

**Winnetka Village Council**  
**REGULAR MEETING**  
**Village Hall**  
510 Green Bay Road  
Tuesday, December 17, 2013  
7:00 p.m.

Emails regarding any agenda item are welcomed. Please email [contactcouncil@winnetka.org](mailto:contactcouncil@winnetka.org), and your email will be relayed to the Council members. Emails for the Tuesday Council meeting must be received by Monday at 4 p.m. Any email may be subject to disclosure under the Freedom of Information Act.

**AGENDA**

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Quorum
  - a) January 7, 2014 Regular Meeting
  - b) January 14, 2014 Study Session
  - c) January 21, 2014 Regular Meeting
- 4) Approval of Agenda
- 5) Consent Agenda
  - a) Approval of Village Council Minutes
    - i) December 3, 2013 Regular Meeting ..... 2
  - b) Approval of Warrant Lists 1825 and 1826..... 8
  - c) Police Computer Aided Dispatch Software Maintenance Renewal..... 9
  - d) GIS Service Provider Agreement..... 21
  - e) Concrete Repairs to Water Plant Clearwell #3 – Change Order ..... 33
- 6) Stormwater Monthly Summary Report ..... 36
- 7) Ordinances and Resolutions: None.
- 8) Public Comment
- 9) Old Business: None.
- 10) New Business: None.
- 11) Appointments
- 12) Reports
- 13) Executive Session
- 14) Adjournment

**NOTICE**

All agenda materials are available at [villageofwinnetka.org](http://villageofwinnetka.org) (Council > Current Agenda); the Reference Desk at the Winnetka Library; or in the Manager’s Office at Village Hall (2<sup>nd</sup> floor).

Broadcasts of the Village Council meetings are televised on Channel 10 and AT&T Uverse Channel 99 every night at 7 PM. Webcasts of the meeting may also be viewed on the Internet via a link on the Village’s web site: [villageofwinnetka.org](http://villageofwinnetka.org)

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator – Megan Pierce, at 510 Green Bay Road, Winnetka, Illinois 60093, 847.716.3543; T.D.D. 847.501.6041.

**MINUTES  
WINNETKA VILLAGE COUNCIL  
REGULAR MEETING  
December 3, 2013**

(Approved: xx)

A record of a legally convened meeting of the Council of the Village of Winnetka, which was held in the Council Chambers on Tuesday, December 3, 2013, at 7:00 p.m.

- 1) Call to Order. President Greable called the meeting to order at 7:08 p.m. Present: Trustees Joe Adams, Arthur Braun, Patrick Corrigan, Richard Kates, and Stuart McCrary. Absent: Trustee Jack Buck. Also present: Village Manager Robert Bahan, Assistant to the Village Manager Megan Pierce, Finance Director Ed McKee, Village Attorney Katherine Janega, Director of Community Development Mike D'Onofrio, Public Works Director Steve Saunders, Boy Scout Troop 18, and approximately 31 persons in the audience.
- 2) Pledge of Allegiance. After President Greable welcomed the Boy Scouts, he led the group in the Pledge of Allegiance.
- 3) Quorum.
  - a) December 10, 2013 Study Session. All of the Council members present, with the exception of Trustee Adams, indicated that they expected to attend.
  - b) December 17, 2013 Regular Meeting. All of the Council members present indicated that they expected to attend.
  - c) January 7, 2013 Regular Meeting. All of the Council members present indicated that they expected to attend.
- 4) Approval of the Agenda. Trustee Braun, seconded by Trustee Adams, moved to approve the Agenda. By roll call vote the motion carried. Ayes: Trustees Adams, Braun, Corrigan, Kates and McCrary. Nays: None. Absent: Trustee Buck.
- 5) Consent Agenda
  - a) Village Council Minutes.
    - i) November 14, 2013 Rescheduled Study Session.
    - ii) November 19, 2013 Regular Meeting.
  - b) Warrant Lists Nos. 1823 and 1824. Approving Warrant List No. 1823 in the amount of \$391,201.51, and Warrant List No. 1824 in the amount of \$496,841.95.
  - c) Public Safety Pension Report. An annual informational report on the health and performance of the Police and Fire pensions, as required by State law.
  - d) Village Council Meeting Schedule for 2014. An item setting the 2014 Village Council regular meeting schedule, to be made available to the public.
  - e) Cable Change Order for Primary Cable, Okonite Company. A change order authorizing the purchase of extra cable in the amount of \$181,200, at the unit prices bid and subject to the contract conditions.

- f) Cable Change Order for Secondary Cable, Wesco. A change order authorizing the purchase of extra secondary cable in the amount of \$49,743, at the unit prices bid and subject to the conditions stated in the request for bid.
- g) Park Lane Sanitary Sewer Relocation – Change Order. A change order authorizing the increase in the cost of the Park Lane sanitary sewer relocation in the amount of \$8,650, increasing the total project cost from \$18,150 to \$26,800.
- h) Ordinance M-17-2013: 352 Linden Street Zoning Variations – Adoption. An Ordinance granting zoning variations to permit the construction of an addition connecting the residence to the garage.

Trustee Buck arrived at 7:15 p.m.

Trustee Braun, seconded by Trustee Adams, moved to approve the foregoing items on the Consent Agenda by omnibus vote. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

6) Stormwater Update. No report.

7) Ordinances and Resolutions.

- a) Ordinance M-16-2013: General Obligation Bond Series 2014 (Stormwater) – Amend and Adopt. President Greable invited Kevin McCanna, the Village's financial adviser from Speer Financial, to report on the bids received in the morning's bond sale. He explained that interest rates were higher than had been anticipated and there were only two bidders. After negotiating with the best bidder, he recommended reducing the size of the bond issue from \$9.5 million to \$7.5 million, to secure a revised interest rate of 4.59%, down from the original bid of 4.70%, which would keep the average interest for the Series 2013 and Series 2014 bond issue at 4.3% for the entire \$16.5 million. In addition, the Village still retains its Aaa rating.

Mr. McCanna answered questions from the Council regarding the bond market, interest rates, and bids, and discussed his recommendation. He concluded that the winning bid, as renegotiated, is a reasonable one; and that reducing the number of long-term bonds was a good compromise.

Attorney Janega then presented the amended draft of Ordinance M-16-2013, reciting the nature of the matter, reading the title of the ordinance, and stating that the ordinance: (1) provides for the issuance of general obligation bonds for the purpose of paying the costs of certain Village stormwater projects; (2) provides for the issuance of the bonds pursuant to the Village's home rule powers, without requiring a referendum; (3) provides for the levy of taxes to pay the bonds; and (4) provides the details for the bonds, including tax-exempt status covenants, provision for terms and form of the bonds, and appropriations. She reviewed the amendments made since the introduction of Ordinance M-16-2013 at the October 15, 2013, Council meeting, including the addition of a provision allowing an optional early call in 2017, the reduction in the amount of the bonds to \$7.5 million, and the addition of such details as price, buyer, date of bond closing, certificate of authentication, and the tax levy schedule.

Matthew Wendt, 607 Willow Road, inquired about why bonds are being issued before the tunnel is approved and if there is a cost to call back the bonds if the tunnel is deemed unworkable.

In response, Attorney Janega, Manager Bahan and Trustee Kates explained that the Village needs to proceed with engineering design in order to apply for permits; that the early call provision protects the Village in the event the regulatory agencies do not approve the tunnel; that the use of the bond proceeds is not restricted; and that the proceeds could be used on other capital projects to avoid the penalty associated with an early callback.

After more discussion, the Council reached consensus to accept the revised bid as recommended by Mr. McCanna and proceed with the sale of the Series 2014 bonds in the amount of \$7.5 million with an optional early call provision in 2017.

Trustee Braun, seconded by Trustee Buck, moved to amend Ordinance M-16-2013 as reviewed by Attorney Janega. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

Trustee Braun, seconded by Trustee Adams, moved to adopt Ordinance M-16-2013 as amended. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

- b) Property Tax Levy and Abatement Ordinances – Adoption. Mr. McKee said the final recommended 2013 property tax levy for the 2014 Budget is \$14.22 million. The impact on a resident with a total tax bill of \$27,000 will be an increase of \$60. He explained that the complete tax levy process requires the adoption of six ordinances: the basic tax levy ordinance, three special service area tax levies and two tax abatement ordinances for the 2003 Public Safety Building bonds and the 2013 General Obligation Stormwater bonds.

There were no questions or comments from the Council.

- i) Ordinance M-18-2013: 2013 Tax Levy – Adoption.

Trustee Braun, seconded by Trustee Adams, moved to adopt Ordinance M-18-2013. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

- ii) Ordinance M-19-2013: 2013 Tax Levy, SSA No. 3 – Adoption.

Trustee Braun, seconded by Trustee Adams, moved to adopt Ordinance M-19-2013. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

- iii) Ordinance M-20-2013: 2013 Tax Levy, SSA No. 4 – Adoption.

Trustee Braun, seconded by Trustee Adams, moved to adopt Ordinance M-20-2013. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

iv) Ordinance M-21-2013: 2013 Tax Levy, SSA No. 5 – Adoption.

Trustee Braun, seconded by Trustee Adams, moved to adopt Ordinance M-21-2013. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

v) Ordinance M-22-2013: 2013 Property Tax Abatement (2003 Alternate Bonds) – Adoption.

Trustee Braun, seconded by Trustee Adams, moved to adopt Ordinance M-22-2013. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

vi) Ordinance M-23-2013: 2013 Property Tax Abatement (Series 2013 GO Bonds) – Adoption.

