

**AGENDA**  
**THE CITY OF ST. CHARLES CITY**  
**COMMITTEE OF THE WHOLE MEETING**  
**ALD. JAYME MUENZ, CHAIR**  
**MONDAY, APRIL 27, 2026**  
**IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING**  
**CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET**

1. **Call to Order**
2. **Roll Call**
3. **Agenda-Related Public Comment** (this comment period should be limited to comments related to items on the published agenda)
4. **Consent Agenda Items** are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.
5. **Community Development**
  - a. 2025 St. Charles Housing Affordability Analysis and 2026 Inclusionary Housing Fee (Information Only).
  - b. Housing Trust Fund Status Update (Information Only).
  - c. Recommendation to approve a Fourth Amendment to the Intergovernmental Agreement between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services by Amending the “2025 Amended Budget for Housing Trust Fund Activities” to Allocate Funds to the Kane County Affordable Housing Fund for 2026.
6. **Public Works**
  - a. Recommendation to approve a **Resolution** Awarding the Unit Price Bid to Performance Pipelining for Sanitary Sewer Lining Program in the amount of \$494,864.

- b. Recommendation to approve a **Resolution** Awarding the Unit Cost Bid for the Annual Lead Line Replacement Program to Swallow Construction in the amount of \$7,650,000.
- c. Recommendation to approve a **Resolution** Awarding an Agreement for Engineering Services for Phase 1 Flow Monitoring to Engineering Enterprises Inc. in the amount of \$89,810.
- d. Recommendation to approve a **Resolution** Authorizing a Four-Year Service Agreement for Water Well Development to Layne Christensen Company based on the hourly and unit cost provided at an estimated cost of \$350,000 annually.
- e. Recommendation to approve a **Resolution** Authorizing a Consultant Contract with Benesch for Routine Bridge Inspections in the amount of \$46,000 in FY/27 and \$217,241 over five years.
- f. Recommendation to approve a **Resolution** Awarding the Bid for Directional Boring Services to Archon Construction Co., Inc. for an annual amount of \$500,000 and three-year total of \$1,500,000.
- g. Recommendation to approve a **Resolution** Awarding the Bid for a five-year contract for Utility Pole Inspections to Electric Power Systems International for an annual amount of \$32,182 and five-year total of \$166,814.50.
- h. Recommendation to approve a **Resolution** to Authorize Issuing a Purchase Order in the amount of \$125,000 to Schweitzer Engineering Laboratories (SEL), Inc. For SEL Relays.
- i. Recommendation to approve a **Resolution** to Authorize Issuing a Purchase Order in the amount of \$70,000 to Schweitzer Engineering Laboratories Engineering, Inc. (SEL) for SCADA Design and Integration.
- j. Recommendation to approve a **Resolution** Awarding the Bid for Transformer Repairs, Reconditioning and Disposal Services to Midwest Electric Transformer Services in an annual amount of \$50,000 and three-year total of \$150,000.
- k. Recommendation to Waive the Formal Bid Procedure and Approve a **Resolution** to Authorize "Spot Buying" of Cable and Transformers for FY26/27 in an amount of \$3,800,000.
- l. Recommendation to Waive the Formal Bid Procedure and approve a **Resolution** Authorizing the Purchase in the amount of \$320,000 for Federal Pacific Switchgear from PowerOne Corporation.

**7. Information Technology**

- a. Recommendation to approve a **Resolution** Authorizing a Three-Year Subscription Agreement for Everbridge Mass Notification System Software in the amount of \$53,482.
- b. Recommendation to approve a **Resolution** Authorizing an Agreement with Infor (US), LLC for Annual Software Maintenance and Support Services in the amount of \$242,066.

**8. Administration**

- a. Recommendation to approve a **Resolution** Authorizing the Mayor to Send a Request for Support Letter to State and Federal Legislators.

**9. Public Comment** (this comment period is open to any topic)

**10. Additional Items from Mayor, Council or Staff**

**11. Executive Session**

- Pending, Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)
- Personnel – 5 ILCS 120/2(c)(1)

**12. Adjournment**

**ADA Compliance**

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TTY), or via e-mail at [jmcmahon@stcharlesil.gov](mailto:jmcmahon@stcharlesil.gov). Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5a

Title: **2025 St. Charles Housing Affordability Analysis & 2026 Inclusionary Housing Fee**

Presenter: **Russell Colby, Community Development Director**

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$

**Budgeted Amount:** \$ N/A

**Not Budgeted:**

**TIF District:** None

The St. Charles Housing Affordability Analysis is prepared by staff on an annual basis to inform City decisions regarding housing policies and programs and to track the City’s standing with respect to the State of Illinois Affordable Housing Planning & Appeals Act, which requires communities to have a housing stock that is at least 10% affordable. The information is also used to inform the City’s decisions regarding our local affordable housing requirements and programs.

“Affordable housing” is defined as housing that has a sales price or rental amount that is within the means of a household with an income at or below 80% Area Median Income for owner-occupied units and at or below 60% Area Median Income for rental units. To be considered affordable, housing costs cannot exceed 30% of a household’s annual income.

**Affordability Findings**

	2025	2024	Commentary
<b>All Housing Stock</b>	<b>8.0%</b>	8.3%	This finding marks the lowest affordability findings since the analysis was first completed 16 years ago. It is also the second year in a row that the analysis places St. Charles under the 10% affordable threshold required under the State Affordable Housing Planning & Appeals Act.
<b>Ownership Affordability</b>	<b>6.2%</b>	6.6%	Stabilization of market values kept affordability consistent from last year. Ownership housing remains largely unaffordable.
<b>Rental Affordability</b>	<b>11.6%</b>	11.6%	Rental affordability remained constant from last year, with a relatively low percentage of affordable units.

Despite this year’s findings, St. Charles remains an “exempt local government” under the State Act. This is based on the most recent (2023) State finding for St. Charles of 17.2% affordable, which remains in place until the next State report is released in 2028.

**Staff Commentary**

Housing Affordability in St. Charles is expected to continue to be a challenge based on current housing market trends characterized by low supply and rising prices. On the rental side, continued construction of planned market-rate units are expected to further reduce the affordable rental share, however added market-rate units are not necessarily a negative as they can also help moderate local demand and rental rate escalation.

Historically, the City has supported affordable housing initiatives as a matter of policy, regardless of the State requirement. Staff believes that it will continue to be in the City’s interest to be proactive with affordable housing policy going forward.

In the past, the City was generally willing to accept fee-in-lieu payments from housing developers, as opposed to requiring construction of affordable units within market-rate projects. Over the last two years, Committee members have expressed a preference for requiring developers to provide affordable units rather than accepting fee-in-lieu payments. Requiring affordable units within market-rate projects will help to stabilize the affordable rental share.

**2026 Inclusionary Housing Fee**

No changes are recommended to the Inclusionary Housing fee-in-lieu amount (see attached memo). The fee calculation is based on various downpayment percentages for an affordable home per the affordable home price as determined by the State in their 5-year Statewide Local Government Affordability Report. The fees were updated in 2024 based on the 2023 Report. It was expected that the fees would remain as-is until the next State report (expected in 2028).

**Attachments (please list):**

2025 St. Charles Housing Affordability Analysis; Inclusionary Housing Fee Memo

**Recommendation/Suggested Action (briefly explain):**

Information Only – No action needed

## 2025 St. Charles Housing Affordability Analysis

March 2026

### I. BACKGROUND & PURPOSE

City staff has performed an analysis of St. Charles' housing stock beginning in 2009 and in most years thereafter for two primary reasons:

1. To provide the Housing Commission and City Council with an assessment of the state of housing affordability in the community and to track basic housing market indicators to inform decisions regarding housing policies and programs. (This includes periodic adjustments to the Inclusionary Housing Ordinance requirements, such as setting the yearly fee-in-lieu requirement for new development.)
2. To track the City's standing with respect to the State of Illinois' Affordable Housing Planning & Appeals Act (AHPAA).

#### ***Affordable Housing Planning & Appeals Act (AHPAA)***

Every five years, Illinois Housing Development Authority (IHDA) releases a list of each community's affordable housing share. This report is used by IHDA to determine a community's standing with respect to the Affordable Housing Planning & Appeals Act. Per the law:

- "Non-Exempt Local Governments" have less than 10% of the local housing stock that is considered affordable. These communities must adopt an Affordable Housing Plan and may be subject to developer appeals to the State Housing Appeals Board.
- "Exempt Local Governments" have more than 10% of the local housing stock that is considered affordable. These municipalities do not need to adopt an Affordable Housing Plan and would not be subject to developer appeals.

#### ***Affordable Housing Definition***

For the purposes of this report and consistent with the City's Inclusionary Housing Ordinance and AHPAA, "affordable housing" is defined as housing that has a sales price or rental amount that is within the means of a household with an income at or below 80% of the Area Median Income (AMI) for owner-occupied units and at or below 60% AMI for rental units, based on household size. To be considered affordable, housing costs cannot exceed 30% of gross annual household income.

#### ***Summary of Findings 2009-2024***

Table 1 lists City's findings of St. Charles' affordable housing share since 2009. This is the percentage of rental and owner-occupied housing units within City limits that are considered affordable. The method used to calculate the affordable housing share is discussed further in Section II.

Table 2 lists IHDA's findings of St. Charles' affordable housing share. IHDA's most recent report, released in December 2023, found St. Charles' affordable housing stock to again be around 17% of total units. St. Charles remains an Exempt Local Government under AHPAA because its affordable housing share is over 10%. The next update is expected in 2028.

**Table 1 – City**

City's Finding – St. Charles' Affordable Housing Share <sup>1</sup>	
2009	16.3%
2010	16.6%
2011 <sup>2</sup>	18%
2013	16.8%
2014	13.8%
2017	12.7%
2018	14.7%
2019	13.7%
2020	12%
2021	11.3%
2022	17%
2023	12.9%
2024	8.3%
2025	8.0%

**Table 2 - IHDA**

IHDA's Finding – St. Charles' Affordable Housing Share	
2004	16.3%
2013	11.2%
2018	17.1%
2023	17.2%

### **Methodology**

The City's finding of St. Charles' affordable housing share has differed from IHDA's determination in the years both entities have conducted analyses. The 2013 report released by IHDA, and each report thereafter, reflected a different methodology to calculate each community's affordable housing share than used for the initial report in 2004. The methodology is also slightly different than the method IHDA uses to create its annual Affordability Charts, which are now used as the basis for the City's analysis. Reasons for the difference between the City's and IHDA's findings are related to the data points and sources used for the calculations, including:

- Median income: City uses median income adjusted for a four-person household while IHDA uses the overall area median income.
- Home prices and rents: City uses local Township Assessor data to determine the assessed market value of owner-occupied homes in St. Charles and actual collected rents from each apartment complex in the city. IHDA uses American Community Survey (ACS) 5-year estimates to determine home prices and rents. The 2023 report used 2017-2021 ACS 5-year estimates.
- Housing unit count: City uses Township Assessor data for this information, while IHDA uses ACS 5-year estimates.

City staff believe that the housing affordability situation in St. Charles is more accurately represented by the City's affordability finding due to the use of more localized and up-to-date data.

## **II. AFFORDABILITY IN ST. CHARLES – 2025 UPDATE**

This analysis separates A) owner-occupied (purchased) and B) rental housing units and combines the results to determine the total percentage of housing in St. Charles that is considered affordable.

<sup>1</sup> No report was completed in 2012, 2015, or 2016 due to availability of Township Assessor data

<sup>2</sup> From 2009-2020, the affordable housing share was calculated based on the formula outlined in IHDA's 2004 Report on the Affordable Housing Planning & Appeals Act. IHDA changed its methodology in 2013. In 2021, Staff began utilizing IHDA's annual Affordability Charts to determine the affordable home price and retroactively re-calculated the affordable housing share back to 2013. The results identified for 2009-2011 reflect the original formula.

### A) Affordable Purchase Price - Owner Occupied Units

To determine the number of affordable owner-occupied units in St. Charles, the affordable purchase price must first be determined. Each year, IHDA publishes Owner-Occupied and Rental Unit Affordability Charts as supplemental guidance for communities wishing to track exemption status under the Affordable Housing Planning & Appeals Act. The chart provides the affordable purchase price for households at 80% of the Area Median Income (AMI) adjusted for the number of people in a household, as well as affordable rents.

IHDA utilizes a mortgage-industry standard measure to estimate the affordable purchase price for households at 80% AMI. The family of four income limit is divided by .36 to give a rough idea of a purchase price that would result in an affordable monthly mortgage payment that includes principal, interest, taxes, insurance, and assessments.

Table 3 details the 2025 calculation. The affordable purchase price for a family of 4 earning 80% of AMI for 2025 is **\$266,389**, up 6.9% from \$249,111 in 2024. This increase reflects a 6.9% rise in AMI, which is slightly higher than the typical AMI increase over the past 8 years of around 5-6%.

**Table 3 - Affordable Home Price Calculation**

Chicago Metropolitan Statistical Area Median Income (four-person household)	\$119,875
80% of AMI	\$95,900
<b>Owner-Occupied Purchase Price Affordable to Family Earning 80% of AMI</b>	<b>\$266,389</b>

### B) Affordable Rents - Rental Housing

Affordable rents are determined by IHDA on a yearly basis and reported in IHDA's Owner-Occupied and Rental Unit Affordability Charts. Table 4 shows the maximum rent affordable to a household earning 60% of AMI, adjusted for family size. For example, the affordable rent for a 3-bedroom unit is based upon 60% AMI for a four-person household (\$71,940). Since last year, the amount of rent considered affordable increased by approximately 7% across the board, from \$83-\$150 more per month depending on bedroom size, again due to the increase in AMI. This marks a slightly higher rate of rental increase than experienced in past years.

**Table 4 – Affordable Rents for Chicago Metro Area – 2025**

	Studio	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom
<b>Affordable Rent Limits for HH @ 60% AMI</b>	\$1,260	\$1,350	\$1,620	\$1,871	\$2,087	\$2,303

### **2025 Affordability Findings & Analysis—Owner Occupied and Rental Units**

To determine the number of affordable owner-occupied units, City staff utilized St. Charles Township Assessor data from 2025 to determine the number of owner-occupied units that fell at or below the affordable home purchase price, based on the market value assigned by the Assessor.

To determine the number of affordable rental units, City staff utilized local rental rates collected by the City. These rates were then compared to the maximum rent thresholds established by IHDA.

Table 5 provides the total number of units by type, the number of units considered to be affordable, and the resulting percentage of units considered to be affordable. The total percentage of affordable units was determined by combining the owner-occupied and rental findings.

**Table 5 - 2025 City Findings**

Unit Type <sup>3</sup>	Total Units	Affordable Units	% Affordable
<b>Owner-Occupied Units</b>			
Single-Family	7,832	261	3.3%
Two-Family Duplex	60	6	10%
Condo	960	345	36%
Townhome	1,163	12	1%
<b>Owner-Occupied Total</b>	<b>10,015</b>	<b>624</b>	<b>6.2%</b>
<b>Rental Units</b>			
<b>Rental Units</b>	<b>5,117</b>	<b>592</b>	<b>11.6%</b>
<b>COMBINED TOTAL</b>			
<b>Total Owner-Occupied &amp; Rental Units</b>	<b>15,132</b>	<b>1,216</b>	<b>8.0%</b>

As shown in Table 5, just 6.2% of owner-occupied housing falls below the 2025 affordable home price of \$266,389 and are therefore considered affordable, based on market values assigned by the Township Assessor. This is down just slightly from 6.6% affordable in 2024. This points to a stabilization of market values over the past year. The 2024 analysis reported a drastic 50% decrease in owner-occupied affordability from 2023 due to a sharp increase in market values. Regardless, home values remain largely unaffordable to households at 80% AMI and below.

On the rental side, affordability of rental housing remained constant from last year, at 11.6% affordable. Rental rates have fluctuated both up and slightly down across St. Charles' apartment complexes. There is not a definitive trend of increasing or decreasing rents. Still, only three market-rate complexes offer affordable units, comprising just 78 units. All other affordable rentals are within income-restricted, subsidized developments.

In total, 8.0% of housing units in St. Charles are considered affordable. This is almost consistent with the 2024 finding of 8.3% affordable, continuing with the trend of low affordability. This is the second year with a finding under the 10% affordable housing threshold required under the Affordable Housing Planning & Appeals Act. Note, however, that IDHA's latest affordability assessment, from 2023, still overrides the City's 2025 assessment in terms of compliance with AHPAA. IDHA is expected to update their assessment in 2028.

### III. ST. CHARLES HOUSING MARKET TRENDS – 2025

St. Charles Township Assessor sales data was used to analyze the price of owner-occupied homes sold in St. Charles in 2025. Figure 1 shows the median home sale price over the past 15 years (note- data from 2023 is missing due to lack of availability). The median sale price in 2025 was \$425,000, topping the previous high in 2024 of \$406,500. This marks a continuation of the local (and national) trend of steadily increasing owner-occupied housing prices.

