc. may use such information in performing its services and is entitled to rely upon the accuracy and completeness thereof. Client agrees to defend, indemnify and save Rubino Engineering, Inc. harmless from all claims, suits, losses costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to Rubino Engineering, Inc.'s performance of its work and resulting to or caused by contact with subsurface of latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to Rubino Engineering, Inc. by Client and/or by any of Client's subcontractors or sub consultants

6. RESPONSIBILITY: Rubino Engineering, Inc.'s services shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. Rubino Engineering, Inc. shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. Rubino Engineering, Inc.'s services or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Rubino Engineering, Inc. has no right or duty to stop the contractor's work.

7. SAMPLE DISPOSAL: Unless otherwise agreed in writing, test specimens or samples will be disposed immediately upon completion of the test. All drilling samples or specimens will be disposed sixty (60) days after submission of Rubino Engineering, Inc.'s report.

8. PAYMENT: Client shall be invoiced once each month for services performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing with said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay Rubino Engineering, Inc.'s cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees. Rubino Engineering, Inc. shall not be bound by any provision or agreement requiring or providing for arbitration or disputes or controversies arising out of this agreement, any provision wherein Rubino Engineering, Inc. waives any rights to a mechanics' lien, or any provision conditioning Rubino Engineering, Inc.'s right to receive payment for its services upon payment to Client by any third party. These General Conditions are notice, where required, that Rubino Engineering, Inc. shall file a lien whenever necessary to collect past due amounts. Release of such lien shall be given only when payment in full has been received for services duly rendered. Failure to make payment within thirty (30) days of invoice shall constitute a release of Rubino Engineering, Inc. from any and all claims which Client may have, whether in tort, contract or otherwise and whether known or unknown at the time.

9. STANDARD OF CARE: RUBINO ENGINEERING, INC.'S SERVICES WILL BE PERFORMED, ITS FINDINGS OBTAINED AND ITS REPORTS PREPARED IN ACCORDANCE WITH ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, THESE GENERAL CONDITIONS AND WITH GENERALLY ACCEPTED PRINCIPLES AND PRACTICES. IN PERFORMING ITS PROFESSIONAL SERVICES, RUBINO ENGINEERING, INC. WILL USE THAT DEGREE OF CARE AND SKILL ORDINARILY EXERCISED UNDER SIMILAR CIRCUMSTANCES BY MEMBERS OF ITS PROFESSION. RUBINO ENGINEERING, INC. MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, IN CONNECTION WITH ITS SERVICES PROVIDED AS SET FORTH IN ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, AND THESE GENERAL CONDITIONS. STATEMENTS MADE IN RUBINO ENGINEERING, INC. REPORTS ARE OPINIONS BASED UPON ENGINEERING JUDGMENT AND ARE NOT TO BE CONSTRUED AS REPRESENTATIONS OF FACT.

SHOULD RUBINO ENGINEERING, INC. OR ANY OF ITS PROFESSIONAL EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESSED OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON RUBINO ENGINEERING, INC.'S WORK, AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF RUBINO ENGINEERING, INC., ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$10,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO RUBINO ENGINEERING, INC. FOR ITS WORK PERFORMED WITH RESPECT TO THE PROJECT, WHICHEVER AMOUNT IS GREATER.

NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT OR OTHERWISE, MAY BE BROUGHT AGAINST RUBINO ENGINEERING, INC., ARISING FROM OR RELATED TO RUBINO ENGINEERING, INC.'S WORK, MORE THAN TWO (2) YEARS AFTER THE CESSATION OF RUBINO ENGINEERING, INC.'S WORK HEREUNDER.

10. INDEMNITY: To the fullest extent permitted by law, Client and Rubino Engineering, Inc. each agree to indemnify the other party and the other party's officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of the indemnifying party or any of the indemnifying party's officers, directors, members, partners, agents, employees, subcontractors, or subconsultants in the performance of services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Client and Rubino Engineering, Inc., they shall be borne by each party in proportion to its negligence.

11. TERMINATION: This Agreement may be terminated by either party upon seven (7) days' prior written notice. In the event of termination, Rubino Engineering, Inc. shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses and for the completion of such services and records as are necessary to place Rubino Engineering, Inc.'s files in order and/or protect its professional reputation. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until Rubino Engineering Inc. has been paid in full all amounts due for services, expenses and other related changes.

12. DISPUTE RESOLUTION: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and Rubino Engineering, Inc. agree to attempt to resolve such disputes in the following manner: 1) The parties agree to attempt to resolve any and all unsettled claims, counterclaims, disputes and other matters in question through direct negotiations between the appropriate representatives of each party; 2) If such negotiations are not fully successful, the parties agree to submit any and all remaining unsettled claims, counterclaims, disputes and other matters in question to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of this Agreement.

13. WITNESS FEES: Rubino Engineering, Inc.'s employees shall not be retained as expert witnesses except by separate written agreement. Client agrees to pay Rubino Engineering, Inc.'s legal expenses, administrative costs and fees pursuant to Rubino Engineering, Inc.'s then current fee schedule for Rubino Engineering, Inc. to respond to any subpoena.

14. NO HIRE: Client agrees not to hire Rubino Engineering, Inc.'s employees except through Rubino Engineering, Inc. In the event Client hires a Rubino Engineering, Inc. employee, Client shall pay Rubino Engineering, Inc. an amount equal to one-half of the employee's annualized salary, with Rubino Engineering, Inc. waiving other remedies it may have.

15. HAZARDOUS MATERIALS: Nothing contained within this agreement shall be construed or interpreted as requiring Rubino Engineering, Inc. to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA, CERCLA, or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants. Client assumes full responsibility for compliance with the provisions of RCRA, CERCLA, and any other Federal or State statute or regulation governing the handling, treatment, storage and disposal of pollutants.

16. PROVISIONS SEVERABLE: The parties have entered into this agreement in good faith and it is the specific intent of the parties that the terms of the General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.

17. ENTIRE AGREEMENT: This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.

Local Public Agency Village of Hampshire	County Kane County	Section Number 24-00021-00-SW
Prime Consultant (Firm) Name Engineering Enterprises, Inc.	Prepared By Michelle Lipinski	Date 6/4/2025
Consultant / Subconsultant Name Rubino Engineering, Inc.	Job Number C-91-279-24	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Safe Routes to School in the Village of Hampshire, Illinois.

PAYROLL ESCALATION TABLE

CONTRACT TERM	10	MONTHS			
START DATE	10/1/2025			OVERHEAD RATE	176.27%
RAISE DATE	3/1/2026			COMPLEXITY FACTOR	0
				% OF RAISE	3.00%
END DATE	7/31/2026				

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2025	3/1/2026	5	50.00%
1	3/2/2026	8/1/2026	5	51.50%

The total escalation = 1.50%

Village of Hampshire

Kane County

24-00021-00-SW

Sl. No.	Consultant / Subconsultant Name	Address	Phone No.	E-mail
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Rubino Engineering, Inc.

Job Number

C-91-279-24

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	1.50%

[illegible]

Local Public Agency

Village of Hampshire

County

Kane County

Section Number

24-00021-00-SW

Consultant / Subconsultant Name

Rubino Engineering, Inc.

Job Number

C-91-279-24

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	4.5	\$65.00	\$292.50
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)		\$468.25	\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Nuclear Gauge	Inhouse Direct Cost	1	\$50.00	\$50.00
Standard Proctor	Inhouse Direct Cost		\$267.00	\$0.00
Cylinders	Inhouse Direct Cost	24	\$19.50	\$468.00
Core Density	Inhouse Direct Cost	1	\$44.50	\$44.50
TOTAL DIRECT COSTS:				\$855.00

BLR 05514 (Rev. 02/06/25)

Village of Hampshire

Rubino Engineering, Inc.

Kane County

24-00021-00-SW

C-91-279-24



Regional Engineer

Jose Rios, P.E.

Contract Number

61L74

District

1

Letting Date

09/19/25

Department of Transportation

Address

201 West Center Court

City

Schaumburg

State

IL

Zip Code

60196

Municipality

Village of Hampshire

Route

FAU 0098

County

Kane

Project Number

FQPA(231)

Job Number

C-91-279-24

Section Number

24-00021-00-SW

☐ I recommend the following individual as a local public agency employee qualified to be resident construction supervisor and to be in responsible charge of this construction project.

☒ I certify that I am in responsible charge as defined by the department of this construction project. Since the local public agency does not have a local public agency employee qualified to be the resident construction supervisor, I am recommending a consulting engineer to serve as resident construction supervisor.

Signature (for the local public agency)

Date

Title

Streets Supervisor

Applicants Name

Jake Seger, P.E.

The following describes my educational background, experience and other qualifications to be resident construction supervisor of this construction project for the Local Public Agency.

For Consultants: I certify that my firm is pre-qualified in Construction Inspection. Documentation of Contract Quantities certificate number

24-22759

BSCE Bradley University, 2018

Illinois Licensed Professional Engineer, 062-074305

11 years of construction inspection experience including the following projects:

- John Shields Elementary School Sidewalk Improvements (ITEP), Village of Sugar Grove
- Devon Avenue/Busse Road Intersection Improvements (STP), Village of Elk Grove Village
- Anderson Road & Keslinger Road Intersection Improvements (STP), Village of Elburn
- IL Route 47 & Bliss Road Intersection Improvements (STP), Village of Sugar Grove
- Bristol Ridge Road Resurfacing, United City of Yorkville (STP), United City of Yorkville

Completed the following IDOT courses:

IDOT Aggregate Technician, IDOT PCC Level I, II & III, IDOT HMA Level I, II & III, Documentation of Contract Quantities and HMA Nuclear Density Course.

Signature of Applicant

Date

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Job Title of Applicant

Senior Project Engineer II

Based on the above information and my knowledge of the applicant's experience and training, it is my opinion that the applicant is qualified to serve as the resident construction supervisor on this construction project.

Regional Engineer Signature

Date Approved

--

--

cc: Engineer of Local Roads and Streets, Central Bureau of Local Roads and Streets
 Engineer of Construction, Central Bureau of Construction
 Resident Construction Supervisor
 Local Public Agency



Engineering Enterprises, Inc.

52 Wheeler Road
Sugar Grove, Illinois 60554
(630) 466-6700
www.eeiweb.com

Village of Hampshire

234 S. State Street
P.O. Box 457
Hampshire, IL 60140-0457
Phone: (847) 683-2181
Fax: (847) 683-4915

DATE:	MARCH 2025
PROJECT NO.:	HA2308
BY:	MJT
PATH:	H:\GIS\PUBLIC\HAMPSHIRE\2023\
FILE:	HA2308 Safe_Routes_Schools.MXD

**LOCATION MAP
SAFE ROUTES TO SCHOOLS**
VILLAGE OF HAMPSHIRE
KANE COUNTY, ILLINOIS



VILLAGE OF HAMPSHIRE

RESOLUTION NO. 25-_____

A RESOLUTION AUTHORIZING AND APPROVING A LOCAL PUBLIC AGENCY AGREEMENT ON BEHALF OF THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY, STATE OF ILLINOIS (*Safe Routes to School –Phase III Engineering Services*)

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (the “Village Board” and with the President, the “Corporate Authorities”) are committed to furthering the growth of the Village and protecting the health, safety and welfare of the residents of the Village; and

WHEREAS, pursuant to Section 2-3-8 of the Illinois Municipal Code (65 ILCS 5/2-3-8) the Village may contract and be contracted with; and

WHEREAS, previously the Village was awarded a grant for a sidewalk construction project through the Illinois Safe Routes for School program (the “Project”); and

WHEREAS, a portion of the Project may be funded through the Illinois Department of Transportation; and

WHEREAS, in connection with the Project it is necessary for the Village to enter into a local public agency engineering services agreement (the “Agreement”), attached hereto and incorporated herein as Exhibit A; and

WHEREAS, Engineering Enterprises, Inc. is the prime consultant for this Project and has agreed to provide or be responsible for the performance of the engineering services in connection with the Project (the “Services”) in accordance with the terms of the Agreement; and

VILLAGE OF HAMPSHIRE

WHEREAS, the Local Government Professional Services Selection Act (the “Act”) (50 ILCS 510/0.01, *et seq.*) allows the Village to negotiate and enter into contracts for engineering services on the basis of demonstrated competence and qualifications for the type of services required and at fair and reasonable compensation; and

WHEREAS, the Village and Engineering Enterprises, Inc. have a satisfactory relationship for engineering services; and

WHEREAS, the Village sought proposals for a portion of the Services; and

WHEREAS, to the extent applicable, the Village may and does waive Sections 4, 5, and 6 of the Act; and

WHEREAS, the Corporate Authorities have determined that it is advisable, necessary and in the best interests of the Village and its residents to authorize and approve an agreement with terms substantially the same as the Agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Resolution are full, true and correct and hereby incorporate and make them part of this Resolution.

SECTION 2. The Corporate Authorities hereby approve of and authorize the Agreement and authorize the President or his designee to execute and enter into the Agreement, with such insertions, omissions and changes as shall be approved by the Corporate Authorities. The Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this

VILLAGE OF HAMPSHIRE

Resolution. The Village is authorized to allocate, spend and/or receive all necessary funds to fulfill the requirements of the Agreement and this Resolution.

SECTION 3. The officers, agents, and/or employees of the Village shall take all action necessary or reasonably required to carry out, give effect to and effectuate the purpose of this Resolution.

SECTION 4. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Resolution are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 5. That the provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 7. If required by law, a full, true and complete copy of this Resolution shall be published in book or pamphlet form or in a newspaper published and of general circulation within the Village.

SECTION 8. This Resolution shall be effective and in full force immediately upon passage and approval or as otherwise provided by law.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

VILLAGE OF HAMPSHIRE

ADOPTED THIS ____ DAY OF _____, 2025.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS ____ DAY OF _____, 2025.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

VILLAGE OF HAMPSHIRE

Exhibit A (Agreement)

VILLAGE OF HAMPSHIRE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK’S CERTIFICATE (RESOLUTION)

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of a Resolution titled:

**A RESOLUTION AUTHORIZING AND APPROVING A LOCAL PUBLIC AGENCY
AGREEMENT ON BEHALF OF THE VILLAGE OF HAMPSHIRE, COUNTIES OF
KANE AND MCHENRY, STATE OF ILLINOIS
(*Safe Routes to School –Phase III Engineering Services*)**

I certify that on _____, 2025, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law) passed and adopted Resolution No. _____, which was approved by the Village President on the _____ day of _____, 2025.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

A copy of such Resolution was available for public inspection upon request in the office of the Village Clerk.

DATED at Hampshire, Illinois, this _____ day of _____, 2025.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

MEMO

To: Village of Hampshire

From: Engineering Enterprises, Inc.

Date: June 13, 2025

**Re: *Safe Routes to School – Agenda Supplement
Joint Funding Agreement and Phase III Engineering Agreement***

Background

The Village was awarded a \$250,000 grant for a sidewalk construction project through the IDOT Safe Routes for School program. The location of the sidewalk improvements is illustrated on Attached Location Map. EEI has been working through the Phase I – Preliminary Engineering process with IDOT and the Preliminary Design Report (PDR) is in to IDOT for final approval. The Phase II Design Engineering Initial-Final Plans were submitted to IDOT on June 10, 2025 for review.

The project is still on target for the September IDOT letting with construction possibly starting in November 2025 or early Spring 2026 with completion by June 1, 2026. There are two items that require Village approval at this point to stay on target for the September letting. The Joint Funding Agreement and the Engineering Services Agreement for Phase III construction engineering.

EEI has drafted the attached Joint Funding Agreement which authorizes the Village's local match of \$279,191.50.

EEI has also prepared the attached Engineering Services Agreement in the amount of \$47,468.00 for construction engineering and material testing.



LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number
Village of Hampshire	Kane	24-00021-00-SW

Fund Type	ITEP, SRTS, HSIP Number(s)	MPO Name	MPO TIP Number
SRTS	CRTS-021-1012	CMAP	09-24-0066

Construction

State Job Number	Project Number
C-91-279-24	FQPA(231)

☐ Local Let/Day Labor ☒ Construction on State Letting ☒ Construction Engineering ☐ Utilities ☐ Railroad Work

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	To
Elm Street	MUN 1040	0.15 MI	0.00	0.15

Location Termini

Jake Lane to Panama Avenue

Current Jurisdiction	Existing Structure Number(s)
Village of Hampshire	N/A

Remove

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	To
Panama Avenue	MUN 4030	0.52 MI	0.00	0.52

Location Termini

State Street to Centennial Drive

Current Jurisdiction	Existing Structure Number(s)
Village of Hampshire	N/A

Remove

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	To
State Street	FAU 0098	0.24 MI	4.33	4.57

Location Termini

Duchess Lane to Panama Avenue

Current Jurisdiction	Existing Structure Number(s)
Village of Hampshire	N/A

Remove

PROJECT DESCRIPTION

This project consists of installing over 4700 feet of sidewalk near of Hampshire Middle School and Hampshire Elementary School. Elm Street, High Avenue, Panama Avenue, and State Street are some of the main walking areas for students, yet there are gaps and sidewalk missing on some streets. Therefore, the purpose of this project is to increase the safety of the students commuting by walking and increase ADA accessibility to the schools. Additional work includes earth excavation, pavement markings, aggregate base course, restoration, and other appurtenant work.

Local Public Agency	Section Number	State Job Number	Project Number
Village of Hampshire	24-00021-00-SW	C9127924	FQPA(231)

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "**LPA**" and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as the "**STATE**". The **STATE** and **LPA** jointly proposes to improve the designated location as described in the Location and Project Description sections of this agreement. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the **LPA** and approved by the **STATE** using the **STATE's** policies and procedures approved and/or required by the Federal Highway Administration, hereby referred to as "**FHWA**".

I. GENERAL

- 1.1 Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. The **STATE** may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to the **LPA** by the **STATE** or the federal funding source, (ii) the Governor or **STATE** reserves funds, or (iii) the Governor or **STATE** determines that funds will not or may not be available for payment. The **STATE** shall provide notice, in writing, to **LPA** of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice unless otherwise indicated.
- 1.2 Domestic Steel Requirement. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Build America-Buy America provisions.
- 1.3 Federal Authorization. That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this agreement.
- 1.4 Severability. If any provision of this Agreement is declared invalid, its other provisions shall not be affected thereby.
- 1.5 Termination. This Agreement may be terminated, in whole or in part, by either Party for any or no reason upon thirty (30) calendar days' prior written notice to the other Party. If terminated by the **STATE**, the **STATE** must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If the **STATE** determines in the case of a partial termination that the reduced or modified portion of the funding award will not accomplish the purposes for which the funding award was made, the **STATE** may terminate the Agreement in its entirety.

This Agreement may be terminated, in whole or in part, by the **STATE** without advance notice:

- a. Pursuant to a funding failure as provided under Article 1.1.
- b. If **LPA** fails to comply with the terms and conditions of this funding award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any award.

II. REQUIRED CERTIFICATIONS

By execution of this Agreement and the **LPA's** obligations and services hereunder are hereby made and must be performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules and any and all license requirements or professional certification provisions.

- 2.1 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200). The **LPA** certifies that it shall adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations, and are incorporated herein by reference.
- 2.2 Compliance with Registration Requirements. **LPA** certifies that it: (i) is registered with the federal SAM system; (ii) is in good standing with the Illinois Secretary of State, if applicable; (iii) have a valid DUNS Number; (iv) have a valid UEI, if applicable. It is **LPA's** responsibility to remain current with these registrations and requirements.
- 2.3 Bribery. The **LPA** certifies to the best of its knowledge that its officials have not been convicted of bribery or attempting to bribe an officer or employee of the state of Illinois, nor made an admission of guilt of such conduct which is a matter of record (30 ILCS 500/50-5).
- 2.4 Bid Rigging. **LPA** certifies that it has not been barred from contracting with a unit of state or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).
- 2.5 Debt to State. **LPA** certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because the **LPA**, or its affiliate(s), is/are delinquent in the payment of any debt to the **STATE**, unless the **LPA**, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt, and **STATE** acknowledges the **LPA** may declare the Agreement void if the certification is false (30 ILCS 500/50-11).
- 2.6 Debarment. The **LPA** certifies to the best of its knowledge and belief that its officials:
 - a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or

Local Public Agency	Section Number	State Job Number	Project Number
Village of Hampshire	24-00021-00-SW	C9127924	FQPA(231)

commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;

c. are not presently indicated for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and

d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.

- 2.7 Construction of Fixed Works. The **LPA** certifies that all Programs for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the construction of the Program, the **LPA** shall comply with the requirements of the Prevailing Wage Act including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Program shall be paid to all laborers, workers, and mechanics performing work under the Award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.
- 2.8 Criminal Convictions. The **LPA** certifies that neither it nor any managerial agent of **LPA** has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction. The **LPA** further certifies that it is not barred from receiving an funding award under 30 ILCS 500/50-10.5 and acknowledges that **STATE** shall declare the Agreement void if this certification is false (30 ILCS 500/50-10.5).
- 2.9 Improper Influence. The **LPA** certifies that no funds have been paid or will be paid by or on behalf of the **LPA** to any person for influencing or attempting to influence an officer or employee of any government agency, a member of Congress or Illinois General Assembly, an officer or employee of Congress or Illinois General Assembly, or an employee of a member of Congress or Illinois General Assembly in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. 31 USC 1352. Additionally, the **LPA** certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.
- 2.10 Telecom Prohibition. The **LPA** certifies that it will comply with Section 889 of the FY 2019 National Defense Authorization Act (NDAA) that prohibits the use of telecommunications or video surveillance equipment or services produced or provided by the following companies: Dahua Technology Company, Hangzhou Hikvision Digital Technology Company, Huawei Technologies Company, Hytera Communications Corporation, and ZTE Corporation. Covered equipment and services cannot be used as substantial or essential component or any system, or as critical technology as part of any system.
- 2.11 Personal Conflict of Interest - (50 ILCS 105/3, 65 ILCS 5/3.1-55-10, 65 ILCS 5/4-8-6) The **LPA** certifies that it shall maintain a written code or standard of conduct which shall govern the performance of its employees, officers, board members, or agents engaged in the award and administration of contracts supported by state or federal funds. Such code shall provide that no employee, officer, board member or agent of the **LPA** may participate in the selection, award, or administration of a contract supported by state or federal funds if a conflict of interest, real or apparent would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm selected for award:
- the employee, officer, board member, or agent;
 - any member of his or her immediate family;
 - his or her partner; or
 - an organization which employs, or is about to employ, any of the above.

The conflict of interest restriction for former employees, officers, board members and agents shall apply for one year.

The code shall also provide that **LPA's** employees, officers, board members, or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subcontracts. The **STATE** may waive the prohibition contained in this subsection, provided that any such present employee, officer, board member, or agent shall not participate in any action by the **LPA** relating to such contract, subcontract, or arrangement. The code shall also prohibit the officers, employees, board members, or agents of the **LPA** from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

- 2.12 Organizational Conflict of Interest - The **LPA** certifies that it will also prevent any real or apparent organizational conflict of interest. An organizational conflict of interest exists when the nature of the work to be performed under a proposed third party contract or subcontract may, without some restriction on future activities, result in an unfair competitive advantage to the third party contractor or **LPA** or impair the objectivity in performing the contract work.
- 2.13 Accounting System. The **LPA** certifies that it has an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state and federally funded program. Accounting records must contain information

Local Public Agency	Section Number	State Job Number	Project Number
Village of Hampshire	24-00021-00-SW	C9127924	FQPA(231)

pertaining to state and federal pass-through awards, authorizations, obligations, unobligated balances, assets, outlays, and income. To comply with 2 CFR 200.305(b)(7)(i), the **LPA** shall use reasonable efforts to ensure that funding streams are delineated within **LPA's** accounting system. See 2 CFR 200.302.

III. AUDIT AND RECORD RETENTION

- 3.1 **Single Audits:** The **LPA** shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and Subpart F of 2 CFR Part 200.

If, during its fiscal year, **LPA** expends \$750,000 or more in Federal Awards (direct federal and federal pass-through awards combined), **LPA** must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. A copy of the audit report must be submitted to the **STATE** (IDOT's Financial Review & Investigations Section, Room 126, 2300 South Dirksen Parkway, Springfield, Illinois, 62764) within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year.

Assistance Listing number (formally known as the Catalog of Federal Domestic Assistance (CFDA) number) for all highway planning and construction activities is **20.205**.

Federal funds utilized for construction activities on projects let and awarded by the **STATE** (federal amounts shown as "Participating Construction" on Schedule 2) are not included in a **LPA's** calculation of federal funds expended by the **LPA** for Single Audit purposes.

- 3.2 **STATE Audits:** The **STATE** may, at its sole discretion and at its own expense, perform a final audit of the Project (30 ILCS 5, the Illinois State Auditing Act). Such audit may be used for settlement of the Project expenses and for Project closeout purposes. The **LPA** agrees to implement any audit findings contained in the **STATE's** authorized inspection or review, final audit, the **STATE's** independent audit, or as a result of any duly authorized inspection or review.
- 3.3 **Record Retention.** The **LPA** shall maintain for three (3) years from the date of final project closeout by the **STATE**, adequate books, records, and supporting documents to verify the amounts, recipient, and uses of all disbursements of funds passing in conjunction with this contract. adequate to comply with 2 CFR 200.334. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.
- 3.4 **Accessibility of Records.** The **LPA** shall permit, and shall require its contractors and auditors to permit, the **STATE**, and any authorized agent of the **STATE**, to inspect all work, materials, payrolls, audit working papers, and other data and records pertaining to the Project; and to audit the books, records, and accounts of the **LPA** with regard to the Project. The **LPA** in compliance with 2 CFR 200.337 shall make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized **STATE** representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, the **STATE's** Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by the **STATE** (including auditors), by the state of Illinois or by federal statute. The **LPA** shall cooperate fully in any such audit or inquiry.
- 3.5 **Failure to maintain the books and records.** Failure to maintain the books, records and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the terms of this contract.

IV. LPA FISCAL RESPONSIBILITIES

- 4.1 To provide all initial funding and payment for construction engineering, utility, and railroad work
- 4.2 **LPA Appropriation Requirement.** By execution of this Agreement the **LPA** attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the **LPA** share of project costs. A copy of the authorizing resolution or ordinance is attached as Schedule 5.
- 4.3 **Reimbursement Requests:** For reimbursement requests the **LPA** will submit supporting documentation with each invoice. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.
- 4.4 **Financial Integrity Review and Evaluation (FIRE) program:** **LPA's** and the **STATE** must justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months. To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
- 4.5 **Final Invoice:** The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, whichever occurs first. If a final invoice is not received within this time frame, the most recent invoice

Local Public Agency	Section Number	State Job Number	Project Number
Village of Hampshire	24-00021-00-SW	C9127924	FQPA(231)

may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice for engineering projects.

- 4.6 **Project Closeout:** The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
- 4.7 **Project End Date:** The period of performance (end date) for state and federal obligation purposes is five (5) years for projects under \$1,000,000 or seven (7) years for projects over \$1,000,000 from the execution date of the agreement. Requests for time extensions and joint agreement amendments must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.

V. THE LPA AGREES

- 5.1 To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.
- 5.2 To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.
- 5.3 To provide on-site engineering supervision and inspection during construction of the proposed improvement.
- 5.4 To retain jurisdiction of the completed improvement unless specified otherwise by schedule (schedule should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional schedule is required.
- 5.5 To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by schedule) in a manner satisfactory to the **STATE** and the **FHWA**.
- 5.6 To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- 5.7 To regulate parking and traffic in accordance with the approved project report.
- 5.8 To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.
- 5.9 To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.
- 5.10 For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S. C 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on **STATE** awarded contracts, this agreement shall be administered under the provisions of the **STATE'S** USDOT approved Disadvantaged Business Enterprise Program.
- 5.12 That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.

VI. THE STATE AGREES

- 6.1 To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Title II and III Requirements.
- 6.2 To receive bids for construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement after receipt of a satisfactory bid.
- 6.3 To provide all initial funding and payments to the contractor for construction work let by the **STATE**. The **LPA** will be invoiced for their share of contract costs per the method of payment selected under Method of Financing based on the Division of Costs shown on Schedule 2.

Local Public Agency	Section Number	State Job Number	Project Number
Village of Hampshire	24-00021-00-SW	C9127924	FQPA(231)

- 6.4 For agreements with federal and/or state funds in local let/day labor construction, construction engineering, utility work and/or railroad work:
- To reimburse the **LPA** for federal and/or state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**;
 - To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

SCHEDULES

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

☒	1.	Division of Cost
☒	2.	Location Map
☒	3.	Risk Assessment
☒	4.	Attestations
☒	5.	Resolution*
☐		
☐		
☐		
☐		

*Appropriation and signature authority resolution must be in effect on, or prior to, the execution date of the agreement.

Local Public Agency	Section Number	State Job Number	Project Number
Village of Hampshire	24-00021-00-SW	C9127924	FQPA(231)

AGREEMENT SIGNATURES EXECUTION

The LPA agrees to accept and comply with the applicable provision set forth in this agreement including attached schedules.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Mike Reid Jr.

Title of Official

Village President

Signature

Date

The above signature certifies the agency's TIN number is

36600591 conducting business as a Governmental Entity.

DUNS Number 032304685

UEI EXTKYMGF5VU1

APPROVED

State of Illinois
Department of Transportation

Omer Osman, P.E., Secretary of Transportation

Date

By:

George A. Tapas, P.E., S.E., Engineer of Local Roads & Streets

Date

Stephen M. Travia, P.E., Director of Highways PI/Chief Engineer

Date

Michael Prater, Chief Counsel

Date

Vicki Wilson, Chief Fiscal Officer

Date

NOTE: A resolution authorizing the local official (or their delegate) to execute this agreement and appropriation of local funds is required and attached as Schedule 5. The resolution must be approved prior to, or concurrently with, the execution of this agreement. If BLR 09110 or BLR 09120 are used to appropriate local matching funds, attach these forms to the signature authorization resolution.

☐ Please check this box to open a fillable Resolution form within this form.

SCHEDULE NUMBER 1

Local Public Agency	County	Section Number	State Job Number	Project Number
Village of Hampshire	Kane	24-00021-00-SW	C-91-279-24	FQPA(231)

DIVISION OF COST

	Fund Type	Amount	%	Fund Type	Amount	%	Fund Type	Amount	%	Totals
Type of Work Participating Construction	SRTS	\$222,000.00	*				Local	\$259,691.50	BAL	\$481,691.50
Construction Engineering	SRTS	\$28,000.00	*				Local	\$19,500.00	BAL	\$47,500.00
Total	Total	\$250,000.00		Total			Total	\$279,191.50		\$529,191.50

If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

Maximum SRTS funded NTE	\$250,000
-------------------------	-----------

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final **LPA** share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

METHOD OF FINANCING - (State-Let Contract Work Only)

Check One

☐ METHOD A - Lump Sum (80% of LPA Obligation _____)

Lump Sum Payment - Upon award of the contract for this improvement, the **LPA** will pay the **STATE** within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the LPA's estimated obligation incurred under this agreement. The **LPA** will pay to the **STATE** the remainder of the **LPA's** obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

☐ METHOD B - _____ Monthly Payments of _____ due by the _____ of each successive month.