Trustee Braun, seconded by Trustee Adams, moved to adopt Ordinance M-23-2013. By roll call vote, the motion carried. Ayes: Trustees Adams, Braun, Buck, Corrigan, Kates and McCrary. Nays: None. Absent: None.

c) Ordinance M-11-2013: New Trier Variation and Special Use – Introduction.

Mr. D’Onofrio reviewed the history of this request for a height variation and special use permit for Duke Childs Field to allow New Trier Township High School (NTTHS) to replace the existing baseball backstop and fencing with a new backstop netting system. The request was heard by the Council at its July 16<sup>th</sup> Council meeting, where a continuance was granted so NTTHS could gather additional information requested by the Council.

Linda Yonke, Superintendent of NTTHS said the variation and special use are being requested for safety reasons, as foul balls hit onto Willow Road have caused damage to vehicles; police reports were filed in six of these incidents. She explained that the proposal would add 50-foot netting held in place with 16-inch diameter steel poles. Features that have been added since July include a new backstop fence and additional landscaping.

Ms. Yonke said postcards were sent to every Winnetka household to publicize an October 29 public meeting about the new backstop system, where there were approximately 18 positive and 5 negative comments.. She reviewed a comparable netting system at another suburban high school, to provide an impression of the scale of the system.

Ms. Yonke said the following alternate sites were investigated for the baseball field: the two NTTHS campuses; the Village landfill; Fox Meadows park in Northfield. In addition, re-orienting the softball and baseball fields at Duke Childs Field was studied. Ms. Yonke reviewed the results of each study and said neither the alternate sites nor re-orienting the softball and baseball fields are feasible, either because the cost is prohibitive or there is not enough space for the baseball field.

Ms. Yonke said the netting project’s engineers are not in favor of using tapered poles for the nets and she added that retractable netting is difficult to use and poses the problem of where to store the nets when they are down. She reviewed the revised landscaping plan, which adds more deciduous and evergreen trees and other shrubs.

Ms. Yonke answered questions from the Council about the proposed netting project, after which President Greable called for public comment.

Ann Airey, 110 Glenwood Avenue; Melissa David, 1045 Dinsmore; Amy Blesi, 480 Provident; Ed Gjertson, 900 Old Green Bay; John Thomas, 525 Ash; Tory Joe Weibel, 2012 Schiller, Wilmette; Laurie Morse, 271 Hawthorne, Glencoe; and Chris Wisconne, 819 Laverne, Wilmette: All of these commenters were in favor of approval of the proposed new backstop system.

Chuck Dowding, 968 Elm: Mr. Dowding presented mockup of a 16-inch diameter pole to give perspective on its size and encouraged the use of tapered poles and retractable netting.

The Council discussed the request, reaching a consensus against granting approval, with the exception of Trustee McCrary, who was in favor of the proposal in spite of the questionable accuracy of the project drawings and the school's resistance in fully exploring the options.

Attorney Janega explained that if a motion to introduce an Ordinance granting a zoning variation fails, the applicant cannot resubmit substantially the same application until after a one-year period has passed. If the applicant withdraws their application, they may come back at any time with a revised application.

President Greable granted a five-minute recess at 9:30 p.m. for Ms. Yonke to consider her next course of action.

At the resumption of the meeting at 9:35 p.m., Ms. Yonke withdrew the request for variations and special use permit.

8) Public Comment and Questions.

Matthew Wendt, 607 Willow Road: Mr. Wendt distributed handouts to the Council which included reports on the water quality at Winnetka's beaches. He asked the Council to reconsider an environmentally friendly alternative to the Willow Road stormwater tunnel.

Bob Zabors, 321 Willow: Mr. Zabors asked if the Village had received any letters of concern about the Willow Road Tunnel from environmental groups and about the status of grant money for new stormwater technologies that the Village has applied for. He said the runoff from the Willow Road Tunnel will pollute the Lake and that a solution must be found that preserves water quality. He also asked if Woodley Road could potentially add significant runoff to the Willow Road Tunnel.

Manager Bahan said the Village had received a letter from the Environmental Policy Center (EPC), and he explained that the Village is waiting for confirmation to move forward with the grant application in the next few weeks.

Trustee Buck said the Village's engineers have said the Willow Road Tunnel will have capacity for Woodley Road in the event the area is annexed to Winnetka.

Laurie Morse, 271 Hawthorne, Glencoe: Ms. Morse voiced environmental concerns about the Willow Road Tunnel discharging into the Lake and recommended wetland restoration on the west side of Winnetka to retain stormwater.

Rick McQuet, 528 Maple: Mr. McQuet asked if the Village is required to disclose the letter from the EPC to the bank that bought the stormwater bonds and he asked for no new pollution to the Lake from the Tunnel.

Attorney Janega said the EPC letter did not have to be disclosed to the bond purchasers, as the Village has already disclosed that the project may not go forward if the required permits are not issued.

- 9) Old Business. None.
- 10) New Business. None.
- 11) Appointments.
- 12) Reports.
  - a) Village President. None.
  - b) Trustees. None.
  - c) Attorney. None.
  - d) Manager. None.
- 13) Executive Session. None.
- 14) Adjournment. Trustee Braun, seconded by Trustee Buck, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 10:05 p.m.

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Recording Secretary



## Agenda Item Executive Summary

**Title:** Warrant Lists Nos. 1825 and 1826

**Presenter:** Robert M. Bahan, Village Manager

**Agenda Date:** 12/17/2013

**Consent:**  YES  NO

<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input checked="" type="checkbox"/>	Informational Only

### Item History:

None.

### Executive Summary:

Warrant Lists Nos. 1825 and 1826 were emailed to each Village Council member.

### Recommendation / Suggested Action:

Consider approving Warrant Lists Nos. 1825 and 1826

### Attachments:

None.



## Agenda Item Executive Summary

**Title:** Police Computer Aided Dispatch Software Maintenance Renewal

**Presenter:** Patrick Kreis, Chief of Police

**Agenda Date:** 12/17/2013

**Consent:**  YES  NO

- |                                     |                         |
|-------------------------------------|-------------------------|
| <input type="checkbox"/>            | Ordinance               |
| <input type="checkbox"/>            | Resolution              |
| <input checked="" type="checkbox"/> | Bid Authorization/Award |
| <input type="checkbox"/>            | Policy Direction        |
| <input type="checkbox"/>            | Informational Only      |

### Item History:

Resolution R-15-2007, adopted March 6, 2007: Authorizing an Intergovernmental Agreement with the Village of Wilmette for the Joint Purchase and Operation of a Computer Aided Police Dispatch System

### Executive Summary:

In March 2007, the Winnetka Village Council adopted R-15-2007, authorizing a 10-year Intergovernmental Agreement (IGA) between the Village of Winnetka and Village of Wilmette for the joint purchase and ongoing operation of a Computer Aided Dispatch (CAD), Records Management Systems (RMS), and Mobile squad car reporting system from New World Systems. The Resolution also authorized the purchase of the associated software license and services agreement from New World Systems.

The original purchase agreement included a five-year Standard Software Maintenance Agreement (SSMA), which expired on October 31, 2013. The original SSMA had an annual cost of \$60,000 and a total contract cost of \$300,000. Police Department staff has worked with Village of Wilmette staff to negotiate a new five-year agreement for a continued SSMA, at a total cost of \$335,101. As with the previous SSMA, the costs will be allocated between Winnetka and Wilmette annually, using the formula set in the IGA, which is based on each community's population and Police Department activity. Winnetka's share of the costs under the new SSMA, which can only be estimated at this time due to the annual cost allocation, is estimated to be approximately \$134,041. The annual estimated costs are shown in the attached memo. The Wilmette Village Board approved the contract extension on November 12, 2013.

### Recommendation / Suggested Action:

Consider authorizing the Village Manager to enter into agreement with New World Systems and the Village of Wilmette for a five-year Standard Software Maintenance Agreement, substantially in the form attached.

### Attachments:

- 1) Memo, re: Contract Renewal for New World Systems CAD/RMS
- 2) 2013 New World Systems Corporation SSMA with Wilmette and Winnetka
- 3) Village of Wilmette Agenda, November 12, 2013

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**VILLAGE OF WINNETKA  
INTEROFFICE MEMORANDUM**

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**TO:** Rob Bahan, Village Manager  
**FROM:** Patrick Kreis, Chief of Police  
**RE:** Contract Renewal for New World Systems CAD/RMS  
**DATE:** December 10, 2013

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In March 2007, the Winnetka Village Council passed resolution R-15-2007, authorizing a 10-year Intergovernmental Agreement (IGA) between the Village of Winnetka and Village of Wilmette for the shared purchase and ongoing operation of a Computer Aided Dispatch (CAD), Records Management Systems (RMS), and Mobile squad car reporting system from New World Systems System. The resolution also approved the purchase of the associated software license and services agreement, which was appended to the IGA.

The original purchase agreement with New World Systems included a five-year Standard Software Maintenance Agreement (SSMA), which expired on October 31, 2013. The annual cost of that SSMA was \$60,000 for a five-year total of \$300,000. Winnetka and Wilmette share that cost, which is allocated as provided in the IGA, using a formula based on each community's population and Police Department activity. Under the IGA, which remains in effect and is not being amended, the Village of Wilmette is responsible for paying the vendor for the system and services, and the Village of Winnetka then reimburses Wilmette for Winnetka's share of the purchase and services.

