



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309

Website: <http://www.villageofmaplepark.org>

**BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING AGENDA
TUESDAY, FEBRUARY 21, 2023
MAPLE PARK CIVIC CENTER
302 WILLOW STREET, MAPLE PARK
7:00 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL/QUORUM ESTABLISHED**
- 4. PUBLIC COMMENTS** – *Any resident wishing to address the Board may do so according to the guidelines set forth in the “Rules for Public Comments at Public Meetings” handout. Please complete a speaker request form and submit it to the Village Clerk. You may also send an e-mail to villageclerk@villageofmaplepark.com in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting. Time Limit: 5 minutes per speaker.*
- 5. REVIEW RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN DEKALB COUNTY EMERGENCY SERVICES & DISASTER AGENCY AND THE VILLAGE OF MAPLE PARK**
- 6. REVIEW RESOLUTION APPROVING THE USE OF THE KANE COUNTY CONTRACT FOR HVAC MAINTENANCE & REPAIR SERVICES**
- 7. FISCAL YEAR 2024 BUDGET**
- 8. ADJOURNMENT**



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309

Fax: 815-827-4040

Website: <http://www.villageofmaplepark.com>

MEMORANDUM

TO: Village President and Board of Trustees

FROM: Village Administrator Cheryl Aldridge

DATE: February 16, 2023

SUBJECT: RESOLUTION 2023-XX – RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN DEKALB COUNTY EMERGENCY SERVICES & DISASTER AGENCY AND THE VILLAGE OF MAPLE PARK

BACKGROUND

DeKalb County Emergency Services and Disaster Agency (ESDA) was created by an ordinance passed on June 16, 1976. The Agency was created to combine all emergency preparedness programs into one. The purpose of ESDA is to respond to and aid in recovery from all disaster situations, whether natural or man-made.

In May 2015, DeKalb County created an Emergency Preparedness Task Force that was responsible for drafting a Disaster Recovery Plan. The DeKalb County Board approved the Disaster Recovery Plan in May 2016. The Plan supplements the DeKalb County Emergency Operations Plan.

DeKalb County ESDA, the Disaster Recovery Plan and the County's Natural Hazard's Mitigation Plan all tie together and ensure that DeKalb County and the Village of Maple Park are eligible for Federal Emergency Management Agency (FEMA) and Illinois Emergency Management Agency (IEMA) hazard mitigation funds that can be used to prevent future events and to respond to and clean up after major disasters. Both DeKalb and Kane Counties have Natural Hazard Mitigation Plans. Because the Village is split between two (2) counties, we have the ability to adopt only one (1) of the plans. The Village has adopted the Kane County plan, but the Village is considered a stakeholder in the DeKalb County Plan.

DeKalb County ESDA has asked that the Village of Maple Park approved the attached Memorandum of Understanding (MOU.) By approving this Memorandum, the Village is agreeing to receive assistance from DeKalb County ESDA and provide assistance to DeKalb County ESDA before, during and after disaster situations. Assistance may come in the form of personnel, equipment and materials, etc. We may also participate in tabletop or physical training exercises.

RECOMMENDATION

That the Committee of the Whole review and send Resolution 2023-XX Approving a Memorandum of Understanding between DeKalb County Emergency Services and Disaster Agency and the Village of Maple Park to the Village Board meeting for approval.

Attachments

Resolution 2023-XX

DeKalb County ESDA MOU

**VILLAGE OF MAPLE PARK
RESOLUTION 2023-XX**

**A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING
BETWEEN THE DEKALB COUNTY EMERGENCY SERVICES &
DISASTER AGENCY AND THE VILLAGE OF MAPLE PARK,
COUNTIES OF KANE AND DEKALB, ILLINOIS**

WHEREAS, the Village of Maple Park (the “Village”) is a body politic and corporate, organized and existing pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*, and

WHEREAS, the President and Board of Trustees of the Village finds it is in the best interest of the Village of Maple Park to request assistance, and assistance may include personnel and equipment, from the DeKalb County Emergency Services and Disaster Agency (D.C.E.S.D.A.); in times of natural hazards and man-made emergencies; and,

WHEREAS, the Village may also provide assistance to the DeKalb County Emergency Services and Disaster Agency (D.C.E.S.D.A.) beyond the Village’s municipal boundaries; and assistance may include personnel and equipment; and,

WHEREAS, in order to formalize the emergency response services, the Village Board approves and authorizes this Memo of Understanding.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE VILLAGE OF MAPLE PARK, LOCATED IN DEKALB AND KANE COUNTIES, ILLINOIS, AS FOLLOWS:

Section 1. The recitals set forth above are incorporated and made a part hereof.