<sup>3</sup> Two-unit or more conversions and single-family rentals identified in the Assessor data were added to the total number of rental units. However, staff cannot readily determine the rents charged for these units so they were only counted as part of the total rental units; none were counted as affordable.

In terms of affordability, the median sale price for owner-occupied homes is about \$158,000 over the affordable home price (\$266,389). Only 12 homes sold in 2025 (2.7%) would be considered affordable, reflecting the high sales prices being demanded in the current market.

**Figure 1**

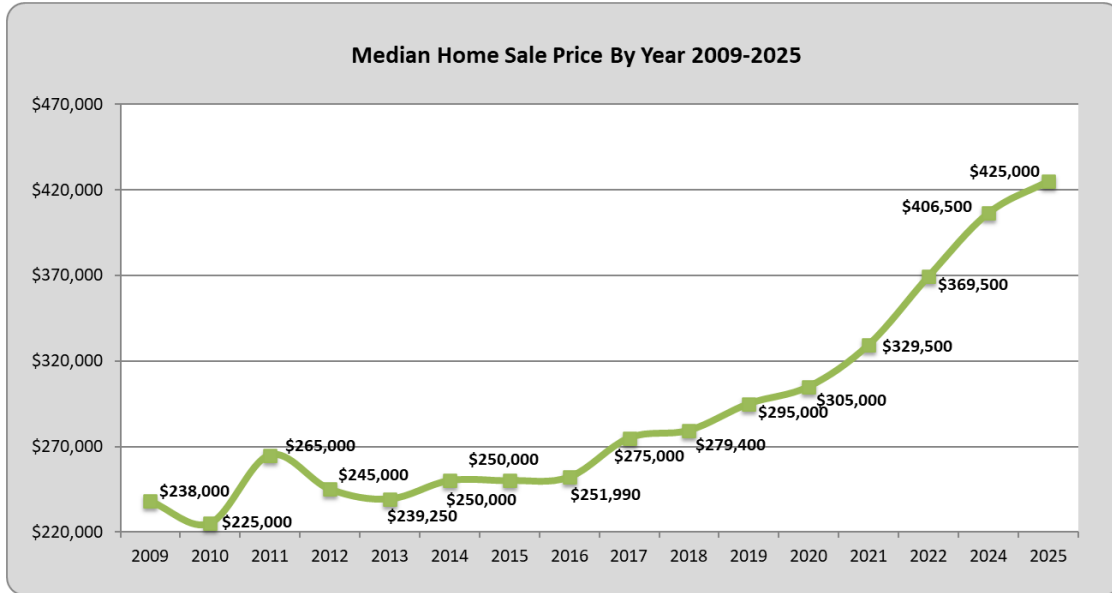
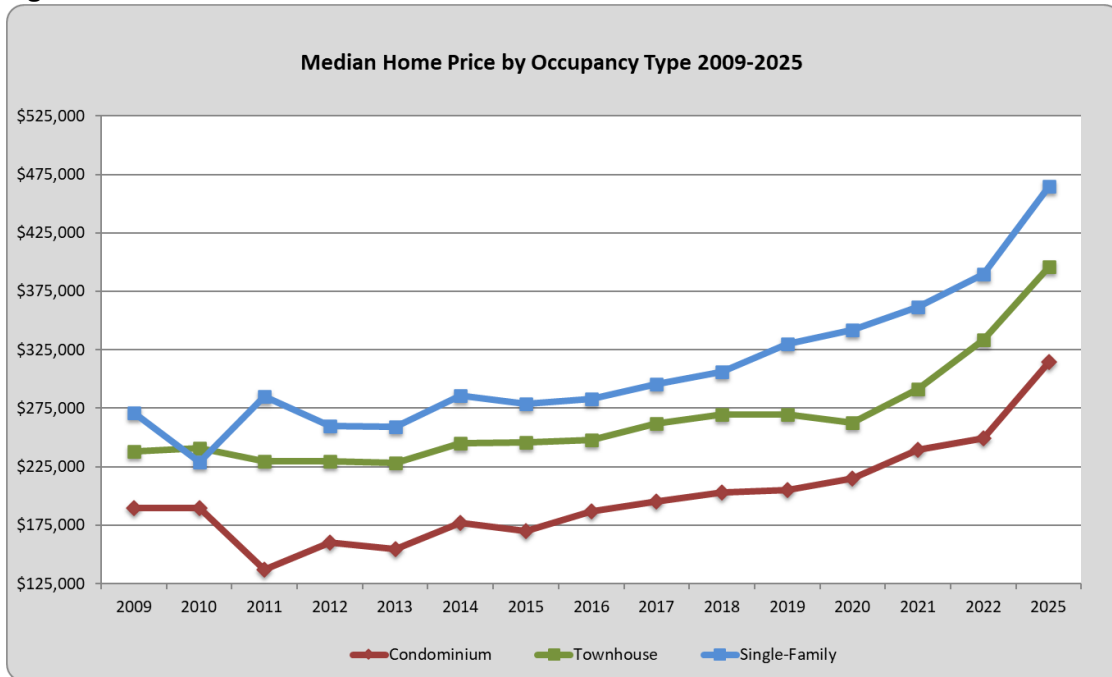


Figure 2 shows the median home sale price separated by unit type<sup>4</sup>. This figure reflects a steady increase in the sale price of single-family homes, townhomes, and condos since 2009. In 2025:

- Of 320 single-family homes sold, only 4 homes (1%) were under the affordable home price.
- Of 40 condos sold, 7 condos (18%) were under the affordable home price.
- Of 78 townhomes sold, only 1 townhome was under the affordable home price.

**Figure 2**



<sup>4</sup> Data is not available from 2023 or 2024 due to availability of Township Assessor data.

#### **IV. CONCLUSIONS**

This report finds that as of the end of 2025, 8% of St. Charles' overall housing stock was affordable. This marks the lowest affordability finding since this analysis was first completed 16 years ago but is consistent with last year's finding. This is the second time staff's analysis places St. Charels under the 10% affordable threshold required under the Affordable Housing Planning & Appeals Act. However, St. Charels remains an "exempt local government" from IHDA's perspective, based on IHDA's most recent (2023) finding for St. Charles of 17.2% affordable.

This year marks a continuation of home values far outpacing median income, a trend reflected in the national housing market. St. Charles Township Assessor market values are based on the previous three years of sales data, so it is likely housing values will continue to rise based on current trends.

On the rental side, affordability remained constant at 11.6% affordable. With additional units in the pipeline at Prairie Centre and the potential for development of more market-rate rental housing, it can be expected that overall rental affordability will decrease in coming years. Incorporation of affordable units in new developments would help to counteract this trend.

Staff will continue to monitor St. Charles' affordable housing status. The next affordability analysis will be conducted in early 2027.



## MEMO

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### COMMUNITY DEVELOPMENT DEPARTMENT

DATE: April 13, 2026  
TO: Members of the City Council Committee of the Whole  
FROM: Ellen Johnson, Planner II  
RE: **2026 Inclusionary Housing Fee**

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#### I. Background

The Inclusionary Housing Ordinance (IHO), Title 19 of the City Code, requires developers of new residential developments to build a proportionate share of affordable housing units on site, or to pay a fee-in-lieu of providing affordable units. Fee-in-lieu payments made by developers are placed into the City's Housing Trust Fund to be used to provide and preserve affordable housing opportunities in St. Charles.

Under Title 19 of the City Code, the Inclusionary Housing fee-in-lieu may be set on an annual basis at the discretion of the City Council. Council typically sets the fee at the beginning of each calendar year, at the same time as the Affordability Analysis is presented. Section 19.02.060 states:

*The amount of the per-unit fee-in-lieu of Affordable Units shall be determined annually by the City Council. If no fee has been determined by the City Council for the current year, the fee most recently determined by the City Council shall apply.*

#### II. Current IHO Fee

Since 2021, the City has used a three-tier fee structure based on housing type. Prior to 2021, a single fee was used for all housing types.

The fee calculation is based on various downpayment percentages for an affordable home per the affordable home price determined by the State in their 5-year Statewide Local Government Affordability Report. The fees were updated in 2024 based on the State's 2023 Report. It was expected that the fees would remain as-is until the next State report (expected in 2028).

The current fees are:

- Multi-Family Developments: \$52,454.19 (cost of a 25% downpayment for an affordable home priced at \$209,817) per required affordable unit
- Townhome Developments: \$36,717.93 (cost of a 17.5% downpayment) per required affordable unit
- Single-Family Developments: \$20,981.67 (cost of a 10% downpayment) per required affordable unit

#### III. Fee for Remainder of 2026

No action is needed to keep the fees as-is for the remainder of calendar year 2026.



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5a

Title: **2025 St. Charles Housing Affordability Analysis & 2026 Inclusionary Housing Fee**

Presenter: **Russell Colby, Community Development Director**

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$

**Budgeted Amount:** \$ N/A

**Not Budgeted:**

**TIF District:** None

The St. Charles Housing Affordability Analysis is prepared by staff on an annual basis to inform City decisions regarding housing policies and programs and to track the City’s standing with respect to the State of Illinois Affordable Housing Planning & Appeals Act, which requires communities to have a housing stock that is at least 10% affordable. The information is also used to inform the City’s decisions regarding our local affordable housing requirements and programs.

“Affordable housing” is defined as housing that has a sales price or rental amount that is within the means of a household with an income at or below 80% Area Median Income for owner-occupied units and at or below 60% Area Median Income for rental units. To be considered affordable, housing costs cannot exceed 30% of a household’s annual income.

**Affordability Findings**

	2025	2024	Commentary
<b>All Housing Stock</b>	<b>8.0%</b>	8.3%	This finding marks the lowest affordability findings since the analysis was first completed 16 years ago. It is also the second year in a row that the analysis places St. Charles under the 10% affordable threshold required under the State Affordable Housing Planning & Appeals Act.
<b>Ownership Affordability</b>	<b>6.2%</b>	6.6%	Stabilization of market values kept affordability consistent from last year. Ownership housing remains largely unaffordable.
<b>Rental Affordability</b>	<b>11.6%</b>	11.6%	Rental affordability remained constant from last year, with a relatively low percentage of affordable units.

Despite this year’s findings, St. Charles remains an “exempt local government” under the State Act. This is based on the most recent (2023) State finding for St. Charles of 17.2% affordable, which remains in place until the next State report is released in 2028.

**Staff Commentary**

Housing Affordability in St. Charles is expected to continue to be a challenge based on current housing market trends characterized by low supply and rising prices. On the rental side, continued construction of planned market-rate units are expected to further reduce the affordable rental share, however added market-rate units are not necessarily a negative as they can also help moderate local demand and rental rate escalation.

Historically, the City has supported affordable housing initiatives as a matter of policy, regardless of the State requirement. Staff believes that it will continue to be in the City’s interest to be proactive with affordable housing policy going forward.

In the past, the City was generally willing to accept fee-in-lieu payments from housing developers, as opposed to requiring construction of affordable units within market-rate projects. Over the last two years, Committee members have expressed a preference for requiring developers to provide affordable units rather than accepting fee-in-lieu payments. Requiring affordable units within market-rate projects will help to stabilize the affordable rental share.

**2026 Inclusionary Housing Fee**

No changes are recommended to the Inclusionary Housing fee-in-lieu amount (see attached memo). The fee calculation is based on various downpayment percentages for an affordable home per the affordable home price as determined by the State in their 5-year Statewide Local Government Affordability Report. The fees were updated in 2024 based on the 2023 Report. It was expected that the fees would remain as-is until the next State report (expected in 2028).

**Attachments (please list):**

2025 St. Charles Housing Affordability Analysis; Inclusionary Housing Fee Memo

**Recommendation/Suggested Action (briefly explain):**

Information Only – No action needed

## 2025 St. Charles Housing Affordability Analysis

March 2026

### I. BACKGROUND & PURPOSE

City staff has performed an analysis of St. Charles' housing stock beginning in 2009 and in most years thereafter for two primary reasons:

1. To provide the Housing Commission and City Council with an assessment of the state of housing affordability in the community and to track basic housing market indicators to inform decisions regarding housing policies and programs. (This includes periodic adjustments to the Inclusionary Housing Ordinance requirements, such as setting the yearly fee-in-lieu requirement for new development.)
2. To track the City's standing with respect to the State of Illinois' Affordable Housing Planning & Appeals Act (AHPAA).

#### ***Affordable Housing Planning & Appeals Act (AHPAA)***

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- "Exempt Local Governments" have more than 10% of the local housing stock that is considered affordable. These municipalities do not need to adopt an Affordable Housing Plan and would not be subject to developer appeals.

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#### ***Summary of Findings 2009-2024***

Table 1 lists City's findings of St. Charles' affordable housing share since 2009. This is the percentage of rental and owner-occupied housing units within City limits that are considered affordable. The method used to calculate the affordable housing share is discussed further in Section II.

Table 2 lists IHDA's findings of St. Charles' affordable housing share. IHDA's most recent report, released in December 2023, found St. Charles' affordable housing stock to again be around 17% of total units. St. Charles remains an Exempt Local Government under AHPAA because its affordable housing share is over 10%. The next update is expected in 2028.

**Table 1 – City**

City's Finding – St. Charles' Affordable Housing Share <sup>1</sup>	
2009	16.3%
2010	16.6%
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**Table 2 - IHDA**

IHDA's Finding – St. Charles' Affordable Housing Share	
2004	16.3%
2013	11.2%
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2023	17.2%

### **Methodology**

The City's finding of St. Charles' affordable housing share has differed from IHDA's determination in the years both entities have conducted analyses. The 2013 report released by IHDA, and each report thereafter, reflected a different methodology to calculate each community's affordable housing share than used for the initial report in 2004. The methodology is also slightly different than the method IHDA uses to create its annual Affordability Charts, which are now used as the basis for the City's analysis. Reasons for the difference between the City's and IHDA's findings are related to the data points and sources used for the calculations, including:

- Median income: City uses median income adjusted for a four-person household while IHDA uses the overall area median income.
- Home prices and rents: City uses local Township Assessor data to determine the assessed market value of owner-occupied homes in St. Charles and actual collected rents from each apartment complex in the city. IHDA uses American Community Survey (ACS) 5-year estimates to determine home prices and rents. The 2023 report used 2017-2021 ACS 5-year estimates.
- Housing unit count: City uses Township Assessor data for this information, while IHDA uses ACS 5-year estimates.

City staff believe that the housing affordability situation in St. Charles is more accurately represented by the City's affordability finding due to the use of more localized and up-to-date data.

## **II. AFFORDABILITY IN ST. CHARLES – 2025 UPDATE**

This analysis separates A) owner-occupied (purchased) and B) rental housing units and combines the results to determine the total percentage of housing in St. Charles that is considered affordable.

<sup>1</sup> No report was completed in 2012, 2015, or 2016 due to availability of Township Assessor data

<sup>2</sup> From 2009-2020, the affordable housing share was calculated based on the formula outlined in IHDA's 2004 Report on the Affordable Housing Planning & Appeals Act. IHDA changed its methodology in 2013. In 2021, Staff began utilizing IHDA's annual Affordability Charts to determine the affordable home price and retroactively re-calculated the affordable housing share back to 2013. The results identified for 2009-2011 reflect the original formula.

### A) Affordable Purchase Price - Owner Occupied Units

To determine the number of affordable owner-occupied units in St. Charles, the affordable purchase price must first be determined. Each year, IHDA publishes Owner-Occupied and Rental Unit Affordability Charts as supplemental guidance for communities wishing to track exemption status under the Affordable Housing Planning & Appeals Act. The chart provides the affordable purchase price for households at 80% of the Area Median Income (AMI) adjusted for the number of people in a household, as well as affordable rents.

IHDA utilizes a mortgage-industry standard measure to estimate the affordable purchase price for households at 80% AMI. The family of four income limit is divided by .36 to give a rough idea of a purchase price that would result in an affordable monthly mortgage payment that includes principal, interest, taxes, insurance, and assessments.

Table 3 details the 2025 calculation. The affordable purchase price for a family of 4 earning 80% of AMI for 2025 is **\$266,389**, up 6.9% from \$249,111 in 2024. This increase reflects a 6.9% rise in AMI, which is slightly higher than the typical AMI increase over the past 8 years of around 5-6%.

**Table 3 - Affordable Home Price Calculation**

Chicago Metropolitan Statistical Area Median Income (four-person household)	\$119,875
80% of AMI	\$95,900
<b>Owner-Occupied Purchase Price Affordable to Family Earning 80% of AMI</b>	<b>\$266,389</b>

### B) Affordable Rents - Rental Housing

Affordable rents are determined by IHDA on a yearly basis and reported in IHDA's Owner-Occupied and Rental Unit Affordability Charts. Table 4 shows the maximum rent affordable to a household earning 60% of AMI, adjusted for family size. For example, the affordable rent for a 3-bedroom unit is based upon 60% AMI for a four-person household (\$71,940). Since last year, the amount of rent considered affordable increased by approximately 7% across the board, from \$83-\$150 more per month depending on bedroom size, again due to the increase in AMI. This marks a slightly higher rate of rental increase than experienced in past years.