Police Department staff has worked with staff from the Village of Wilmette to negotiate a new five-year agreement for continued services under a SSMA. The new agreement includes a 5.2% increase in the first year, followed by a 3% increase in years two through five. The negotiated total price for a new five-year SSMA is \$335,101, to be shared between the two communities, according to the formula set in the IGA. As the IGA calls for the exact cost allocation to be calculated each year, Winnetka's portion of the total contract cost can only be estimated. The chart below provides the current best estimate of the five-year costs.

Year	Annual Cost	Estimated Wilmette Share (60%)	Estimated Winnetka Share (40%)
1	\$63,118	\$37,871	\$25,247
2	\$65,012	\$39,007	\$26,005
3	\$66,962	\$40,177	\$26,785
4	\$68,970	\$41,382	\$27,588
5	\$71,039	\$42,623	\$28,416
Total	\$335,101	\$201,060	\$134,041

A copy of the proposed SSMA is attached. It was approved by Wilmette's Village Board on November 12, 2013.

**NEW WORLD SYSTEMS CORPORATION**  
**STANDARD SOFTWARE MAINTENANCE AGREEMENT**

This Standard Software Maintenance Agreement (SSMA) between **New World** Systems Corporation (New World) and the **Villages of Wilmette and Winnetka, IL** (**Customer**) sets forth the standard software maintenance support services provided by **New World**.

**1. Service Period**

This SSMA shall remain in effect for a period of five (5) years from (start date) 11/1/13 to (end date) 10/31/18.

**2. Services Include**

The following services or features are available under this SSMA:

- (a) Upgrades, including new releases, to the Licensed Standard Software (prior releases of Licensed Standard Software application packages are supported no longer than nine (9) months after a new release is announced by **New World**).
- (b) Temporary fixes to Licensed Standard Software (see paragraph 6 below).
- (c) Revisions to Licensed Documentation.
- (d) Reasonable telephone support for Licensed Standard Software on Monday through Friday from 8:00 a.m. to 8:00 p.m. (Eastern Time Zone).
- (e) Invitation to and participation in user group meetings.
- (f) Emergency 24-hour per day telephone support, for Aegis CAD only, seven (7) days per week for Licensed Standard Software. Normal service is available from 8:00 a.m. to 8:00 p.m. (Eastern Time Zone). After 8:00 p.m., the Aegis CAD phone support will be provided via beeper and a **New World** support representative will respond to CAD service calls within 30 minutes of call initiation.
- (g) Includes ESRI Integration for the ESRI software that is part of Exhibit A Licensed Standard Software.

Items a, b, and c above will be provided to **Customer** by electronic means.

Additional support services are available as requested by **Customer** using the then-current hourly rates or applicable fees.

**3. Maintenance for Modified Licensed Standard Software and Custom Software**

**Customer is advised that if it requests or makes changes or modifications to the Licensed Standard Software, these changes or modifications (no matter who makes them) make the modified Licensed Standard Software more difficult to maintain.** If **New World** agrees to provide maintenance support for Custom Software or Licensed Standard Software modified at **Customer's** request, then the additional **New World** maintenance or support services provided shall be billed at the then-current hourly fees plus reasonable expenses.

**4. Billing**

Maintenance costs will be billed annually as detailed on the following page. If taxes are imposed, they are the responsibility of the **Customer** and will be remitted to **New World** upon being invoiced.

**5. Additions of Software to Maintenance Agreement**

Additional Licensed Standard Software licensed from **New World** will be added to the SSMA per the terms of the contract adding the software. Maintenance costs for the additional software will be billed to **Customer** on a pro rata basis for the remainder of the current maintenance year and on a full year basis thereafter.

**6. Requests for Software Correction on Licensed Standard Software**

At any time during the SSMA period, if **Customer** believes that the Licensed Standard Software does not conform to the current specifications set forth in the user manuals, **Customer** must notify **New World** in writing that there is a claimed defect and specify which feature and/or report **Customer** believes to be defective. Before any notice is sent to **New World**, it must be reviewed and approved by the **Customer** Liaison. Documented examples of the claimed defect must accompany each notice. **New World** will review the documented notice and when a feature or report does not conform to the published specifications, **New World** will provide software correction service at no charge. A non-warranty request is handled as a billable Request for Service (RFS).

The no charge software correction service does not apply to any of the following:

- (a) situations where the Licensed Standard Software has been changed by anyone other than **New World** personnel;
- (b) situations where **Customer's** use or operations error causes incorrect information or reports to be generated; and;
- (c) requests that go beyond the scope of the specifications set forth in the current User Manuals.

**7. Maintenance Costs for Licensed Standard Software Packages Covered for MSP Server**

**New World** agrees to provide software maintenance at the costs listed below for the following **New World** Standard Software packages licensed by the **Customer**:

<u>Application Package</u>	<u>Number of Modules</u>
1. <i>Aegis</i> ® Computer Aided Dispatch (CAD)	12
2. <i>Aegis</i> ® Law Enforcement Records Software	20
3. <i>Aegis</i> ® Public Safety Interface Software	4
4. <i>Aegis</i> ® Data Analysis/Crime Mapping/Mgt Reporting	1
5. <i>Aegis</i> ® Mobile Management Server Software	3
6. <i>Aegis</i> ® Mobile Software on the RS6000	4
7. <i>Aegis</i> ® Mobile Client Laptop Software	9
8. <i>Aegis</i> ® Mobile Software on the 400 or MSP Server	2
9. <i>Aegis</i> ® ESRI Embedded Applications - Upgrades	2

ANNUAL  
MAINTENANCE COST: See Below

<u>Period Covered</u>	<u>Annual Amount</u>	<u>Billing Date</u>
11/1/2013 to 10/31/2014	\$63,118	10/15/2013
11/1/2014 to 10/31/2015	\$65,012	10/15/2014
11/1/2015 to 10/31/2016	\$66,962	10/15/2015
11/1/2016 to 10/31/2017	\$68,970	10/15/2016
11/1/2017 to 10/31/2018	\$71,039	10/15/2017

**Note:** Unless extended by **New World**, the above costs are available for 90 days after submission of the costs to **Customer**. After 90 days, **New World** may change the costs.

**ALL INVOICES ARE DUE FIFTEEN (15) DAYS FROM BILLING DATE.**

**8. Terms and Conditions**

This Agreement is covered by the Terms and Conditions specified in the Licensing Agreement(s) for the software contained herein.

ACCEPTED BY:

**Customer:** Village of Wilmette, IL

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED BY:

**New World Systems Corporation**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Customer:** Village of Winnetka, IL

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**By signing above, each of us agrees to the terms and conditions of this Agreement and as incorporated herein. Each individual signing represents that (s)he has the requisite authority to execute this Agreement on behalf of the organization for which (s)he represents and that all the necessary formalities have been met. If the individual is not so authorized then (s)he assumes personal liability for compliance under this Agreement.**



# VILLAGE OF WILMETTE

1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

(847) 251-2700  
FAX (847) 853-7700  
TDD (847) 853-7634  
EMAIL [wilmette@wilmette.com](mailto:wilmette@wilmette.com)

## AGENDA FOR THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES

Tuesday, November 12, 2013  
7:30 p.m.

### ITEM:

#### 1.0 ROLL CALL:

#### 2.0 APPROVAL OF MINUTES:

- 2.1 Approval of minutes of the Regular Board meeting held October 22, 2013.
- 2.2 Approval of minutes of the Committee of the Whole meeting held October 21, 2013.

#### 3.0 PETITIONS AND COMMUNICATIONS:

#### 4.0 REPORTS OF OFFICERS:

\*4.1 Consent Agenda (Any item removed from the Consent Agenda is subject to a five-minute time limit):

- 6.11 Adoption of Ordinance #2013-O-65 amending Chapter 20, Article 9, "Sign Ordinance", Appendix A, "Plaza del Lago Local Sign Ordinance," of the Wilmette Village Code.
- 6.12 ARC Report, Case #2013-AR-25, 701 Locust Road, Regina Dominican High School regarding a request for a sign variations with the conditions that the light fixtures have a bronze finish, with compact fluorescent bulbs, and be connected to the timers for the existing parking lot lighting, and that the proposed junipers be replaced with boxwood.
- 6.13 ZBA Report, Case #2013-Z-42, 1189 Wilmette Avenue regarding a request for a special use for a personal service establishment (UPS Store) in accordance with the plans submitted. The use shall run with the use; adoption of Ordinance #2013-O-76.
- 6.14 ZBA Report, Case #2013-Z-43, 2347 Thornwood Avenue regarding a request for a variation to permit the construction of a one-story addition on a legal nonconforming structure in accordance with the plans submitted; adoption of Ordinance #2013-O-77.
- 6.15 ZBA Report, Case #2013-Z-44, 1247 Chestnut Avenue regarding a request for a special use and variation in accordance with the plans submitted. The use shall run with the use; adoption of Ordinance #2013-O-78.
  
- 6.21 Presentation of the September 30, 2013 Revenue and Expense Report.
- 6.22 Presentation of the September 30, 2013 Cash and Investment Summary.
- 6.23 Presentation of the September 30, 2013 Treasurer's Report of Cash Receipts and Disbursements.
  
- 6.31 Minutes, Human Relations Commission.
- 6.32 Adoption of Ordinance #2013-O-69 repealing the Village of Wilmette Cable Communications Ordinance.
- 6.33 Adoption of Ordinance #2013-O-70 granting a cable television franchise to Comcast of Illinois VI, LLC.
- 6.34 Adoption of Resolution #2013-R-42 establishing an Ad Hoc Committee for private funding of the Housing Assistance Program.