Section 2. The President or designee is authorized to execute the Memo of Understanding on behalf of the Village and, as may be required, the Village Clerk to attest to the same.

Section 3. That this Resolution shall be in full force and effect from and after its adoption and approval.

PASSED by the Board of Trustees of the Village of Maple Park, Kane and DeKalb Counties, Illinois at its regular Board meeting held on March 7, 2023.

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Village President on March 7, 2023

(SEAL)

Suzanne Fahnestock, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk

APPENDIX BP-2

MEMORANDUM OF UNDERSTANDING

-between-

COUNTY, CITIES, TOWNS, AND VILLAGES

IN THE COUNTY OF DEKALB, STATE OF ILLINOIS

Each incorporated city, town, and village will be responsible for establishment of an Emergency Services and Disaster Agency, (E.S.D.A.), or naming a liaison officer in accordance with the Illinois Emergency Management Agency Act. (20ILCS 3305/1, et. Seq).

The DeKalb County Emergency Services and Disaster Agency, (D.C.E.S.D.A.), may assist any city, town, or village wherever possible in the preparation of emergency plans. D.C.E.S.D.A. shall be responsible for coordinating any emergencies and disaster in DeKalb County serving as the focal point for government to request assistance from the State or Federal Agencies.

All cities, towns, and villages may request assistance in emergency and disaster situations from DeKalb County through the D.C.E.S.D.A. when local resources have been expended.

In its role of Coordinator, D.C.E.S.D.A. may request assistance of any city, town, or village to go beyond its incorporated boundaries with personnel and equipment to assist in unincorporated areas or to other cities, towns, or villages subject to manpower availability and prior commitments.

The E.S.D.A. Coordinator shall have direct responsibility for the organization, administration, training, and operation of D.C.E.S.D.A., subject to the direction and control of the Principal Executive Officer.

This Memorandum of Understanding replaces the prior one of 2021.

Date

Chairman, DeKalb County Board

Date

Mayor/President

City/Town/Village of: _____

**VILLAGE OF MAPLE PARK
RESOLUTION 2023-XX**

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AND ENTER INTO JOINT AND COOPERATIVE PURCHASING AGREEMENTS WITH THE COUNTY OF KANE AND THEIR AUTHORIZED VENDORS FOR HEATING VENTILATION AND AIR CONDITIONING (HVAC) MAINTENANCE AND REPAIR SERVICES

WHEREAS the Village of Maple Park (“The Village”) is a municipality in accordance with the Constitution and statutes of the State of Illinois; and

WHEREAS, the County of Kane is a county in accordance with the Constitution and statutes of the State of Illinois; and

WHEREAS, the Illinois Governmental Joint Purchasing Act of 1986 establishes joint purchasing and cooperative purchasing agreements under 30 ILCS 525; and

WHEREAS, the County of Kane has competitively solicited bids (BID #23-007) and awarded heating, ventilation, and air conditioning (HVAC) contracts for maintenance and repair services to 1) 1 Source Mechanical, Inc. of DeKalb, IL; 2) Hartwig Mechanical Inc. of Harvard, IL; 3) Air Comfort LLC of Broadview, IL; 4) R.J. O’Neil, Inc. of Montgomery, IL, and 5) F.E. Moran Inc. Mechanical Services of Northbrook, IL; on an “as needed”, on call basis, for an approved two (2) year term.

WHEREAS, The Village is desirous to enter into a Governmental Joint Purchasing Agreement with the County of Kane and their awarded vendors pursuant to the County’s optional participation program that allows any taxing body in Kane County to be a part of the pricing, catalog, and product discounts extended to entities that wish to participate.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees for the Village of Maple Park, DeKalb and Kane Counties, Illinois, as follows:

The Village President is hereby authorized to execute the optional participation program agreement, joint purchasing agreement, and cooperative purchasing agreement with the County of Kane and their authorized vendors for heating, ventilation, and air conditioning (HVAC) maintenance and repair services 1) 1 Source Mechanical, Inc. of DeKalb, IL; 2) Hartwig Mechanical Inc. of Harvard, IL; 3) Air Comfort LLC of Broadview, IL; 4) R.J. O’Neil, Inc. of Montgomery, IL, and 5) F.E. Moran Inc. Mechanical Services of Northbrook, IL; on an “as needed”, on call basis, for an approved two (2) year term.

ADOPTED by the Board of Trustees of the Village of Maple Park, Kane and DeKalb Counties, Illinois at its regular Board meeting held on March 7, 2023.