**Table 4 – Affordable Rents for Chicago Metro Area – 2025**

	Studio	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom
<b>Affordable Rent Limits for HH @ 60% AMI</b>	\$1,260	\$1,350	\$1,620	\$1,871	\$2,087	\$2,303

### ***2025 Affordability Findings & Analysis—Owner Occupied and Rental Units***

To determine the number of affordable owner-occupied units, City staff utilized St. Charles Township Assessor data from 2025 to determine the number of owner-occupied units that fell at or below the affordable home purchase price, based on the market value assigned by the Assessor.

To determine the number of affordable rental units, City staff utilized local rental rates collected by the City. These rates were then compared to the maximum rent thresholds established by IHDA.

Table 5 provides the total number of units by type, the number of units considered to be affordable, and the resulting percentage of units considered to be affordable. The total percentage of affordable units was determined by combining the owner-occupied and rental findings.

**Table 5 - 2025 City Findings**

Unit Type <sup>3</sup>	Total Units	Affordable Units	% Affordable
<b>Owner-Occupied Units</b>			
Single-Family	7,832	261	3.3%
Two-Family Duplex	60	6	10%
Condo	960	345	36%
Townhome	1,163	12	1%
<b>Owner-Occupied Total</b>	<b>10,015</b>	<b>624</b>	<b>6.2%</b>
<b>Rental Units</b>			
<b>Rental Units</b>	<b>5,117</b>	<b>592</b>	<b>11.6%</b>
<b>COMBINED TOTAL</b>			
<b>Total Owner-Occupied &amp; Rental Units</b>	<b>15,132</b>	<b>1,216</b>	<b>8.0%</b>

As shown in Table 5, just 6.2% of owner-occupied housing falls below the 2025 affordable home price of \$266,389 and are therefore considered affordable, based on market values assigned by the Township Assessor. This is down just slightly from 6.6% affordable in 2024. This points to a stabilization of market values over the past year. The 2024 analysis reported a drastic 50% decrease in owner-occupied affordability from 2023 due to a sharp increase in market values. Regardless, home values remain largely unaffordable to households at 80% AMI and below.

On the rental side, affordability of rental housing remained constant from last year, at 11.6% affordable. Rental rates have fluctuated both up and slightly down across St. Charles' apartment complexes. There is not a definitive trend of increasing or decreasing rents. Still, only three market-rate complexes offer affordable units, comprising just 78 units. All other affordable rentals are within income-restricted, subsidized developments.

In total, 8.0% of housing units in St. Charles are considered affordable. This is almost consistent with the 2024 finding of 8.3% affordable, continuing with the trend of low affordability. This is the second year with a finding under the 10% affordable housing threshold required under the Affordable Housing Planning & Appeals Act. Note, however, that IDHA's latest affordability assessment, from 2023, still overrides the City's 2025 assessment in terms of compliance with AHPAA. IDHA is expected to update their assessment in 2028.

### III. ST. CHARLES HOUSING MARKET TRENDS – 2025

St. Charles Township Assessor sales data was used to analyze the price of owner-occupied homes sold in St. Charles in 2025. Figure 1 shows the median home sale price over the past 15 years (note- data from 2023 is missing due to lack of availability). The median sale price in 2025 was \$425,000, topping the previous high in 2024 of \$406,500. This marks a continuation of the local (and national) trend of steadily increasing owner-occupied housing prices.

<sup>3</sup> Two-unit or more conversions and single-family rentals identified in the Assessor data were added to the total number of rental units. However, staff cannot readily determine the rents charged for these units so they were only counted as part of the total rental units; none were counted as affordable.

In terms of affordability, the median sale price for owner-occupied homes is about \$158,000 over the affordable home price (\$266,389). Only 12 homes sold in 2025 (2.7%) would be considered affordable, reflecting the high sales prices being demanded in the current market.

**Figure 1**

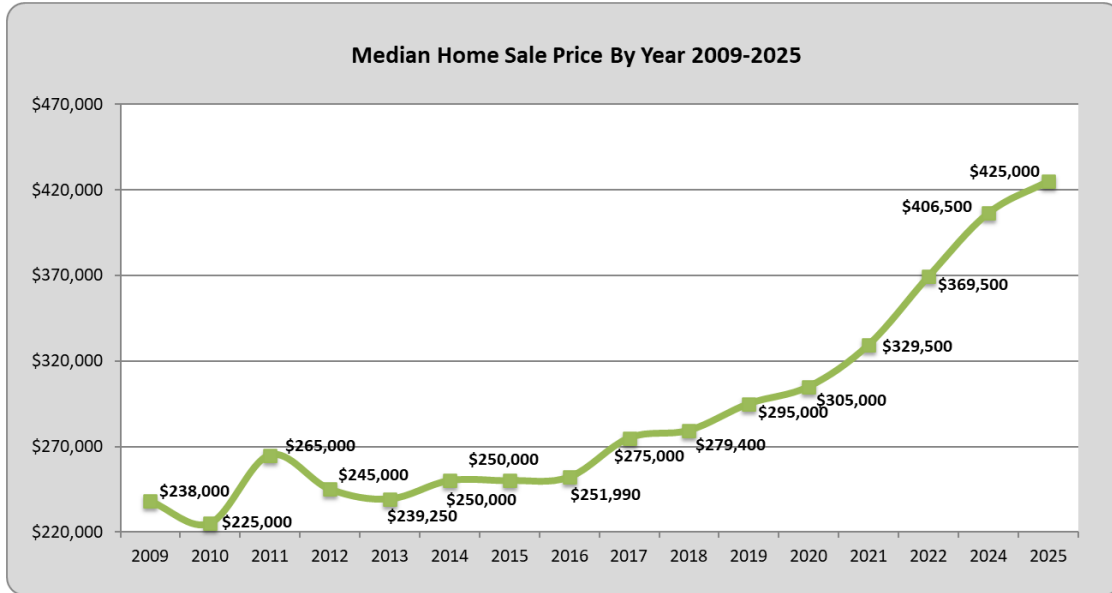
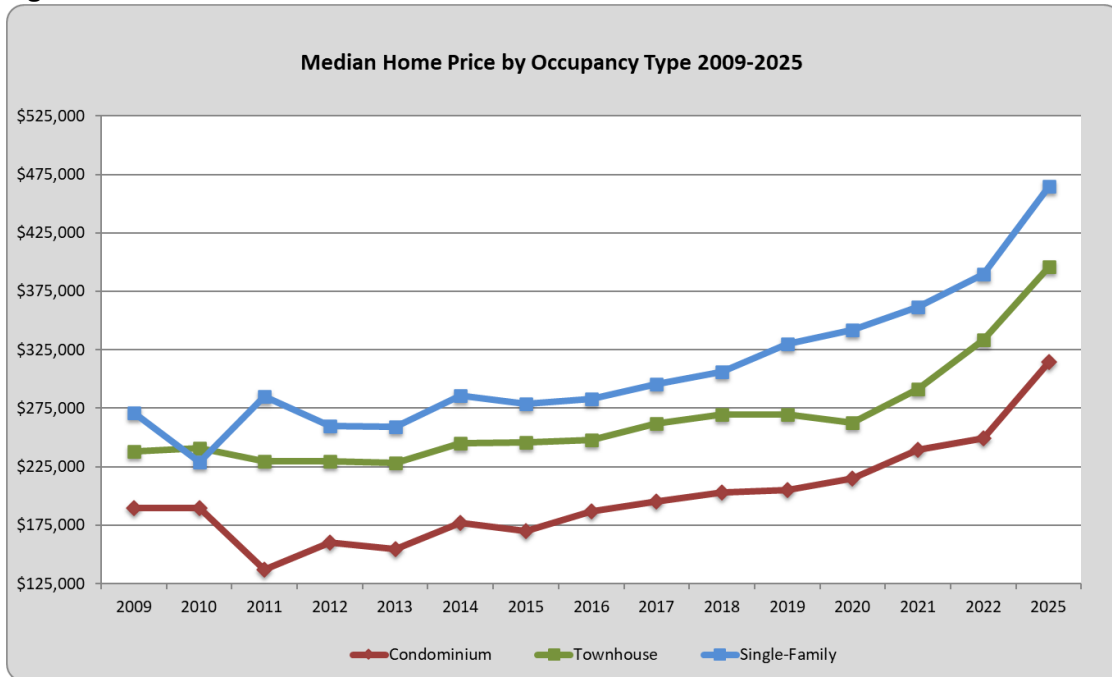


Figure 2 shows the median home sale price separated by unit type<sup>4</sup>. This figure reflects a steady increase in the sale price of single-family homes, townhomes, and condos since 2009. In 2025:

- Of 320 single-family homes sold, only 4 homes (1%) were under the affordable home price.
- Of 40 condos sold, 7 condos (18%) were under the affordable home price.
- Of 78 townhomes sold, only 1 townhome was under the affordable home price.

**Figure 2**



<sup>4</sup> Data is not available from 2023 or 2024 due to availability of Township Assessor data.

#### **IV. CONCLUSIONS**

This report finds that as of the end of 2025, 8% of St. Charles' overall housing stock was affordable. This marks the lowest affordability finding since this analysis was first completed 16 years ago but is consistent with last year's finding. This is the second time staff's analysis places St. Charels under the 10% affordable threshold required under the Affordable Housing Planning & Appeals Act. However, St. Charels remains an "exempt local government" from IHDA's perspective, based on IHDA's most recent (2023) finding for St. Charles of 17.2% affordable.

This year marks a continuation of home values far outpacing median income, a trend reflected in the national housing market. St. Charles Township Assessor market values are based on the previous three years of sales data, so it is likely housing values will continue to rise based on current trends.

On the rental side, affordability remained constant at 11.6% affordable. With additional units in the pipeline at Prairie Centre and the potential for development of more market-rate rental housing, it can be expected that overall rental affordability will decrease in coming years. Incorporation of affordable units in new developments would help to counteract this trend.

Staff will continue to monitor St. Charles' affordable housing status. The next affordability analysis will be conducted in early 2027.



## MEMO

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### COMMUNITY DEVELOPMENT DEPARTMENT

DATE: April 13, 2026  
TO: Members of the City Council Committee of the Whole  
FROM: Ellen Johnson, Planner II  
RE: **2026 Inclusionary Housing Fee**

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#### I. Background

The Inclusionary Housing Ordinance (IHO), Title 19 of the City Code, requires developers of new residential developments to build a proportionate share of affordable housing units on site, or to pay a fee-in-lieu of providing affordable units. Fee-in-lieu payments made by developers are placed into the City's Housing Trust Fund to be used to provide and preserve affordable housing opportunities in St. Charles.

Under Title 19 of the City Code, the Inclusionary Housing fee-in-lieu may be set on an annual basis at the discretion of the City Council. Council typically sets the fee at the beginning of each calendar year, at the same time as the Affordability Analysis is presented. Section 19.02.060 states:

*The amount of the per-unit fee-in-lieu of Affordable Units shall be determined annually by the City Council. If no fee has been determined by the City Council for the current year, the fee most recently determined by the City Council shall apply.*

#### II. Current IHO Fee

Since 2021, the City has used a three-tier fee structure based on housing type. Prior to 2021, a single fee was used for all housing types.

The fee calculation is based on various downpayment percentages for an affordable home per the affordable home price determined by the State in their 5-year Statewide Local Government Affordability Report. The fees were updated in 2024 based on the State's 2023 Report. It was expected that the fees would remain as-is until the next State report (expected in 2028).

The current fees are:

- Multi-Family Developments: \$52,454.19 (cost of a 25% downpayment for an affordable home priced at \$209,817) per required affordable unit
- Townhome Developments: \$36,717.93 (cost of a 17.5% downpayment) per required affordable unit
- Single-Family Developments: \$20,981.67 (cost of a 10% downpayment) per required affordable unit

#### III. Fee for Remainder of 2026

No action is needed to keep the fees as-is for the remainder of calendar year 2026.



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5b

Title: **Housing Trust Fund Status Update.**

Presenter: **Russell Colby, Community Development Director**

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$

**Budgeted Amount:** \$ N/A

**Not Budgeted:**

**TIF District:** None

**Executive Summary** (if not budgeted please explain):

**Background & Use**

The Inclusionary Housing Ordinance (IHO), Title 19 of the City Code, requires developers of new residential development to build a proportionate share of affordable housing units on site, or to pay a fee in-lieu of providing affordable units. The Housing Trust Fund was formed upon adoption of the Inclusionary Housing Ordinance in 2008. Fee in-lieu payments made by developers are placed into the Housing Trust Fund.

The current balance of the Housing Trust Fund is \$2,533,816. The balance excluding funds approved for pending projects is \$1,930,450. In 2025, new contributions totaled \$152,982.

Use of the Housing Trust Fund (HTF) is governed by [Ch. 3.50](#) of the City Code. The HTF was created to address the affordable housing needs of moderate-income households in St. Charles. Funds are to be used to create and preserve affordable housing. The City offers five programs funded by the HTF, two of which were added in 2025:

1. Home Rehab & Accessibility Loan Program – 0% interest loan for income-eligible homeowners.
2. First-Time Homebuyer Loan Program – 0% interest loan for income-eligible prospective homebuyers.
3. Urgent Need Home Rehab Program – grant for income-eligible homeowners in partnership with Habitat for Humanity of Northern Fox Valley. *New in 2025*
4. City-Lazarus Permanent Supportive Housing Program – grant to Lazarus House to support supportive housing for 10-year period. *New in 2025*
5. Kane County Affordable Housing Fund – development financing to developers of affordable housing; developers apply through Kane County for County CDBG & HOME funding and St. Charles Housing Trust Funds.

Past Projects funded by the Housing Trust Fund (completed projects):

<b>Program/Project</b>	<b>Housing Trust Funds Used</b>	<b>Year Approved</b>
Home Rehab Program – 6 loans total	\$61,557 (\$28,378 paid back due to sale)	2011-2020
Affordable Housing Fund – 1432 Dean St. Purchase/Rehab/Sale	\$59,173 (\$36,921 paid back upon sale)	2018
Affordable Housing Fund – 704 Adams Ave. Purchase/Rehab/Sale	\$49,378 (\$29,316 paid back upon sale)	2019
Affordable Housing Fund – 106 Moore Ave. New House	\$45,361 (\$23,431 paid back upon sale)	2020
<b>Total Spent</b>	<b>\$215,469 (\$118,046 total paid back)</b>	

Projects underway / approved for Housing Trust Funds:

<b>Program/Project</b>	<b>Funds Approved</b>	<b>Year Approved</b>	<b>Status</b>
Affordable Housing Fund – Habitat for Humanity; new house on Dean St.	\$115,000 + City Land Donation	2023	Construction nearing completion.
Affordable Housing Fund – Spillane & Sons; Purchase/rehab project; location TBD	\$136,049	2025	Home not yet acquired for project. Funds expire if home is not acquired by 12/31/26.
<b>Total Approved / Outstanding</b>	<b>\$251,049</b>		

Under the next agenda item, allocation of additional St. Charles Housing Trust Fund dollars into the Kane County Affordable Housing Fund to be made available to affordable housing developers through Kane County’s 2026 Request for Proposals will be discussed.

**Attachments** (please list):

N/A

**Recommendation/Suggested Action** (briefly explain):

Information Only – No action needed



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5b

Title: **Housing Trust Fund Status Update.**

Presenter: **Russell Colby, Community Development Director**

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$

**Budgeted Amount:** \$ N/A

**Not Budgeted:**

**TIF District:** None

**Executive Summary** (if not budgeted please explain):

**Background & Use**

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<b>Program/Project</b>	<b>Funds Approved</b>	<b>Year Approved</b>	<b>Status</b>
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<b>Total Approved / Outstanding</b>	<b>\$251,049</b>		


Under the next agenda item, allocation of additional St. Charles Housing Trust Fund dollars into the Kane County Affordable Housing Fund to be made available to affordable housing developers through Kane County’s 2026 Request for Proposals will be discussed.