- 6.41 Approval of contract, KGI Landscaping, Skokie IL for parkway restoration.
- 6.42 Introduction of Ordinance #2013-O-74 authorizing the disposal of surplus personal property owned by the Village of Wilmette.
- 6.43 Introduction of Ordinance #2013-O-75 authorizing the Village of Wilmette to borrow funds from the Illinois Environmental Protection Agency (IEPA) Revolving Loan Fund for 2013 Sewer Lining.
  
- 6.51 Approval of five year contract, New World Systems Inc., Troy, MI for computer aided dispatch software support and licensing.
  
- 6.61 Application of The Bag Tavern LLC d/b/a Valley Lodge Tavern (1141 Central Avenue) for a Class M Liquor License - Referral to Judiciary Committee.
- 6.62 Adoption of Ordinance #2013-O-67 amending the Village Code, Chapter 9 regarding housing and building regulations - TABLE TO NOVEMBER 26, 2013 REGULAR VILLAGE BOARD MEETING.
  
- 8.1 Notice of vacancy, Housing Commission.
- 8.2 Notice of vacancy, Housing Commission.
- 8.3 Notice of vacancy, Electrical Commission.
- 8.4 Notice of vacancy, Historic Preservation Commission.
- 8.5 Notice of vacancy, Environmental and Energy Commission.
- 8.6 Notice of vacancy, Transportation Commission.
- 8.7 Notice of vacancy, Environmental and Energy Commission.
- 8.8 Notice of vacancy, Environmental and Energy Commission.
- 8.9 Notice of vacancy, Historic Preservation Commission.
- 8.91 Notice of vacancy, Appearance Review Commission.

4.2 Request for an Executive Session to discuss collective negotiating matters pursuant to Section 2 (c) (2) of the Illinois Open Meetings Act.

5.0 REPORT OF THE LIQUOR CONTROL COMMISSIONER:

6.0 STANDING COMMITTEE REPORTS:

6.1 LAND USE COMMITTEE REPORT:

- \*6.11 Adoption of Ordinance #2013-O-65 amending Chapter 20, Article 9, "Sign Ordinance", Appendix A, "Plaza del Lago Local Sign Ordinance," of the Wilmette Village Code.
- \*6.12 Appearance Review Commission Report, Case #2013-AR-25, 701 Locust Road, Regina Dominican High School regarding a request to grant a sign variation to display more than one permanent sign along Locust Road and a 53.94 square foot sign variation with the conditions that the light fixtures have a bronze finish, with compact fluorescent bulbs, and be connected to the timers for the existing parking lot lighting, and that the proposed junipers be replaced with boxwood.
- \*6.13 Zoning Board of Appeals Report, Case #2013-Z-42, 1189 Wilmette Avenue regarding a request for a special use for a personal service establishment (UPS Store) in accordance with the plans submitted. The use shall run with the use; adoption of Ordinance #2013-O-76.
- \*6.14 Zoning Board of Appeals Report, Case #2013-Z-43, 2347 Thornwood Avenue regarding a request for a 2.14' front yard setback variation and a 410.6 square foot (6.19%) total floor area variation to permit the construction of a one-story addition on a legal nonconforming structure in accordance with the plans submitted; adoption of Ordinance #2013-O-77.
- \*6.15 Zoning Board of Appeals Report, Case #2013-Z-44, 1247 Chestnut Avenue regarding a request for a special use for a detached garage in excess of 600 square feet and a 3.0' detached garage height variation in accordance with the plans submitted. The use shall run with the use; adoption of Ordinance #2013-O-78.

6.2 FINANCE COMMITTEE REPORT:

- \*6.21 Presentation of the September 30, 2013 Revenue and Expense Report.
- \*6.22 Presentation of the September 30, 2013 Cash and Investment Summary.
- \*6.23 Presentation of the September 30, 2013 Treasurer's Report of Cash Receipts and Disbursements.

6.24 Introduction of Ordinance #2013-O-71 regarding increases to certain Village fees, permits, fines and licenses fees effective January 1, 2014.

**TIME LIMIT: 5 MINUTES**

6.25 Introduction of Ordinance #2013-O-72 amending the Village Code, Chapter 18 regarding sewer and water fees.

**TIME LIMIT: 5 MINUTES**

6.26 Introduction of Ordinance #2013-O-73 regarding increasing the monthly refuse fee from \$21.63 to \$22.39 effective January 1, 2014.

**TIME LIMIT: 5 MINUTES**

6.27 Introduction of Ordinance #2013-O-79 regarding approval of appropriations for fiscal year 2014 budget.

**TIME LIMIT: 5 MINUTES**

6.3 ADMINISTRATION COMMITTEE REPORT:

\*6.31 Presentation of minutes of the Human Relations Commission meeting held July 24, 2013.

\*6.32 Adoption of Ordinance #2013-O-69 repealing the Village of Wilmette Cable Communications Ordinance.

\*6.33 Adoption of Ordinance #2013-O-70 granting a cable television franchise to Comcast of Illinois VI, LLC.

\*6.34 Adoption of Resolution #2013-R-42 establishing an Ad Hoc Committee for private funding of the Housing Assistance Program.

6.4 MUNICIPAL SERVICES COMMITTEE REPORT:

\*6.41 Approval of contract at a rate of \$9.90 per square yard of sod with KGI Landscaping, Skokie IL for parkway restoration.

\*6.42 Introduction of Ordinance #2013-O-74 authorizing the disposal of surplus personal property owned by the Village of Wilmette.

\*6.43 Introduction of Ordinance #2013-O-75 authorizing the Village of Wilmette to borrow funds from the Illinois Environmental Protection Agency (IEPA) Revolving Loan Fund for 2013 Sewer Lining.

6.5 PUBLIC SAFETY COMMITTEE REPORT:

\*6.51 Approval of five year contract in an amount not to exceed \$335,101 with New World Systems Inc., Troy, MI for computer aided dispatch software support and licensing.

6.6 JUDICIARY COMMITTEE REPORT:

\*6.61 Application of The Bag Tavern LLC d/b/a Valley Lodge Tavern (1141 Central Avenue) for a Class M Liquor License - Referral to Judiciary Committee.

\*6.62 Adoption of Ordinance #2013-O-67 amending the Village Code, Chapter 9 regarding housing and building regulations - TABLE TO NOVEMBER 26, 2013 REGULAR VILLAGE BOARD MEETING.

7.0 REPORTS FROM SPECIAL COMMITTEES:

8.0 UNFINISHED BUSINESS:

\*8.1 Notice of vacancy on the Housing Commission due to the term expiration of Jack Rosenberg.

\*8.2 Notice of vacancy on the Housing Commission due to the term expiration of Gregory Braun.

\*8.3 Notice of vacancy on the Electrical Commission due to the term expiration of Robert May.

\*8.4 Notice of vacancy on the Historic Preservation Commission due to the resignation of Senta Plunkett.

\*8.5 Notice of vacancy on the Environmental and Energy Commission due to the term expiration of Karen Glennemeier.

- \*8.6 Notice of vacancy on the Transportation Commission due to the term expiration of Mark Wagstaff.
- \*8.7 Notice of vacancy on the Environmental and Energy Commission due to the term expiration of Debra Favre.
- \*8.8 Notice of vacancy on the Environmental and Energy Commission due to the term expiration of Charles Murdock.
- \*8.9 Notice of vacancy on the Historic Preservation Commission due to the term expiration of Rich Lytle.
- \*8.91 Notice of vacancy on the Appearance Review Commission due to the resignation of Linda Nicholls.

9.0 NEW BUSINESS:

10.0 ADJOURNMENT:



## Agenda Item Executive Summary

**Title:** GIS Service Provider Agreement

**Presenter:** Steven M. Saunders, Director of Public Works/Village Engineer

**Agenda Date:** 12/17/2013

**Consent:**  YES  NO

<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input checked="" type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input type="checkbox"/>	Informational Only

### Item History:

### Executive Summary:

The Village of Winnetka is a member of the Geographic Information Systems Consortium, or GISC, a public entity that was formed in 1999 to help small and medium-size communities meet the challenges of developing effective information system solutions. The GISC model is based on creating economies-of-scale that reduce cost and risk for its 21 municipal members. The model provides for a contractual staffing arrangement with a service provider, who provides staffing and training for the management, development, operation, and maintenance of the Village's Geographic Information System (GIS), while the Village provides the necessary computer hardware software, and office facilities.

This is a renewal of the annual contract with Municipal GIS Partners (MGP), the GISC's selected service provider, for GIS support services. The GISC board performs a service provider evaluation every 3 years. MGP has been the service provider for the GIS Consortium since 1999 and has been re-selected numerous times during this period as the best vendor for these services. The Village staff is in full agreement with the GIS Consortium's guidelines and vendor selection and therefore recommends that the Village approve the renewal of this contract.

For FY 2014, MGP has provided a contractual maximum, not-to-exceed figure of \$56,946. The Village has budgeted \$81,000 in its FY 2014 operating budget for the GIS program.

### Recommendation / Suggested Action:

Consider entering a service agreement for GIS services with Municipal GIS Partners, Inc., of Des Plaines, Illinois for a fee based on the hourly rates set forth, not to exceed \$56,946.00.

### Attachments:

1. Agenda Report
2. Service Provider Agreement

## AGENDA REPORT

SUBJECT: GIS Service Provider Agreement

PREPARED BY: Steven M. Saunders, Director of Public Works/Village Engineer

DATE: November 26, 2013

The Village of Winnetka is a member of the Geographic Information Systems Consortium, or **GISC**, a public entity that was formed in 1999 to help small and medium-size communities meet the challenges of developing effective information system solutions. The GISC model is based on creating economies-of-scale that reduce cost and risk for its 21 municipal members. The model provides for a contractual staffing arrangement with a service provider, who provides staffing and training for the management, development, operation, and maintenance of the Village's Geographic Information System (GIS), while the Village provides the necessary computer hardware, software, and office facilities.

