

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
SEPTEMBER 14, 2010 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
2010 Pilot Neighborhood Traffic Study	Resolution Ordinance ✓ Motion Discussion Only	Nan Newlon, P.E. Director of Public Works

SYNOPSIS

A motion is requested to award a Professional Services contract for preparation of the 2010 Neighborhood Traffic Study to Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) of Rosemont, Illinois in the amount of \$24,000.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2010-2014 identified *Quality Infrastructure and Facilities*.

FISCAL IMPACT

The FY10 budget does not provide funding for this project. However, ample funding is available in the Capital Projects Fund.

RECOMMENDATION

Approval on the September 21, 2010, active agenda.

BACKGROUND

On November 10, 2009 a recommendation was forwarded to Village Council from the Transportation and Parking Commission to restrict turn movements at the intersection of 55th Street and Washington Street. Concerns were expressed by Council about the impact these restrictions would have on traffic, as well as Village resources that would be needed to enforce this restriction. Council requested additional information in the form of a detailed study.

The purpose of the proposed 2010 Neighborhood Traffic Study project is twofold. The first is to thoroughly study a neighborhood with a the goal of mitigating issues of travel speed, cut-through traffic, pedestrian/traffic conflicts, intersection controls, street network performance, and overall neighborhood safety issues. The outcome of this study will be a set of recommendations that will improve intersection controls for this neighborhood. The neighborhood proposed to be studied is bounded by 55th Street to the south, Main Street to the west, Maple Avenue to the north, and Fairview Avenue to the east.

The second purpose of this project is to perform a detailed study of the intersection of 55th and Washington Streets, which is part of this defined neighborhood. This will include a thorough investigation of the conditions that are contributing to crashes at this location, recommendations for mitigating crashes as well as a discussion of likely traffic impacts caused by implementing these recommendations. This project will include extensive resident participation.

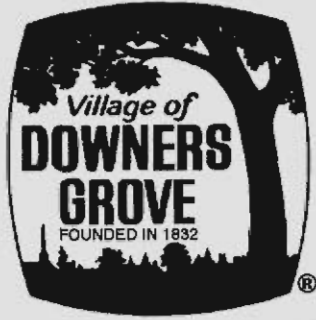
A Request for Proposal was posted on the Village's website on 7/19/2010 and fourteen submittals were received. After reviewing the proposals KLOA is recommended based upon their experience with this type of project, the project manager's experience and their experience with neighborhood meetings for this type of project. Of the four highest ranked responding consultants, KLOA proposed the lowest fee for the

presented scope of work. This project is anticipated to be complete by the end of November 2010. KLOA recently completed similar studies for the Village of Mount Prospect, and also for the Villages of Deer Park, LaGrange Park, Morton Grove, and Oak Park.

ATTACHMENTS

Proposal Signature Pages

Project Exhibit



REQUEST FOR PROPOSAL (Professional Services)

Name of Proposing Company: Kenig, Lindgren, O'Hara, Aboona, Inc.

Project Name: Neighborhood Traffic Study
Proposal No.: TR-10-050
Proposal Due: August 2, 2010 @ 2:00 P.M.
Pre-Proposal Conference: Not Required

Required of Awarded Contractor:
Certificate of Insurance: Yes

Legal Advertisement Published: March 10, 2010
Date Issued: March 10, 2010
This document consists of 23 pages.

Return **original** and **two duplicate copies** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

DOWNERS GROVE PUBLIC WORKS
5101 WALNUT AVENUE
DOWNERS GROVE, IL 60515
PHONE: 630/434-5460
FAX: 630/434-5495
www.downers.us

Village of Downers Grove

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Public Works Facility, 5101 Walnut Avenue, Downers Grove, IL 60515.

SPECIFICATIONS MUST BE MET AT THE TIME THE PROPOSAL IS DUE.

The Village Council reserves the right to accept or reject any and all proposals, to waive technicalities and to accept or reject any item of any proposal.

The documents constituting component parts of this contract are the following:

- I. REQUEST FOR PROPOSALS
- II. TERMS & CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. PROPOSAL/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT. Proposers MUST submit an original, one paper copy, and one electronic copy of the total proposal. Upon formal award of the proposal this RFP document shall become the contract, the successful Proposer will receive a copy of the executed contract.

I. REQUEST FOR PROPOSALS

1. GENERAL

- 1.1 Notice is hereby given that Village of Downers Grove will receive sealed proposals up to August 2, 2010 @ 2:00 P.M.
- 1.2 Proposals must be received at the Village of Downers Grove by the time and date specified. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer.
- 1.3 Proposal forms shall be sent to the Downers Grove Public Works, in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of proposals.
- 1.4 All proposals must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting proposal. Telephone, email and fax proposals will not be accepted.
- 1.5 By submitting this proposal, the proposer certifies under penalty of perjury that they have not acted in collusion with any other proposer or potential Proposer.