**Attachments** (please list):

N/A

**Recommendation/Suggested Action** (briefly explain):

Information Only – No action needed

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 5c
	Title:	<b>Recommendation to approve a Fourth Amendment to the Intergovernmental Agreement between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services by Amending the “2025 Amended Budget for Housing Trust Fund Activities” to Allocate Funds to the Kane County Affordable Housing Fund for 2026.</b>	
Presenter:	<b>Russell Colby, Community Development Director</b>		
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$		<b>Budgeted Amount:</b> \$ N/A	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<p><b><u>Background</u></b></p> <p>The Kane County Affordable Housing Fund (AHF) provides gap financing for the preservation and development of affordable housing in Kane County. The AHF provides financing to developers for the acquisition, rehabilitation, and new construction of homebuyer and rental units. The AHF is administered by the Kane County Development &amp; Community Services Department and is a combination of federal funds distributed to Kane County and City of St. Charles Housing Trust Funds.</p> <p>The City has participated in the AHF since 2018. The AHF has been the primary mechanism by which developers of affordable housing can request use of the City’s Housing Trust Fund. The AHF provides the opportunity for the City’s funds to be combined with the County’s funding sources for projects in St. Charles. Projects can range from single-home rehab projects to new-construction affordable housing developments.</p> <p>Kane County handles all administrative matters in review and vetting applications and setting up agreements and loan documents. The County issues an RFP each Spring to solicit proposals from developers. Projects located in St. Charles can be awarded funds from both the County and the City through this process. The City’s portion of the funding for specific projects is approved by the St. Charles Housing Commission.</p> <p><i>See the previous agenda item (Housing Trust Fund Status Update) for a list of past projects approved under the Affordable Housing Fund.</i></p> <p><b><u>Fund Allocation</u></b></p> <p>In 2018, the City entered into an IGA with Kane County to participate in the AHF. The City allocated \$416,000 from the Housing Trust Fund (\$405,854 plus 2.5% for closing fees). Unused funds rolled over year-to-year. In 2023, City Council allocated additional funds for the Anthony Place II project (\$1.1 mil); that project did not move forward. In 2024, Council allocated additional funds for the Carroll Tower renovation project (\$544k), which also did not move forward.</p> <p>In 2025, Council allocated \$500,000 from the Housing Trust Fund to be made available for the 2025 AHF application round only. Council provided direction that unused funds should not roll over and that the allocation should be discussed each Spring, prior to Kane County issuing its annual RFP.</p> <p>Kane County intends to release its 2026 Affordable Housing Fund RFP in mid-May. The City must allocate funds in order to participate in this year’s RFP.</p>			

**Housing Commission Recommendation**

The Housing Commission discussed the Housing Trust Fund allocation to the AHF at their meeting on 4/9/26. They voted 6-0 to recommend allocating **\$600,000, plus administrative fee**, from the Housing Trust Fund to the AHF for the 2026 application round. This number was based on approximately 1/3 of the Housing Trust Fund’s available balance. The administrative fee under the current IGA is in the form of a 2.5% loan closing fee provided for each project. This would equate to an allocation of **\$615,000**. Commissioners discussed that offering City funds through the AHF gives the City the best chance for affordable housing projects to happen in St. Charels.

**Considerations:**

- All City funds allocated to the AHF remain in the City’s Housing Trust Fund until any approved project is completed and reimbursement is requested.
- Allocated funds would be limited to the 2026 AHF application round only.
- Next year’s allocation would be discussed next Spring.
- The City has the ability to end participation in the AHF (through terminating the IGA) with 90 days notice.
- Funds for projects are typically approved as 0% interest loans with varying payback periods and payback percentages; funds have not historically been provided as grants. Repayments go back into the City’s Housing Trust Fund.
- The St. Charles Housing Commission reviews and must approve AHF applications that include funding from the City’s Housing Trust Fund.
- The current available balance of the Housing Trust Fund is \$1,930,450.

**Attachments (please list):**

Resolution

**Recommendation/Suggested Action (briefly explain):**

Recommendation to approve a Fourth Amendment to the Intergovernmental Agreement between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services by Amending the “2025 Amended Budget for Housing Trust Fund Activities” to Allocate Funds to the Kane County Affordable Housing Fund for 2026.

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Approving a Fourth Amendment to the  
Intergovernmental Agreement between the City of St. Charles and  
Kane County regarding St. Charles Housing Trust Fund  
Administration and Management Services by Amending the “2025  
Amended Budget for Housing Trust Fund Activities” to Allocate Funds  
to the Kane County Affordable Housing Fund for 2026**

**Presented & Passed by the  
City Council on \_\_\_\_\_**

WHEREAS, the City previously passed Resolution No. 2018-84 “A Resolution Authorizing the Mayor and City Clerk of the City of St. Charles to Execute an Intergovernmental Agreement by and between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services”, which established a partnership between the City and Kane County for services related to County administration and management of the Home Rehab and Accessibility Loan Program, the First-Time Homebuyer Loan Program, and the City’s contributions into the Kane County Affordable Housing Fund; and

WHEREAS, said Resolution No. 2018-84 allocated \$416,000.00 from the St. Charles Housing Trust Fund to the Kane County Affordable Housing Fund to be utilized to finance projects under the Kane County Affordable Housing Fund located within the St. Charles corporate limits; and

WHEREAS, the City subsequently passed Resolution No. 2023-3 and Resolution No. 2024-153 which allocated additional funds to the Kane County Affordable Housing Fund for specific projects located in St. Charels; and

WHEREAS, the City subsequently passed Resolution No. 2025-76 “A Resolution Approving a Third Amendment to the Intergovernmental Agreement between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services by Amending the “Amended Budget for Housing Trust Fund Activities” to Allocate Additional Funds to the Kane County Affordable Housing Fund”, which allocated Housing Trust Funds to the Kane County Affordable Housing Fund to be made available to Kane County Affordable Housing Fund applicants in 2025 only; and

WHEREAS, the City desires to contribute resources from the St. Charles Housing Trust Fund to the Kane County Affordable Housing Fund to be made available to developers of affordable housing via Kane County’s 2026 Affordable Housing Fund Call for Proposals; and

WHEREAS, the City intends for this allocation from the St. Charles Housing Trust Fund to be made available to developers of affordable housing applying for Kane County Affordable Housing Fund resources in 2026 only; and

WHEREAS, the City intends to make decisions on future allocations from the St. Charles Housing Trust Fund to the Kane County Affordable Housing Fund each subsequent year prior to the County's annual Affordable Housing Fund Call for Proposals.

NOW THEREFORE, be it resolved by the City of St. Charles, Kane and DuPage Counties, Illinois, as follows:

1. That the City hereby amends Exhibit "A" of Resolution No. 2025-76 "2025 Amended Budget for Housing Trust Fund Activities" by replacing said Exhibit A with the "2026 Amended Budget for Housing Trust Fund Activities" attached hereto and incorporated herein as Exhibit "A".

PRESENTED to the City Council of the City of St. Charles, Illinois this 4th day of May 2026.

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026.

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026.

\_\_\_\_\_  
Clint Hull, Mayor

ATEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:


**EXHIBIT "A"**

**2026 AMENDED BUDGET FOR HOUSING TRUST FUND ACTIVITIES**

<b>Home Rehab and Accessibility Loan Program</b>	
<b>Expense</b>	<b>Amount</b>
1. Rehabilitation/Accessibility Improvements	\$30,000.00
2. Program Delivery Fees (5% of above expenses)	\$1,500.00
<b>Total</b>	<b>\$31,500.00</b>

<b>First-Time Homebuyer Assistance Program</b>	
<b>Expense</b>	<b>Amount</b>
1. Homebuyer Assistance	\$40,000.00
2. Program Delivery Fees (5% of above expenses)	\$2,000.00
<b>Total</b>	<b>\$42,000.00</b>

<b>Affordable Housing Development Program – 2026 Projects</b>	
<b>Expense</b>	<b>Amount</b>
1. Housing Development Financing (projects TBD)	\$600,000.00
2. Closing Fees (2.5% of expenses)	15,000.00
<b>Total</b>	<b>\$615,000.00</b>

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 5c
	Title:	<b>Recommendation to approve a Fourth Amendment to the Intergovernmental Agreement between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services by Amending the “2025 Amended Budget for Housing Trust Fund Activities” to Allocate Funds to the Kane County Affordable Housing Fund for 2026.</b>	
Presenter:	<b>Russell Colby, Community Development Director</b>		

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$

**Budgeted Amount:** \$ N/A

**Not Budgeted:**

**TIF District:** None

**Background**

The Kane County Affordable Housing Fund (AHF) provides gap financing for the preservation and development of affordable housing in Kane County. The AHF provides financing to developers for the acquisition, rehabilitation, and new construction of homebuyer and rental units. The AHF is administered by the Kane County Development & Community Services Department and is a combination of federal funds distributed to Kane County and City of St. Charles Housing Trust Funds.

The City has participated in the AHF since 2018. The AHF has been the primary mechanism by which developers of affordable housing can request use of the City’s Housing Trust Fund. The AHF provides the opportunity for the City’s funds to be combined with the County’s funding sources for projects in St. Charles. Projects can range from single-home rehab projects to new-construction affordable housing developments.

Kane County handles all administrative matters in review and vetting applications and setting up agreements and loan documents. The County issues an RFP each Spring to solicit proposals from developers. Projects located in St. Charles can be awarded funds from both the County and the City through this process. The City’s portion of the funding for specific projects is approved by the St. Charles Housing Commission.

*See the previous agenda item (Housing Trust Fund Status Update) for a list of past projects approved under the Affordable Housing Fund.*

**Fund Allocation**

In 2018, the City entered into an IGA with Kane County to participate in the AHF. The City allocated \$416,000 from the Housing Trust Fund (\$405,854 plus 2.5% for closing fees). Unused funds rolled over year-to-year. In 2023, City Council allocated additional funds for the Anthony Place II project (\$1.1 mil); that project did not move forward. In 2024, Council allocated additional funds for the Carroll Tower renovation project (\$544k), which also did not move forward.

In 2025, Council allocated \$500,000 from the Housing Trust Fund to be made available for the 2025 AHF application round only. Council provided direction that unused funds should not roll over and that the allocation should be discussed each Spring, prior to Kane County issuing its annual RFP.

Kane County intends to release its 2026 Affordable Housing Fund RFP in mid-May. The City must allocate funds in order to participate in this year’s RFP.

**Housing Commission Recommendation**

The Housing Commission discussed the Housing Trust Fund allocation to the AHF at their meeting on 4/9/26. They voted 6-0 to recommend allocating **\$600,000, plus administrative fee**, from the Housing Trust Fund to the AHF for the 2026 application round. This number was based on approximately 1/3 of the Housing Trust Fund’s available balance. The administrative fee under the current IGA is in the form of a 2.5% loan closing fee provided for each project. This would equate to an allocation of **\$615,000**. Commissioners discussed that offering City funds through the AHF gives the City the best chance for affordable housing projects to happen in St. Charels.

**Considerations:**

- All City funds allocated to the AHF remain in the City’s Housing Trust Fund until any approved project is completed and reimbursement is requested.
- Allocated funds would be limited to the 2026 AHF application round only.
- Next year’s allocation would be discussed next Spring.
- The City has the ability to end participation in the AHF (through terminating the IGA) with 90 days notice.
- Funds for projects are typically approved as 0% interest loans with varying payback periods and payback percentages; funds have not historically been provided as grants. Repayments go back into the City’s Housing Trust Fund.
- The St. Charles Housing Commission reviews and must approve AHF applications that include funding from the City’s Housing Trust Fund.
- The current available balance of the Housing Trust Fund is \$1,930,450.

**Attachments (please list):**

Resolution

**Recommendation/Suggested Action (briefly explain):**

Recommendation to approve a Fourth Amendment to the Intergovernmental Agreement between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services by Amending the “2025 Amended Budget for Housing Trust Fund Activities” to Allocate Funds to the Kane County Affordable Housing Fund for 2026.

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Approving a Fourth Amendment to the  
Intergovernmental Agreement between the City of St. Charles and  
Kane County regarding St. Charles Housing Trust Fund  
Administration and Management Services by Amending the “2025  
Amended Budget for Housing Trust Fund Activities” to Allocate Funds  
to the Kane County Affordable Housing Fund for 2026**

**Presented & Passed by the  
City Council on \_\_\_\_\_**

WHEREAS, the City previously passed Resolution No. 2018-84 “A Resolution Authorizing the Mayor and City Clerk of the City of St. Charles to Execute an Intergovernmental Agreement by and between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services”, which established a partnership between the City and Kane County for services related to County administration and management of the Home Rehab and Accessibility Loan Program, the First-Time Homebuyer Loan Program, and the City’s contributions into the Kane County Affordable Housing Fund; and

WHEREAS, said Resolution No. 2018-84 allocated \$416,000.00 from the St. Charles Housing Trust Fund to the Kane County Affordable Housing Fund to be utilized to finance projects under the Kane County Affordable Housing Fund located within the St. Charles corporate limits; and

WHEREAS, the City subsequently passed Resolution No. 2023-3 and Resolution No. 2024-153 which allocated additional funds to the Kane County Affordable Housing Fund for specific projects located in St. Charles; and

WHEREAS, the City subsequently passed Resolution No. 2025-76 “A Resolution Approving a Third Amendment to the Intergovernmental Agreement between the City of St. Charles and Kane County regarding St. Charles Housing Trust Fund Administration and Management Services by Amending the “Amended Budget for Housing Trust Fund Activities” to Allocate Additional Funds to the Kane County Affordable Housing Fund”, which allocated Housing Trust Funds to the Kane County Affordable Housing Fund to be made available to Kane County Affordable Housing Fund applicants in 2025 only; and

WHEREAS, the City desires to contribute resources from the St. Charles Housing Trust Fund to the Kane County Affordable Housing Fund to be made available to developers of affordable housing via Kane County’s 2026 Affordable Housing Fund Call for Proposals; and

WHEREAS, the City intends for this allocation from the St. Charles Housing Trust Fund to be made available to developers of affordable housing applying for Kane County Affordable Housing Fund resources in 2026 only; and

WHEREAS, the City intends to make decisions on future allocations from the St. Charles Housing Trust Fund to the Kane County Affordable Housing Fund each subsequent year prior to the County's annual Affordable Housing Fund Call for Proposals.

NOW THEREFORE, be it resolved by the City of St. Charles, Kane and DuPage Counties, Illinois, as follows:

1. That the City hereby amends Exhibit "A" of Resolution No. 2025-76 "2025 Amended Budget for Housing Trust Fund Activities" by replacing said Exhibit A with the "2026 Amended Budget for Housing Trust Fund Activities" attached hereto and incorporated herein as Exhibit "A".

PRESENTED to the City Council of the City of St. Charles, Illinois this 4th day of May 2026.

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026.

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026.

\_\_\_\_\_  
Clint Hull, Mayor

ATEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:


**EXHIBIT "A"**

**2026 AMENDED BUDGET FOR HOUSING TRUST FUND ACTIVITIES**

<b>Home Rehab and Accessibility Loan Program</b>	
<b>Expense</b>	<b>Amount</b>
1. Rehabilitation/Accessibility Improvements	\$30,000.00
2. Program Delivery Fees (5% of above expenses)	\$1,500.00
<b>Total</b>	<b>\$31,500.00</b>

<b>First-Time Homebuyer Assistance Program</b>	
<b>Expense</b>	<b>Amount</b>
1. Homebuyer Assistance	\$40,000.00
2. Program Delivery Fees (5% of above expenses)	\$2,000.00
<b>Total</b>	<b>\$42,000.00</b>

<b>Affordable Housing Development Program – 2026 Projects</b>	
<b>Expense</b>	<b>Amount</b>
1. Housing Development Financing (projects TBD)	\$600,000.00
2. Closing Fees (2.5% of expenses)	15,000.00
<b>Total</b>	<b>\$615,000.00</b>

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6a
	Title:	Recommendation to approve a Resolution awarding the unit price bid to Performance Pipelining for Sanitary Sewer Lining Program in the amount of \$494,864	
	Presenter:	<b>Tim Wilson, Public Works Manager - Engineering</b>	

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$ 494,864

**Budgeted Amount:** \$ 500,000

**Not Budgeted:**

**TIF District:** None

**Executive Summary** (if not budgeted, please explain):

Sanitary Sewer Lining is an ongoing program to decrease undesired inflow and infiltration into our sanitary system. Sewer lining, often called “trenchless pipe repair or Cured-in-Place Pipe (CIPP), is a modern, non-invasive method for repairing damaged underground sewer pipes without the need for extensive digging, excavation, or destruction of landscaping, driveways and sidewalks. It essentially creates a new seamless and durable pipe inside the old line.

This program also repairs points of service along the main, aiding in maintaining pipe structural integrity and ensuring maximum flow of the sewer system. Sanitary Sewer Lining is a cost-effective way to increase the pipeline service life.

The city posted a bid based on the recommendations of the CMOM program. The bid opening was conducted on April 06, 2026, and five companies bid on the project.

Performance Pipelining	\$ 494,864.00
Hoerr Construction	\$ 518,301.00
National Power Rodding	\$ 538,562.10
Visu-Sewer	\$ 611,752.05
Insituform Technologies	\$ 650,966.88

Performance Pipelining has not work in St Charles or the local area. But checking references successfully completed several other lining projects within central Illinois.

**Attachments** (please list):

\*Lining maps

**Recommendation/Suggested Action** (briefly explain):

Recommendation to approve a Resolution awarding the unit price bid to Performance Pipelining for Sanitary Sewer Lining Program for the amount of \$494,864.