Ayes: _____
Nays: _____
Absent: _____

APPROVED by the Village President on March 7, 2023

(SEAL)

Suzanne Fahnestock, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk

DRAFT

Line Item/Description: Various Budgeted Line Items - Contractual

Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes

Are funds currently available for this Personnel/Item/Service in the specific line item? Yes

If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 14, 2023.

John A. Cunningham
Clerk, County Board
Kane County, Illinois

Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Vote:



RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution No.

Authorization of a Contract for Kane County HVAC Services

Committee Flow: Administration Committee, Finance and Budget Committee, Executive Committee, County Board

Contact: Henry Thompson, 630.762.2174

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: Varies
If not budgeted, explain funding source: N/A	

Summary:

Bids have been solicited for the 2023 Kane County Plumbing Services Bid (BID #23-007) for facilities maintained by Building Management throughout the County of Kane. A total of five (5) bids were received and publicly opened on Thursday, December 28, 2022 at 2:00 pm.

Building Management outsources HVAC maintenance and repair services which cannot be performed in house by County staff; and

The contract covers the maintenance and repairs of HVAC equipment in all Kane County Government buildings. All five vendors have been found to be responsive and responsible bidders for the three year initial service period. Building Management anticipates service and project needs up to \$1 million, (\$1,000,000) per year and will make significant use of all five vendors. The vendors are: 1) 1 Source Mechanical, Inc. of DeKalb, IL; 2) Hartwig Mechanical Inc. of Harvard, IL; 3) Air Comfort LLC of Broadview, IL; 4) R.J. O'Neil, Inc. of Montgomery, IL; and, 5) F. E. Moran Inc Mechanical Services of Northbrook, IL.

**County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER**



January 3, 2023

PROCUREMENT SYNOPSIS

Requesting Department:	Building Management Department
Procurement Name:	Bid 23-007 HVAC Mechanicals Maintenance & Repair Services
Recommended Vendors:	Air Comfort, LLC, RJ O'Neil, F.E. Moran, Inc., Source Mechanical, Hartwig Mechanical, Inc.

NOTIFICATION AND RESPONSE

Public Notices: Bidnet Direct and The Daily Herald

Advertising Date:	December 12, 2022	Notices sent/Plan Holders: 23/84
Proposal Due Date:	December 28, 2022	Proposals Received: 6

PURPOSE

This contract will provide various HVAC maintenance types of services and emergency repair to County operated facilities. The following bids were received:

Vendor		Hourly Rates				Material Mark Up
		M-F	OVERTIME	SATURDAY	HOLIDAY	
Air Comfort, LLC Broadview, IL	SM Worker	130.00	195.00	195.00	247.00	15%
	Pipefitter	130.00	195.00	195.00	247.00	
	Electrician	130.00	195.00	195.00	247.00	
	Laborer	130.00	172.50	172.50	218.50	
RJ O'Neil Montgomery, IL	SM Worker	130.00	190.50	190.50	260.00	20%
	Pipefitter	130.00	190.50	190.50	260.00	
	Electrician	140.00	195.50	195.50	270.00	
	Laborer	130.00	170.00	170.00	210.00	
Mechanical Inc. dba Helm Service Freeport, IL	SM Worker	148.00	222.00	222.00	296.00	14.9%
	Pipefitter	148.00	222.00	222.00	296.00	
	Electrician	148.00	222.00	222.00	296.00	
	Laborer	78.00	117.00	117.00	156.00	
F. E. Moran, Inc., Mechanical Services Northbrook, IL	SM Worker	144.00	196.00	196.00	225.00	10%
	Pipefitter	144.00	196.00	196.00	225.00	
	Electrician	144.00	196.00	196.00	225.00	
	Laborer	144.00	196.00	196.00	225.00	
Source Mechanical Dekalb, IL	SM Worker	135.00	185.00	185.00	235.00	10%
	Pipefitter	135.00	185.00	185.00	235.00	
	Electrician	140.00	190.00	190.00	240.00	
	Laborer	135.00	185.00	185.00	235.00	
Hartwig Mechanical Inc. Harvard, IL	SM Worker	135.00	202.50	202.50	270.00	14.8%
	Pipefitter	135.00	202.50	202.50	270.00	
	Electrician	135.00	202.50	202.50	270.00	
	Laborer	85.00	127.50	127.50	170.00	

The Building Management Department recommends awarding the HVAC Mechanicals Maintenance & Repair Services to Air Comfort, LLC, RJ O'Neil, F.E. Moran, Inc., Source Mechanical and Hartwig Mechanical.

Submitted By:
Tony Sperkowski, Buyer II