Monthly Payments - Upon award of the contract for this improvement, the **LPA** will pay to the **STATE** a specified amount each month for an estimated period of months, or until 80% of the **LPA's** estimated obligation under the provisions of the agreement has been paid. The **LPA** will pay to the **STATE** the remainder of the **LPA's** obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

☒ METHOD C - LPA's Share ☐ Balance divided by estimated total cost multiplied by actual progress payment.

Progress Payments - Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of receipt, an amount equal to the **LPA's** share of the construction cost divided by the estimated total cost multiplied by the actual payment (appropriately adjust for nonparticipating costs) made to the contractor until the entire obligation incurred under this agreement has been paid.

SCHEDULE NUMBER 3

Local Public Agency	Section Number	County	State Job Number	Project Number
Village of Hampshire	24-00021-00-SW	Kane		

LRS Federal Funds RISK ASSESSMENT				
Risk Factor	Description	Definition of Scale (time frames are based on LPA fiscal year)		Points
General History of Performance	Have there been any changes in key organizational staff or leadership, such as Fiscal and Administrative Management, Transportation Related Program/Project Management, and/or Elected Officials?	0 points - no significant changes in the last 4 or more years; 1 point - minor changes, but majority of key staff and officials have not changed in the last 4 years; 2 points - significant key staff or elected leadership changes within the last 3 years; 3 points - significant key staff and elected leadership changes within the last 3 years		0
	What is the LPA's history with federal-aid funded transportation projects?	0 points - One or more federal-aid funded transportation projects initiated per year; 1 point - At least one project initiated within the past three years; 2 points - AT least one project initiated within the past 5 years; 3 points - None or more than 5 years		1
	Does LPA have qualified technical staff with experience managing federal-aid funded transportations through IDOT?	0 points - Full-time employee with experience designated as being in "responsible charge"; 1 point - LPA has qualified technical staff, but will be utilizing an engineering consultant to manage day-to-day with LPA technical staff oversight; 2 points - LPA has no technical staff and all technical work will be completed by consultant, but LPA staff has prior experience with federal-aid projects; 3 points - LPA staff have no prior experience or technical expertise and relying solely on consultant		0
	Has the LPA been untimely in submitting invoicing, reporting on federal-aid projects as required in 2 CFR 200, and or audits as required?	0 points - No; 1 point - Delays of 6 or more months; 2 points - Delays of up to 1 year; 3 points - 1 year or more years of delay		3
Financial Controls	Are the annual financial statements prepared in accordance with Generally Accepted Accounting Principles or on a basis acceptable by the regulatory agency?	0 points - yes; 3 points - no		0
	What is the LPA's accounting system?	0 points - Automated accounting software; 1 point - Spreadsheets; 2 points - paper only; 3 points - none		0
	Does the organization have written policies and procedures regarding proper segregation of duties for fiscal activities that include but are not limited to: a) authorization of transactions; b) recordkeeping for receipts and payments; and c) cash management?	0 points - yes; 3 points - no		0
	When was the last time a financial statement audit was conducted?	0 points - in the past year; 1 point - in the past two years; 2 points - in the past three years; 3 points - 4 years or more, or never		1
Audits	What type of financial statement audit has the organization had conducted?	0 points - Single Audit/Program Specific Audit in accordance with 2 CFR 200.501 or Financial audit conducted in accordance with Generally Accepted Auditing Standards or Generally Accepted Government Auditing Standards; 1 point - Financial review; 2 points Other type? or no audit required; 3 points - none		0
	Did the most recent audit disclose findings considered to be significant deficiencies or material weaknesses?	0 points - no; 3 points - yes, or no audits required		0
	Have the findings been resolved?	0 points - yes or no findings; 1 point - in progress; 3 points - no		0

Summary of Risk	
General History of Performance	4
Financial Controls	0
Audits	1
Total	5

District Review Signature & Date

Central Office Review Signature & Date

Additional Requirements? ☐ Yes ☐ No

Local Public Agency	Section Number	State Job Number	Project Number
Village of Hampshire	24-00021-00-SW	C9127924	FQPA(231)

SCHEDULE NUMBER 4
Attestation on Single Audit Compliance

1. In the prior fiscal year, did Village of Hampshire LPA expend more than \$750,000 in federal funds in aggregate from all federal sources?

☐ Yes ☒ No

2. Does the Village of Hampshire LPA anticipate expending more than \$750,000 in federal funds in aggregate from all federal sources in the current Village of Hampshire LPA fiscal year?

☐ Yes ☒ No

If answers to question 1 and 2 are no, please proceed to the signature section.

If answer to question 1 is yes, please answer question 3a.

If answer to question 2 is yes, please answer question 3b.

3. A single audit must be conducted in accordance with Subpart F of 2 CFR 200 if \$750,000 or more in federal funds are expended in a single fiscal year.

a. Has the Village of Hampshire LPA performed a single audit for their previous fiscal year?

☐ Yes ☐ No

i. If yes, has the audit be filed with the Illinois Office of the Comptroller in accordance with 50 ILCS 310 (*see also 55 ILCS 5 & 65 ILCS 5 & 60 ILCS 1/80*)?

☐ Yes ☐ No

b. For the current fiscal year, does the Village of Hampshire LPA intend to comply with Subpart F of 2 CFR 200?

☐ Yes ☐ No

By completing this attestation, I certify that I have authority to sign this attestation on behalf of the LPA; and that the foregoing information is correct and complete to the best of my knowledge and belief.

Name	Title	LPA
Jay Hedges	Village Manager	Village of Hampshire

Signature & Date

Jay Hedges Digitally signed by Jay Hedges
Date: 2025.06.09 10:57:41
-05'00'

VILLAGE OF HAMPSHIRE

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE VILLAGE'S SHARE OF CONSTRUCTION & CONSTRUCTION ENGINEERING COSTS FOR THE HAMPSHIRE SAFE ROUTES TO SCHOOL IMPROVEMENT PROJECT

Village of Hampshire

Location: Elm Street, High Avenue, Panama Avenue & State Street

Section No.: 24-00021-00-SW

Project No.: FQPA(231)

Job No.: C-91-279-24

WHEREAS, the Village of Hampshire endeavors to install new sidewalk along Elm Street from Jake Lane to Panama Avenue, High Avenue from State Street to Elm Street, Panama Avenue from State Street to Centennial Drive and State Street from Duchess Lane to Panama Avenue that is approximately 4,700 feet in length and known to the Illinois Department of Transportation as Section Number 24-00021-00-SW and State Job Number C-91-279-24.

WHEREAS, the cost of said improvement has necessitated the need for the use of federal funds.

WHEREAS, the federal fund source requires a match of local funds.

WHEREAS, the use of federal funds requires a joint funding agreement (AGREEMENT) with the Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED that the Village of Hampshire authorizes two hundred seventy-nine thousand one hundred ninety one and 50/100, (\$279,191.50), or as much of such sum as may be needed to match federal funds in the completion of aforementioned project known as Section Number 24-00021-00-SW.

BE IT FURTHER RESOLVED that the Village President is hereby authorized and directed to execute the above-mentioned AGREEMENT and any other such documents related to advancement and completion of said project.

Passed by the President and Board of Trustees of the Village of Hampshire, Kane and McHenry Counties, Illinois, at a regular meeting thereof held on the ____ day of _____, 2025.

President of the Board of Trustees
of the Village of Hampshire, Kane and McHenry
Counties, Illinois

ATTEST: _____
Clerk, Village of Hampshire

	Aye	Nay	Absent	Abstain
Trustee Heather Fodor	_____	_____	_____	_____
Trustee Erin E.D. Jarnebro	_____	_____	_____	_____
Trustee Aaron Kelly	_____	_____	_____	_____
Trustee Lionel Mott	_____	_____	_____	_____
Trustee Erik Robinson	_____	_____	_____	_____
Trustee Laura Pollastrini	_____	_____	_____	_____
President Mike Reid Jr.	_____	_____	_____	_____



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

June 12, 2025

Mr. Jay Hedges (Via Email)
Village Manager
Village of Hampshire
234 S. State Street
Hampshire, IL 60140-0457

**Re: Tinajero Subdivision
Bond Reduction Request No. 1
Village of Hampshire**

Mr. Hedges:

We have reviewed the Bond reduction request for the Tinajero Subdivision as documented by the attached spreadsheet submitted by the Developer's Engineer.

We recommend a reduction of Bond BCEI-23005-3 for the above-referenced project in the amount of **\$537,606.37**. The new value of the LOC would be **\$73,205.94**.

The Bond was put in place by the Developer as a performance guarantee for the Public Improvements. The amount of the reduction is based upon the value of the improvements that have been completed to date. The new value represents 125% of the cost of the remaining improvements plus 10% of the completed improvements.

If you have any questions or need additional information, please contact our office.

Respectfully Submitted,
ENGINEERING ENTERPRISES, INC.


Timothy N. Paulson, P.E., CPM
Senior Project Manager

TNP/me

Enclosure

pc: Karen Stuehler, Village Clerk (via email)
Lori Lyons, Finance Director (via email)
Mo Kahn, Assistant Village Manager (via email)
James Vasselli, Village Attorney (via email)
James Condon, J. Condon & Associates, Inc. (via email)

[https://eeiweb.sharepoint.com/sites/G/Documents/Public/Hampshire/2023/HA2305-D Tinajero Property \(Big Timber and Route 20\)/Construction/Security Reductions/BondReduction01.doc](https://eeiweb.sharepoint.com/sites/G/Documents/Public/Hampshire/2023/HA2305-D Tinajero Property (Big Timber and Route 20)/Construction/Security Reductions/BondReduction01.doc)

OUTSTANDING SERVICE • EVERY CLIENT • EVERY DAY



June 10, 2025

Mr. Jay Hedges
Village Manager
Village of Hampshire
234 S. State Street
Hampshire, Illinois 60140-0457

Re: Tinajero Subdivisions
Bond Reduction Request
BCEI-23005-3

Dear Mr. Hedges:

As you are aware, most of the construction of the referenced project that is covered by the owner's guarantee (bond) with the Village has been completed. Attached is a summary of the items originally included in the bond, a summary of work completed (provided by contractor), a summary of work to be completed and associated costs for all items.

Based on the attached information, we are requesting that the bond be reduced to \$73,205.94. I trust this is all that is needed at this time. Please contact me at your earliest convenience should you have any questions or need any additional information.

Sincerely,

J. Condon & Associates, Inc.

James E. Condon, P.E.
President

cc: Mr. Mo Khan (via email)
Mr. Tim Paulson (via email)
Mr. Gonzalo Tinajero (via email)
Mr. Brian Heimsmoth (via email)
Ms. Heather Gagliano (via email)



BOND REDUCTION REQUEST - Tinajero Subdivision

ORIGINAL CONTRACT					WORK COMPLETED					WORK TO BE COMPLETED				
A. Earthwork Improvements														
	Quantity	Unit	Unit Price	Total Cost	Quantity	Unit	Unit Price	Total Cost	Quantity	Unit	Unit Price	Total Cost		
1 Topsoil Strip & Respread Placement	3646	CY	\$ 6.50	\$ 23,699.00	3281	CY	\$ 6.50	\$ 21,326.50	365	CY	\$ 6.50	\$ 2,372.50		
2 Excavation	6529	CY	\$ 5.25	\$ 34,277.25	5876	CY	\$ 5.25	\$ 30,849.00	653	CY	\$ 5.25	\$ 3,428.25		
TOTAL EARTHWORK IMPROVEMENTS				\$ 57,976.25					\$ 52,175.50	\$ 5,800.75				
B. Erosion Control Improvements														
	Quantity	Unit	Unit Price	Total Cost	Quantity	Unit	Unit Price	Total Cost	Quantity	Unit	Unit Price	Total Cost		
1 Rip Rap	40.0	SY	\$ 70.00	\$ 2,800.00	40.0	SY	\$ 70.00	\$ 2,800.00	0	SY	\$ 70.00	\$ -		
2 Erosion Control Blanket	30,141	SY	\$ 0.85	\$ 25,619.85	24,113	SY	\$ 0.85	\$ 20,496.05	6028	SY	\$ 0.85	\$ 5,123.80		
3 Seeding	6	ACRE	\$ 2,200.00	\$ 13,684.00	5	ACRE	\$ 2,200.00	\$ 10,560.00	1.42	ACRE	\$ 2,200.00	\$ 3,124.00		
4 Inlet Protection	5	EA	\$ 135.00	\$ 675.00	5	EA	\$ 135.00	\$ 675.00	0	EA	\$ 135.00	\$ -		
5 Sediment Log	13	EA	\$ 150.00	\$ 1,950.00	13	EA	\$ 150.00	\$ 1,950.00	0	EA	\$ 150.00	\$ -		
6 Silt Fence	1304	LF	\$ 5.00	\$ 6,520.00	1304	LF	\$ 5.00	\$ 6,520.00	0	LF	\$ 5.00	\$ -		
7 Permit Display Board	1	EA	\$ 200.00	\$ 200.00	1	EA	\$ 200.00	\$ 200.00	0	EA	\$ 200.00	\$ -		
8 Construction Dumpster	1	EA	\$ 500.00	\$ 500.00	1	EA	\$ 500.00	\$ 500.00	0	EA	\$ 500.00	\$ -		
9 Concrete Washout Facility	1	LS	\$ 2,500.00	\$ 2,500.00	1	LS	\$ 2,500.00	\$ 2,500.00	0	LS	\$ 2,500.00	\$ -		
10 Stabilized Construction Entrance	1	LS	\$ 5,000.00	\$ 5,000.00	1	LS	\$ 5,000.00	\$ 5,000.00	0	LS	\$ 5,000.00	\$ -		
TOTAL EROSION CONTROL IMPROVEMENTS				\$ 59,448.85					\$ 51,201.05	\$ 8,247.80				
C. Storm Sewer Improvements														
	Quantity	Unit	Unit Price	Total Cost	Quantity	Unit	Unit Price	Total Cost	Quantity	Unit	Unit Price	Total Cost		
1 TRENCH BACKFILL	353	CY	\$ 4.75	\$ 1,676.75	353	CY	\$ 4.75	\$ 1,676.75	0	CY	\$ 4.75	\$ -		
2 INLET	4	EACH	\$ 2,200.00	\$ 8,800.00	4	EACH	\$ 2,200.00	\$ 8,800.00	0	EACH	\$ 2,200.00	\$ -		
3 MH 4' DIA	2	EACH	\$ 3,350.00	\$ 6,700.00	0	EACH	\$ 3,350.00	\$ -	2	EACH	\$ 3,350.00	\$ 6,700.00		
4 CB 4' DIA	2	EACH	\$ 4,000.00	\$ 8,000.00	2	EACH	\$ 4,000.00	\$ 8,000.00	0	EACH	\$ 4,000.00	\$ -		
5 CB 5' DIA	2	EACH	\$ 5,320.00	\$ 10,640.00	2	EACH	\$ 5,320.00	\$ 10,640.00	0	EACH	\$ 5,320.00	\$ -		
6 CB 5' DIA W/ RESTRICTOR	1	EACH	\$ 5,750.00	\$ 5,750.00	1	EACH	\$ 5,750.00	\$ 5,750.00	0	EACH	\$ 5,750.00	\$ -		
7 12" STORM SEWER	390	LF	\$ 75.00	\$ 29,250.00	390	LF	\$ 75.00	\$ 29,250.00	0	LF	\$ 75.00	\$ -		
8 15" STORM SEWER	315	LF	\$ 81.50	\$ 25,672.50	315	LF	\$ 81.50	\$ 25,672.50	0	LF	\$ 81.50	\$ -		
9 18" STORM SEWER	65	LF	\$ 83.50	\$ 5,427.50	60	LF	\$ 83.50	\$ 5,010.00	5	LF	\$ 83.50	\$ 417.50		
10 21" STORM SEWER	20	LF	\$ 90.00	\$ 1,800.00	20	LF	\$ 90.00	\$ 1,800.00	0	LF	\$ 90.00	\$ -		
11 24" STORM SEWER	171	LF	\$ 95.00	\$ 16,245.00	171	LF	\$ 95.00	\$ 16,245.00	0	LF	\$ 95.00	\$ -		
12 27" STORM SEWER	145	LF	\$ 100.00	\$ 14,500.00	145	LF	\$ 100.00	\$ 14,500.00	0	LF	\$ 100.00	\$ -		
13 6" DRAIN TILE	424	LF	\$ 55.00	\$ 23,320.00	424	LF	\$ 55.00	\$ 23,320.00	0	LF	\$ 55.00	\$ -		
14 12" FES	4	EACH	\$ 1,035.00	\$ 4,140.00	4	EACH	\$ 1,035.00	\$ 4,140.00	0	EACH	\$ 1,035.00	\$ -		
15 15" FES	1	EACH	\$ 1,075.00	\$ 1,075.00	1	EACH	\$ 1,075.00	\$ 1,075.00	0	EACH	\$ 1,075.00	\$ -		
16 18" FES	2	EACH	\$ 1,150.00	\$ 2,300.00	2	EACH	\$ 1,150.00	\$ 2,300.00	0	EACH	\$ 1,150.00	\$ -		
17 21" FES	1	EACH	\$ 1,300.00	\$ 1,300.00	1	EACH	\$ 1,300.00	\$ 1,300.00	0	EACH	\$ 1,300.00	\$ -		