2. PREPARATION OF PROPOSAL

- 2.1 It is the responsibility of the proposer to carefully examine the specifications and proposal documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services. **DO NOT SUBMIT A PROPOSED CONTRACT. UPON ACCEPTANCE BY THE VILLAGE, THIS RFP DOCUMENT SHALL BECOME A BINDING CONTRACT.**
- 2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of proposals. All changes or interpretations of the specifications shall be made by the Village in a written addendum to our proposer's of record.
- 2.3 In case of error in the extension of prices in the proposal, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.
- 2.4 All costs incurred in the preparation, submission, and/or presentation of any proposal including any proposer's travel or personal expenses shall be the sole responsibility of the proposer and will not be reimbursed by the Village.
- 2.5 The proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.

3. MODIFICATION OR WITHDRAWAL OF PROPOSALS

- 3.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature or name of person authorized for submitting a proposal, provided that it is received prior to the time and date set for the bid opening. Telephone, email or verbal alterations of a proposal will not be accepted.
- 3.2 A Proposal that is in the possession of the Village may be withdrawn by the proposer, up to the time set for the proposal opening, by a letter bearing the signature or name of person authorized for submitting proposals. Proposals may not be withdrawn after the proposal opening and shall remain valid for a period of ninety (90) days from the date set for the proposal opening, unless otherwise specified.

4. RESERVED RIGHTS

- 4.1 The Village of Downers Grove reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of proposal will not be waived.

II. TERMS AND CONDITIONS

5. VILLAGE ORDINANCES

- 5.1 The successful proposer will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

6. USE OF VILLAGE'S NAME

- 6.1 The proposer is specifically denied the right of using in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.

7. INDEMNITY AND HOLD HARMLESS AGREEMENT

- 7.1 To the fullest extent permitted by law, the Proposer shall indemnify, keep and save harmless the Village and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence or from the reckless or willful misconduct of the Proposer, its employees, or its subcontractors, and the Proposer, its employees, or its subcontractors, and the Proposer shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. This Agreement shall not be construed as requiring the Proposer to indemnify the Village for its own negligence. The Proposer shall indemnify, keep and save harmless the Village only where a loss was caused by the negligent, willful or reckless acts or omissions of the Proposer, its employees, or its Subcontractors.

8. NONDISCRIMINATION

8.1 Proposer shall, as a party to a public contract:

- (a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
- (b) By submission of this proposal, the Proposer certifies that he is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11136 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this proposal.

8.2 It is unlawful to discriminate on the basis of race, color, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge for military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1264, 42 U.S.C. Secs. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101 et. seq., and The Americans With Disabilities Act, 42 U.S.C. Secs. 12101 et. seq.

9. SEXUAL HARASSMENT POLICY

9.1 The proposer, as a party to a public contract, shall have a written sexual harassment policy that:

- 9.1.1 Notes the illegality of sexual harassment;
- 9.1.2 Sets forth the State law definition of sexual harassment;
- 9.1.3 Describes sexual harassment utilizing examples;
- 9.1.4 Describes the Proposer's internal complaint process including penalties;
- 9.1.5 Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities; and
- 9.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

10. EQUAL EMPLOYMENT OPPORTUNITY

10.1 In the event of the Proposer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Proposer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the Proposer agrees as follows:

- 10.1.1 That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, sexual orientation, sexual identity or an unfavorable discharge from military service; and further that it will examine all

Village of Downers Grove

job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

- 10.1.2 That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 10.1.3 That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military services.
- 10.1.4 That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Proposer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Proposer in its efforts to comply with such Act and Rules and Regulations, the Proposer will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- 10.1.5 That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 10.1.6 That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 10.1.7 That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivision or municipal corporations.

11. DRUG FREE WORK PLACE

Proposer, as a party to a public contract, certifies and agrees that it will provide a drug free

Village of Downers Grove

workplace by:

- 11.1 Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the Village's or proposer's workplace. (2) Specifying the 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 statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- 11.2 Establishing a drug free awareness program to inform employee's about: (1) the dangers of drug abuse in the workplace; (2) the Village's or proposer's policy of maintaining a drug free workplace; (3) any available drug counseling, rehabilitation and employee assistance programs; (4) the penalties that may be imposed upon employees for drug violations.
- 11.3 Providing a copy of the statement required above to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- 11.4 Notifying the contracting or granting agency within ten (10) days after receiving notice of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction from an employee or otherwise receiving actual notice of such conviction.
- 11.5 Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted as required by section 5 of the Drug Free Workplace Act.
- 11.6 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.
- 11.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

12. PATRIOT ACT COMPLIANCE

The Proposer represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Proposer further represents and warrants to the Village that the Proposer and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Proposer hereby agrees to defend, indemnify and hold harmless the Village, and its elected or appointed officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities and expenses (including reasonable attorney's fees and costs) arising from or related to any breach of the foregoing representations and warranties.