The Village joined the GISC in 2002 and started the process to implement a GIS. The GIS has proven to be a very wise investment for the Village. The digital mapping information is a tremendous tool used daily by the Village staff and the residents and businesses of the Village through the Village's website tool called MapOffice.

This is a renewal of the annual contract with Municipal GIS Partners (MGP), the GISC's selected service provider, for GIS support services. The GISC board performs a service provider evaluation every 3 years. MGP has been the service provider for the GIS Consortium since 1999 and has been re-selected numerous times during this period as the best vendor for these services. The Village staff is in full agreement with the GIS Consortium's guidelines and vendor selection and therefore recommends that the Village approve the renewal of this contract.

In the last year, the work completed under this agreement includes updating and maintaining data, including annual data updates from the County Assessor and planimetric and topographic data obtained via aerial photogrammetry. MGP staff also provided significant support to ongoing stormwater and flood relief projects by providing and coordinating Village mapping and utility data for Village consultants Christopher B. Burke, Baxter & Woodman, and MFSG. This underlying data has significantly simplified and improved the work of these consultants. In the upcoming year, the work on this contract will be essential in implementing and managing the stormwater utility billing program.

For FY 2014, MGP has provided estimates of the labor hours and associated labor rates needed to perform these services, which are set forth in the following table:

<b>Classification</b>	<b>Est. Hours</b>	<b>Hourly Rate</b>	<b>Total</b>
GIS/RAS Specialist	493	\$ 74.00	\$36,482.00
GIS Coordinator	49	\$ 88.50	\$ 4,336.50
GIS Analyst	49	\$ 88.50	\$ 4,336.50
GIS Platform Administrator	35	\$ 110.10	\$ 3,852.50
GIS Application Developer	35	\$ 110.10	\$ 3,852.50
GIS Manager	35	\$ 110.10	\$ 3,852.50
<b>TOTALS</b>	<b>696</b>		<b>\$56,712.50</b>

The contractual maximum, not-to-exceed figure is \$56,946. This represents a 5% increase from the prior year's contract rates, however rates have been very flat over the previous four contracts, with increases of 0%, 1%, 1%, and 2% respectively. The Village has budgeted \$81,000 in its FY 2014 operating budget for the GIS program, which includes this contract, software support, aerial photography and mapping services, and replacement of a computer workstation.

**Recommendation:**

Consider entering a service agreement for GIS services with Municipal GIS Partners, Inc., of Des Plaines, Illinois for a fee based on the hourly rates set forth above, not to exceed \$56,946.

**Attachments:**

1. Service Provider Agreement

## GIS Consortium Service Provider Contract

This CONTRACT made and entered into this 1st day of January, 2014, by and between the VILLAGE OF WINNETKA, an Illinois municipal corporation (hereinafter referred to as "**Village**"), and MGP, Inc., 701 Lee Street, Suite 1020, Des Plaines, Illinois 60016 (hereinafter referred to as "**Consultant**"); and

WHEREAS, the Village desires to engage the Consultant to provide support services in connection with the Village's geographical information system ("**GIS**"); and

WHEREAS, the Consultant represents to be in compliance with Illinois Statutes relating to professional registration of individuals and has the necessary expertise and experience to furnish such services upon the terms and conditions set forth herein below;

NOW, THEREFORE, it is hereby agreed by and between the Village and the Consultant that:

I. SCOPE OF SERVICES

The Scope of Services shall be as set forth in the "Proposal for Geographic Information System Services" (**Attachment 1**). Should there be a conflict in terms between this Contract and the Proposal, this Contract shall control.

II. PERFORMANCE OF WORK

All work hereunder shall be performed under the direction of the Village Manager of the Village or his designee (hereinafter referred to as the "**Village Manager**").

III. INDEPENDENT CONTRACTOR

The Consultant shall at all times be deemed to be an independent contractor, engaged by the Village to perform the services set forth in Attachment 1. Neither the Consultant nor any of its employees shall be considered to be employees of the Village for any reason, including but not limited to for purposes of workmen's compensation law, Social Security, or any other applicable statute or regulation.

IV. PAYMENT TO THE CONSULTANT

For work associated with the project, the Consultant shall be reimbursed in an amount NOT TO EXCEED \$56,946.

- A. The Consultant shall submit invoices in a format approved by the Village.
- B. The Consultant shall maintain records showing actual time devoted and cost incurred. The Consultant shall permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under this Contract. The Consultant shall make these records available at reasonable times during the Contract period, and for a year after termination of this Contract.
- C. The Village shall make monthly payments to the Consultant based upon actual progress, within 30 days after receipt of invoice.

V. TERMINATION OF AGREEMENT

Notwithstanding any other provision hereof, the Village may terminate this Contract at any time upon fifteen (15) days prior written notice to the Consultant. In the event that this Contract is so terminated, the Consultant shall be paid for services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of work completed determined on the basis of the percentage completed as agreed upon between the Village and the Consultant.

VI. TERM

This Contract shall become effective as of the date the Consultant is given a written Notice to Proceed and, unless terminated for cause or pursuant to Article V foregoing, shall expire on December 31, 2014, or on the date the Village Manager determines that all of the Consultant's work under this Contract is completed. A determination of completion shall not constitute a waiver of any rights or claims which the Village may have or thereafter acquire with respect to any breach hereof by the Consultant.

VII. RENEWAL OF CONTRACT

The Village shall decide at least sixty (60) days before the end of the Term, as defined in Article VI of this Contract, whether the Village desires to engage the Consultant in another Contract to provide support services in connection with the Village's geographical information system. The Village shall provide the Consultant written notice within thirty (30) days of said decision.

VIII. NOTICE OF CLAIM

If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Village, the Consultant shall give written notice of his claim within fifteen (15) days after occurrence of such action. No claim for additional compensation shall be valid unless so made. Any changes in the Consultant's fee shall be valid only to the extent that such changes are included in writing signed by the Village and the Consultant. Regardless of the decision of the Village Manager relative to a claim submitted by the Consultant, all work required under this Contract as determined by the Village Manager shall proceed without interruption.

IX. BREACH OF CONTRACT

If any party violates or breaches any term of this Contract, such violation or breach shall be deemed to constitute a default, and the other party has the right to seek such administrative, contractual or legal remedies as may be suitable to the violation or breach; and, in addition, if any party, by reason of any default, fails within thirty (30) days after notice thereof by the other party to comply with the conditions of the Contract, the other party may terminate this Contract.

X. INDEMNIFICATION

The Consultant shall indemnify and save harmless the Village and its officers and employees from and against any and all loss, liability and damages of whatever nature, including Workmen's Compensation claims by Consultant's employees, in any way resulting from or arising out of negligent actions or omissions of the

Consultant in connection herewith, including negligent actions or omissions of employees or agents of the Consultant arising out of the performance of this Contract.

XI. NO PERSONAL LIABILITY

No official, director, officer, agent, or employee of any party shall be charged personally or held contractually liable by or to the other party under any term or provision of this Contract or because of its or their execution, approval, or attempted execution of this Contract.

XII. NON-DISCRIMINATION

In all hiring or employment made possible or resulting from this Contract, there shall be no discrimination against any employee or applicant for employment because of sex, age, race, color, creed, national origin, marital status, of the presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification, and this requirement shall apply to, but not be limited to, the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. No person shall be denied, or subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Contract on the grounds of sex, race, color, creed, national origin, marital status, the presence of any sensory, mental or physical handicap or age except minimum age and retirement provisions. Any violation of this provision shall be considered a violation of a material provision of this Contract and shall be grounds for cancellation, termination or suspension, in whole or in part, of the Contract by the Village.

XIII. ASSIGNMENT AND SUCCESSORS

This Contract and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto; provided, however, that no assignment shall be made without the prior written consent of the Village.

XIV. DELEGATING AND SUBCONTRACTING

Any assignment, delegation or subcontracting shall be subject to all the terms, conditions and other provisions of this Contract and the Consultant shall remain liable to the Village with respect to each and every item, condition and other provision hereof to the same extent that the Consultant would have been obligated if it had done the work itself and no assignment, delegation or subcontract had been made.

XV. NO CO-PARTNERSHIP OR AGENCY

It is understood and agreed that nothing herein contained is intended or shall be construed to, in any respect, create or establish the relationship of co-partners between the Village and the Consultant, or as constituting the Consultant as the general representative or general agent of the Village for any purpose whatsoever.

XVI. SEVERABILITY

The parties intend and agree that, if any paragraph, subparagraph, phrase, clause, or other provision of this Contract, or any portion thereof, shall be held to be void or

otherwise unenforceable, all other portions of this Contract shall remain in full force and effect.

XVII. HEADINGS

The headings of the several paragraphs of this Contract are inserted only as a matter of convenience and for reference and in no way are they intended to define, limit, or describe the scope of intent of any provision of this Contract, nor shall they be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.

XVIII. MODIFICATION OR AMENDMENT

This Contract constitutes the entire Contract of the parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment duly executed by the parties. Each party agrees that no representations or warranties shall be binding upon the other party unless expressed in writing herein or in a duly executed amendment hereof, or Change Order as herein provided.

XIX. APPLICABLE LAW

This Contract shall be deemed to have been made in, and shall be construed in accordance with the laws of the State of Illinois.

