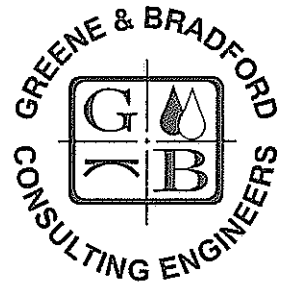


GREENE & BRADFORD, INC.

3501 Constitution Drive
Springfield, Illinois 62707
(217) 793-8844
(217) 793-6227 Fax
www.greeneandbradford.com



March 4, 2002

Mr. Patrick Schad, Clerk
Village of Chatham
116 E. Mulberry
Chatham, IL 62629

RE: 2002 MFT
Village of Chatham
02-00000-00-GM
G&B# 02024

*for Meredith
tonights
meeting.
Jay*

Dear Mr. Schad:

Attached are five (5) copies of the Municipal Estimate of Maintenance Costs, Municipal Maintenance Operations, Resolution for Maintenance of Streets, Maintenance Engineering Agreement and one (1) Informational Copy of the Material Proposal for the Village of Chatham.

If the Village concurs with the program, sign all copies and return four (4) copies to this office for further processing.

If you have any questions, please call me at your convenience.

Respectfully,
GREENE & BRADFORD, INC.

Felix Golab

Enclosures

cc: Tom Gray, Village President
file #02024

FG/sf

J:\02024\CORRES\tr to Village - Schad - 3-4-02.doc

RESOLUTION NO. 15-02

**A RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS
BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE
(MFT PROGRAM FOR FY 2003)**

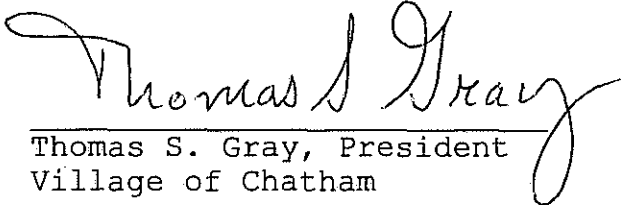
BE IT RESOLVED by the President and Board of Trustees of the Village of Chatham, Sangamon County, Illinois as follows:

Section 1: That the President and Board of Trustees hereby appropriated the sum of \$46,000 of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of the Illinois Highway Code, from January 1, 2002 to December 31, 2002.

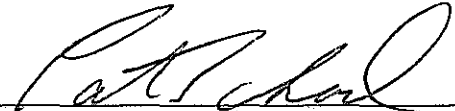
Section 2: That the appropriate officials be and are hereby directed to sign the necessary Illinois Department of Transportation forms and the Clerk is hereby directed to cause said forms to be returned to the Department of Transportation.

Section 3: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

Passed this 9th day of April, 2002; by a vote of 6 yea, 0 nay, 0 absent at a Regular meeting of the Board of Trustees


Thomas S. Gray, President
Village of Chatham

ATTEST:


Pat Schad, Clerk

Corporate Seal





Period from 01/01/2002 to 12/31/2002 Municipality CHATHAM

Estimated Cost of Maintenance Operations

Maintenance Operation (No. - Description - Total Quantity)	Material, Equipment or Labor				Operation Cost
	Item and Specification Reference	Quantity and Unit	Unit Cost	Cost	
1. Seal Coat Complete GROUP III	Bituminous Materials Seal Coat (HFRS-2) Applied @ .35 GAL / S.Y.	6101 GAL	1.00	6101.00	
	Seal Coat Aggregate (Air Cooled Blast Furnace Slag) (CA 13)(Special) or (CA 13) Applied @ 20 ¹⁸ lbs/S.Y.	157 TON	19.50	3061.50	
	Bituminous Materials Prime Coat (MC 30) Applied @ .35 GAL/S.Y.	1680 GAL	1.00	1680.00	
	Public Equipment			200.00	
	Public Labor			200.00	11,242.50
	2. Patching Streets GROUP II	Bituminous Premix (CA 15)(Special) or (CA15) Chipmix Furnish to Village Stockpile	100 TON	35.00	3500.00
	Aggregate (CA6) Furnish to Village Stockpile	600 TON	7.50	4500.00	
	Public Equipment			1000.00	
	Public Labor			1000.00	10,000.00
3. Winter Maintenance GROUP II	Road Salt	200 TON	34.00	6800.00	
	Public Equipment			4000.00	
	Public Labor			2000.00	12,800.00
4. Ditch Work & Drainage GROUP II	Pipe Culverts			5000.00	
	Public Equipment			1000.00	
	Public Labor			1000.00	7,000.00
5. Street Sweeping	Public Equipment			1500.00	
	Public Labor			1000.00	2,500.00
	SUBTOTAL MAINTENANCE				43,542.50
	MAINTENANCE ENGINEERING				2,095.70
Total Estimated Maintenance Cost					45,638.20

Submitted _____

Approved _____

By Thomas J Gray
Municipal Official

Village President
Title

District Engineer

Submit Four (4) Copies to District Engineer



Illinois Department of Transportation

Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code

BE IT RESOLVED, by the President and Board of Trustees of the Chatham Village of Chatham, Illinois, that there is hereby appropriated the sum of \$46,000.00 of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2002 to December 31, 2002.