13. INSURANCE REQUIREMENTS/INDEMNIFICATION

- 13.1 The Proposer shall be required to obtain, from a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, such general liability insurance which, at a minimum, will protect the Proposer from the types of claims set forth below which may arise out of or result from the Proposer's operations under this agreement and for which the Proposer may legally liable:
- 13.1.1 Claims under workers compensation, disability benefit and other similar employee benefit acts which are applicable to the operation to be performed;
 - 13.1.2 Claims for damages resulting from bodily injury, occupational sickness or disease, or death of the Proposer's employees;
 - 13.1.3 Claims for damages resulting from bodily injury, sickness or disease, or death of any person other than the Proposer's employees;
 - 13.1.4 Claims for damages insured by the usual personal injury liability coverage which are sustained: (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Proposer, or (2) by another person;
 - 13.1.5 Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
 - 13.1.6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
 - 13.1.7 Claims for damages as a result of professional or any other type of negligent action by the Proposer or failure to properly perform services under the scope of the agreement between the Proposer and the Village.
- 13.2 The Proposer shall demonstrate having insurance coverage for a minimum of \$2 million for professional liability (errors and omissions).
- 13.3 As evidence of said coverages, Proposer shall provide the Village with certificates of insurance naming the Village of Downers Grove as an additional insured and include a provision for cancellation only upon at least 30 days prior notice to the Village.
- 13.4 In addition to required insurance coverages, the Proposer shall indemnify and hold harmless the Village and its officers, employees and agents from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of negligent action on the part of the Proposer or any sub-Proposer to the Proposer under the Proposer's agreement with the Village.

14. CAMPAIGN DISCLOSURE

- 14.1 Any contractor, proposer, Proposer or vendor who responds by submitting a bid or

Village of Downers Grove

proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.

- 14.2 The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.
- 14.3 Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.
- 14.4 By signing the bid documents, contractor/proposer/Proposer/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

15. SUBLETTING OF CONTRACT

- 15.1 No contract awarded by the Village shall be assigned or any part sub-contracted without the written consent of the Village Manager. In no case shall such consent relieve the Awarded Proposer from their obligation or change the terms of the contract.

16. TERM OF CONTRACT

- 16.1 The term of this contract shall be as set forth in the Detail Specifications set forth in Section III below. This contract is subject to the Village purchasing policy with regard to any extensions hereof.

17. TERMINATION OF CONTRACT

- 17.1 In the event of the Proposer's nonperformance, breach of the terms of the Agreement, or for any other reason, the Agreement may be canceled, in whole or in part, upon the Village's written notice to the Proposer. The Village will pay the Proposer's costs actually incurred as of the date of receipt of notice of default. Upon termination, the Proposer will deliver all documents and products of whatever kind, and their reproducible originals related to the project, which have been produced to the date of the notice of default.

18. BILLING & PAYMENT PROCEDURES

- 18.1 Payment will be made upon receipt of an invoice referencing Village purchase order number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any bill approved for payment must be paid or the payment issued to the Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.

Village of Downers Grove

18.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Proposer requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.

18.3 Please send all invoices to the attention of Village of Downers Grove, Public Works Department, 5101 Walnut Avenue, Downers Grove, IL 60515.

19. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE

19.1 The relationship between the Village and the Proposer is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.

20. STANDARD OF CARE

20.1. Services performed by Proposer under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinions, and documents or otherwise.

20.2 If the Proposer fails to meet the foregoing standard, Proposer will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct errors and omissions caused by Proposer's failure to comply with the above standard and reported to Proposer within one (1) year from the completion of Proposer's services for the Project.

20.3 For Professional Service Agreements (i.e. Engineer, Proposer): Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) constructions means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contactor(s)' failure to perform its work in accordance with contract documents.

21. GOVERNING LAW

21.1 This Agreement will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of laws provisions. Venue is proper only in the County of DuPage and the Northern District of Illinois.

22. SUCCESSORS AND ASSIGNS

22.1 The terms of this Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party will assign this Agreement in whole or in part without the prior written approval of the other. The Proposer will provide a list of key staff, titles, responsibilities, and contact information to include all expected sub Proposers.

23. WAIVER OF CONTRACT BREACH

23.1 The waiver by one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof will be limited to

Village of Downers Grove

the particular instance and will not operate or be deemed to waive any future breaches of this Agreement and will not be construed to be a waiver of any provision except for the particular instance.