XX. NEWS RELEASES

The Consultant may not issue any news releases without prior approval from the Village Manager nor will the Consultant make public proposals developed under this Contract without prior written approval from the Village Manager prior to said documentation becoming matters of public record.

XXI. COOPERATION WITH OTHER CONSULTANTS

The Consultant shall cooperate with any other persons in the Village's employ on any work associated with the project.

XXII. NOTICES

All notices, reports and documents required under this Contract shall be in writing and shall be mailed by first class mail, postage prepaid, addressed as follows:

If to Village:

Village of Winnetka  
Steve Saunders  
510 Green Bay Road  
Winnetka, IL 60093

If to Consultant:

MGP, Inc.  
Thomas A. Thomey  
701 Lee Street, Suite 1020  
Des Plaines, IL 60016

XXIII. INTERFERENCE WITH PUBLIC CONTRACTING: P.A. 85-1295

The Consultant certifies hereby that it is not barred from entering into this Contract as a result of violations of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code.

XXIV. SEXUAL HARASSMENT POLICY: 775 ILCS 5/2-105(A)(4)

The Consultant certifies hereby that it has a written Sexual Harassment Policy in full compliance with 775 ILCS 5/2-105(A)(4).

XXV. WRITTEN COMMUNICATIONS

All recommendations and other communications by the Consultant to the Village Manager and to other participants, which may affect cost or time of completion, shall be made or confirmed in writing. The Village Manager may also require other recommendations and communications by the Consultant be made or confirmed in writing.

IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto on the date first above written.

ATTEST:

\_\_\_\_\_  
Village Clerk

\_\_\_\_\_  
Village Manager

ATTEST:

CONSULTANT

By \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

Its \_\_\_\_\_

Proposal for Geographic Information System Services  
Attachment 1

1) GENERAL PURPOSE

The purpose of this agreement is for the Village to enter an agreement with the Consultant for all or part of its geographic information system (GIS) management, development, operation, and maintenance. In addition to supporting the existing GIS program, the Consultant will identify opportunities for continued development and enhancement.

The Village will be sharing management, development, and maintenance expertise and staffing with other municipalities as a member of the Geographic Information System Consortium (GISC). The benefits to the Village include, but are not limited to, collective bargaining for rates and services, shared development costs, and joint purchasing and training.

The Consultant is the sole Service Provider for GISC and is responsible for providing the necessary GIS professional resources to support this entity. The Consultant will facilitate and manage resource, cost, and technical innovation sharing among GISC members.

2) CONFIDENTIALITY

This attachment includes proprietary and confidential information. It shall not be copied, circulated, or otherwise provided to any person or organization that is not part of the process established for its consideration without the advance written permission of MGP, Inc.,

3) SERVICE TYPES

For the purpose of cost accounting, the Consultant will provide two (2) service types to the Village. The intent of this distinction is to track specific types of investment without overburdening general operation of the GIS program. Many of these services will go unnoticed to the Village but are required to sustain the GIS program. The Consultant will employ reasonable professional discretion when specific direction is not provided by the Village or the GIS Consortium.

- A. Services relate to the direct management, development, operation, and maintenance of the Village GIS required to reasonably support the system.
- B. Services relating to the investigation, research, and development of new functionality and capability for the GIS Consortium and its members.

4) SERVICES

The Consultant will help provide the necessary resources to support the Village GIS program. The allocation of these resources will be reasonably commensurate with the level of expertise required to fulfill the specific task thus enabling efficient use of Village investment. The Consultant includes, but is not limited to, the following personnel:

- A. A GIS Manager that is responsible for the overall implementation of the GIS program based on the directions and instructions of the Village. The GIS Manager will provide senior-consultant services and will provide coordination and facilitation of GISC developments and initiatives. Budget forecasting and work reporting will be provided by the GIS Manager as directed by the Village.
- B. A GIS Coordinator is responsible for the operation of the GIS program including the coordination of resources. The GIS Coordinator will provide services to the Village in determining the short- and long-term needs of the GIS program. The GIS Coordinator will be responsible for managing the program resources including Consultant resources, external agencies, and Village committees and user groups.
- C. A GIS Platform Administrator is responsible for managing the data model and administering the database and related information. The GIS Platform Administrator plans, implements, and configures the data to enhance performance and maintain integrity of the data system.
- D. A GIS Application Developer that is responsible for the conceptualization, design, development, testing, installation, documentation, training, and maintenance of GIS and related software. Software includes, but is not limited to; computer programs, form designs, user manuals, data specifications, and associated documentation.
- E. A GIS Analyst is responsible for analyzing and planning special projects that require skills beyond the typical operation of the system. Special projects may include the development of ad hoc maps, layers, databases, and user solutions.
- F. A GIS Specialist that provides the daily operation, maintenance, and support of the GIS. This individual is typically fully allocated to the Village and is responsible for database development and maintenance, map production, user training and help-desk, user group support, and system support and documentation.
- G. A GIS/RAS (Remote Access Service) Specialist provides the same services as the GIS Specialist above using equipment hosted by the service provider.

5) PROJECTED UTILIZATION

Projected utilization is an estimate of service hours required of the Consultant by the Village. This projection is established by and between the Village, GISC, and the Consultant. Although variations are anticipated, the Village and the Consultant have a fiduciary responsibility to GISC and its members to meet their projected utilization. Significant variations in actual utilization may negatively influence service rates for GISC members. The anticipated projected utilization for each Consultant service is:

- A. \_\_\_\_\_ hours of GIS Specialist
- B. 493 hours of GIS/RAS Specialist
- C. 49 hours of GIS Coordinator
- D. 49 hours of GIS Analyst
- E. 35 hours of GIS Platform Administrator
- F. 35 hours of GIS Application Developer
- G. 35 hours of GIS Manager

6) SERVICE RATES

Rates are based on projected utilization of GISC members in collective bargaining with the Consultant. The Consultant guarantees these rates for the term of this agreement as long as actual utilization is reasonably consistent with projected utilization. The Consultant has the right to assign a cost-of-living adjustment one (1) time per year with prior notice to the Village. The GISC collective bargaining rates are as follows:

- A. \$ 70.50 per hour for GIS Specialist
- B. \$ 74.00 per hour for GIS/RAS Specialist
- C. \$ 88.50 per hour for GIS Coordinator
- D. \$ 88.50 per hour for GIS Analyst
- E. \$ 110.10 per hour for GIS Platform Administrator
- F. \$ 110.10 per hour for GIS Application Developer
- G. \$ 110.10 per hour for GIS Manager

7) FACILITIES AND EQUIPMENT

The Village is required to provide the Consultant adequate space, furnishings, hardware, and software to fulfill the objectives of the GIS program. The facilities requirement is no different than would be otherwise required by the Village to support a GIS program. The rate structure extended to GISC members is contingent on these provisions for the Consultant. Facilities and equipment include, but are not limited to, the following

- A. Full-time office space for the GIS Specialist and periodic office space for guests. This space should effectively and securely house all required GIS systems, peripherals, and support tools. This space must be available during normal business hours.
- B. Furnishings including adequate desk(s), shelving, and seating accommodations for the GIS Specialist and periodic guests. A telephone line and phone to originate and receive outside calls. A network connection with access to the Internet.
- C. Hardware including a workstation, server, plotter, printer, digitizer, scanner and network infrastructure.
- D. Software including GIS software(s), productivity tools, application development tools, commercial databases, and network access software.

- E. The Village is responsible for installing, operating, and maintaining the backup and recovery systems for all Village owned GIS assets that permits the Consultant to continue services within a reasonable period of time following a disaster.

8) BILLING & PAYMENT

The Consultant will invoice the Village on a monthly basis for work completed and work in-progress. The Consultant requires 100% payment within 35 days of invoicing.

9) INTELLECTUAL PROPERTY

If any intellectual property should be developed during the course of this agreement, the Village and the Consultant shall be joint owners of said intellectual property.

- A. It is understood that this agreement does not grant to the Village or any employees, partners, business associates or other associated parties thereof, any rights in any intellectual property developed by the Consultant outside the terms of this agreement, or any protectable interests stemming there from.
- B. The Village and the Consultant agree, that no assignments, authorization of reuse by others, giveaways, license grants, sales, transfer, security interests, or any other grant of rights for any intellectual property that may be developed during this agreement, will be made to any third party without a written agreement between the Village and the Consultant.
- C. If this agreement between the Village and the Consultant should be terminated, the Village shall, in good faith, allow the Consultant, any reasonable use of any Intellectual Property developed during this Contract.



## Agenda Item Executive Summary

**Title:** Concrete Repairs to Water Plant Clearwell #3- Change Order

**Presenter:** Brian Keys, Director of Water & Electric

**Agenda Date:** 12/17/2013

**Consent:**  YES  NO

- |                                     |                         |
|-------------------------------------|-------------------------|
| <input type="checkbox"/>            | Ordinance               |
| <input type="checkbox"/>            | Resolution              |
| <input checked="" type="checkbox"/> | Bid Authorization/Award |
| <input type="checkbox"/>            | Policy Direction        |
| <input type="checkbox"/>            | Informational Only      |

### Item History:

The Water Plant utilizes three concrete clearwells as part of the distribution system for potable water. Bid #013-028 was issued for concrete repairs to Clearwell #3. The scope of the work included addressing wall cracks, spalling on the ceiling, and two locations with deteriorated wall surfaces and climbing rungs. At the October 15, 2013, Council Meeting, the bid was awarded to Keno & Sons Construction Company in the amount of \$36,845.

