



To: The Village President and Board of Trustees

From: Chris Dopkins, P.E. Village Engineer

**Re: Reauthorization to Publicly Bid Public Works Building
(Including Sanitary Sewer and Water Main
Improvements)**

Date: November 11, 2022

Attached to this memorandum is a resolution to reauthorize bid letting for the public works building. As a reminder, there will be three (3) contracts that will be let which are:

- The building itself.
- The site improvements for the building; and
- The sanitary sewer and water main extensions along Park Street.

As mentioned in the engineering report, our office had a number of “fires” that came up on projects that were in construction during the month of October which consumed an enormous amount of time and has subsequently set us behind on the design effort. That said, the overall construction schedule will remain unchanged:

November 16th: Reauthorizing the bid letting in August since it has been some time since the Board approved public bidding.

November 23rd – January 4th: Public Bid Letting.

January 11th: Contract award by the Board of Trustees for all three contracts. Execute contract documents and bonds. Begin coordination w/ NICOR, ComEd to extend utilities to the site.

January 2023 – March 2023: Complete shop drawing reviews, final design of footings based on shop drawing reactions from building manufacturer, materials ordered such that they arrive to the site in summer of 2023.

March 2023 – May 2023: Complete sanitary sewer and water main improvements.

June 2023 – February 2024: Complete the site and building improvements. As we have discussed in the past, the grading improvements need to occur during the summer months so that in-situ soils have the opportunity to dry.

I look forward to discussing the project with the Board. In the meantime, please do not hesitate to contact me at 636-9590 with any questions. Thank you.

RESOLUTION 22- 40

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE TO AUTHORIZE PUBLIC BID LETTING FOR A NEW PUBLIC WORKS BUILDING

WHEREAS, the Village of Poplar Grove (Village) desires to construct a new Public Works Building located on Park Street immediately east of East Street; and

WHEREAS, Sanitary sewer and potable water main must be extended to service the proposed building; and

WHEREAS, the Village has received a \$200,000 grant that will be used to help offset the cost of the new Public Works Facility; and,

WHEREAS, the Village will utilize the grant funds towards site improvements such as grading, storm water management, paving, landscaping, etc., and it is therefore advisable to procure those improvements separately in order to reduce the reporting requirements for use of the grant funding; and,

WHEREAS, pursuant to the Village's purchasing policies and State Statute, projects in excess of \$25,000 are to be publicly bid; and

WHEREAS, plans and specifications for the New Public Works Building and Sanitary Sewer and Water Main Extensions are ready for public bid letting; and

WHEREAS, the Village has determined that it is in the best interest of the Village and its citizens to undergo the public bid letting process to obtain proposals from contractors for said projects as set forth herein.

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

1. The above recitals are incorporated herein and made part hereof.
2. The Village Engineer is hereby authorized to advertise the construction drawings and corresponding specifications for the New Public Works Building, Public Works Building Site Improvements and Park Street Sanitary Sewer and Water Improvements for public bid letting as provided by Ordinance and State Statute.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2022

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK: _____