24. AMENDMENT

24.1 This Agreement will not be subject to amendment unless made in writing and signed by all parties.

25. CHANGE ORDERS

25.1 The contract price is a "not-to-exceed" cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties.

26. SEVERABILITY OF INVALID PROVISIONS

26.1 If any provisions of this Agreement are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Agreement, but it will be construed as if not containing the invalid provision and the rights or obligations of the parties will be construed and enforced accordingly.

27. NOTICE

27.1 Any notice will be in writing and will be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party at the party's place of business. Notices shall be addressed to the Village as follows:

**Village Manager
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515**

And to the Proposer as designated in the Contract Form.

28. COOPERATION WITH FOIA COMPLIANCE

Contractor acknowledges that the Freedom of Information Act may apply to public records in possession of the Contractor or a subcontractor. Contractor and all of its subcontractors shall cooperate with the Village in its efforts to comply with the Freedom of Information Act . 5 ILCS 140/1 et.seq.

III. DETAIL SPECIFICATIONS

1.0 GENERAL INFORMATION

1.1 Introduction

The Village of Downers Grove is seeking to retain the professional services of a qualified and experienced traffic engineering consulting firm to perform the various work tasks for a Neighborhood Traffic Study, as described below.

1.2 Background

The Village of Downers Grove is a well-established community of approximately 50,000 residents. The daytime population, however, is well over 120,000 people. The Village is surrounded by I-355, I-88, 75th Street and is divided by the Burlington Northern Santa Fe (BNSF) Railroad main line from Aurora to downtown Chicago. Infrastructure improvements are being actively constructed, including roadways, water mains, storm sewers and others.

1.3 Project Scope

The Village is pursuing this Neighborhood Traffic Study to address vehicular speeding issues, cut-through traffic, and to evaluate overall traffic performance within one specific neighborhood. A secondary purpose is to collect traffic data, including, average daily traffic, pedestrian data and intersection peak hour data. Outcomes from this study could include intersection control treatments, access patterns, and capacity performance, among others. The intent for the near future is to duplicate this same analysis at other neighborhoods throughout the Village. The Village is expecting to have a series of work tasks to be performed for this project, as described:

1. Daily traffic volume data collection (48-hour) collection at twenty-eight (28) intersections surrounded by Maple, Main Street, 55th and Fairview Ave. (see attached map). (*Village prefers the use of Nu-Metrics HI-STAR 97 Counters*).
2. Detailed intersection Peak Hour turning counts (6-9 AM and 3-6 PM) at seven (7) intersections. (see attached map)
3. AM and PM peak our Pedestrian counts at three (3) locations. (see attached map)
4. Model 2010 existing network basic traffic performance.
 - Identify intersections' basic variables (AM and PM capacity and LOS), and identify operational deficient or problem areas. Include traditional neighborhood study parameters, such as speeds, classifications, vehicular and ped circulation, parking issues, overall safety and general traffic operations.
 - Evaluate traffic operations on the arterial/collector roadway system that surrounds the neighborhood, including access and safety issues.
 - Network Software choice up to Consultant. Utilize Village roadway and signal timing data.
 - Identify
5. Model three (3) separate network scenarios with 2010 data, to determine traffic performance, impacts should certain road segments be closed off.