BOND REDUCTION REQUEST - Tinajero Subdivision																						
18	24" FES	2	EACH	\$	1,625.00	\$	3,250.00	2	EACH	\$	1,625.00	\$	3,250.00	0	EACH	\$	1,625.00	\$	-			
19	27" FES	1	EACH	\$	1,800.00	\$	1,800.00	1	EACH	\$	1,800.00	\$	1,800.00	0	EACH	\$	1,800.00	\$	-			
TOTAL STORM SEWER IMPROVEMENTS				\$	171,646.75							\$	164,529.25							\$	7,117.50	

D. Sanitary Service Improvements

	Quantity	Unit	Unit Price	Total Cost															
1	SANITARY SEWER, 8"	620	LF	\$	110.00	\$	68,200.00	620	LF	\$	110.00	\$	68,200.00	0	LF	\$	110.00	\$	-
2	SANITARY SERVICE	1	EACH	\$	1,500.00	\$	1,500.00	1	EACH	\$	1,500.00	\$	1,500.00	0	EACH	\$	1,500.00	\$	-
3	SAN MANHOLE, 4' DIA.	6	EACH	\$	5,000.00	\$	30,000.00	6	EACH	\$	5,000.00	\$	30,000.00	0	EACH	\$	5,000.00	\$	-
5	TRENCH BACKFILL	124.46	CY	\$	50.00	\$	6,223.00	124.46	CY	\$	50.00	\$	6,223.00	0	CY	\$	50.00	\$	-
TOTAL SANITARY SEWER IMPROVEMENTS				\$	105,923.00					\$	105,923.00			\$				\$	-

E. Water Service Improvements

	Quantity	Unit	Unit Price	Total Cost															
1	6" Water Service	264	LF	\$	28.00	\$	7,392.00	264	LF	\$	28.00	\$	7,392.00	0	LF	\$	28.00	\$	-
2	Valve Vault with Pressure Connction	1	EA	\$	5,500.00	\$	5,500.00	1	EA	\$	5,500.00	\$	5,500.00	0	EA	\$	5,500.00	\$	-
3	Valve Vault	1	EA	\$	3,600.00	\$	3,600.00	1	EA	\$	3,600.00	\$	3,600.00	0	EA	\$	3,600.00	\$	-
4	Valve Box	1	EA	\$	400.00	\$	400.00	1	EA	\$	400.00	\$	400.00	0	EA	\$	400.00	\$	-
5	8" WM	715	LF	\$	85.00	\$	60,775.00	715	LF	\$	85.00	\$	60,775.00	0	LF	\$	85.00	\$	-
6	Fire Hydrant	2	EA	\$	5,300.00	\$	10,600.00	2	EA	\$	5,300.00	\$	10,600.00	0	EA	\$	5,300.00	\$	-
7	Trench Backfill	107.76	CY	\$	50.00	\$	5,388.00	107.76	CY	\$	50.00	\$	5,388.00	0	CY	\$	50.00	\$	-
TOTAL WATERMAIN IMPROVEMENTS				\$	93,655.00					\$	93,655.00			\$				\$	-
TOTAL IMPROVEMENT COST				\$	488,649.85					\$	467,483.80			\$				\$	21,166.05
LOC AMOUNT (125%)				\$	610,812.31					\$	584,354.75			\$				\$	26,457.56

TOTAL IMPROVEMENTS COST	\$	488,649.85
TOTAL VALUE OF COMPLETED IMPROVEMENTS	\$	467,483.80
COST TO COMPLETE IMPROVEMENTS	\$	21,166.05
EXISTING BALANCE GUARANTEE	\$	610,812.31
NEW BALANCE LETTER OF CREDIT (125% COST TO COMPLETE+10% TOTAL COMPLETED IMPROVEMENTS)	\$	73,205.94
REQUESTED REDUCTION	\$	537,606.37

VILLAGE OF HAMPSHIRE

RESOLUTION NO. _____

**RESOLUTION FOR A LETTER OF CREDIT NO. BCEI-23005-3 FOR
THE TINAJERO SUBDIVISION PROJECT**

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (the “Village Board” and with the President, the “Corporate Authorities”) are committed to furthering the growth of the Village, enabling the Village to control development in the rea and promoting the public health, safety, comfort, morals, and welfare; and

WHEREAS, as part of the construction and development of the Tinajero Subdivision Project, the developer, Gonzalo Tinajero (the “Developer”) provided the Village with a Letter of Credit No. BCEI-23005-3 in the amount of \$610,812.31; and

WHEREAS, the Developer is now requesting a reduction in its Letter of Credit No. BCEI-23005-3; and

WHEREAS, the Village Engineer has determined that the Developer has completed some of the required public improvements and other items required by the Stormwater Ordinance in conformance with the approved plans and specifications; however, there remains a number of construction items that need to be completed and addressed; and

WHEREAS, in light of the partial completion of the public improvements and other items required by the Stormwater Ordinance and Municipal Code, the Village Engineer recommends reducing the Letter of Credit No. BCEI-23005-3 in the amount \$537,606.37 to a new value of \$73,205.94.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hampshire, Kane and McHenry Counties, Illinois, as follows:

SECTION 1: The Corporate Authorities hereby find that all of the recitals as contained in the preambles of this Resolution are full, true, and correct and hereby incorporate and make them part of this Resolution.

SECTION 2: The Village hereby approved a reduction in the Letter of Credit No. BCEI-23005-3 to \$73,205.94 as recommended by the Village Engineer.

SECTION 3: The President and/or the Village Engineer are hereby authorized to certify, if requested, such reduction to the financial institution which issued Letter of Credit No. 1042. All past, present, and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Resolution are hereby, in all respects, ratified, approved, authorized, and confirmed.

SECTION 4: That the provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute, or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable, and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 5: All code provisions, ordinances, resolutions, rules and orders, or partners thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 6: If required by law, a full, true, and complete copy of this Resolution shall be published in book or pamphlet form or in a newspaper published and of general circulation within the Village.

SECTION 7: This Resolution shall be effective and in full force immediately upon passage and approval as provided by law.

ADOPTED THIS ____ DAY OF _____, 2025

AYES:

NAYES:

ABSENT:

ABSTAIN:

APPROVED THIS ____ DAY OF _____, 2025

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

AGENDA SUPPLEMENT

TO: President Reid and Village Board

FROM: Lori Lyons, Finance Director

FOR: June 26, 2025 Village Board Meeting

RE: Motion Approving Payment to Lamp Construction for the Public Works Building

Background. The Village entered into a Design-Build Contract with Lamp Construction for the Public Works Facility with a Guaranteed Maximum Price of \$14,019,429.00.

Analysis.

Total Completed to Date:	\$ 1,297,429
Retainage	(15,288)
Less Prior Payments	<u>(704,837)</u>
Current Payment Due	\$ <u>577,399</u>

Detailed completion data follows this agenda supplement.

Recommendation. Staff recommends approval of a motion authorizing payment to Lamp Construction in the amount of \$577,399.00.



AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER:

Village of Hampshire
234 S. State Street, PO Box 457
Hampshire, Illinois 60140-0457

FROM CONTRACTOR:

Lamp Inc
460 N Grove Ave
Elgin, Illinois 60120

PROJECT:

Village of Hampshire New Public Works Facility
SOUTH SIDE OF TOWN PLACE ROAD WEST OF NORTH
STATE STREET
Hampshire, Illinois 60140, Kane County

VIA ARCHITECT:

Kluber Architects + Engineers
41 W Benton Street
Aurora, Illinois 60506

APPLICATION NO: 2
PERIOD TO: 05/31/25
CONTRACT FOR: 2316848 - Construction Manager
CONTRACT DATE: 04/01/25
PROJECT NOS: 2316848
Distribution to:

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	\$ 14,019,429.00
2. Net Change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1+2)	\$ 14,019,429.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)	\$ 1,297,524.00
5. RETAINAGE:	
a. 1.2% of Completed Work	
(Column D + E on G703)	\$ 15,288.00
b. 0.0% of Stored Material	
(Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 15,288.00
6. TOTAL EARNED LESS RETAINAGE	\$ 1,282,236.00
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 704,837.00
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 577,399.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE	
(Line 3 less Line 6)	\$ 12,737,193.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$ 0.00

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: Lamp Inc

By: [REDACTED] Date: May 29, 2025
 State of: Illinois County of: Kane
 Subscribed and sworn to before me on May 29, 2025
 Notary Public: [REDACTED]
 My Commission expires: 11/22/27, #826485
 State of Illinois, County of Kane

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 \$ **577,399.00**
 (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.)

ARCHITECT: Kluber Architects + Engineers

By: [REDACTED] Date: May 30, 2025

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

AIA Document G702™–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 I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 2

APPLICATION DATE: 05/21/25

PERIOD TO: 05/31/25

ARCHITECT'S PROJECT NO: 2316848

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
000	Lamp Inc: Construction Manager	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
105	03A-1 Building Concrete TOR Construction Co, Inc.	1,206,900.00	0.00	138,180.00	0.00	138,180.00	11.4%	1,068,720.00	13,818.00
110	03B-1 Precast Concrete Dukane Precast	990,000.00	0.00	0.00	0.00	0.00	0.0%	990,000.00	0.00
115	04A-1 Masonry G.C. Masonry Inc.	282,318.00	0.00	2,100.00	0.00	2,100.00	0.7%	280,218.00	210.00
120	05A-1 Structural Steel McKinney Steel & Sales, Inc.	619,249.00	0.00	0.00	0.00	0.00	0.0%	619,249.00	0.00
125	06A-1 General Trades Manusos General Contracting, Inc.	846,012.00	0.00	9,115.00	0.00	9,115.00	1.1%	836,897.00	911.00
130	07A-1 Roofing Weatherguard Roofing	559,965.00	0.00	0.00	0.00	0.00	0.0%	559,965.00	0.00
135	08B-1 Aluminum, Glass, & Glazing Reliant Contract Glass, Inc.	131,555.00	0.00	0.00	0.00	0.00	0.0%	131,555.00	0.00
140	09A-1 Drywall Heitkotter, Inc.	353,490.00	0.00	0.00	0.00	0.00	0.0%	353,490.00	0.00
145	09D-1 Acoustical Ceiling Alpine Acoustics	34,350.00	0.00	0.00	0.00	0.00	0.0%	34,350.00	0.00
150	09F-1 Flooring Boss Carpet One	157,172.00	0.00	0.00	0.00	0.00	0.0%	157,172.00	0.00
155	09G-1 Painting K&J Painting	156,122.00	0.00	0.00	0.00	0.00	0.0%	156,122.00	0.00
160	11A-1 Vehicle Service Equipment Standard Industrial	501,930.00	0.00	0.00	0.00	0.00	0.0%	501,930.00	0.00
165	13A-1 Fabricated Structures Bulk Storage, Inc.	428,160.00	0.00	0.00	0.00	0.00	0.0%	428,160.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
170	21A-1 Fire Protection Absolute Fire Protection	75,520.00	0.00	0.00	0.00	0.00	0.0%	75,520.00	0.00
175	22A-1 Plumbing Abitua Sewer, Water & Plumbing	416,380.00	0.00	3,488.00	0.00	3,488.00	0.8%	412,892.00	349.00
180	23A-1 HVAC MG Mechanical Contracting	1,163,428.00	0.00	0.00	0.00	0.00	0.0%	1,163,428.00	0.00
185	26A-1 Electrical Bernardoni Electric	1,011,149.00	0.00	0.00	0.00	0.00	0.0%	1,011,149.00	0.00
190	31A-1 Excavation Kane County Excavating	336,705.00	0.00	0.00	0.00	0.00	0.0%	336,705.00	0.00
191	Soil Remediation Allowance	250,000.00	0.00	0.00	0.00	0.00	0.0%	250,000.00	0.00
195	32A-1 Asphalt Paving Chadwick Contracting	402,538.00	0.00	0.00	0.00	0.00	0.0%	402,538.00	0.00
200	32C-1 Site Concrete Troch-McNeil Paving Co.	151,158.00	0.00	0.00	0.00	0.00	0.0%	151,158.00	0.00
205	32F-1 Landscaping Seasonal Concepts Landsacpe	193,611.00	0.00	0.00	0.00	0.00	0.0%	193,611.00	0.00
210	33A-1 Site Utilities Fox Excavating	413,972.00	0.00	0.00	0.00	0.00	0.0%	413,972.00	0.00
301	Residential Appliance Allowance	7,500.00	0.00	0.00	0.00	0.00	0.0%	7,500.00	0.00
302	Office Furniture Allowance	215,000.00	0.00	0.00	0.00	0.00	0.0%	215,000.00	0.00
303	Computer & IT Equipment Allowance	40,000.00	0.00	0.00	0.00	0.00	0.0%	40,000.00	0.00
304	Phone System Allowance	20,000.00	0.00	0.00	0.00	0.00	0.0%	20,000.00	0.00
305	A/V and Sound Systems Allowance	10,000.00	0.00	0.00	0.00	0.00	0.0%	10,000.00	0.00
306	Security System Allowance	25,000.00	0.00	0.00	0.00	0.00	0.0%	25,000.00	0.00
307	Commissioning Allowance	29,550.00	0.00	0.00	0.00	0.00	0.0%	29,550.00	0.00
308	Construction Testing Allowance	75,000.00	19,650.00	0.00	0.00	19,650.00	26.2%	55,350.00	0.00
309	Permit Fees - Building Allowance	33,208.00	0.00	0.00	0.00	0.00	0.0%	33,208.00	0.00
700	Preconstruction	40,000.00	40,000.00	0.00	0.00	40,000.00	100.0%	0.00	0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
701	General Conditions (Supervision)	412,950.00	0.00	38,500.00	0.00	38,500.00	9.3%	374,450.00	0.00
702	Project General Conditions	221,900.00	0.00	4,500.00	0.00	4,500.00	2.0%	217,400.00	0.00
703	Construction Management Fee (2.5%)	295,794.00	0.00	6,388.00	0.00	6,388.00	2.2%	289,406.00	0.00
704	General Liability Insurance	121,693.00	0.00	121,693.00	0.00	121,693.00	100.0%	0.00	0.00
705	Builders Risk Insurance	9,365.00	0.00	9,365.00	0.00	9,365.00	100.0%	0.00	0.00
706	Performance Bond	130,201.00	0.00	130,201.00	0.00	130,201.00	100.0%	0.00	0.00
800	Contingency	585,948.00	0.00	0.00	0.00	0.00	0.0%	585,948.00	0.00
801	Owner Costs/Reimbursables (testing, inspections, commissioning, utilities, etc)	100,000.00	0.00	0.00	0.00	0.00	0.0%	100,000.00	0.00
900	Architectural/Engineering Fees	960,386.00	644,133.00	129,157.00	0.00	773,290.00	80.5%	187,096.00	0.00
901	Architectural/Engineering Reimbursables	4,250.00	1,054.00	0.00	0.00	1,054.00	24.8%	3,196.00	0.00
	GRAND TOTAL	\$14,019,429.00	\$704,837.00	\$592,687.00	\$0.00	\$1,297,524.00	9.3%	\$12,721,905.00	\$15,288.00



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

April 10, 2025

Mr. Jay Hedges
Village Manager
Village of Hampshire
234 S. State Street
Hampshire, IL 60140

**Re: Hampshire WWTF – UV System Replacement
Engineer's Payment Estimate No. 1**

Dear Mr. Hedges:

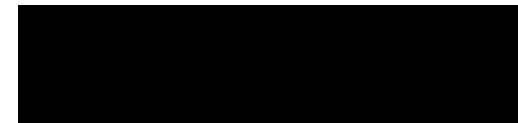
This is to certify that payment in the amount of \$23,823.00 for the referenced project is due to Boller Construction Company, 3045 W. Washington Street, Waukegan, IL 60085, in accordance with our engineer's payment estimate attached hereto.