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Awarding the Unit Price Bid to Performance Pipelining for  
Sanitary Sewer Lining Program in the amount of \$494,864**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS Sanitary Sewer Lining is an ongoing program to decrease undesired inflow and infiltration into our sanitary system;

WHEREAS, a bid opening was conducted on April 6, 2026 and five companies bid on the project;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to award the unit price bid to Performance Pipelining for the Sanitary Sewer Lining Program in the amount of \$494,864.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

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Clint Hull, Mayor

ATTEST:

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City Clerk

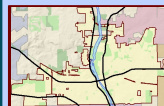
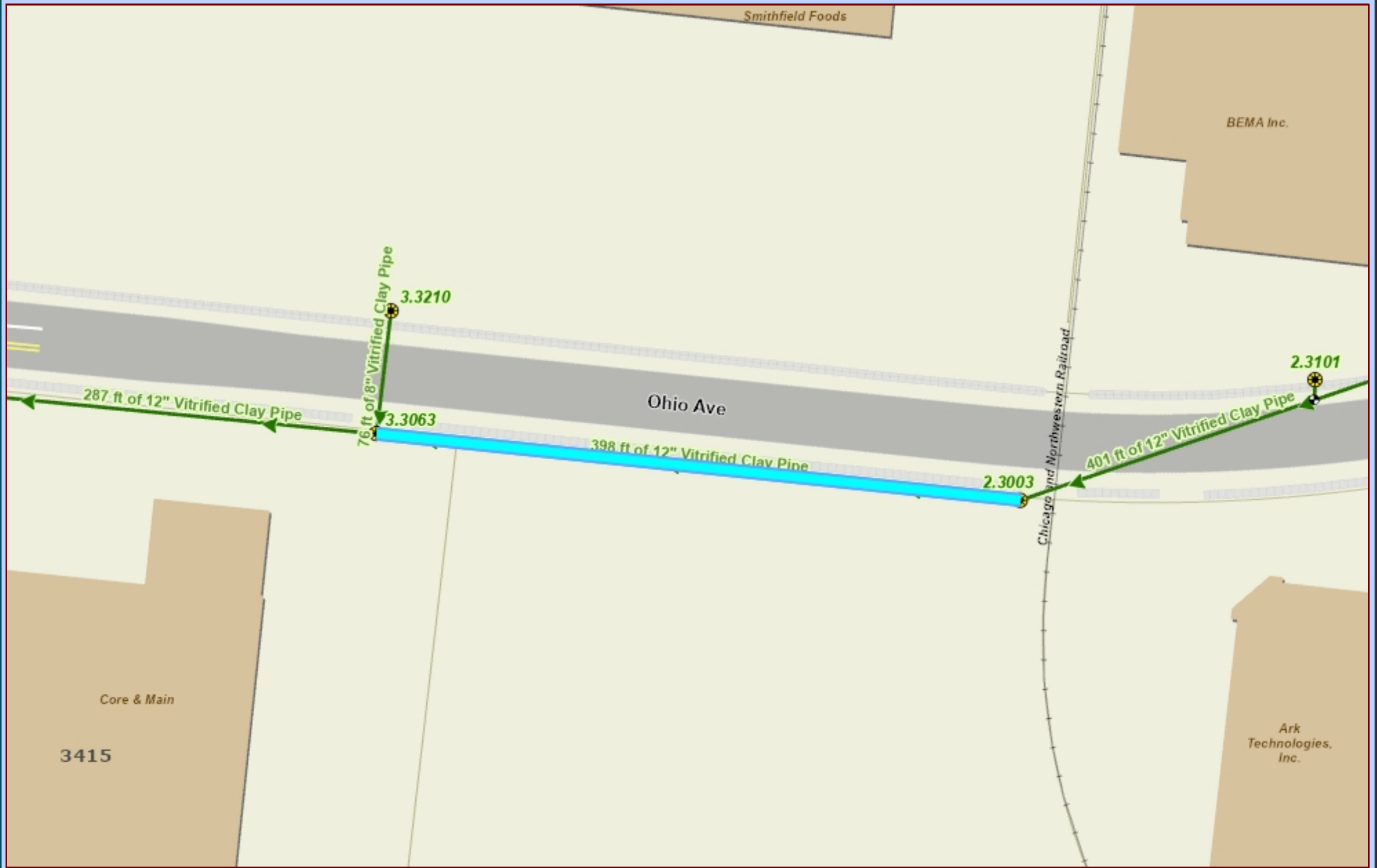
COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

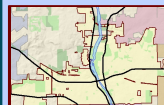
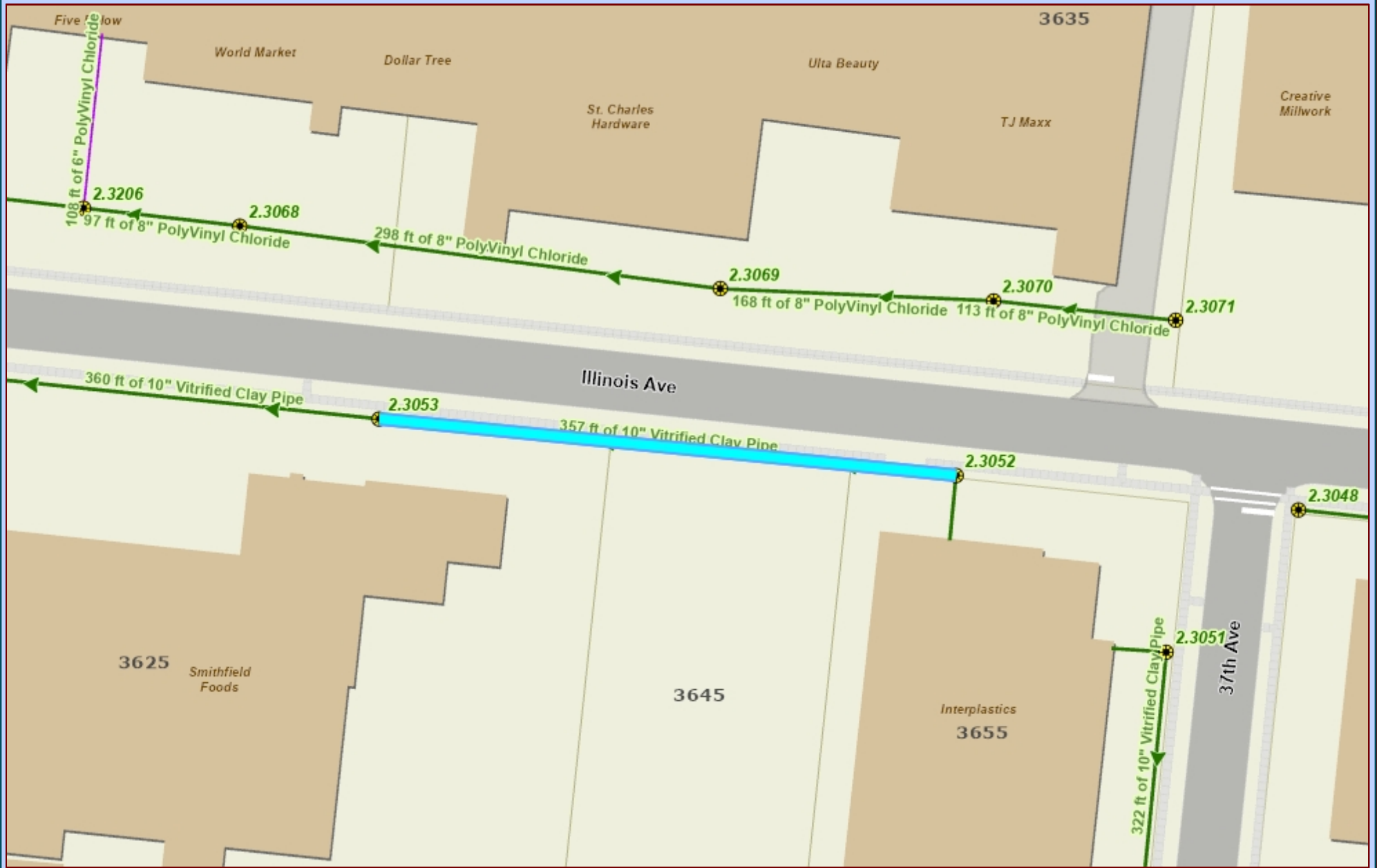


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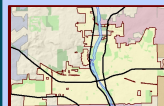
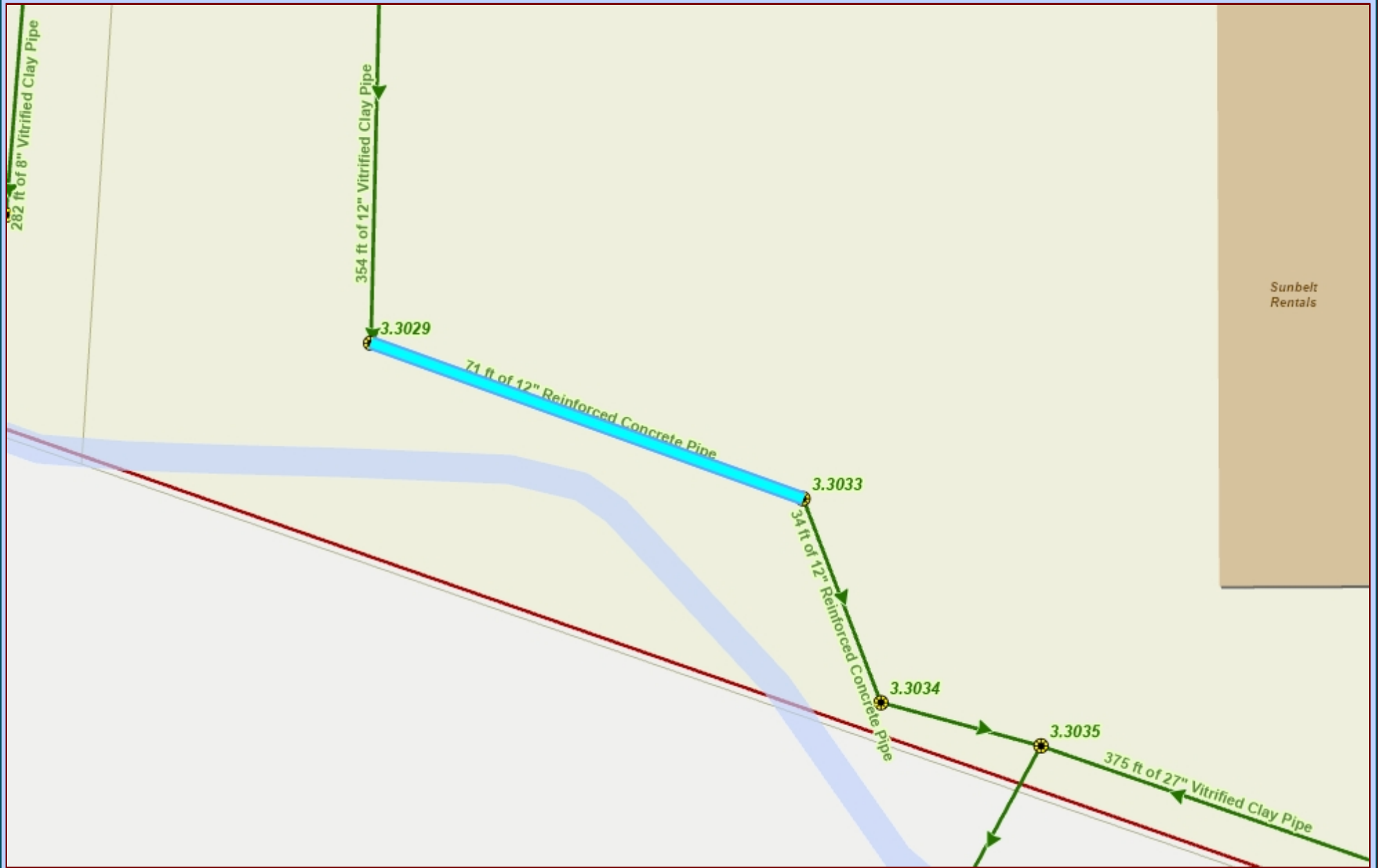
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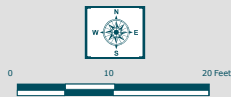
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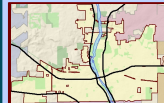
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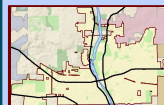
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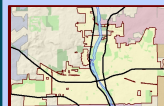
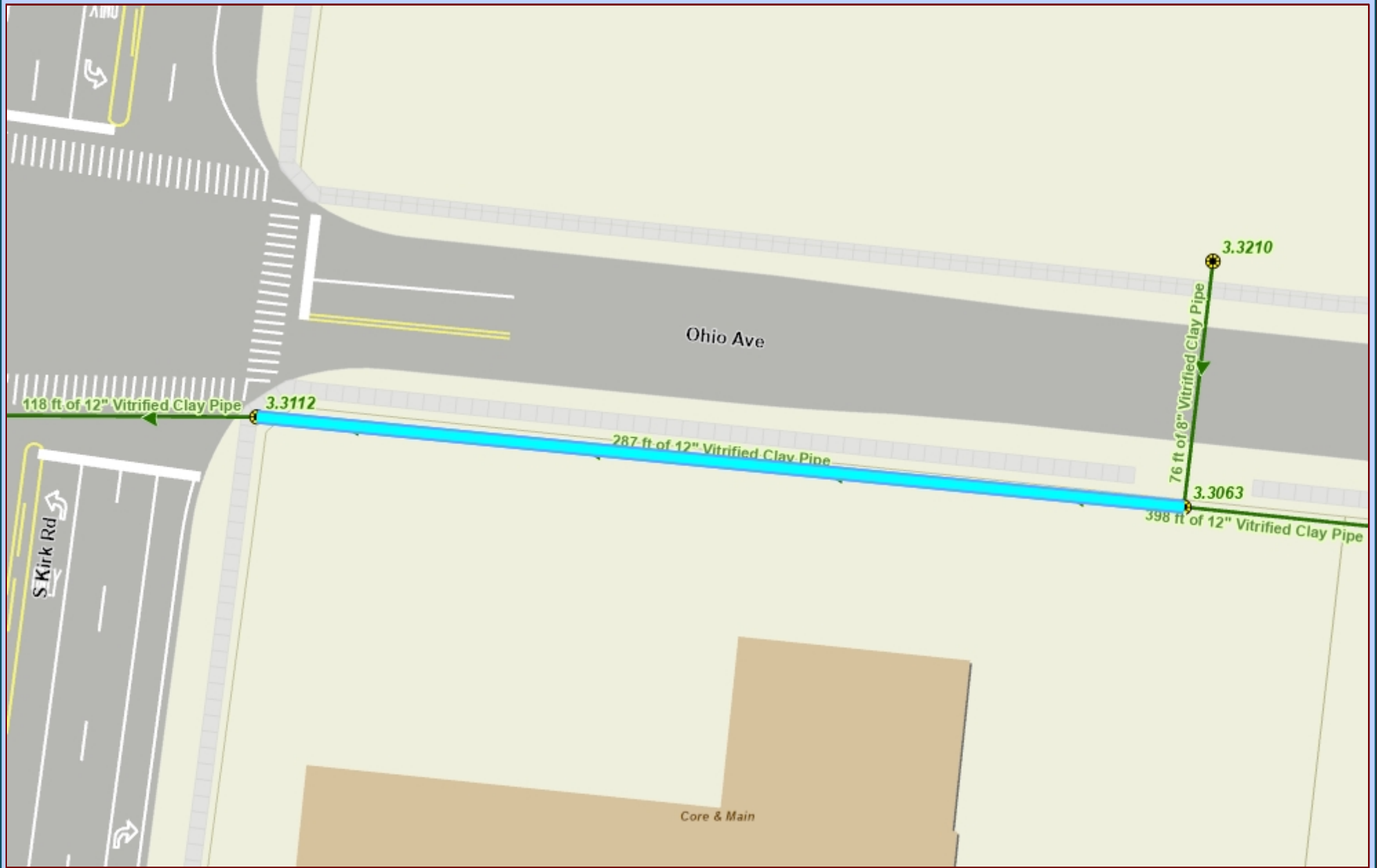