Village of Downers Grove

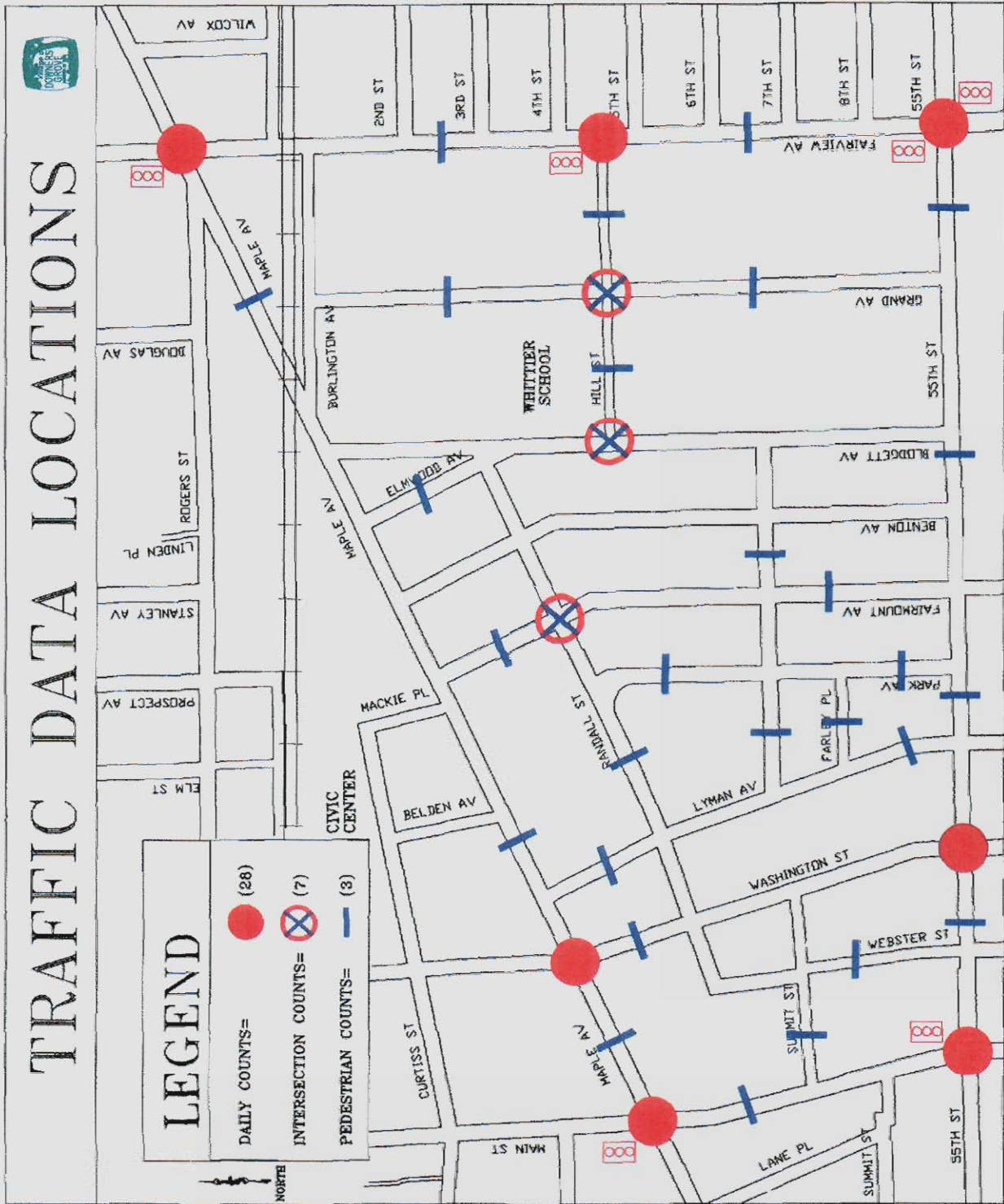
6. Analyze the intersection of 55th Street at Washington Street in more specific detail to address existing safety, access, design and operational issues. Among the recommendations expected are whether: (a) a 24-hour turn restrictions or (b) only peak-hour turn restrictions would address the overall intersection issues best. Village will provide 2006-2009 crash reports data.

The seven (7) key intersections are as follows:

- Fairview Ave / 55th St
- Fairview Ave / Hill St
- Fairview Ave / Maple Ave
- Washington St / 55th St
- Washington St / Maple Ave
- Main St / Maple Ave
- Main St / 55th St

The three (3) Pedestrian Counts locations are as follows:

- Park Ave / Randall Ave
- Grand Ave / Hill Ave
- Blodgett Ave / Hill St.



2.0 PROPOSAL REQUIREMENTS

2.1 Quantity and Format

Three (3) statements of proposal shall be submitted in an 8 ½ x 11 format and be organized with marked tabs as follows:

- Cover Letter (optional)
- Project Understanding/Approach
- Firm Qualifications and Experience (Project Data Sheets)
- Key Staff Resumes
- Project Organizational Chart
- Proposed project schedule
- Fee Proposal with an hourly breakdown

The proposals shall be succinct, and directly relevant to this project. Maximum number of Proposal pages shall be 15. Please do not re-submit the Village's RFP documents. Only those persons planned to be directly involved with this project should be included. Also, please identify the physical location of the project team members.

2.2 Deadline and Proposal Disposition

Complete, packaged proposals shall be due **NOT LATER than 10:00 A.M. on 2010.** Proposals shall become the property of the Village of Downers Grove. The Village will maintain confidentiality of all received proposals, and not disclose information provided by prospective consultants with any other consultant, nor with the selected Consultant.

2.3 Fee Proposal

The Village prefers the method of compensation for professional services to be based on hourly-charged man-hour rates plus expenses, with a Total "Not To Exceed" cost.

Please submit an estimate of man-hour requirements to complete the scope of services outlined in your proposal, a list of current man-hour rates, and a total "Not To Exceed" cost for providing the proposed services to the Village. The Village shall be invoiced monthly.