This payment request includes 4.44% each of the contractor's stated costs for OH&P and General Construction, as well as 100% of the contract bond and 14.18% of Electrical costs.

Also enclosed is a copy of the invoice and partial waiver of lien submitted to us by Boller Construction Company. Please sign and date the Engineer's Payment Estimate and return to EEI. If you have any questions or need additional information, please contact our office.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.



Stephen T. Dennison, P.E.
Vice President

STD/src
Enclosures: As Noted

Copy: Karen Stuehler – Village (digital copy)
Natasha Woodlock, Sarah Cowley – EEI (digital copy)

AIA[®]

Document G702TM – 1992

Application and Certificate for Payment

TO OWNER: Village of Hampshire 234 S. State Street Hampshire, Illinois 60140	PROJECT: Hampshire WWTF 350 Mill Ave. Hampshire, Illinois 60140, Lake County	APPLICATION NO: 1 PERIOD TO: 03/31/25 CONTRACT FOR: General Construction CONTRACT DATE: 01/01/25 PROJECT NOS: 24179	Distribution to: OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐
FROM CONTRACTOR: Boller Construction Company, Inc. 3045 W. Washington St. Waukegan, Illinois 60085	VIA ARCHITECT: Engineering Enterprise, Inc. 52 Wheeler Road Sugar Grove, Illinois 60554		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703TM, is attached.

1. ORIGINAL CONTRACT SUM	\$ 596,293.00
2. Net Change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1+2)	\$ 596,293.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)	\$ 26,470.00
5. RETAINAGE:	
a. 10.0% of Completed Work (Column D + E on G703)	\$ 2,647.00
b. 0.0% of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 2,647.00
6. TOTAL EARNED LESS RETAINAGE	\$ 23,823.00
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 0.00
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 23,823.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 572,470.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$ 0.00

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: Boller Construction Company, Inc.

By:	Date: March 17, 2025
State of: Illinois	County of: Lake
Subscribed and sworn to before me this March 17, 2025	
Notary Public: Janene Buttera	
My Commission expires: 08/14/27, #976623	
State of Illinois, Municipality of Waukegan, Lake County	



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	\$ 23,823.00
<i>(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.)</i>	

ARCHITECT: Engineering Enterprise, Inc.

By:	Date: _____
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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

AIA Document G702™–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 I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 1

APPLICATION DATE: 03/14/25

PERIOD TO: 03/31/25

ARCHITECT'S PROJECT NO: 24179

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1-100	General Construction	35,763.00	0.00	1,587.88	0.00	1,587.88	4.4%	34,175.12	158.79
11-300	UV Equipment	253,846.00	0.00	0.00	0.00	0.00	0.0%	253,846.00	0.00
1-190	Bond	5,863.00	0.00	5,863.00	0.00	5,863.00	100.0%	0.00	586.30
15-100	Mechanical	29,888.00	0.00	0.00	0.00	0.00	0.0%	29,888.00	0.00
16-100	Electrical	122,395.00	0.00	17,355.61	0.00	17,355.61	14.2%	105,039.39	1,735.56
16-900	Controls	47,300.00	0.00	0.00	0.00	0.00	0.0%	47,300.00	0.00
2-050	Demolition	10,000.00	0.00	0.00	0.00	0.00	0.0%	10,000.00	0.00
2-200	Excavation	5,000.00	0.00	0.00	0.00	0.00	0.0%	5,000.00	0.00
2-500	Paving	6,000.00	0.00	0.00	0.00	0.00	0.0%	6,000.00	0.00
2-900	Landscaping	5,000.00	0.00	0.00	0.00	0.00	0.0%	5,000.00	0.00
3-900	Cast-in-Place	5,000.00	0.00	0.00	0.00	0.00	0.0%	5,000.00	0.00
5-500	Miscellaneous Metals	12,780.00	0.00	0.00	0.00	0.00	0.0%	12,780.00	0.00
6-800	Millwork	20,000.00	0.00	0.00	0.00	0.00	0.0%	20,000.00	0.00
99-100	OH & P	37,458.00	0.00	1,663.51	0.00	1,663.51	4.4%	35,794.49	166.35
	GRAND TOTAL	\$596,293.00	\$0.00	\$26,470.00	\$0.00	\$26,470.00	4.4%	\$569,823.00	\$2,647.00

WAIVER OF LIEN TO DATE

STATE OF Illinois

COUNTY OF

}

SS

Gty # _____

Loan # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Hampshireto furnish General Constructionfor the premises known as Hampshire WWTFof which Village of Hampshire is the owner.

THE undersigned, for and in consideration of Twenty three thousand eight hundred twenty three (\$23,823.00) 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 labor services, material, fixtures, apparatus or machinery furnished to this date, by the undersigned for the above-described premises.

Dated March 31, 2025Signature and Seal: 

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

}

SS

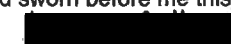
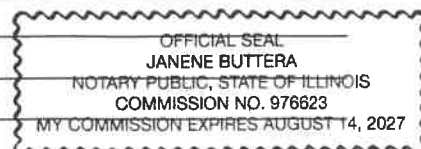
TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn, deposes and says that he is Josh Boller
President of Boller Construction Company, Inc.
 who is the contractor for the General Construction work on the
 building located at 350 Mill Ave. Hampshire, Illinois
 owned by Village of Hampshire

That the total amount of the contract including extras is \$596,293.00 on which he has received payment of \$0.00 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 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	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Boller Construction Company, Inc.	General Construction	444,010.00	0.00	8,199.00	435,811.00
Dahme Mechanical Industries	Mechanical	29,888.00	0.00	0.00	29,888.00
Associated Electrical Contractors, LLC	Electrical	122,395.00	0.00	15,624.00	106,771.00
TOTAL LABOR AND MATERIAL TO COMPLETE		596,293.00	0.00	23,823.00	572,470.00

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 17th day of March, 2025Signature: Subscribed and sworn before me this 17th day of March, 2025Notary Public: My Commission Expires: 14th day of August, 2027



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

June 12, 2025

Mr. Jay Hedges
Village Manager
Village of Hampshire
234 S. State Street
Hampshire, IL 60140

**Re: *Hampshire WWTF – UV System Replacement
Engineer's Payment Estimate No. 2 (Final)***

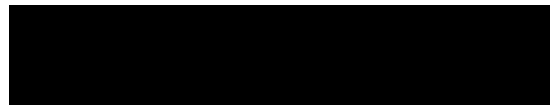
Dear Mr. Hedges:

This is to certify that payment in the amount of \$546,869.14 for the referenced project is due to Boller Construction Company, 3045 W. Washington Street, Waukegan, IL 60085, in accordance with our engineer's payment estimate attached hereto.

Also enclosed is a copy of the invoice and final waiver of lien submitted to us by Boller Construction Company. Please sign and date the Engineer's Payment Estimate and return to EEI. If you have any questions or need additional information, please contact our office.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.



Stephen T. Dennison, P.E.
Vice President

STD/npw
Enclosures: As Noted

Copy: Karen Stuehler, Lori Lyons – Village (digital copy)
Natasha Woodlock, Sarah Cowley – EEI (digital copy)

FROM: APRIL 1, 2025 TO APRIL 30, 2025
PAYABLE TO: BOLLER CONSTRUCTION COMPANY
ADDRESS: 3045 W. WASHINGTON STREET, WAUKEGAN, IL 60085

ENGINEER'S PAYMENT ESTIMATE NO. 2 (FINAL)
HAMPSHIRE WWTF - UV SYSTEM REPLACEMENT
VILLAGE OF HAMPSHIRE, IL

SPEC or ITEM NO.	DESCRIPTION OF WORK	Scheduled Value or Quantity (Item A)	Total Work		TOTAL COMPLETED AND STORED TO DATE (Item D, B+C)	% COMPLETE (Item E) (D/A)	RETAINAGE (Item F) 10% of Item D	TOTAL LESS RETAINAGE (Item G) (D-F)	PREVIOUS PAYMENT REQUESTS (Item H)	PAYMENT DUE THIS PERIOD (Item I) (G-H)	BALANCE TO FINISH INCLUDING RETAINAGE (Item J) (A-G)
			Total Billed Previous Applications (Item B)	Total Completed or Stored This PERIOD (Item C)							
01-100	General Construction	\$ 35,763.00	\$ 1,587.88	\$ 34,175.12	\$ 35,763.00	100.00%	\$ -	\$ 35,763.00	\$ 1,429.09	\$ 34,333.91	\$ -
11-300	UV Equipment	\$ 253,846.00	\$ -	\$ 253,846.00	\$ 253,846.00	100.00%	\$ -	\$ 253,846.00	\$ -	\$ 253,846.00	\$ -
01-190	Bond	\$ 5,863.00	\$ 5,863.00	\$ -	\$ 5,863.00	100.00%	\$ -	\$ 5,863.00	\$ 5,276.70	\$ 586.30	\$ -
15-100	Mechanical	\$ 29,888.00	\$ -	\$ 29,888.00	\$ 29,888.00	100.00%	\$ -	\$ 29,888.00	\$ -	\$ 29,888.00	\$ -
16-100	Electrical	\$ 122,395.00	\$ 17,355.61	\$ 105,039.39	\$ 122,395.00	100.00%	\$ -	\$ 122,395.00	\$ 15,620.05	\$ 106,774.95	\$ -
16-900	Controls	\$ 47,300.00	\$ -	\$ 47,300.00	\$ 47,300.00	100.00%	\$ -	\$ 47,300.00	\$ -	\$ 47,300.00	\$ -
02-050	Demolition	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	100.00%	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -
02-200	Excavation	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	100.00%	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -
02-500	Paving	\$ 6,000.00	\$ -	\$ 6,000.00	\$ 6,000.00	100.00%	\$ -	\$ 6,000.00	\$ -	\$ 6,000.00	\$ -
02-900	Landscaping	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	100.00%	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -
03-900	Cast-in-Place	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	100.00%	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -
05-500	Miscellaneous Metals	\$ 12,780.00	\$ -	\$ 12,780.00	\$ 12,780.00	100.00%	\$ -	\$ 12,780.00	\$ -	\$ 12,780.00	\$ -
06-800	Millwork	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	100.00%	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -
99-100	Overhead & Profit	\$ 37,458.00	\$ 1,663.51	\$ 35,794.49	\$ 37,458.00	100.00%	\$ -	\$ 37,458.00	\$ 1,497.16	\$ 35,960.84	\$ -
	TOTAL	\$ 596,293.00	\$ 26,470.00	\$ 569,823.00	\$ 596,293.00	100.00%	\$ -	\$ 596,293.00	\$ 23,823.00	\$ 572,470.00	\$ -

MISCELLANEOUS EXTRAS AND CREDITS	VALUE
CHANGE ORDER NO. 1	(\$25,600.86)
TOTAL MISCELLANEOUS EXTRAS AND CREDITS	(\$25,600.86)
MISCELLANEOUS DEBITS	

PAY REQUEST SUMMARY	
TOTAL MISCELLANEOUS EXTRAS AND CREDITS	-\$25,600.86
TOTAL VALUE OF PREVIOUS WORK	\$26,470.00
TOTAL VALUE OF COMPLETED WORK THIS PERIOD	\$569,823.00
TOTAL VALUE OF COMPLETED WORK	\$570,692.14
RETAINAGE (DEDUCT)	\$0.00
SUBTOTAL COMPLETED WORK	\$570,692.14
PREVIOUS PAY REQUESTS	\$23,823.00
BALANCE DUE ON COMPLETED WORK THIS PERIOD	\$546,869.14

TOTAL MISCELLANEOUS DEBITS	\$0.00	TOTAL DEBITS	\$0.00
----------------------------	--------	--------------	--------

PREPARED BY :	6/12/2025	Project Engineer	OWNER APPROVAL:	NET AMOUNT DUE	\$546,869.14
APPROVED BY :	6/12/2025	Project Manager	APPROVED BY : _____	Date: _____	TITLE: _____

 Document G702™ – 1992

Application and Certificate for Payment

TO OWNER:
Village of Hampshire
234 S. State Street
Hampshire, Illinois 60140
FROM CONTRACTOR:
Boller Construction Company, Inc.
3045 W. Washington St.
Waukegan, Illinois 60085

PROJECT:
Hampshire WWTF - UV System Replacement
350 Mill Ave.
Hampshire, Illinois 60140, Lake County
VIA ARCHITECT:
Engineering Enterprise, Inc.
52 Wheeler Road
Sugar Grove, Illinois 60554

APPLICATION NO: 2
PERIOD TO: 04/30/25
CONTRACT FOR: General Construction
CONTRACT DATE: 01/01/25
PROJECT NOS: 24179

Distribution to:
OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM

\$ 596,293.00

2. Net Change by Change Orders

\$ (25,600.86)

3. CONTRACT SUM TO DATE (Line 1+2)

\$ 570,692.14

4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)

\$ 570,692.14

5. RETAINAGE:

a. 0.0% of Completed Work

(Column D + E on G703)

\$ 0.00

b. 0.0% of Stored Material

(Column F on G703)

\$ 0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703)

\$ 0.00

6. TOTAL EARNED LESS RETAINAGE

(Line 4 Less Line 5 Total)

\$ 570,692.14

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate)

\$ 23,823.00

8. CURRENT PAYMENT DUE

\$ 546,869.14

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6)

\$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$(25,600.86)
TOTALS	\$0.00	\$(25,600.86)
NET CHANGES by Change Order		\$ (25,600.86)

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: Boller Construction Company, Inc.

By: Date: May 05, 2025

State of: Illinois County of: Lake

Subscribed and sworn to before me this May 05, 2025

Notary Public:

My Commission expires: 08/14/27, #976623

State of Illinois, Municipality of waukegan, Lake County

OFFICIAL SEAL

JANE BUTTERA

NOTARY PUBLIC, STATE OF ILLINOIS

COMMISSION NO. 976623

MY COMMISSION EXPIRES AUGUST 14, 2027

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

\$ 546,869.14

(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.)

ARCHITECT: Engineering Enterprise, Inc.

By: Date:

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.