### Executive Summary:

Construction work started in November 2013. Clearwell #3 was taken out of service by Water Plant staff. Keno & Sons Construction Company completed de-watering of the clearwell and started making repairs to the concrete. During the construction activities, staff and the contractor identified additional repairs (quantity and type) that were required beyond those specified in the bid document.

After reviewing the alternative of delaying the additional repairs, the contractor was directed to proceed with the repairs. Additional wall cracks were completed at the bid unit price. Repairs to the ceiling and entrance were outside the scope and unit prices of the bid specification and completed on a time and material basis.

The additional cost of \$8,705 exceeds staff's purchasing authority. Under the Village's purchasing policy, Council authorization is necessary.

The FYE 2014 Budget contains \$100,000 allocated toward clearwell repairs in capital account #52-66-640-323. The Village Council has previously approved \$36,845 for concrete repairs to Clearwell #3.

### Recommendation / Suggested Action:

Consider approval of the Change Order for the additional repairs to Clearwell #3 at the Water Plant in the amount of \$8,705, increasing the project cost from \$36,845 to \$45,550.

### Attachments:

-Agenda Report, dated December 10, 2013

## AGENDA REPORT

**Subject:** Concrete Repairs to Water Plant Clearwell #3 – Change Order

**Prepared by:** Brian Keys, Director Water & Electric

**Ref:** February 23, 2013 Budget Presentation  
October 15, 2013 Village Council Meeting, pp. 13-15

**Date:** December 10, 2013

The Water Plant utilizes three concrete clearwells as part of the distribution system for potable water. An inspection and repair report was completed in December 2010. The inspection found the clearwell to be in excellent condition, but identified some areas with cracks and spalling that should be addressed. Bid #013-028 was issued for concrete repairs to Clearwell #3. The scope of the work included addressing wall cracks, spalling on the ceiling, and two locations with deteriorated wall surfaces and climbing rungs. At the October 15, 2013, Council Meeting, the bid was awarded to Keno & Sons Construction Company in the amount of \$36,845.

Construction work started in November 2013. Clearwell #3 was taken out of service by Water Plant staff. In accordance with the bid scope, Keno completed de-watering of the clearwell and started making repairs to the concrete. During the construction activities, staff and the contractor identified additional repairs (quantity and type) that were required beyond those specified in the bid document. Thirteen additional feet of wall cracks were identified. Similar to the other cracks, these were injected at the contractor's unit price. Ceiling repairs were more numerous and required additional work beyond the bid scope. Staff utilized the professional services of RHMG Inc. to assist in determining the appropriate repair for the ceiling. The engineer identified the appropriate repair activity and materials for the repairs. After discussing the project schedule, material availability and cost implications of extending the clearwell project with the contractor or performing the work at a later date, it was agreed that the work would be performed on a time and material basis during the current project. Additional repairs to the concrete entrance of the clearwell were also identified.

The contractor was able to re-schedule crews to complete the additional work during initial rental period of the trailer mounted generator and heating equipment to avoid an additional project expense of approximately \$5,000. By completing the repairs during the current maintenance project, the Village avoided approximately \$14,261 in costs to remobilize a contractor, dewater the clearwell, clean the clearwell after repairs, and disinfect the clearwell.

A summary of the project costs is included on the following page for reference.

**Concrete Repairs to Clearwell #3**

Description	Quantity	Unit Cost	Extended Cost
Wall Crack Repair	13	\$231.00	\$3,003.00
Access Hatch Repair	1	T&M	\$1,422.00
Ceiling Crack Repair	1	T&M	\$4,280.00
Change Orders:			<b>\$8,705.00</b>
Original Contract Award:			\$36,845.00
<b>TOTAL:</b>			<b>\$45,550.00</b>

The additional cost of \$8,705 exceeds staff’s purchasing authority. Under the Village’s purchasing policy, Council authorization is necessary.

The FYE 2014 Budget contains \$100,000 allocated toward clearwell repairs in capital account #52-66-640-323. The Village Council has previously approved \$36,845 for concrete repairs to Clearwell #3.

**Recommendation:**

Consider approval of the Change Order for the additional repairs to Clearwell #3 at the Water Plant in the amount of \$8,705, increasing the project cost from \$36,845 to \$45,550.



## Agenda Item Executive Summary

**Title:** Stormwater Monthly Summary Report

**Presenter:** Steven M. Saunders, Director of Public Works/Village Engineer

**Agenda Date:** 12/17/2013

**Consent:**  YES  NO

<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Bid Authorization/Award
<input type="checkbox"/>	Policy Direction
<input checked="" type="checkbox"/>	Informational Only

### Item History:

Monthly Report

### Executive Summary:

The Village's Stormwater Project Manager has prepared a monthly report for the Village Council that brings together status, cost, and schedule information, for each separate stormwater project, in one place. The report consists of four documents, explained below:

AT Group Project Summary Report (Attachment #1)

This report provides a brief outline and summary of each major stormwater project currently being undertaken by the Village.

One Year Look-Ahead Schedule (Attachment #2)

This document provides an overview schedule for each project.

Program Budget (Attachment #3)

This report provides financial information for the stormwater and sanitary sewer improvement programs.

Program Organization Chart (Attachment #4)

This document presents a one-page "snapshot" view of the status of each project, and how each project fits into the overall stormwater and sanitary sewer management program.

### Recommendation / Suggested Action:

Informational report

### Attachments:

1. AT Group Project Summary Report
2. One Year Look-Ahead Schedule
3. Program Budget
4. Program Organization Chart



## MEMORANDUM

DATE: December 11, 2013  
TO: Steven Saunders, P.E.  
Village of Winnetka  
SUBJECT: Project Summary

### **Spruce Outlet (Tower)**

Activity Summary The Village opened bids for the project on September 26, and the Council awarded the contract to Copenhagen on October 15, in the amount of \$976,036. Tentatively, construction is scheduled to begin in spring, 2014.

Budget Summary The Village budgeted \$90,000 for engineering and committed \$111,429, and budgeted \$1,000,000 for construction and committed \$976,036.

6-Month Look Ahead The project team will:

1. Conduct a neighborhood pre-construction meeting on the project
2. Construct the project

### **Spruce Outlet (Lloyd)**

Activity Summary The Village Council authorized a contract with Lenny Hoffman Excavating for the project on August 20. Underground work is complete, and the storm sewer system is operational. Paving of the area will occur in 2014 in coordination with the Park District.

Budget Summary The Village budgeted \$90,000 for engineering and committed \$37,143. The bid award was for \$251,488. Based on the bid award, the total project cost estimate has been reduced from \$398,786 to \$288,631.

6-Month Look Ahead The project team will:

1. Complete paving in 2014

### **Winnetka Avenue Pump Station**

Activity Summary The Village opened bids for the project on September 10, and the Village Council awarded the contract on September 15. Boller Construction was the low responsible bidder with a bid of \$1,038,300. The contractor and project engineer are proceeding with the submittal process. Construction is scheduled to start in the beginning of 2014.

Budget Summary The adjusted project budget is \$1,188,562, including engineering and construction.

6-Month Look Ahead The project team will:  
1. Construct the project

### **NW Winnetka (Greenwood/Forest Glen)**

Activity Summary Village staff and consultants met with area residents (Boal Parkway, as well as Heather, Hickory, Sumac and Hazel Lanes) to present the proposed design and obtain resident input on stormwater concerns. The project team will follow-up with the residents and anticipates another area resident meeting.

Budget Summary The Village budgeted \$250,000 for engineering and committed \$226,874 for engineering. The total project cost estimate – including the Forest Glen improvements - remains \$4,266,924.

6-Month Look Ahead The project team will:  
1. Complete the permit process  
2. Conduct an additional neighborhood meeting on the project  
3. Let the contract with Village Council approval  
4. Construct the project

### **Willow Road Tunnel**

Activity Summary The Village received two responses to the RFQ and distributed the RFP to the two teams. The project team met with each of the teams to discuss the RFP and answer questions. The Village received the RFP responses on November 22, reviewed the responses and conducted interviews December 4. The project team requested additional information based on the interviews, and anticipates additional interviews.

Budget Summary The Village budgeted \$800,000 for engineering and committed \$70,350. The total project cost estimate remains \$34,369,048.

6-Month Look Ahead The project team will:  
1. Review the supplemental information and conduct additional interviews  
2. Present the recommended firm to the Village Council for approval  
3. Process the engineering services agreement



## **Stormwater Master Plan (SMP)**

Activity Summary Village staff continues to meet monthly with Baxter & Woodman (B&W) representatives to discuss the status of the project. B&W presented the Draft SMP at the December 10 Study Session, and will proceed with finalizing the SMP based on direction received.

Budget Summary The Village budgeted \$50,000 and committed \$101,220.

6-Month Look Ahead The project team will:

1. Prepare the Stormwater Master Plan
2. Present the Stormwater Master Plan to the Council

## **Stormwater Utility Feasibility Study**

Activity Summary The Village Council directed staff and Municipal & Financial Services Group (MFSG) to proceed with the implementation phase for a stormwater utility. MFSG conducted a utility policy workshop with the Council on October 1 and received feedback on key policies for the development of the utility billing database.

Budget Summary The Village budgeted \$50,000 and awarded an agreement in the amount of \$72,100.

6-Month Look Ahead The project team will:

1. Complete the on-line bill estimator
2. Proceed with implementation

## **Sanitary Sewer Evaluation**

Activity Summary B&W is proceeding with the detailed I/I evaluation in select areas of the Village to identify specific system repairs and corrections needed.

Budget Summary The Village has budgeted \$150,000 and committed \$152,157.