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon a practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Springfield, Illinois.

I, Patrick Schad Clerk in and for the Chatham Village of Chatham, County of Sangamon

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by

the President and Board of Trustees at a meeting on 09 April 2002

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 09 day of April 2002

(SEAL) Pat Schad Village Clerk



APPROVED
Date
Department of Transportation
District Engineer



The services to be performed by the engineer, pertaining to the various items of work included in the estimated cost of maintenance operations (BLR 8202 or 8205), shall consist of the following:

PRELIMINARY ENGINEERING shall include:

Investigation of the condition of the streets or highways for determination (in consultation with the local highway authority) of the maintenance operations to be included in the maintenance program; preparation of the maintenance resolution, estimate and proposal; attendance at meetings of the governing body as may reasonably be required; attendance at public letting; preparation of the contract or acceptance of proposal forms; and the preparation of the maintenance expenditure statement.

ENGINEERING INSPECTION shall include:

Furnishing the engineering field inspection (including preparation of payment estimates and/or checking material invoices) of those maintenance operations requiring professional on-site inspection, as opposed to those ordinary operations such as street sweeping, snow removal, tree trimming, crack filling, cleaning ditches and culverts, etc., which typically require no professional inspection.

For furnishing preliminary engineering, the engineer will be paid a base fee PLUS a negotiated fee percentage. For furnishing engineering inspection the engineer will be paid a negotiated fee percentage. The negotiated preliminary engineering fee percentage for each group shown in the "Schedule of Fees" shall be applied to the total estimated costs of that group. The negotiated fee for engineering inspection for each group shall be applied to the total final cost of that group for the items which required engineering. (See reverse side for additional instructions). In no case shall this be construed to include supervision of contractor operations.

SCHEDULE OF FEES

		BASE FEE			
		Programs of \$15,000 or Less Negotiated (\$1,000 Maximum)	Over \$15,000 \$1,000		
Group	PLUS		Engineering Inspection		Operation to be Inspected, Etc.
	Preliminary Engineering Acceptable Fee %	Negotiated Fee %	Acceptable Fee %	Negotiated Fee %	
I	NA	NA	NA	NA	NA
II	2%	2%	NA	NA	NA
III	4%	4%	4%		
IV	5%		6%		

SIGNATURES

By: *Pat School*
Local Agency Official

Chatham Clerk
Title

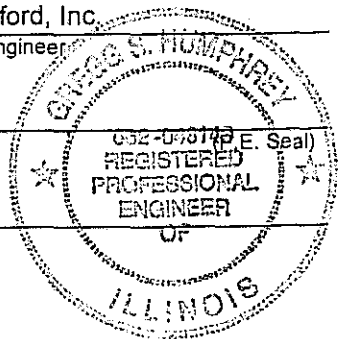
09 April
Date



Greene & Bradford, Inc.
Consulting Engineer

By: *Gregg S. Humphrey*
Gregg S. Humphrey, President

3-5-02
Date



Group**TYPICAL OPERATION WITHIN GROUP**

- I Non-engineering items; materials or services purchased without a proposal; i.e. electrical energy and expendable small tools.
- II Routine day labor maintenance items, i.e. street sweeping, tree trimming or removal, mowing, ice and snow control, cleaning ditches, brush removal, traffic signal maintenance, lighting maintenance and purchases by a proposal of materials not directly incorporated into the work. Items requiring minimum preliminary engineering and no engineering inspection.
- III Day labor maintenance items requiring material proposal. Items furnished and spread or delivered to jobsite by material suppliers. Items requiring preliminary engineering and/or engineering inspection.
- IV Contract maintenance items performed by contractors. Items requiring preliminary engineering and/or engineering inspection.

Notes:

- (1) The negotiated fee shall not exceed the acceptable fee percentage for each group and shall be negotiated based on the level of complexity involved.
- (2) PRELIMINARY ENGINEERING: The negotiated fee for each group shall be applied to the total estimated costs of those items in that group (excluding engineering cost).
- (3) ENGINEERING INSPECTION: To compute the estimated cost, the negotiated fee for each group shall be applied to the total estimated cost of those items in that group to be inspected. The actual fee paid shall be based on the final costs of those items in that group given field inspection by the Engineer.
- (4) Payment for maintenance engineering may be arranged:
 - (a) On the basis of base fees plus percentage fees not to exceed the fees listed, or
 - * (b) On the basis of the actual cost of services plus a specified percentage for overhead, or
 - * (c) On the basis of a lump sum fee.
 - * If method (b) or (c) is employed, the total engineering cost shall not be greater than the amount determined under method (a).
- (5) Ten percent of the total fee is to be withheld until such time as the expenditure statement is submitted and the final cost of inspected items is known.
- (6) Each maintenance operation shown on the "Estimate of Maintenance Costs" shall show the applicable engineering Group (I to IV) for which the operation applies.
- (7) Base fee applies only to preliminary engineering.