Document G703™ – 1992

Continuation Sheet

AIA Document G702™–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 I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 2
APPLICATION DATE: 04/22/25
PERIOD TO: 04/30/25
ARCHITECT'S PROJECT NO: 24179

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1-100	General Construction	35,763.00	1,587.88	34,175.12	0.00	35,763.00	100.0%	0.00	0.00
11-300	UV Equipment	253,846.00	0.00	253,846.00	0.00	253,846.00	100.0%	0.00	0.00
1-190	Bond	5,863.00	5,863.00	0.00	0.00	5,863.00	100.0%	0.00	0.00
15-100	Mechanical	29,888.00	0.00	29,888.00	0.00	29,888.00	100.0%	0.00	0.00
16-100	Electrical	122,395.00	17,355.61	105,039.39	0.00	122,395.00	100.0%	0.00	0.00
16-900	Controls	47,300.00	0.00	47,300.00	0.00	47,300.00	100.0%	0.00	0.00
2-050	Demolition	10,000.00	0.00	10,000.00	0.00	10,000.00	100.0%	0.00	0.00
2-200	Excavation	5,000.00	0.00	5,000.00	0.00	5,000.00	100.0%	0.00	0.00
2-500	Paving	6,000.00	0.00	6,000.00	0.00	6,000.00	100.0%	0.00	0.00
2-900	Landscaping	5,000.00	0.00	5,000.00	0.00	5,000.00	100.0%	0.00	0.00
3-900	Cast-in-Place	5,000.00	0.00	5,000.00	0.00	5,000.00	100.0%	0.00	0.00
5-500	Miscellaneous Metals	12,780.00	0.00	12,780.00	0.00	12,780.00	100.0%	0.00	0.00
6-800	Millwork	20,000.00	0.00	20,000.00	0.00	20,000.00	100.0%	0.00	0.00
90-100	Change Order #1 - CE#001 Electrical Credits	(25,600.86)	0.00	(25,600.86)	0.00	(25,600.86)	100.0%	0.00	0.00
99-100	OH & P	37,458.00	1,663.51	35,794.49	0.00	37,458.00	100.0%	0.00	0.00
	GRAND TOTAL	\$570,692.14	\$26,470.00	\$544,222.14	\$0.00	\$570,692.14	100.0%	\$0.00	\$0.00

FINAL WAIVER OF LIEN

STATE OF: ILLINOIS
COUNTY OF: LAKE

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Hampshire
to furnish General Construction General Construction
for the premises known as Hampshire WWTF - UV System Replacement of which Village of Hampshire is the Owner.

THE undersigned, for and in consideration of Five Hundred Forty-six Thousand Eight Hundred Sixty-nine and 14/100
(\$546,869.14) 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 all labor
services, material, fixtures, apparatus or machinery, heretofore furnished, or which may be furnished at any time hereafter, by the
undersigned for the above described premises.

DATE April 30, 2025 COMPANY NAME BOLLER CONSTRUCTION CO., INC.
ADDRESS 3045 W. WASHINGTON ST., WAUKEGAN, IL
SIGNATURE AND TITLE [Redacted] Josh Boller, President

CONTRACTOR'S AFFIDAVIT

STATE OF: ILLINOIS
COUNTY OF: LAKE

TO WHOM IT MAY CONCERN:

THE undersigned being duly sworn, deposes and says that he is Josh Boller
President of Boller Construction Co., Inc.
who is the contractor for the General Construction work on the
building located at 16418 W. 151st Street, Lockport, IL 60441
owned by Village of Hampshire.

That the total amount of the contract including extras is \$ 570,692.14 on which he or she has received payment of
\$ 23,823.00 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 subcontracts 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 & ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG. EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Boller Construction Company, Inc.	General Construction	\$ 162,864.00	\$ 8,199.00	\$ 154,665.00	\$ -
Associated Electrical Contractors, LLC	Electrical	\$ 96,794.14	\$ 15,624.00	\$ 81,170.14	\$ -
Dahme Mechanical	Mechanical	\$ 29,888.00	\$ -	\$ 29,888.00	\$ -
Trojan Technologies	UV Equipment	\$ 233,846.00	\$ -	\$ 233,846.00	\$ -
VAFCON	Controls	\$ 47,300.00	\$ -	\$ 47,300.00	\$ -
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE		\$ 570,692.14	\$ 23,823.00	\$ 546,869.14	\$ -

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 April 30, 2025 SIGNATURE [Redacted]
Josh Boller, President

SUBSCRIBED AND SWORN TO BEFORE ME THIS 30TH DAY OF APRIL, 2025.

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

NOTARY PUBLIC

OFFICIAL SEAL
JANENE BUTTERA
NOTARY PUBLIC, STATE OF ILLINOIS
COMMISSION NO. 976623
MY COMMISSION EXPIRES AUGUST 14, 2027

WAIVER OF LIEN TO DATE

STATE OF Illinois

COUNTY OF

}

SS

Gty # _____

Loan # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Hampshireto furnish General Constructionfor the premises known as Hampshire WWTFof which Village of Hampshire is the owner.

THE undersigned, for and in consideration of Twenty three thousand eight hundred twenty three (\$23,823.00) 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 labor services, material, fixtures, apparatus or machinery furnished to this date, by the undersigned for the above-described premises.

Dated March 31, 2025Signature and Seal: 

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

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SS

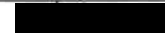
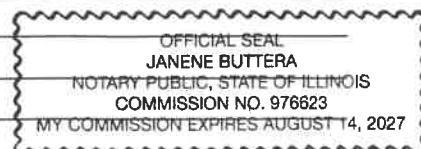
TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn, deposes and says that he is Josh Boller
President of Boller Construction Company, Inc.
 who is the contractor for the General Construction work on the
 building located at 350 Mill Ave. Hampshire, Illinois
 owned by Village of Hampshire

That the total amount of the contract including extras is \$596,293.00 on which he has received payment of \$0.00 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 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	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Boller Construction Company, Inc.	General Construction	444,010.00	0.00	8,199.00	435,811.00
Dahme Mechanical Industries	Mechanical	29,888.00	0.00	0.00	29,888.00
Associated Electrical Contractors, LLC	Electrical	122,395.00	0.00	15,624.00	106,771.00
TOTAL LABOR AND MATERIAL TO COMPLETE		596,293.00	0.00	23,823.00	572,470.00

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 17th day of March, 2025Signature: Subscribed and sworn before me this 17th day of March, 2025Notary Public: My Commission Expires: 14th day of August, 2027



EMBRACE OPPORTUNITY
HONOR TRADITION

HAMPSHIRE POLICE DEPARTMENT MONTHLY REPORT

June 2025
Chief Doug Pann

HAMPSHIRE POLICE DEPARTMENT MAY SCORECARD



Hampshire Police Department Scorecard

May-25

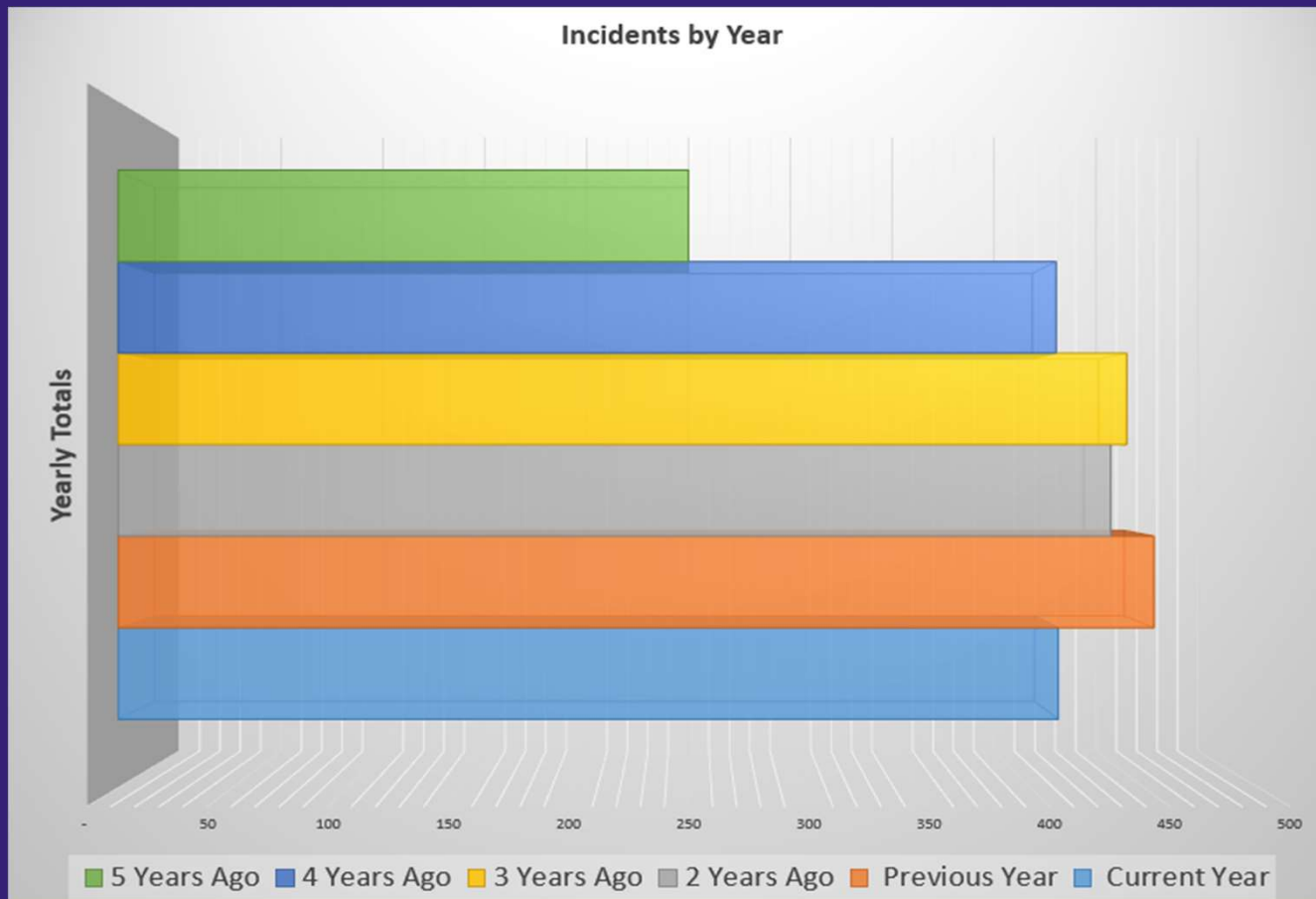
OFFENSES

	Previous Month	Current Month	% Change	YTD	YTD '24	YTD '23
Group A Offenses	N/A	N/A	N/A	N/A	26	22
All Dispatched Calls for Service	254	329	29.5%	1352	1323	1207
Burglary	0	1	100.0%	2	1	0
Burglary to Motor Vehicle and Theft from Motor Vehicle	2	0	-100.0%	2	0	2
Auto Theft	0	1	100.0%	4	2	0
Theft	2	2	0.0%	12	5	4
Domestic Violence Cases	5	6	20.0%	17	11	5
Mental Health Calls for Service	5	9	80.0%	28	18	6
Alarm Responses	18	9	-50.0%	60	56	31
Assists to Neighboring Communities / KCSO	15	26	73.3%	118	97	58

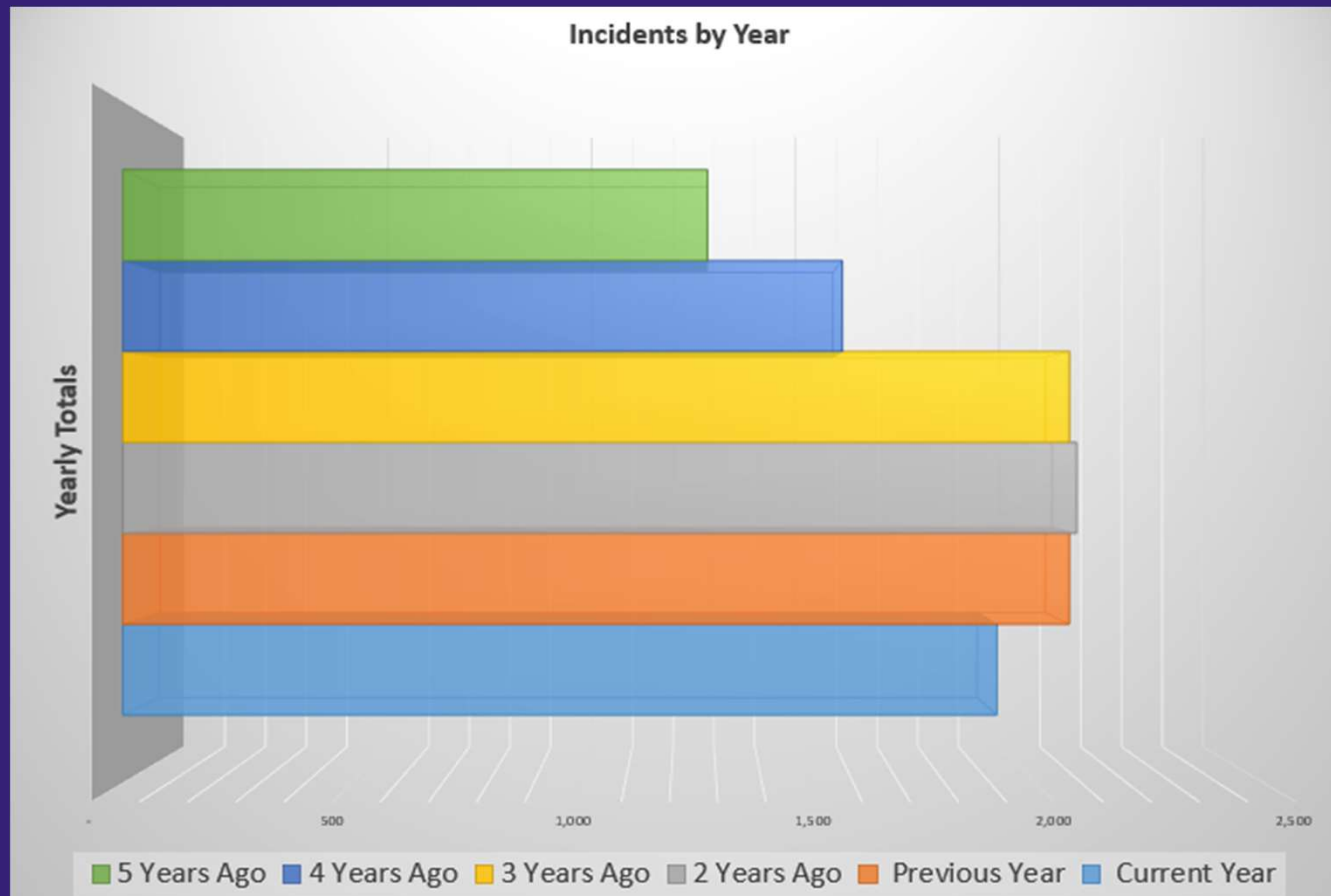
ACTIVITY

	Previous Month	Current Month	% Change	YTD
# Traffic Stops	96	85	-11.5%	383
# Traffic Tickets	32	26	-18.8%	204
# Traffic Warnings	49	40	-18.4%	283
# Parking Tickets			0.0%	87