The Fee Proposal statement shall be included in a separate, but attached sealed envelope clearly identifying the Proposer.

2.4 Consultant Selection

- Approach to organizing and understanding of the project
- Responsiveness to requirements, terms, and timeliness for performance of the project;
- Ability to complete the project in 2010 (please provide an anticipated schedule)
- Familiarity with Village of Downers Grove policies and preferences
- Capability and experience on comparable projects
- Recognition of items related to project, including identification of design elements, and processes that would result in a quality, streamlined project
- Overall Not-to-Exceed Total Cost (there is a budget constraint which must be adhered to for this project)

2.5 Pre-Proposal Field Review

Prior to submitting a Proposal, each prospective Proposer shall make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the full performance of this project and to verify any representations made by the Village upon which the Proposer will rely. The monetary expenses incurred as a result of conducting these investigations shall be borne by the prospective Proposer and shall not be the responsibility of the Village.

2.6 The Proposer is notified that several traffic data collection locations are under the jurisdiction of the DuPage County Division of Transportation. Sufficient time should be allowed to negotiate and receive permission to collect traffic data on DuPage DOT routes.

2.7 In accordance with Section 15. Subletting of Contract above, the Proposer is notified that the Village is pursuing this project as a single contract to be issued only to the Prime Consultant.

3.0 PROJECT DELIVERABLES

General

The Consultant shall produce deliverable documents that are in Microsoft Word, Excel, and/or Powerpoint format as required.

All reports should be in standard 8-1/2 x 11, portrait format. Landscape format can be used to facilitate a more clear presentation of the information, at the Consultant's discretion. Larger exhibits such as 11 x 17 should be tri-folded to standard size. Digital color photos are encouraged.

3.1. Project deliverables (in 2010) are anticipated to be:

3.1.1 Base traffic data on CD's. Village will provide blank CD's

3.1.2 Neighborhood Traffic Study Report:

- Executive Summary + Report;
- Exhibits of Existing 2010 network traffic performance;
- Exhibits of Three (3) traffic diversion alternates and traffic performance
- System Improvements Recommendation for future (5 to 10 years) projection

3.1.3 Timeline for Project Completion

3.2 Meetings to Attend:

3.2.1 Total meetings are expected to be three: 2 Progress meetings; and 1 Council or Commission meeting

3.3 Task Quantities

- One (1) 4-hour max field meeting with Village staff
- One (1) 2-hour project coordination meeting at Public Works
- One (1) 4-hour Report presentation at a Council or Commission evening meeting
- Two (3) hard copies (with 1 electronic copy) of Preliminary Study Report and Final Study Report
- One (1) CD with electronic copies of all traffic data collection, Final project files, drawings, specs and any supporting documentation, to be compatible with the software programs listed above.

IV. PROPOSAL/CONTRACT FORM

*****THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award

PROPOSER:

Kenig, Lindgren, O'Hara, Aboona, Inc.
Company Name

Date: July 28, 2010

9575 West Higgins Road, Suite 400
Street Address of Company

mwerthmann@kloainc.com
Email Address

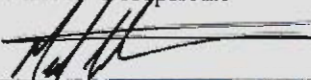
Rosemont, Illinois 60018
City, State, Zip

Michael A. Werthmann
Contact Name (Print)

(847) 518-9990
Business Phone


(847) 518-9990
24-Hour Telephone

(847) 518-9987
Fax


Signature of Officer, Partner or
Sole Proprietor

Michael A. Werthmann
Print Name & Title
Principal and Contracting Officer

ATTEST: If a Corporation


Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

Authorized Signature

ATTEST:

Title

Signature of Village Clerk

Date

Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

PROPOSER'S CERTIFICATION (page 1 of 3)

With regard to Neighborhood
Traffic Studies, proposer KLOA, Inc. hereby certifies
(Name of Project) (Name of Proposer)
the following:

1. Proposer is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS §12-105(A)(4);
3. Proposer certifies that not less than the prevailing rate of wages as determined by the Village of Downers Grove, DuPage County or the Illinois Department of Labor shall be paid to all laborers, workers and mechanics performing work for the Village of Downers Grove. All bonds shall include a provision as will guarantee the faithful performance of such prevailing wage clause. Proposer agrees to comply with the Illinois Prevailing Wage Act, 820 ILCS 130/1 *et seq.*, for all work completed. Proposer agrees to pay the prevailing wage and require that all of its subcontractors pay prevailing wage to any laborers, workers or mechanics who perform work pursuant to this contract or related subcontract. Proposer and each subcontractor shall keep or cause to be kept an accurate record of names, occupations and actual wages paid to each laborer, workman and mechanic employed by the Proposer in connection with the contract. This record shall be sent to the Village on a monthly basis along with the invoice and shall be open to inspection at all reasonable hours by any representative of the Village or the Illinois Department of Labor and must be preserved for four (4) years following completion of the contract. Proposer certifies that proposer and any subcontractors working on the project are aware that filing false payroll records is a class B misdemeanor and that the monetary penalties for violations are to be paid pursuant to law by the proposer, contractor and subcontractor. The Village shall not be liable for any underpayments. If applicable: Since this is a contract for a fixed public works project, as defined in 820 ILCS 130/2, Contractor agrees to post at the job site in an easily accessible place, the prevailing wages for each craft or type of worker or mechanic needed to execute the contract or work to be performed.
4. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
5. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of