6-Month Look Ahead The project team will:

1. Complete detailed evaluations
2. Report findings to the Council
3. Complete design engineering of initial system improvements



## **Public Outreach**

Activity Summary The project team continues to update the website and monitor the activity. The Stormwater Management Program Special Report was published in August and two Town Hall Meetings were held in September. Responses to the questions raised at the Town Hall Meetings were posted to the Master Plan website in November.

Budget Summary There is no separate budget associated with this project.

6-Month Look Ahead The project team will continue to update the website and monitor activity.

## **Ravine/Sheridan Road Improvements**

Activity Summary IDOT is planning pavement and drainage improvements for the area with paving tentatively scheduled for 2014. Due to the need for easement acquisition, the drainage is scheduled for 2015. Staff met with IDOT to review the preliminary plans and discuss the project in general.

Budget Summary This project is funded in its entirety by IDOT.

6-Month Look Ahead The project team will:  
1. Monitor IDOT activities  
2. Update the Council as needed

## **Ash Street Pump Station**

Activity Summary CBBEL completed plans and specifications for the station, including pump and electrical equipment replacement. Staff also reviewed the project scope as part of the FY 14 budget. Construction is tentatively scheduled for 2014.

Budget Summary This project is funded within the Stormwater Fund Capital Budget.

6-Month Look Ahead The project team will:  
1. Budget for the project  
2. Proceed with final engineering and construction

Attached are the following documents:

1. One-Year Look-Ahead Schedule including Council Meeting Presentations
2. Program Budget
3. Program Organization Chart

If you have any questions or need additional information, please call me at 847-691-9832, or send an e-mail to [jjohnson@theadgrp.com](mailto:jjohnson@theadgrp.com).



Village of Winnetka  
Stormwater Management Program

One-Year Look Ahead Schedule

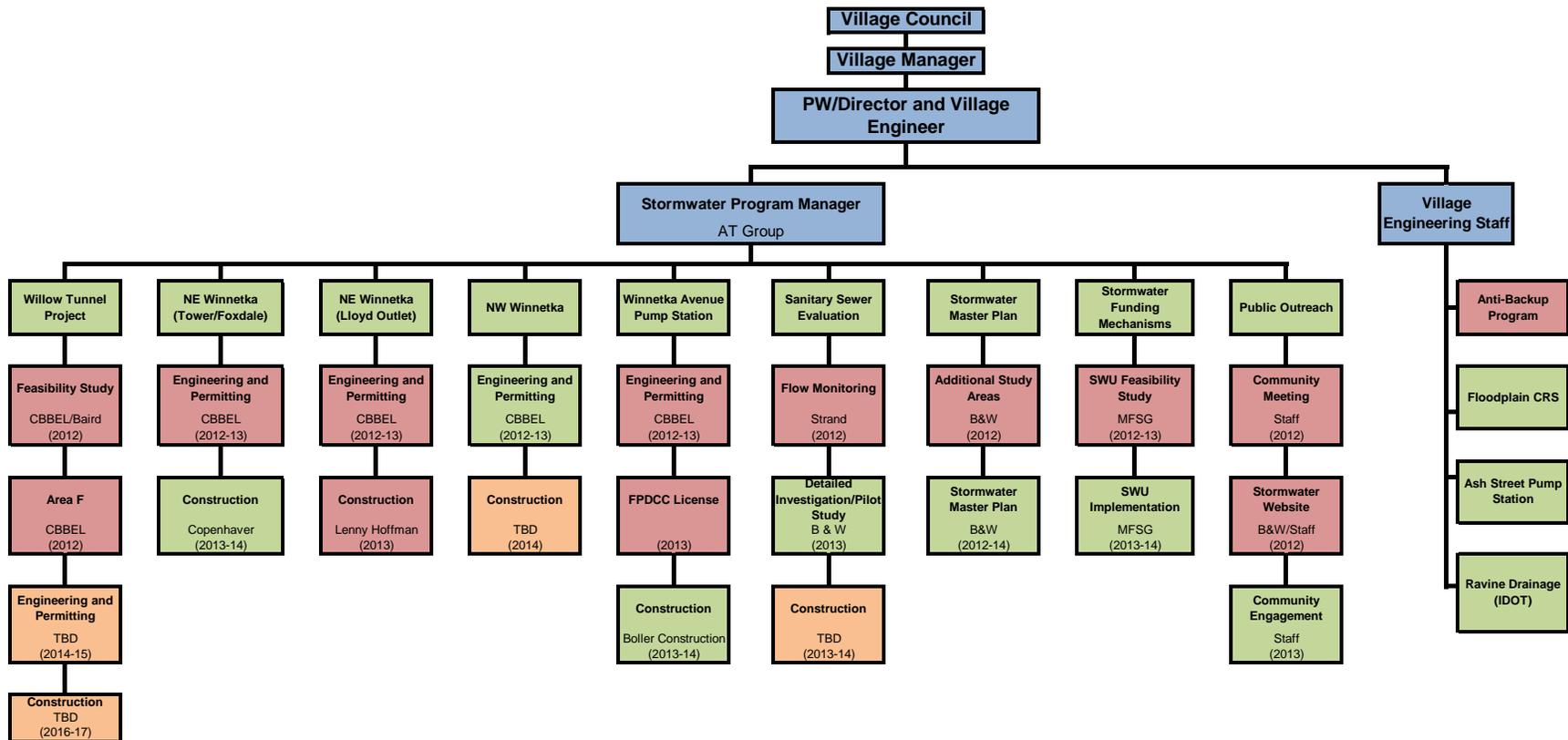
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	Dec 13	Jan 14	Feb 14	Mar 14	Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14
<b>Tower/Foxdale</b>												
Bid Authorization/Bidding												
Construction												
<b>Lloyd Outlet</b>												
Construction												
<b>Tunnel (Willow North, Willow South, Provident, Cherry Outlet, Underpass)</b>												
Engineering RFP												
Preliminary Engineering												
<b>NW Winnetka (Greenwood/Forest Glen)</b>												
Bid Authorization/Bidding												
Construction												
<b>Winnetka Avenue Pump Station</b>												
Construction												
<b>Sanitary Sewer</b>												
Engineering												
Construction												
<b>Stormwater Master Plan</b>												
Develop SMP												
<b>Community Outreach</b>												
<b>Program Financing</b>												
Bond 1 - Authorization/Processing (\$9.0MM)												
Bond 1 - Proceeds (\$9.0MM)												
Bond 2 - Authorization/Processing (\$9.5MM)												
Bond 2 - Proceeds (\$9.5MM)												
<b>Village Council Meeting Presentations</b>												
Stormwater Monthly Report												
Stormwater Master Plan Draft Report												
NW Winnetka Bid Authorization												
Willow Road Tunnel RFP												
Willow Road Tunnel CM RFQ												
Stormwater Monthly Report												
Stormwater Monthly Report												
NW Winnetka Bid Approval												
Stormwater Monthly Report												
Stormwater Monthly Report												



Village of Winnetka  
Stormwater Management Program Budget

Project	Initial Estimated Project Costs	Current Estimated Project Costs	2013/2014 Budget	Council Authorized	Spent	Comments
<b>Stormwater Fund</b>						
<u>58.75.640.601</u>						
Winnetka Ave. pump station	\$ 1,188,562	\$ 1,067,600	\$ 750,000	\$ 1,067,600	\$ 29,300	Council Award 9/17/13
Tower Road/Foxdale	\$ 1,419,544	\$ 1,087,465	\$ 1,000,000	\$ 1,087,465	\$ 110,457	Council Award 10/15/13
Lloyd Park/Spruce Street	\$ 601,030	\$ 288,631	\$ 414,000	\$ 288,631	\$ 221,967	Council Award 8/20/13
NW Winnetka Greenwood/Forest Glen	\$ 2,880,887	\$ 4,266,924	\$ 4,040,000	\$ 226,874	\$ 217,880	Added Forest Glen and included utilities from different line item
Willow Rd tunnel <i>Proposed Area F</i>	\$ 32,498,697	\$ 34,369,048	\$ 800,000	\$ 37,750 \$ 17,600	\$ 37,705 \$ 17,407	CBBEL October 2011 budget w/Kenny and Baird estimates
Stormwater rate study	\$ 50,000	\$ 167,316	\$ 10,000	\$ 167,316	\$ 111,691	DPW 2011/12 Budget vs proposal. Additional fee for fifth workshop. Includes Implementation Phase
Stormwater master plan	\$ 50,000	\$ 101,220	\$ 60,000	\$ 101,220	\$ 95,285	DPW 2011/12 Budget vs proposal (added 6 drainage areas)
Total Stormwater Costs	\$ 38,688,720	\$ 41,348,204	\$ 7,074,000	\$ 2,994,456	\$ 841,692	
<b>Sanitary Sewer Fund</b>						
<u>54.70.640.201</u>						
Sanitary Sewer Studies/Engineering	\$ 150,000	\$ 152,157	\$ 50,000	\$ 152,157	\$ 144,001	Additional monitoring
System I & I repairs	\$ 1,000,000	\$ 1,000,000	\$ 300,000	\$ -	\$ -	
Total Sanitary Sewer Costs	\$ 1,150,000	\$ 1,152,157	\$ 350,000	\$ 152,157	\$ 144,001	



KEY	
Position	<span style="background-color: #4a7ebb; color: white; padding: 2px;"> </span>
Completed	<span style="background-color: #c0392b; color: white; padding: 2px;"> </span>
Ongoing	<span style="background-color: #27ae60; color: white; padding: 2px;"> </span>
Future	<span style="background-color: #f39c12; color: white; padding: 2px;"> </span>