TOTAL MAY CALLS FOR SERVICE - 5 YEAR COMPARISON



TOTAL YEAR TO DATE CALLS FOR SERVICE



OFFENSE TRENDS COMPARISON 2024-2025

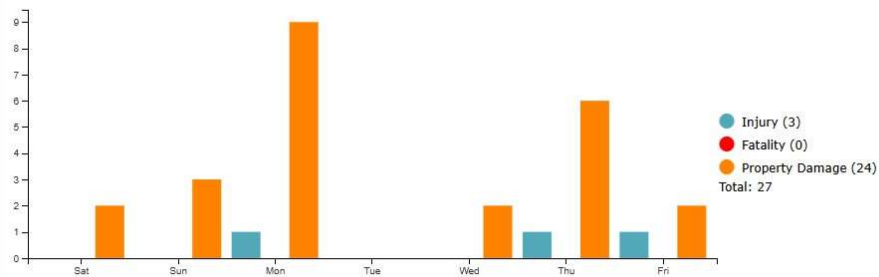


Data Connection Down for Transition

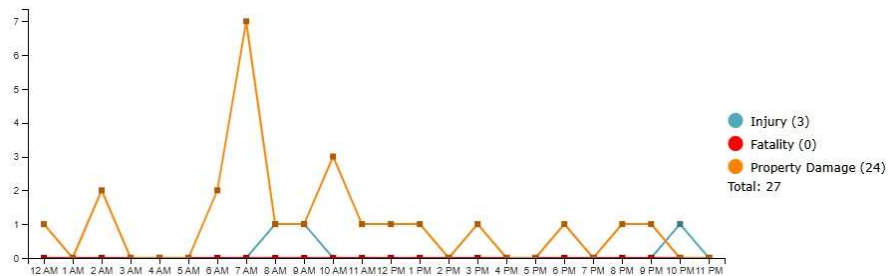
3-MONTH TRAFFIC CRASH DATA



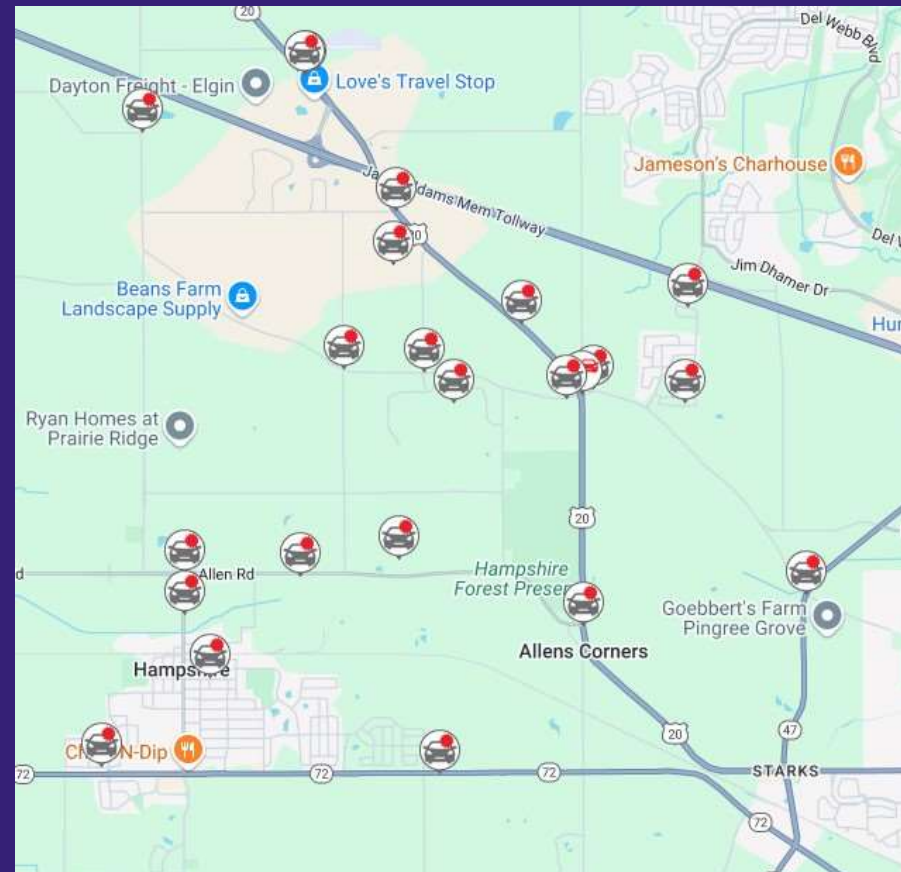
By Day of Week



By Time of Day



*Results exclude any crash reports requiring manual indexing



CURRENT PROJECTS



Project	Start Date	Status
Revise and Update Village Emergency Operations Plan with HFPD	02/01/2024	Formed Committee with Fire Department Project on hold waiting for new Admin Rule
ILEAP Accreditation	07/01/2024	Lieutenant Neblock Working Through Process

ACCOMPLISHMENTS



- Cop on Top - Special Olympics Fundraiser - Raised \$2,431.67

Village of Hampshire Street Department

Monthly Report: May 2025

Gravel - Graveled all alleys in the Village

Asphalt - Patched all water main breaks from over the winter
total of 32.27 Tons.

Sweeper - Swept entire Village

Mowing - Completed mowing SSA's and Village right of ways twice.
close to 100 acres in total.

SSA - Cattail treatments

D.O.T. Test lane - Safety tested all vehicles

Storm Damage - Clean up

Tree -Parkway tree trimming

Utility Locates

Normal 347

Emergency 78

Other Work Performed

Vehicle and Equipment Maintenance

Pothole Patching

Street Light Repair

Storm Sewer Maintenance

Other Miscellaneous Projects

Village of Hampshire
Budget Versus Actual Report Overview
Twelve Months Ended April 30, 2025

General Fund						% of Budget
12 MONTHS ENDED					2024-2025	
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	
Revenue	8,886,578	7,809,576	(1,077,002)	-12%	8,886,578	88%
Expenditures/Expense	9,340,825	8,442,471	(898,354)	-10%	9,340,825	90%
YTD Surplus/(Deficit)	(454,247)	(632,895)	(178,648)		(454,247)	
Special Revenue Funds						
Revenue	780,069	982,134	202,065	26%	780,069	126%
Expenditures/Expense	677,794	449,965	(227,829)	-34%	677,794	66%
YTD Surplus/(Deficit)	102,275	532,169	429,894		102,275	
Capital Project Funds						
Revenue	12,269,848	591,075	(11,678,773)	-95%	12,269,848	5%
Expenditures/Expense	12,405,569	232,826	(12,172,743)	-98%	12,405,569	2%
YTD Surplus/(Deficit)	(135,721)	358,249	493,970		(135,721)	
Enterprise Funds						
Revenue	6,133,724	4,837,095	(1,296,629)	-21%	6,133,724	79%
Expenditures/Expense	5,854,998	3,533,350	(2,321,648)	-40%	5,854,998	60%
YTD Surplus/(Deficit)	278,726	1,303,745	1,025,019		278,726	
Total Village						
Revenue	28,070,219	14,219,880	(13,850,339)	-49%	28,070,219	51%
Expenditures/Expense	28,279,186	12,658,612	(15,620,574)	-55%	28,279,186	45%
YTD Surplus/(Deficit)	(208,967)	1,561,268	1,770,235		(208,967)	



Agency Funds						
12 MONTHS ENDED					2024-2025	
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	
Revenue	1,215,349	1,301,772	86,423	7%	1,215,349	107%
Expenditures/Expense	1,239,451	1,240,627	1,176	0%	1,239,451	100%
YTD Surplus/(Deficit)	(24,102)	61,145	85,247		(24,102)	
Pension Trust Fund						
12 MONTHS ENDED					2024-2025	
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	
Revenue	922,717	1,047,244	124,527	13%	922,717	113%
Expenditures/Expense	566,044	201,622	(364,422)	-64%	566,044	36%
YTD Surplus/(Deficit)	356,673	845,622	488,949		356,673	

Village of Hampshire
Budget Versus Actual Report - General Fund Summary
Twelve Months Ended April 30, 2025

	General Fund Revenues (01)				
	12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
GENERAL FUND REVENUE					
Property Tax	1,369,656	1,392,890	23,234	2%	1,369,656
Intergovernmental	3,414,162	3,499,412	85,250	2%	3,414,162
Service Fees	84,500	86,800	2,300	3%	84,500
Investment Income	163,520	149,047	(14,473)	-9%	163,520
Reimbursable	231,206	229,774	(1,432)	-1%	231,206
Licenses, Fines, Permits, Fees	675,725	848,595	172,870	26%	675,725
Grant Income	794,751	20,009	(774,742)	-97%	794,751
Other Income	504,835	451,272	(53,563)	-11%	504,835
Debt Issuance	272,000	-	(272,000)	-100%	272,000
Transfers In	559,301	-	(559,301)	-100%	559,301
TOTAL GENERAL FUND REVENUE	8,069,656	6,677,799	(1,391,857)	-17%	8,069,656
	General Fund Expenses (01)				
	12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
GENERAL FUND EXPENSE					
ADMINISTRATION					
Personal Services	739,809	715,882	(23,927)	-3%	739,809
Contractual Services	1,253,572	1,217,308	(36,264)	-3%	1,253,572
Commodities	75,060	67,708	(7,352)	-10%	75,060
Other Expenses	102,089	6,097	(95,992)	-94%	102,089
Capital Outlay	26,825	14,045	(12,780)	-48%	26,825
Transfers	-	-	-	0%	-
TOTAL ADMINISTRATION	2,197,355	2,021,040	(176,315)	-8%	2,197,355
POLICE					
Personal Services	2,648,083	2,457,957	(190,126)	-7%	2,648,083
Contractual Services	475,505	475,005	(500)	0%	475,505
Commodities	98,515	81,887	(16,628)	-17%	98,515
Capital Outlay	210,773	196,738	(14,035)	-7%	210,773
TOTAL POLICE	3,432,876	3,211,587	(221,289)	-6%	3,432,876
STREET DEPARTMENT					
Personal Services	690,133	603,965	(86,168)	-12%	690,133
Contractual Services	420,496	427,959	7,463	2%	420,496
Commodities	112,300	83,561	(28,739)	-26%	112,300
Other Expenses	161,958	108,572	(53,386)	-33%	161,958
Capital Outlay	1,487,865	865,969	(621,896)	-42%	1,487,865
TOTAL STREET DEPARTMENT	2,872,752	2,090,026	(782,726)	-27%	2,872,752
PLANNING AND ZONING DEPARTMENT					
Personal Services	2,476	1,443	(1,033)	-42%	2,476
Contractual Services	-	2,091	2,091	100%	-
TOTAL PLANNING AND ZONING DEPT.	2,476	3,534	1,058	43%	2,476
POLICE COMMISSION					
Personal Services	969	969	-	0%	969
Contractual Services	3,300	526	(2,774)	-84%	3,300
Other Expenses	-	-	-	0%	-
Commodities	50	-	(50)	-100%	50
TOTAL POLICE COMMISSION	4,319	1,495	(2,824)	-65%	4,319
PROMOTIONS COMMITTEE					
Contractual Services	13,125	13,255	130	1%	13,125
Commodities	1,000	460	(540)	-54%	1,000
TOTAL PROMOTIONS COMMITTEE	14,125	13,715	(410)	-3%	14,125
SUB TOTAL GENERAL FUND EXPENSE	8,523,903	7,341,397	(1,182,506)	-14%	8,523,903
SUB TOTAL YEAR-TO-DATE SURPLUS/(DEFICIT)	(454,247)	(663,598)	(209,351)	46%	(454,247)
GENERAL FUND SUBFUNDS	-	30,703	30,703	100%	-
TOTAL YEAR-TO-DATE SURPLUS/(DEFICIT)	(454,247)	(632,895)	(178,648)	39%	(454,247)

Village of Hampshire
Budget Versus Actual Report - General Fund Subfunds
Twelve Months Ended April 30, 2025

	School Impact Fees (60)					Library Impact Fees (61)				
	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	500	253	(247)	-49%	500	800	675	(125)	-16%	800
Licenses, Fines, Permits, Fees	555,233	760,861	205,628	37%	555,233	43,412	54,268	10,856	25%	43,412
TOTAL REVENUE	555,733	761,114	205,381	37%	555,733	44,212	54,943	10,731	24%	44,212
EXPENSE										
Other Expenses	555,733	758,386	202,653	36%	555,733	44,212	23,442	(20,770)	-47%	44,212
TOTAL EXPENSE	555,733	758,386	202,653	36%	555,733	44,212	23,442	(20,770)	-47%	44,212
YEAR-TO-DATE SURPLUS/(DEFICIT)	-	2,728	2,728	100%	-	-	31,501	31,501	100%	-

	Parks Impact Fees (62)					Fire Impact Fees (63)				
	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	40	34	(6)	-15%	40	100	117	17	17%	100
Licenses, Fines, Permits, Fees	28,740	69,171	40,431	141%	28,740	161,762	212,053	50,291	31%	161,762
TOTAL REVENUE	28,780	69,205	40,425	140%	28,780	161,862	212,170	50,308	31%	161,862
EXPENSE										
Other Expenses	28,780	68,115	39,335	137%	28,780	161,862	203,673	41,811	26%	161,862
TOTAL EXPENSE	28,780	68,115	39,335	137%	28,780	161,862	203,673	41,811	26%	161,862
YEAR-TO-DATE SURPLUS/(DEFICIT)	-	1,090	1,090	100%	-	-	8,497	8,497	100%	-

	Cemetery Impact Fees (66)					Township Impact Fees (67)				
	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	35	49	14	40%	35	7	6	(1)	-14%	7
Licenses, Fines, Permits, Fees	8,750	10,250	1,500	17%	8,750	17,543	24,040	6,497	37%	17,543
TOTAL REVENUE	8,785	10,299	1,514	17%	8,785	17,550	24,046	6,496	37%	17,550
EXPENSE										
Other Expenses	8,785	23,495	14,710	167%	8,785	17,550	23,963	6,413	37%	17,550
TOTAL EXPENSE	8,785	23,495	14,710	167%	8,785	17,550	23,963	6,413	37%	17,550
YEAR-TO-DATE SURPLUS/(DEFICIT)	-	(13,196)	(13,196)	-100%	-	-	83	83	100%	-

	Total General Fund Subfunds				
	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET
	YTD BUDGET	YTD ACTUAL			
REVENUE					
Investment Income	1,482	1,134	(348)	-23%	1,482
Licenses, Fines, Permits, Fees	815,440	1,130,643	315,203	39%	815,440
TOTAL REVENUE	816,922	1,131,777	314,855	39%	816,922
EXPENSE					
Other Expenses	816,922	1,101,074	284,152	35%	816,922
TOTAL EXPENSE	816,922	1,101,074	284,152	35%	816,922
YEAR-TO-DATE SURPLUS/(DEFICIT)	-	30,703	30,703	100%	-

Village of Hampshire
Budget Versus Actual Report - Special Revenue Fund Summary
Twelve Months Ended April 30, 2025

	Tax Increment Financing (05)					Hotel/Motel Tax (07)				
	12 MONTHS ENDED		2024-2025			12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Property Tax	209,700	270,814	61,114	29%	209,700	-	-	-	0%	-
Intergovernmental	-	-	-	0%	-	-	-	-	0%	-
Investment Income	200	1,598	1,398	699%	200	5	167	162	3240%	5
Licenses, Fines, Permits, Fees	-	-	-	0%	-	25,000	28,495	3,495	14%	25,000
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	209,900	272,412	62,512	30%	209,900	25,005	28,662	3,657	15%	25,005
EXPENSE										
Contractual Services	2,500	710	(1,790)	-72%	2,500	19,000	19,000	-	0%	19,000
Commodities	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	189,286	192,468	3,182	2%	189,286	6,000	6,000	-	0%	6,000
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL EXPENSE	191,786	193,178	1,392	1%	191,786	25,000	25,000	-	0%	25,000
YEAR-TO-DATE SURPLUS/(DEFICIT)	18,114	79,234	61,120	337%	18,114	5	3,662	3,657	73140%	5