PROPOSER'S CERTIFICATION (page 2 of 3)

Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: [Signature]
Proposer's Authorized Agent

3 6 - 4 0 1 9 2 7 8

FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number



Subscribed and sworn to before me
this 28th day of July, 2010.
[Signature]
Notary Public

(Fill Out Applicable Paragraph Below)

(a) Corporation

The Proposer is a corporation organized and existing under the laws of the State of Illinois, which operates under the Legal name of Kenig, Lindgren, O'Hara, Aboona, Inc., and the full names of its Officers are as follows:

President: Neil S. Kenig

Secretary: Michael A. Werthmann

Treasurer: Luay R. Aboona

and it does have a corporate seal. (In the event that this bid is executed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Partnership

Signatures and Addresses of All Members of Partnership:

PROPOSER'S CERTIFICATION (page 3 of 3)

The partnership does business under the legal name of: _____
which name is registered with the office of _____ in the state of _____.

(c) Sole Proprietor

The Supplier is a Sole Proprietor whose full name is: _____
and if operating under a trade name, said trade name is: _____
which name is registered with the office of _____ in the state of _____.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract?

Insurer's Name _____

Agent _____

Street Address _____

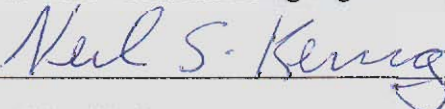
City, State, Zip Code _____

Telephone Number _____

I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.

Print Name of Company: Kenig, Lindgren, O'Hara, Aboona, Inc.

Print Name and Title of Authorizing Signature: Neil S. Kenig

Signature: 

Date: July 28, 2010

Suspension or Debarment Certificate

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00 contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the bidder certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency.
2. Have not within a three-year period preceding this proposal 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, or convicted of or had a civil judgment against them for a 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;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification: and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the bidder is unable to certify to any of the statements in this certification, bidder shall attach an explanation to this certification.

Company Name: Kenig, Lindgren, O'Hara, Aboona, Inc.

Address: 9575 West Higgins Road, Suite 400

City: Rosemont Zip Code: 60018

Telephone: (847) 518-9990 Fax Number: (847) 518-9987

E-mail Address: mwerthmann@kloainc.com

Authorized Company Signature: 

Print Signature Name: Michael A. Werthmann Title of Official: Principal and Contracting Officer

Date: July 28, 2010

CAMPAIGN DISCLOSURE CERTIFICATE

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.

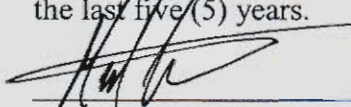
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.



Signature

Michael A. Werthmann
Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name

July 29, 2010

Ms. Naneil Newlon, Director
Village of Downers Grove Public Works Department
5101 Walnut Avenue
Downers Grove, Illinois 60515

Re: Fee Statement for Neighborhood Traffic Study

Dear Ms. Newlon:

Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) is pleased to submit a proposal to prepare a Neighborhood Traffic Study for the neighborhood bounded by Maple Avenue, Fairview Avenue, 55th Street and Main Street. We have extensive experience in this field of work and in this area of Downers Grove having conducted traffic and parking studies for the Village or for private developers, and having performed similar neighborhood traffic studies for the villages of Mount Prospect, Deer Park, La Grange Park, Oak Park, Morton Grove and the City of Darien. We would welcome the opportunity to work with the Village of Downers Grove on this important project for the community and will commit senior level staff to this assignment.

Based on our experience in similar studies, we have estimated the KLOA, Inc. team's Not-To-Exceed fee to perform the scope of services described in the Village's Request for Proposal (RFP), and outlined in Tasks 1 through 9 of our attached proposal, to be **\$24,000**. This fee would cover all professional staff time (based on our standard hourly billing rates attached to this letter) and direct expenses (i.e., traffic counts, travel, postage, reproduction, etc.) incurred in the performance of this assignment. It should be noted that the traffic data collection effort comprises approximately 46 percent of the project budget. A breakdown of the KLOA, Inc. team fees by man-hour and work task is shown in the attached table. Any additional meetings or hearings, beyond the three included in this scope of services, would be considered as additional services and would require a budget amendment.

