

To: The Village President and Board of Trustees

From: Chris Dopkins, P.E., Village Engineer

Re: 2026 Pavement Maintenance Program – Village Hall Parking Lot Improvements

Date: August 19, 2026

As you may recall, the Village included improvements to the Village Hall parking lot in this year's pavement maintenance program. The scope of the improvements is to add a new inlet, approximately 100' of storm sewer, connect the storm sewer to an existing inlet and repave the highlighted portion of the parking lot. At the time of bidding, Public Works Staff was of the opinion that the storm sewer and inlet work could be completed with its own forces and therefore the project was bid noting that the storm sewer and inlet work would be "by others" which in this case is in reference to the Village staff. At or about the time of award, Public Works had the good idea of soliciting a proposal from the subcontractor who will be assisting the General Contractor (Rock Road Companies) with the removals/inlet repairs as Public Works is of the opinion that while they are able to complete the work, it will take them considerable time to do so which will take them

away from other duties. By hiring the GC's subcontractor directly, the Village would save the GC markup (which is typically 10-15%) and would further save on mobilization costs since the subcontractor will already have mobilized to the site as they would be responsible for removing the curb, gutter and pavement within the parking lot ahead of paving operations.



The subcontractor for this year's project is Troy Lee Excavating (TLE), and TLE has assisted the GC on many of Poplar Grove's past pavement maintenance projects, so they have familiarity with the Village. TLE has also been a subcontractor on many projects that our office has bid over the years, and our opinion is that TLE is a solid, experienced and reliable contractor. TLE would probably be able to complete storm sewer and inlet work in approximately a day, which is a much shorter time than

Public Works Staff would be able to complete the work which is a benefit to all who frequent Village Hall. TLE has provided a proposal to complete the work which is attached to the resolution.

Recommendation:

Staff recommends that the Village retain TLE to complete the storm sewer and inlet work. While the value of the work is well below the bidding threshold, the resolution does note that there was only one proposal sought for the work which in this particular case, makes sense.

I look forward to discussing this item with the Board and in the meantime please do not hesitate to contact me at 636-9590 with any questions. Thank you.

RESOLUTION 26-__44__

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE RESOLVING TO RETAIN
TROY LEE EXCAVATING, INC. TO INSTALL A NEW INLET AND STORM SEWER
WITHIN THE PARKING LOT OF VILLAGE HALL**

WHEREAS, portions of the existing parking lot of Village Hall located near the entrance drive is subject to storm water runoff and as a result the pavement has deteriorated to the point where it requires removal and replacement; and,

WHEREAS, the Village of Poplar Grove ("Village") desires to install a new inlet and storm sewer in order to capture storm water runoff and thereby extend the life of the new pavement; and,

WHEREAS, Rock Road Companies have been retained by the Village of Poplar Grove to pave the parking lot as part of the Village's 2026 Pavement Maintenance Program; and,

WHEREAS, Troy Lee Excavating, Inc. has been retained by Rock Road Companies as the subcontractor for the Village's 2026 pavement maintenance project; and,

WHEREAS, by the Village directly retaining Troy Lee Excavating to complete the storm sewer and inlet work, the Village will save on mobilization costs and general contractor markup costs and as a result the Board of Trustees approves of soliciting a single proposal for the work: and,

WHEREAS, this is a Public Works Project subject to the Illinois Prevailing Wage Act and the Village will comply with said act as required by 820 ILCS Sec. 130/0.01 *et seq.*; now therefore,

WHEREAS, the Village has determined that it is in the best interest of its citizens to construct the improvements.

NOW THEREFORE BE IT RESOLVED, by the President and Board of Trustees of the Village of Poplar Grove, Boone County, Illinois that by the adoption of this Resolution:

1. The above recitals are incorporated herein and made part hereof.
2. The Village hereby approves the proposal from Troy Lee Excavating, Inc. for an amount of \$12,130.00 for the installation of storm sewer and an inlet within the Village Hall Parking Lot.
3. A contingency of 10% of the value of the proposal is hereby authorized by the Board of Trustees for unforeseen/unanticipated circumstances that may arise during construction.
4. The Village President is hereby authorized to execute the proposal from Troy Lee Excavating, Inc. and any document necessary to effectuate the intent set forth in this resolution and the Village Clerk of Poplar Grove shall attest the same after the signature of the Village President.

The Village Clerk of Poplar Grove shall attest the same after the signature of the Village President.

Adopted this 26th day of August, 2026

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS 26th DAY OF AUGUST, 2026

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2026

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK



PROPOSAL	
Date	Proposal #
8/10/2026	10059

Name / Address
The Village Machesney Park C/O Chris Dopkins McMahon 1700 Hutchins Rd Machesney Park, IL 61115

		P.O. No.		Project
				P.G. - V.H. Storm
Description	Qty	Units	Rate	Total
Poplar Grove - Village Hall Storm Sewer				
Per sheet 8 on original plans. Work not included in original bid quantities:				
Alt 03 - CONNECT TO INLET	1	EACH	550.00	550.00
Alt 04 - RCP CL IV, 12"	96	LF	80.00	7,680.00
Alt 05 - INLET, TYPE 700	1	EACH	3,900.00	3,900.00
If you have any questions, please contact Troy Lee at 815-636-8478 or 815-509-7712. Thank you.		Total		
		\$12,130.00		