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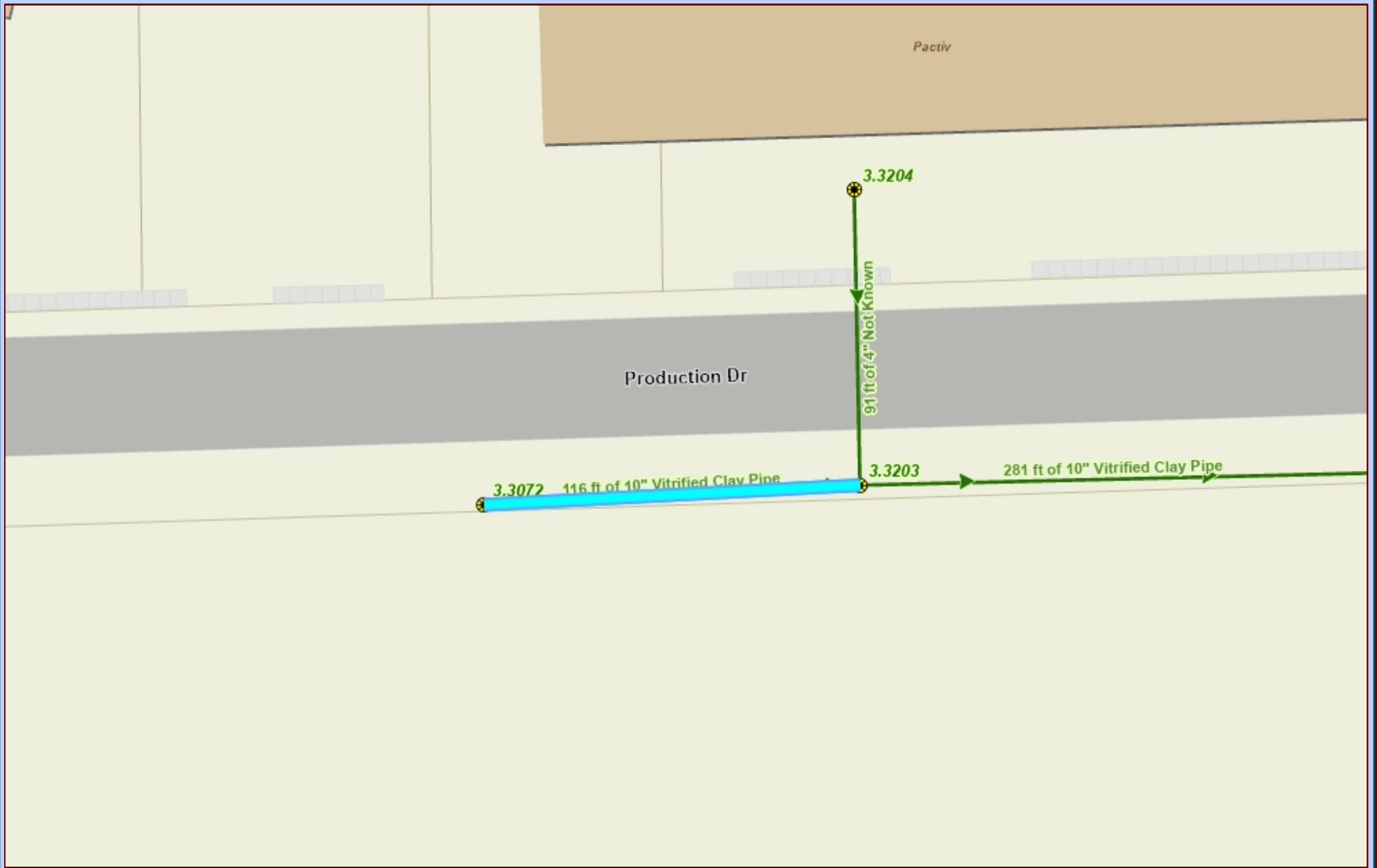
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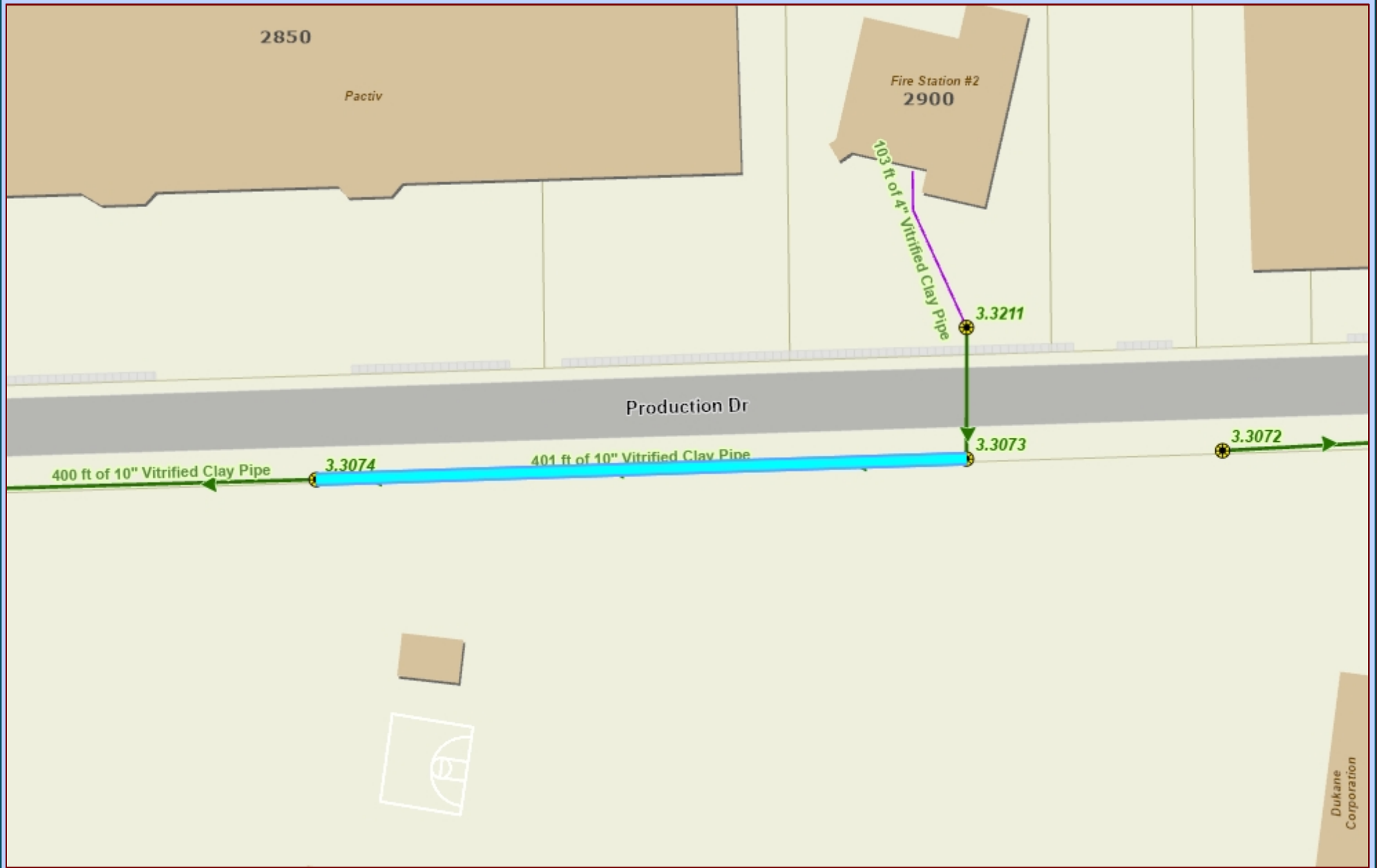


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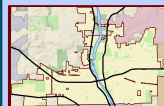


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Dukane Corporation

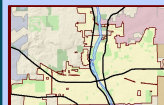
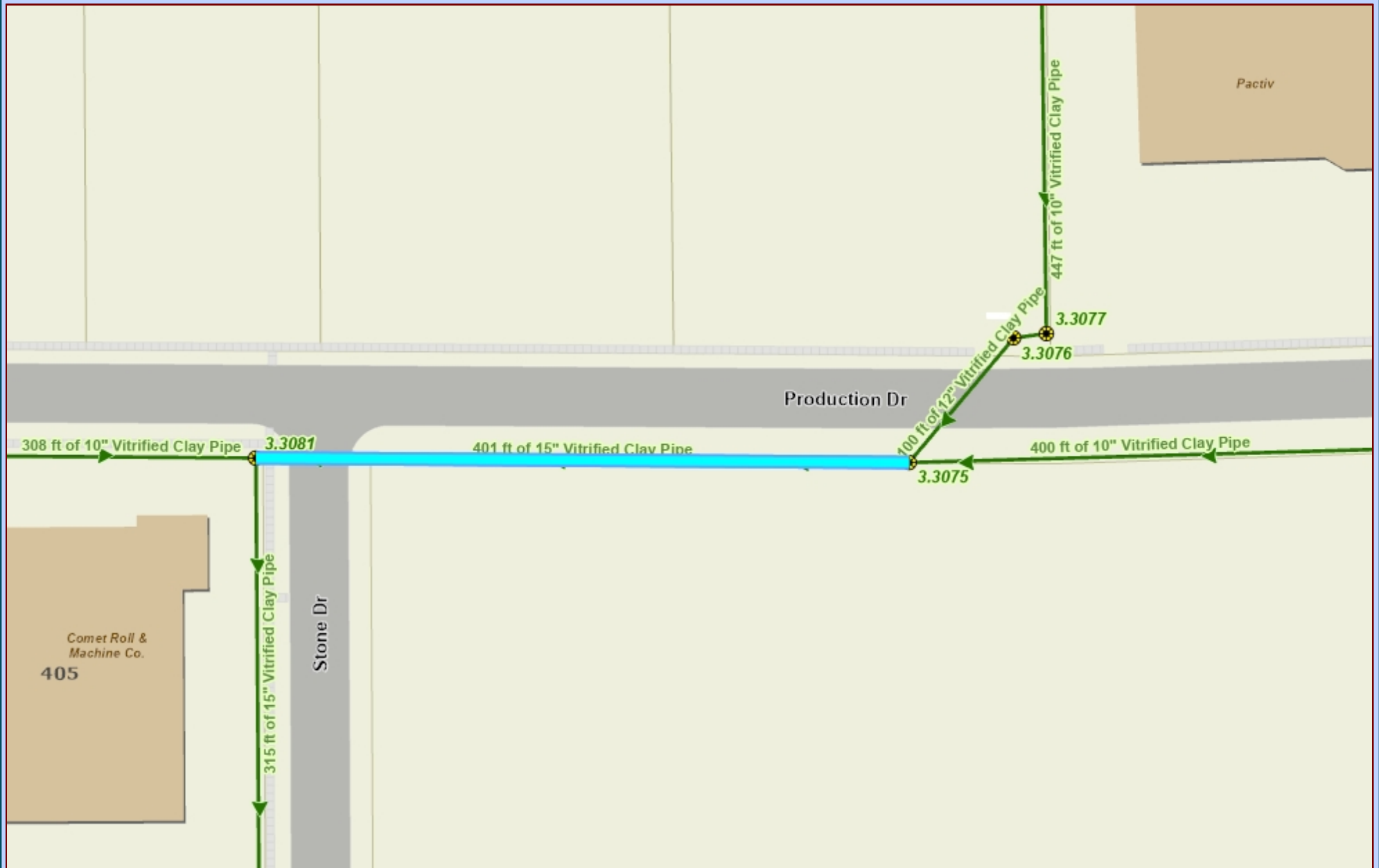


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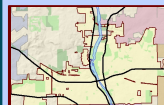
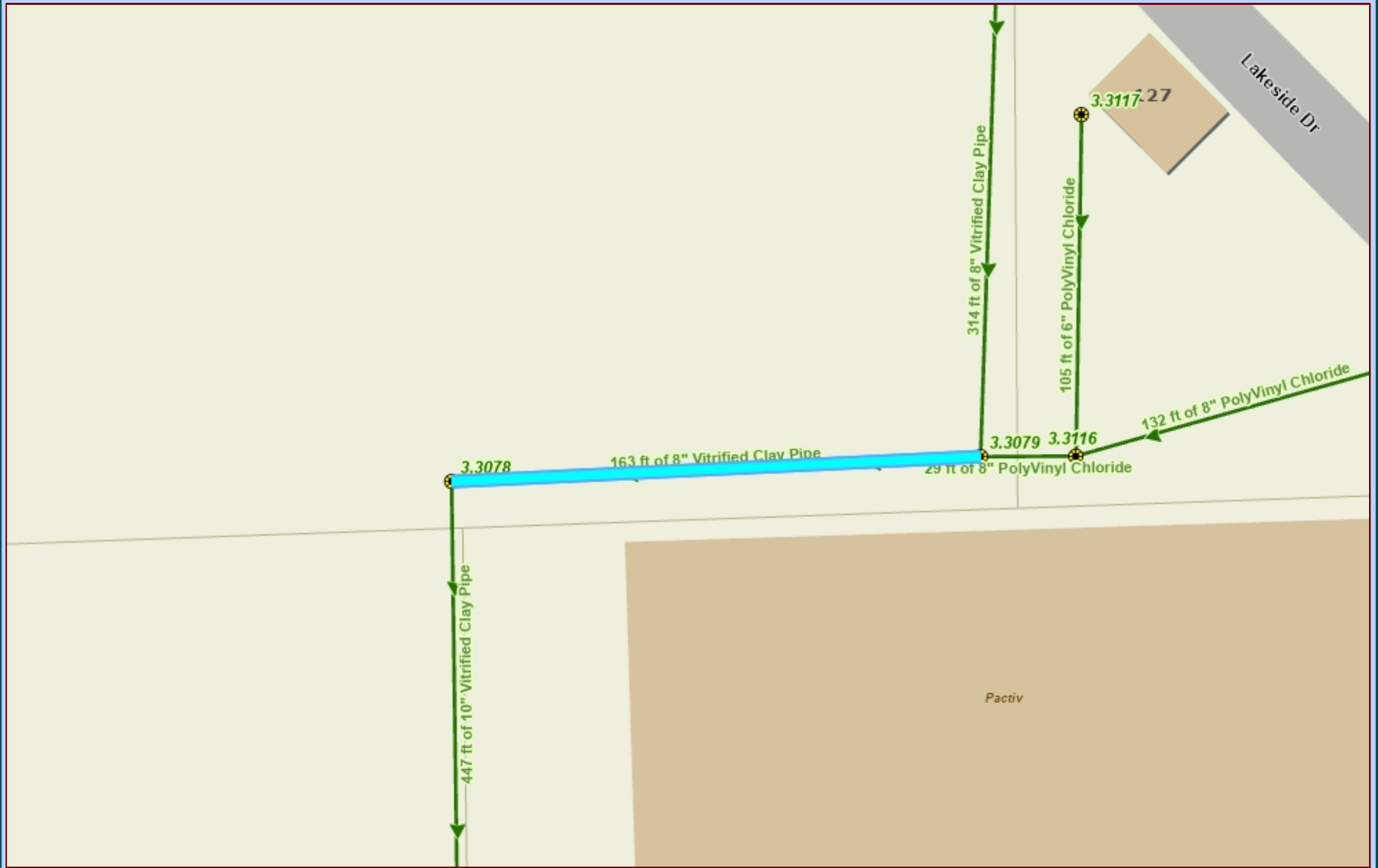
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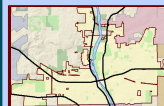


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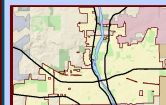
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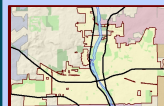
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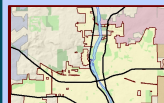