	Road and Bridge (10)					Motor Fuel Tax (15)				
	12 MONTHS ENDED		2024-2025			12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Property Tax	133,532	129,914	(3,618)	-3%	133,532	-	-	-	0%	-
Intergovernmental	4,612	2,719	(1,893)	-41%	4,612	327,596	346,402	18,806	6%	327,596
Investment Income	5	159	154	3080%	5	25,000	78,850	53,850	215%	25,000
Licenses, Fines, Permits, Fees	-	-	-	0%	-	-	-	-	0%	-
Grant Income	-	-	-	0%	-	-	67,285	67,285	100%	-
TOTAL REVENUE	138,149	132,792	(5,357)	-4%	138,149	352,596	492,537	139,941	40%	352,596
EXPENSE										
Contractual Services	100,000	100,000	-	0%	100,000	55,000	-	(55,000)	-100%	55,000
Commodities	-	-	-	0%	-	250,000	105,442	(144,558)	-58%	250,000
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
TOTAL EXPENSE	100,000	100,000	-	0%	100,000	305,000	105,442	(199,558)	-65%	305,000
YEAR-TO-DATE SURPLUS/(DEFICIT)	38,149	32,792	(5,357)	-14%	38,149	47,596	387,095	339,499	713%	47,596

	SSA #2-26 (52)					Total Special Revenue Funds				
	12 MONTHS ENDED		2024-2025			12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Property Tax	53,919	54,644	725	1%	53,919	397,151	455,372	58,221	15%	397,151
Intergovernmental	-	-	-	0%	-	332,208	349,121	16,913	5%	332,208
Investment Income	500	1,087	587	117%	500	25,710	81,861	56,151	218%	25,710
Licenses, Fines, Permits, Fees	-	-	-	0%	-	25,000	28,495	3,495	14%	25,000
Grant Income	-	-	-	0%	-	-	67,285	67,285	100%	-
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	54,419	55,731	1,312	2%	54,419	780,069	982,134	202,065	26%	780,069
EXPENSE										
Personal Services	24,082	16,039	(8,043)	-33%	24,082	24,082	16,039	(8,043)	-33%	24,082
Contractual Services	-	-	-	0%	-	176,500	119,710	(56,790)	-32%	176,500
Commodities	-	-	-	0%	-	250,000	105,442	(144,558)	-58%	250,000
Other Expenses	31,926	10,306	(21,620)	-68%	31,926	227,212	208,774	(18,438)	-8%	227,212
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL EXPENSE	56,008	26,345	(29,663)	-53%	56,008	677,794	449,965	(227,829)	-34%	677,794
YEAR-TO-DATE SURPLUS/(DEFICIT)	(1,589)	29,386	30,975	-1949%	(1,589)	102,275	532,169	429,894	420%	102,275

Village of Hampshire
Budget Versus Actual Report - Capital Project Fund Summary
Twelve Months Ended April 30, 2025

	Equipment Replacement (03)					Capital Improvement (04)				
	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	50	136	86	172%	50	-	168	168	100%	-
Licenses, Fines, Permits, Fees	-	-	-	0%	-	859,590	-	(859,590)	-100%	859,590
Grant Income	-	-	-	0%	-	-	-	-	0%	-
Debt Issuance	-	-	-	0%	-	10,800,000	-	(10,800,000)	-100%	10,800,000
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	50	136	86	172%	50	11,659,590	168	(11,659,422)	-100%	11,659,590
EXPENSE										
Contractual Services	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	848,345	-	(848,345)	-100%	848,345
Capital Outlay	39,000	-	(39,000)	-100%	39,000	10,800,000	-	(10,800,000)	-100%	10,800,000
Transfer to General Fund	-	-	-	0%	-	-	-	-	0%	-
TOTAL EXPENSE	39,000	-	(39,000)	-100%	39,000	11,648,345	-	(11,648,345)	-100%	11,648,345
YEAR-TO-DATE SURPLUS/(DEFICIT)	(38,950)	136	39,086	-100%	(38,950)	11,245	168	(11,077)	-99%	11,245
	Public Use Fees (06)					Capital Projects/Debt Service (33)				
	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	5,000	7,668	2,668	53%	5,000	900	2,680	1,780	198%	900
Licenses, Fines, Permits, Fees	286,300	237,185	(49,115)	-17%	286,300	-	-	-	0%	-
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	291,300	244,853	(46,447)	-16%	291,300	900	2,680	1,780	198%	900
EXPENSE										
Contractual Services	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	30,814	-	(30,814)	-100%	30,814
Capital Outlay	-	-	-	0%	-	-	-	-	0%	-
Transfers Out	370,000	-	(370,000)	-100%	370,000	-	-	-	0%	-
TOTAL EXPENSE	370,000	-	(370,000)	-100%	370,000	30,814	-	(30,814)	-100%	30,814
YEAR-TO-DATE SURPLUS/(DEFICIT)	(78,700)	244,853	323,553	-411%	(78,700)	(29,914)	2,680	32,594	-109%	(29,914)
	Transportation Impact Fees (64)					Early Warning (65)				
	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	-	-	-	0%	-	-	-	-	0%	-
Licenses, Fines, Permits, Fees	286,300	335,380	49,080	17%	286,300	6,708	7,858	1,150	17%	6,708
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	25,000	-	(25,000)	-100%	25,000
TOTAL REVENUE	286,300	335,380	49,080	17%	286,300	31,708	7,858	(23,850)	-75%	31,708
EXPENSE										
Contractual Services	60,000	40,479	(19,521)	-33%	60,000	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	166,500	159,286	(7,214)	-4%	166,500	30,000	33,061	3,061	10%	30,000
Transfer to General	-	-	-	0%	-	-	-	-	0%	-
TOTAL EXPENSE	226,500	199,765	(26,735)	-12%	226,500	30,000	33,061	3,061	10%	30,000
YEAR-TO-DATE SURPLUS/(DEFICIT)	59,800	135,615	75,815	127%	59,800	1,708	(25,203)	(26,911)	-1576%	1,708
	Capital Improvement (70)					Total Capital Project Funds				
	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET	12 MONTHS ENDED		DELTA \$	DELTA %	2024-2025 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	-	-	-	0%	-	5,950	10,652	4,702	79%	5,950
Licenses, Fines, Permits, Fees	-	-	-	0%	-	1,438,898	580,423	(858,475)	-60%	1,438,898
Grant Income	-	-	-	0%	-	-	-	-	0%	-
Debt Issuance	-	-	-	0%	-	10,800,000	-	(10,800,000)	-100%	10,800,000
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	25,000	-	(25,000)	-100%	25,000
TOTAL REVENUE	-	-	-	0%	-	12,269,848	591,075	(11,678,773)	-95%	12,269,848
EXPENSE										
Contractual Services	-	-	-	0%	-	60,000	40,479	(19,521)	-33%	60,000
Other Expenses	-	-	-	0%	-	879,159	-	(879,159)	-100%	879,159
Capital Outlay	60,910	-	(60,910)	-100%	60,910	11,096,410	192,347	(10,904,063)	-98%	11,096,410
Transfers	-	-	-	0%	-	370,000	-	(370,000)	-100%	370,000
TOTAL EXPENSE	60,910	-	(60,910)	-100%	60,910	12,405,569	232,826	(12,172,743)	-98%	12,405,569
YEAR-TO-DATE SURPLUS/(DEFICIT)	(60,910)	-	60,910	-100%	(60,910)	(135,721)	358,249	493,970	-364%	(135,721)

Village of Hampshire
Budget Versus Actual Report - Enterprise Fund Summary
Twelve Months Ended April 30, 2025

	ARRA Loan Debt Serv Fund (28)					Garbage (29)				
	12 MONTHS ENDED		2024-2025			12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Service Fees	950,400	904,274	(46,126)	-5%	950,400	777,706	776,087	(1,619)	0%	777,706
Investment Income	-	-	-	0%	-	-	-	-	0%	-
Licenses, Fines, Permits, Fees	7,128	11,874	4,746	67%	7,128	5,833	10,944	5,111	88%	5,833
Other Income	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	957,528	916,148	(41,380)	-4%	957,528	783,539	787,031	3,492	0%	783,539
EXPENSE										
Personal Services	-	-	-	0%	-	-	-	-	0%	-
Contractual Services	-	-	-	0%	-	750,989	769,178	18,189	2%	750,989
Commodities	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	-	-	-	0%	-	-	-	-	0%	-
Transfers	789,500	-	(789,500)	-100%	789,500	11,800	11,800	-	0%	11,800
TOTAL EXPENSE	789,500	-	(789,500)	-100%	789,500	762,789	780,978	18,189	2%	762,789
YEAR-TO-DATE SURPLUS/(DEFICIT)	168,028	916,148	748,120	445%	168,028	20,750	6,053	(14,697)	-71%	20,750
	Water (30)					Sewer (31)				
	12 MONTHS ENDED		2024-2025			12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Service Fees	1,328,623	1,360,347	31,724	2%	1,328,623	1,405,825	1,619,006	213,181	15%	1,405,825
Investment Income	-	-	-	0%	-	-	-	-	0%	-
Licenses, Fines, Permits, Fees	77,465	123,396	45,931	59%	77,465	10,544	21,163	10,619	101%	10,544
Other Income	-	1,767	1,767	100%	-	-	-	-	0%	-
Transfers	500,000	-	(500,000)	-100%	500,000	270,000	-	(270,000)	-100%	270,000
TOTAL REVENUE	1,906,088	1,485,510	(420,578)	-22%	1,906,088	1,686,369	1,640,169	(46,200)	-3%	1,686,369
EXPENSE										
Personal Services	312,143	279,689	(32,454)	-10%	312,143	312,143	277,997	(34,146)	-11%	312,143
Contractual Services	1,044,592	776,459	(268,133)	-26%	1,044,592	930,886	809,013	(121,873)	-13%	930,886
Commodities	158,354	159,323	969	1%	158,354	99,650	126,782	27,132	27%	99,650
Other Expenses	77,000	-	(77,000)	-100%	77,000	219,500	42,916	(176,584)	-80%	219,500
Capital Outlay	237,055	104,148	(132,907)	-56%	237,055	121,886	42,583	(79,303)	-65%	121,886
Transfers	-	37,500	37,500	100%	-	-	37,500	37,500	100%	-
TOTAL EXPENSE	1,829,144	1,357,119	(472,025)	-26%	1,829,144	1,684,065	1,336,791	(347,274)	-21%	1,684,065
YEAR-TO-DATE SURPLUS/(DEFICIT)	76,944	128,391	51,447	67%	76,944	2,304	303,378	301,074	13067%	2,304
	Water Construction (34)					Sewer Construction (40)				
	12 MONTHS ENDED		2024-2025			12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Service Fees	-	-	-	0%	-	-	-	-	0%	-
Investment Income	1,200	1,737	537	45%	1,200	-	-	-	0%	-
Licenses, Fines, Permits, Fees	4,500	1,500	(3,000)	-67%	4,500	5,000	5,000	-	0%	5,000
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	789,500	-	(789,500)	-100%	789,500
TOTAL REVENUE	5,700	3,237	(2,463)	-43%	5,700	794,500	5,000	(789,500)	-99%	794,500
EXPENSE										
Personal Services	-	-	-	0%	-	-	-	-	0%	-
Contractual Services	-	-	-	0%	-	-	-	-	0%	-
Commodities	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	-	-	-	0%	-	789,500	58,462	(731,038)	-93%	789,500
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL EXPENSE	-	-	-	0%	-	789,500	58,462	(731,038)	-93%	789,500
YEAR-TO-DATE SURPLUS/(DEFICIT)	5,700	3,237	(2,463)	-43%	5,700	5,000	(53,462)	(58,462)	-1169%	5,000
	Total Enterprise Funds									
	12 MONTHS ENDED		2024-2025			12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Service Fees	4,462,554	4,659,714	197,160	4%	4,462,554					
Investment Income	1,200	1,737	537	45%	1,200					
Licenses, Fines, Permits, Fees	110,470	173,877	63,407	57%	110,470					
Other Income	-	1,767	1,767	100%	-					
Transfers	1,559,500	-	(1,559,500)	-100%	1,559,500					
TOTAL REVENUE	6,133,724	4,837,095	(1,296,629)	-21%	6,133,724					
EXPENSE										
Personal Services	624,286	557,686	(66,600)	-11%	624,286					
Contractual Services	2,726,467	2,354,650	(371,817)	-14%	2,726,467					
Commodities	258,004	286,105	28,101	11%	258,004					
Other Expenses	296,500	42,916	(253,584)	-86%	296,500					
Capital Outlay	1,148,441	205,193	(943,248)	-82%	1,148,441					
Transfers	801,300	86,800	(714,500)	-89%	801,300					
TOTAL EXPENSE	5,854,998	3,533,350	(2,321,648)	-40%	5,854,998					
YEAR-TO-DATE SURPLUS/(DEFICIT)	278,726	1,303,745	1,025,019	368%	278,726					

Village of Hampshire
 Budget Versus Actual Report - Agency Fund Summary
 Twelve Months Ended April 30, 2025

	SSA#14 B&I (43)					SSA#13 B&I (45)				
	12 MONTHS ENDED		2024-2025			12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Property Tax	805,149	821,582	16,433	2%	805,149	365,200	372,653	7,453	2%	365,200
Investment Income	30,000	70,990	40,990	137%	30,000	15,000	36,547	21,547	144%	15,000
Licenses, Fines, Permits, Fees	-	-	-	0%	-	-	-	-	0%	-
Other Income	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	835,149	892,572	57,423	7%	835,149	380,200	409,200	29,000	8%	380,200
EXPENSE										
Other Expenses	843,478	852,154	8,676	1%	843,478	395,973	388,473	(7,500)	-2%	395,973
TOTAL EXPENSE	843,478	852,154	8,676	1%	843,478	395,973	388,473	(7,500)	-2%	395,973
YEAR-TO-DATE SURPLUS/(DEFICIT)	(8,329)	40,418	48,747	-585%	(8,329)	(15,773)	20,727	36,500	-231%	(15,773)

	Total Agency Funds				
	12 MONTHS ENDED		2024-2025		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE					
Property Tax	1,170,349	1,194,235	23,886	2%	1,170,349
Investment Income	45,000	107,537	62,537	139%	45,000
Licenses, Fines, Permits, Fees	-	-	-	0%	-
TOTAL REVENUE	1,215,349	1,301,772	86,423	7%	1,215,349
EXPENSE					
Other Expenses	1,239,451	1,240,627	1,176	0%	1,239,451
TOTAL EXPENSE	1,239,451	1,240,627	1,176	0%	1,239,451
YEAR-TO-DATE SURPLUS/(DEFICIT)	(24,102)	61,145	85,247	-354%	(24,102)

Village of Hampshire
Budget Versus Actual Report - Pension Trust Summary
Twelve Months Ended April 30, 2025

	Pension Trust Fund Revenues (90)				
	12 MONTHS ENDED				2024-2025
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE					
Investment Income	250,000	41,941	(208,059)	-83%	250,000
Realized and Unrealized Gain/(Loss)	-	322,420	322,420	100%	-
Less: Investment Fees	-	(2,744)	(2,744)	-100%	-
Member Contributions	97,717	110,627	12,910	13%	97,717
Employer Contributions	575,000	575,000	-	0%	575,000
Creditable Service Transfer In	-	-	-	0%	-
Miscellaneous Income	-	-	-	0%	-
TOTAL REVENUE	922,717	1,047,244	124,527	13%	922,717

	Pension Trust Fund Expenses (90)				
	12 MONTHS ENDED				2024-2025
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
EXPENSE					
Pension Payments	211,253	196,302	(14,951)	-7%	211,253
Refund of Contributions	300,591	-	(300,591)	-100%	300,591
Transfer to Other Pension Funds	-	-	-	0%	-
Contractual Services	51,500	4,331	(47,169)	-92%	51,500
Other Expenses	2,700	989	(1,711)	-63%	2,700
TOTAL EXPENSE	566,044	201,622	(364,422)	-64%	566,044
YEAR-TO-DATE SURPLUS/(DEFICIT)	356,673	845,622	488,949	137%	356,673