



Agenda Memo

Crest Hill, IL

Meeting Date:	July 6, 2026
Submitters:	Blaine Wing and Don Seeman
Departments:	Administration and Building
Agenda Item:	Interior City Hall Foyer Window Replacement

Summary: As City Council has heard over the past few years, there are several outstanding issues in City Hall/Police Station building. Some of these have been known since 2023, and it appears that minor corrective action(s) were taken.

Internal Foyer Windows:

The bullet resistant windows were damaged (most likely by using a chemical cleaner) several years ago and have not been replaced. The City request proposal from several firms, with only one (1) vendor providing a proposal with pricing to do the work. Besides replacing the glass, the replacement solution also included microphones and speakers, to allow the public/staff to speak and hear each other.

Staff are recommending moving forward with the attached proposal to resolve this issue.

Note, to ensure that the windows are not mistakenly cleaned with chemicals, several things will be done:

- Warning stickers will be placed on the windows.
- City staff, not rotating staff members will be cleaning the windows.
- The newly installed blinds will be closed at the end of each day, with a “closed sign” placed. Thus, the side of windows that cannot be cleaned with anything but water, will have a barrier, and then warning sticker, to reinforce that the windows cannot be cleaned with anything other than water.
- The Crew Leader and Superintendent will make sure that the window cleaning are done monthly under their supervision.

Other Known Issues:

- Non-commercial heating and cooling equipment
- Non-commercial toilets (most in City Hall are low-flow and residential)
- Leaking ceiling and roof issues
- Cracked and broken concrete
- Non-sealed bricks (around memorial)
- Possible security improvements (walls, doors, fences, etc.) to segment and protect areas

Recommended Council Action: Approval, not to exceed \$53,500.00

Financial Impact: \$53,500.00

Funding Source: General Fund

Attachments: Window Attachments