We thank you for the opportunity to submit our proposal and qualifications and we look forward to working with the Village of Downers Grove once again. If you have any questions related to our proposal or fee statement, please do not hesitate to call us at (847) 518-9990.

Sincerely,



Michael A. Werthmann, PE, PTOE
Principal


**Cost Reporting Form
Neighborhood Traffic Study**

Prime Firm Name
Subsconsultants
KLOA, Inc.
Regina Webster & Associates, Inc.

Person Name/ Title	Estimated Hours						Total Hours (Tasks 1-8)	Rate/Hour	Total Estimated Cost
	Task 1 Field Review/ Traffic Observations	Task 2 Traffic Data Collection	Tasks 3-5 Collect/Review Existing Data, Model Existing Conditions, Network Scenarios, 55th/Washington, Projected Conditions	Task 7-8 Recommended Improvement Plan & Project Report	Task 9 - Meetings	Total Hours (Tasks 1-8)			
Michael Werthmann, Principal, KLOA	4	-	8	4	10	26	\$ 180.00	\$ 4,680.00	
Eric Russell, Principal, KLOA	-	-	3	12	-	15	\$ 155.00	\$ 2,325.00	
Kelly Conolly, Consultant, KLOA	8	8	31	24	-	71	\$ 70.00	\$ 4,970.00	
Technician/Clerical, KLOA	-	8	-	8	-	16	\$ 30.00	\$ 480.00	
-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
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-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
-	-	-	-	-	-	-	\$ -	\$ -	
Total Hours	12	16	42	48	10	128			
Total Staff Costs per Task	\$ 1,280.00	\$ 800.00	\$ 4,075.00	\$ 4,500.00	\$ 1,800.00		12,455.00	\$ 12,455.00	
Other Direct Costs (define below)	\$ 190.00	\$ 11,000.00	\$ -	\$ 205.00	\$ 150.00			\$ 11,545.00	
Total Costs Per Task	\$ 1,470.00	\$ 11,800.00	\$ 4,075.00	\$ 4,705.00	\$ 1,950.00		24,000.00	\$ 24,000.00	

Direct costs include materials, printing, mailing costs, and travel expenses.

Travel (mileage/tolls/parking/meals)	190	150
Delivery (postage/messenger/express)		55
Traffic Counting Services (RWA, KLOA)	11000	
Copying/Reproduction		150

Date: 7/29/2010 Signature of authorized representative: 

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/13/2010

PRODUCER
Willis of Illinois, Inc.
425 N Martingale Rd.
Suite 1100
Schaumburg IL 60173

Fax: 847-517-9033

INSURED
Kenig, Lindgren, O'Hara Aboona
Mr. Luay Aboona
9575 W. Higgins Road, Suite 400
Rosemont IL 60018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Travelers Indemnity Company of	25682
INSURER B: Travelers Indemnity Company o	25666
INSURER C: Travelers Property & Casualty	25674
INSURER D: Liberty Insurance Underwriter	19917
INSURER E:	

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADDL INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
B	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Addl Insd Per CG D3810907 GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	6806874L512TIA09	12/4/2009	12/4/2010	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 2,000,000 \$ 2,000,000
						MED EXP (Any one person)	\$ 10,000
						PERSONAL & ADV INJURY	\$ 2,000,000
						GENERAL AGGREGATE	\$ 4,000,000
						PRODUCTS - COMP/OP AGG	\$ 4,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	BA6872L99709GRP	12/4/2009	12/4/2010	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$				EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
							\$
C		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	XJUB7937Y45309	12/4/2009	12/4/2010	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
						E.L. EACH ACCIDENT	\$ 500,000
						E.L. DISEASE - EA EMPLOYEE	\$ 500,000
						E.L. DISEASE - POLICY LIMIT	\$ 500,000
D		OTHER Professional Liability	AEE1972010110	5/22/2009	5/22/2010	\$1,000,000 \$2,000,000	per claim aggregate


DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 *Except for Non-Payment, 10 days. Additional Insured-General Liability per CG D3810907, as required by written contract.
 RE: 2010 Neighborhood Traffic Study for the Village of Downers Grove
 Additional Insured - General Liability: Village of Downers Grove

CERTIFICATE HOLDER

Village of Downers Grove
5101 Walnut Avenue
Downers Grove IL 60515

CANCELLATION




SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30* DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE


TRAFFIC DATA LOCATIONS



LEGEND

- DAILY COUNTS=  (28)
- INTERSECTION COUNTS=  (7)
- PEDESTRIAN COUNTS=  (3)