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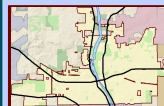
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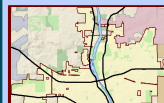
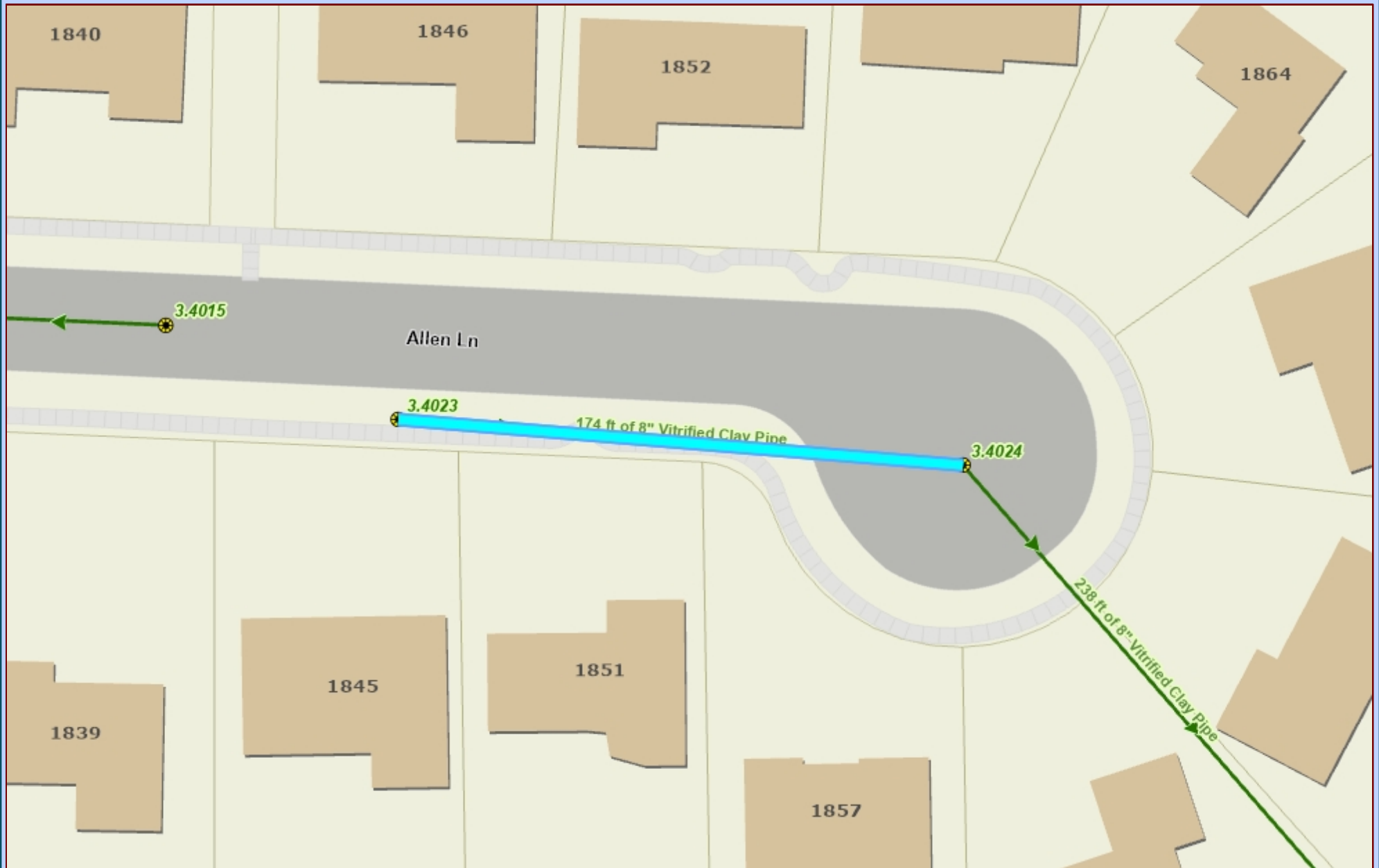
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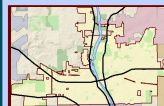
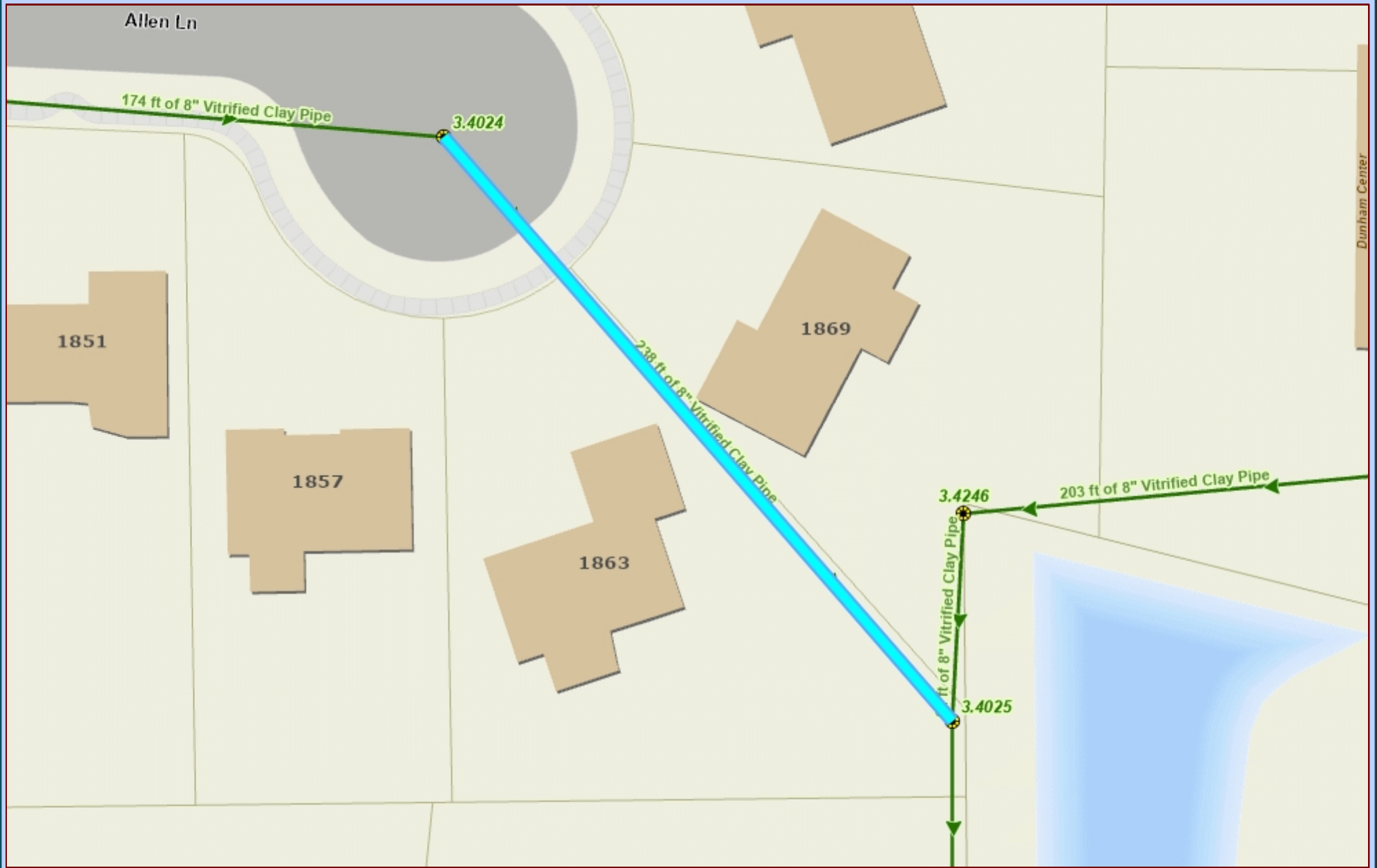


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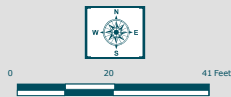


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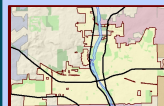
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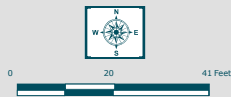
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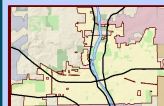
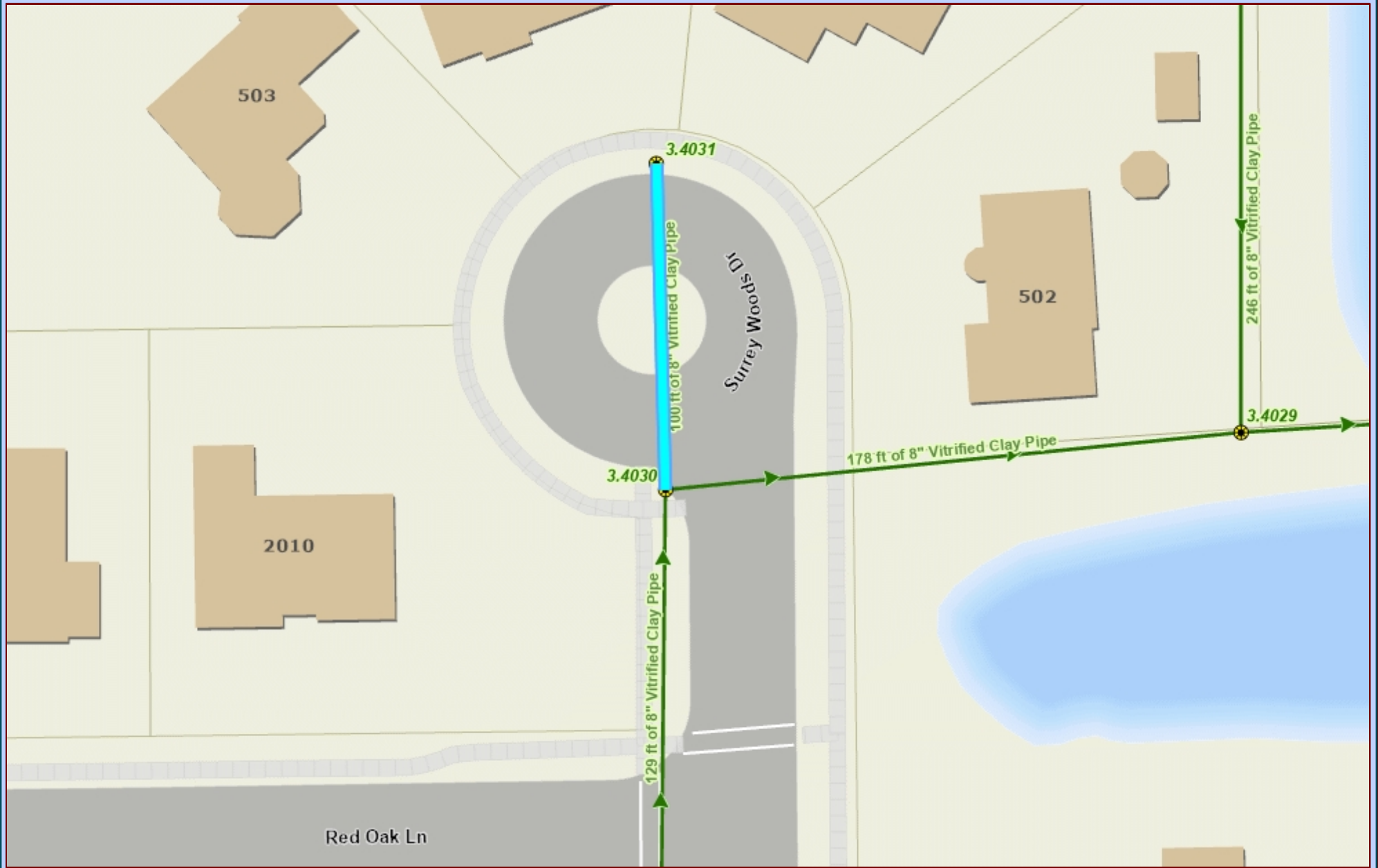
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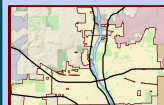
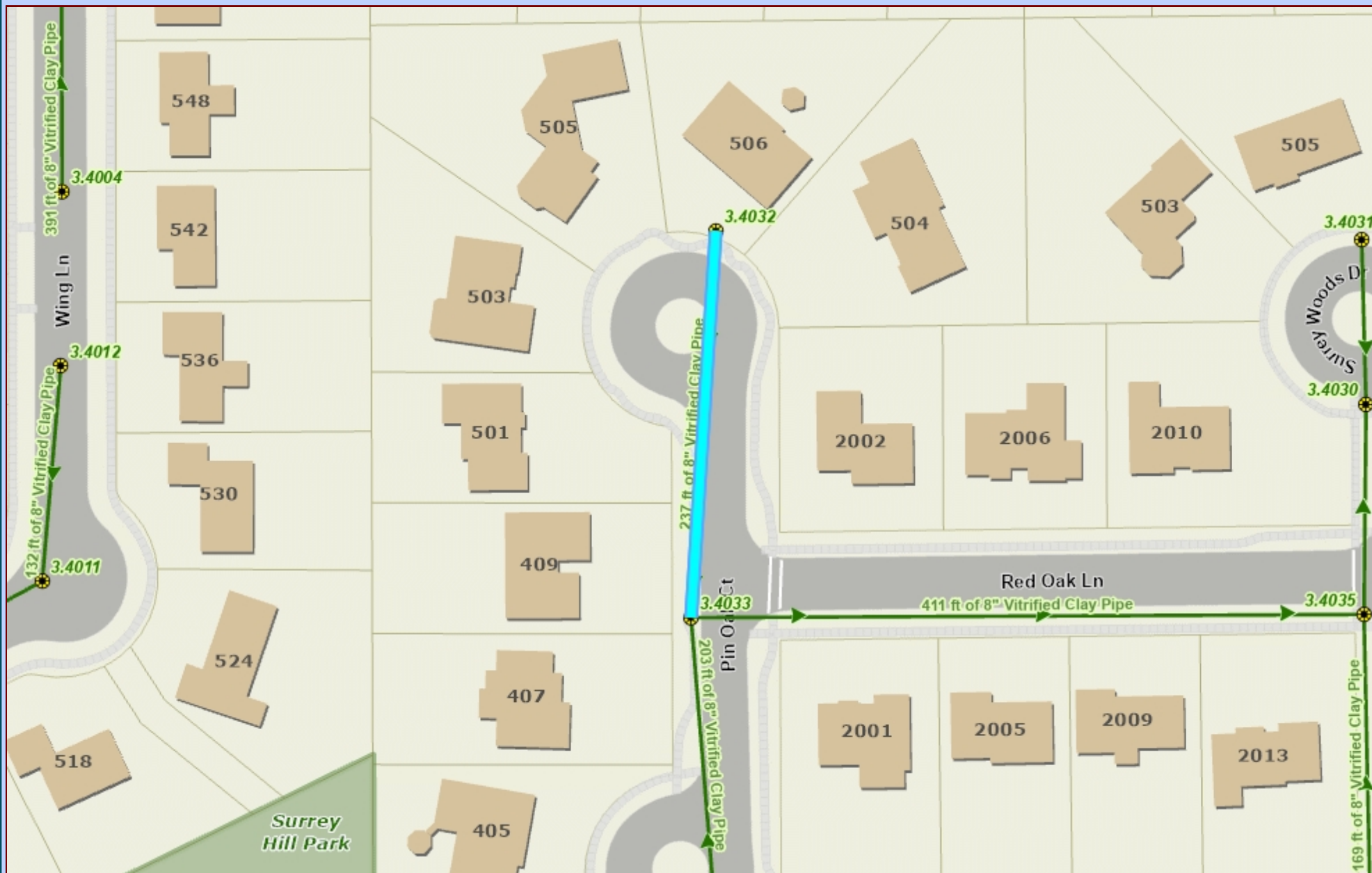
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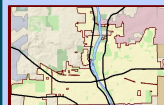
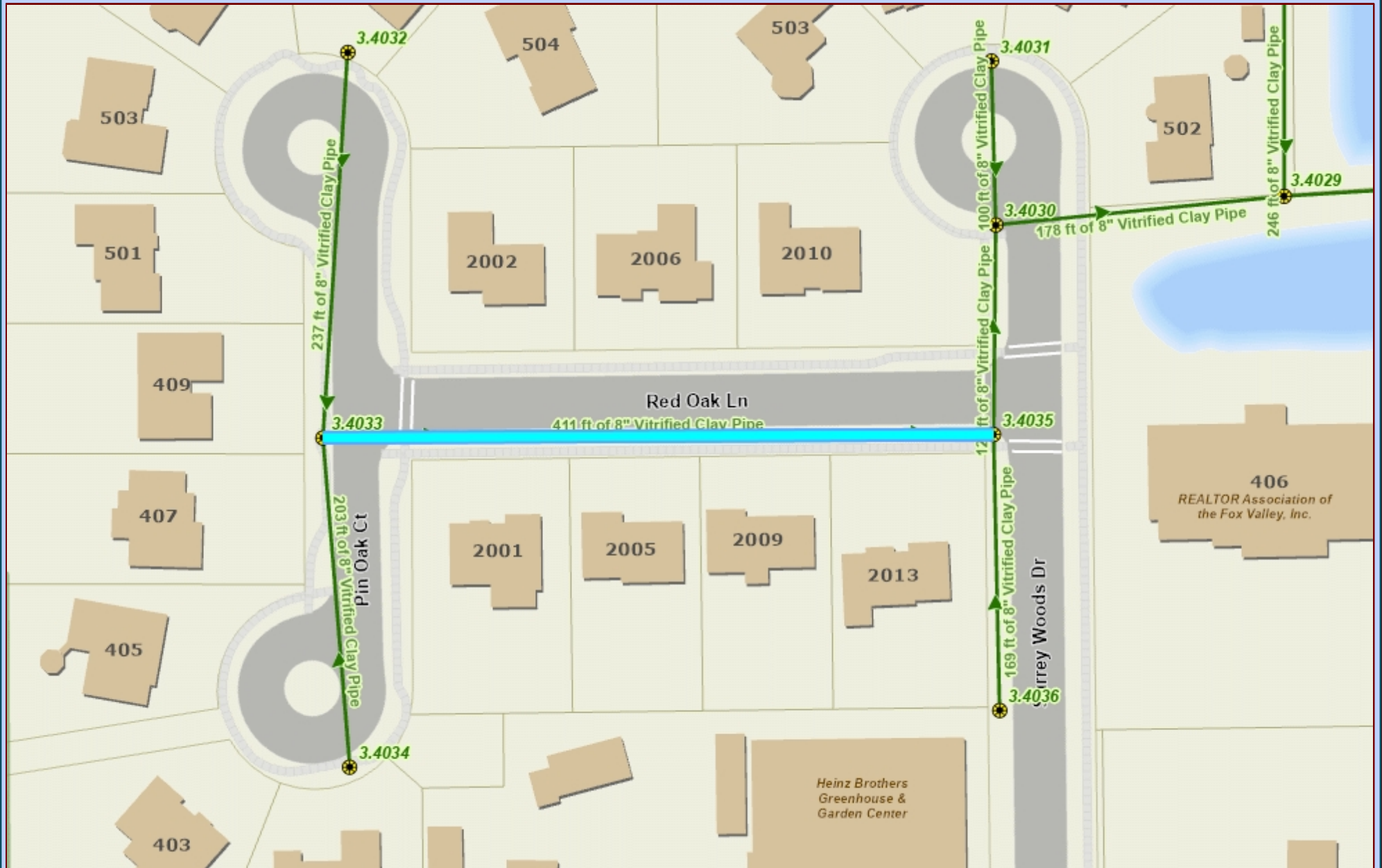
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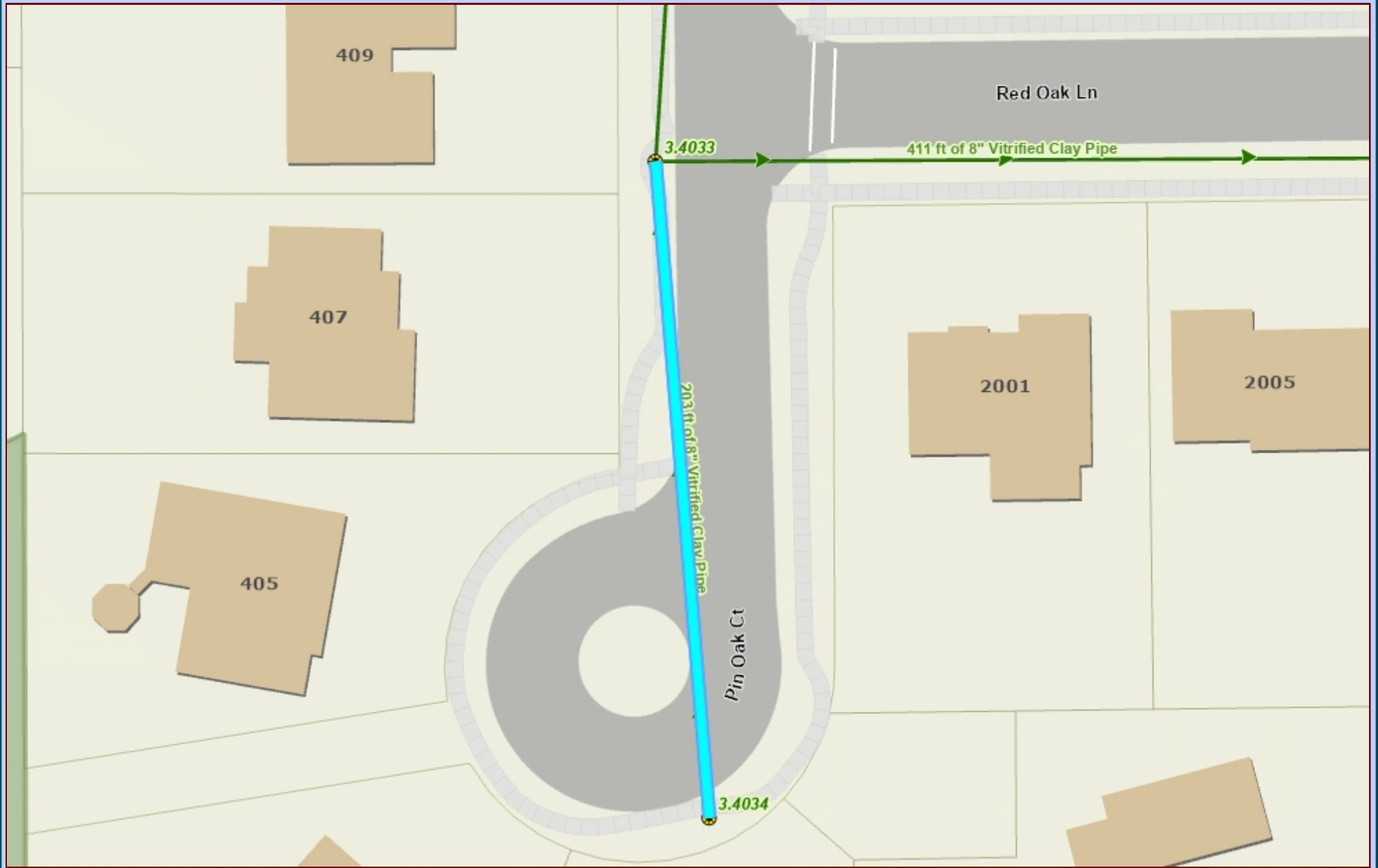
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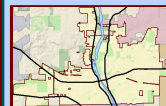
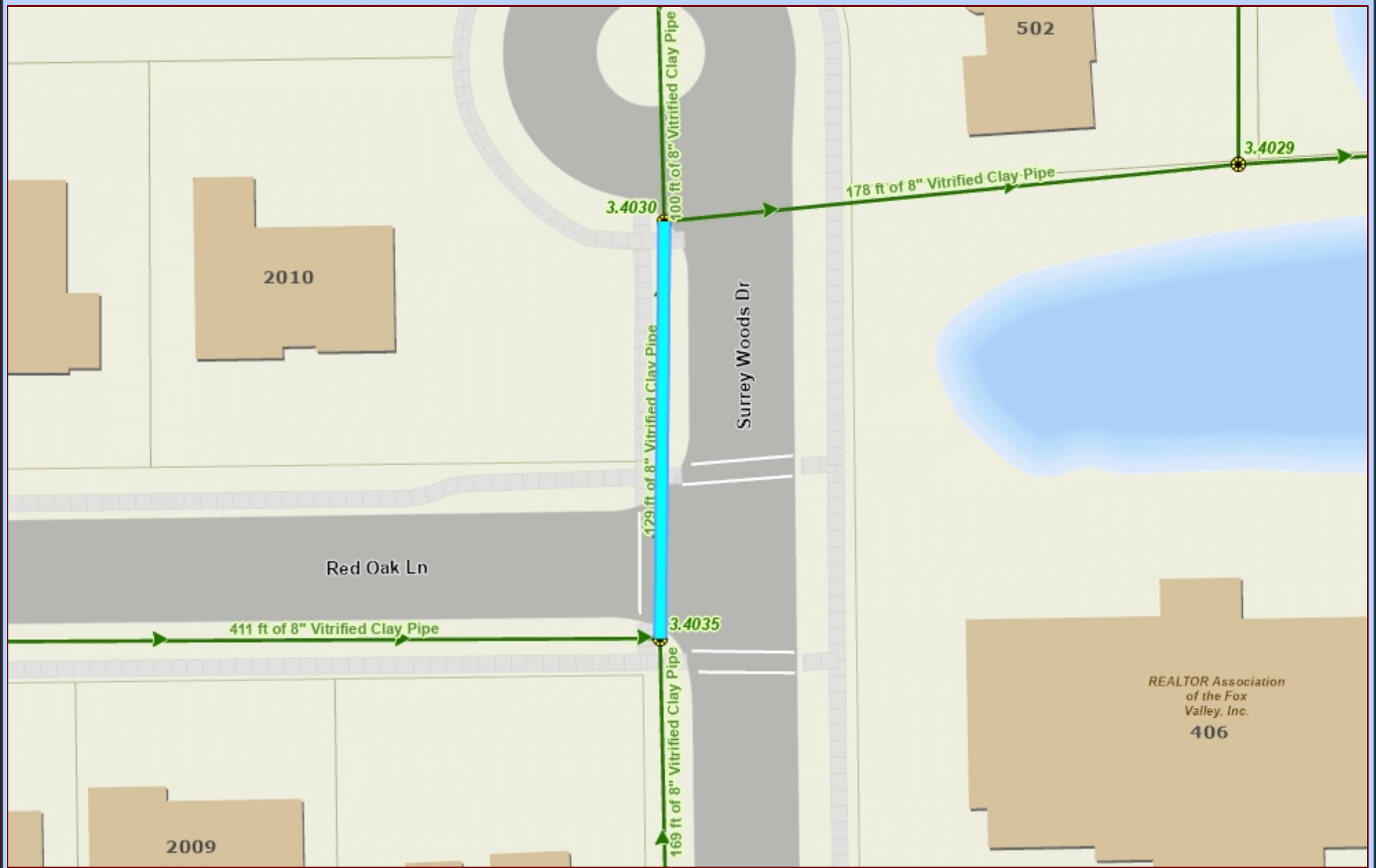
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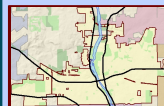
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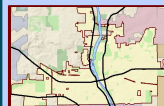
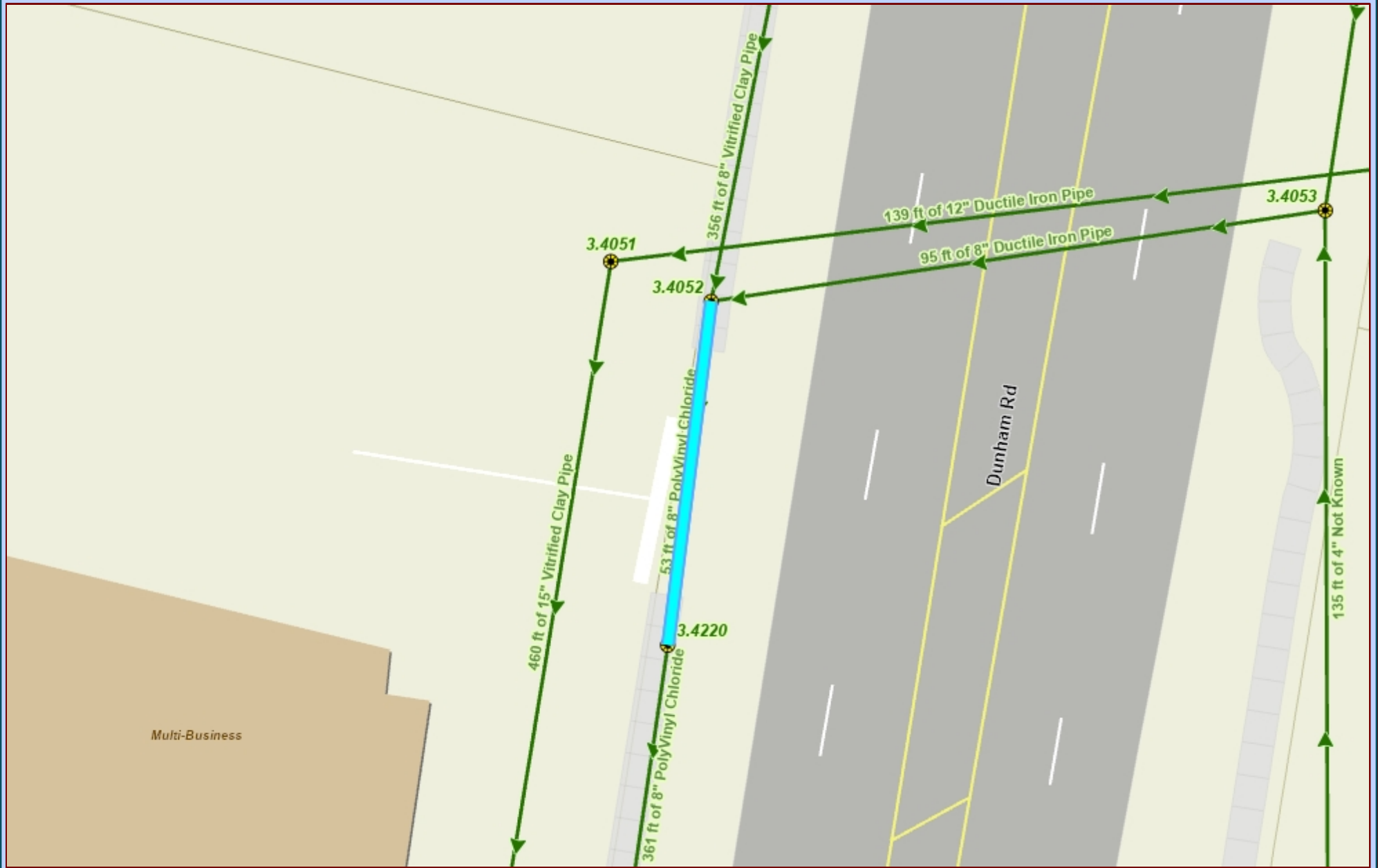
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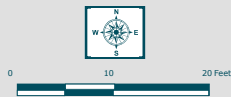
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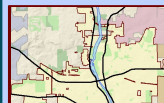
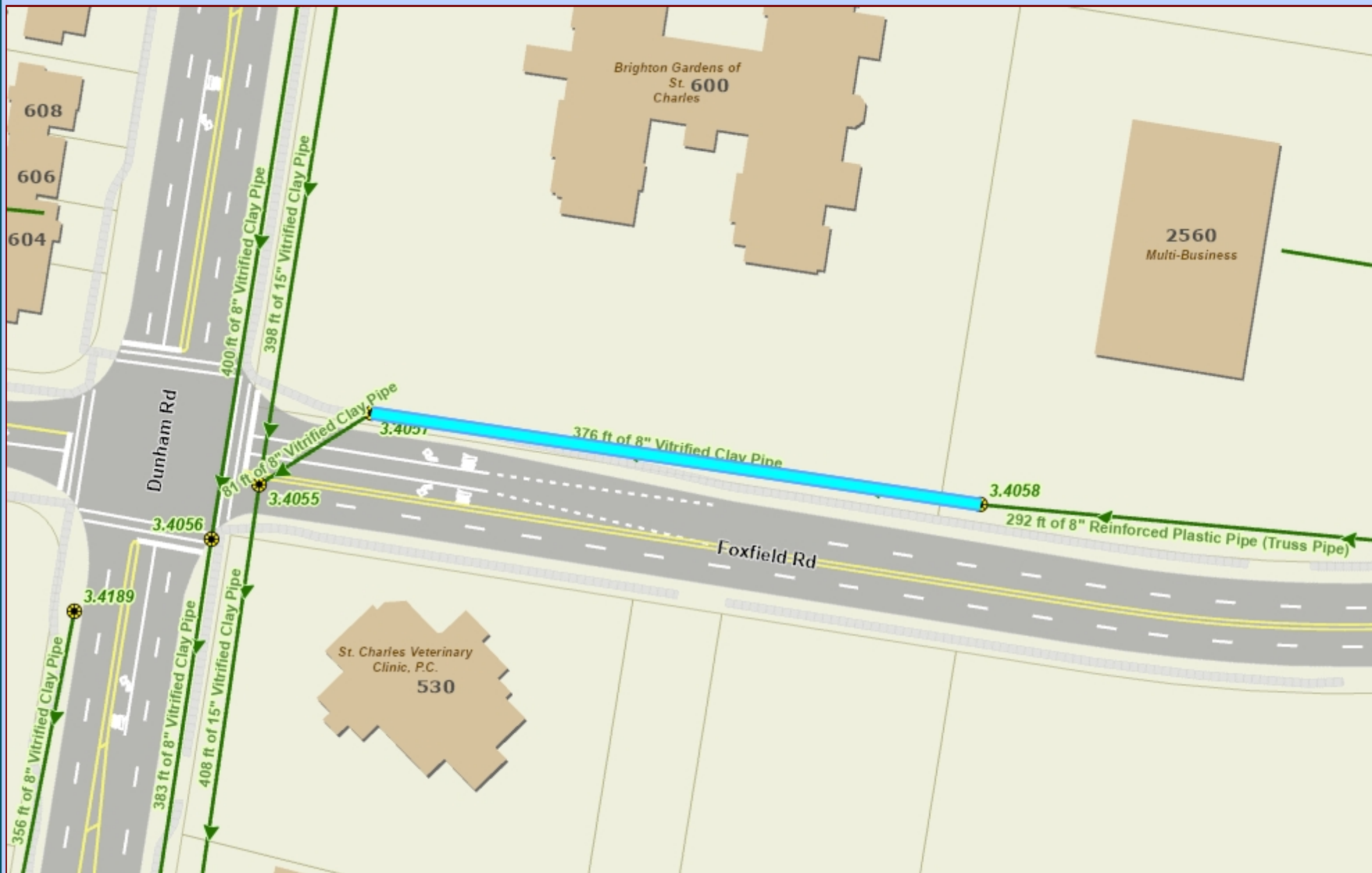
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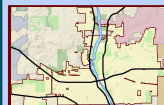
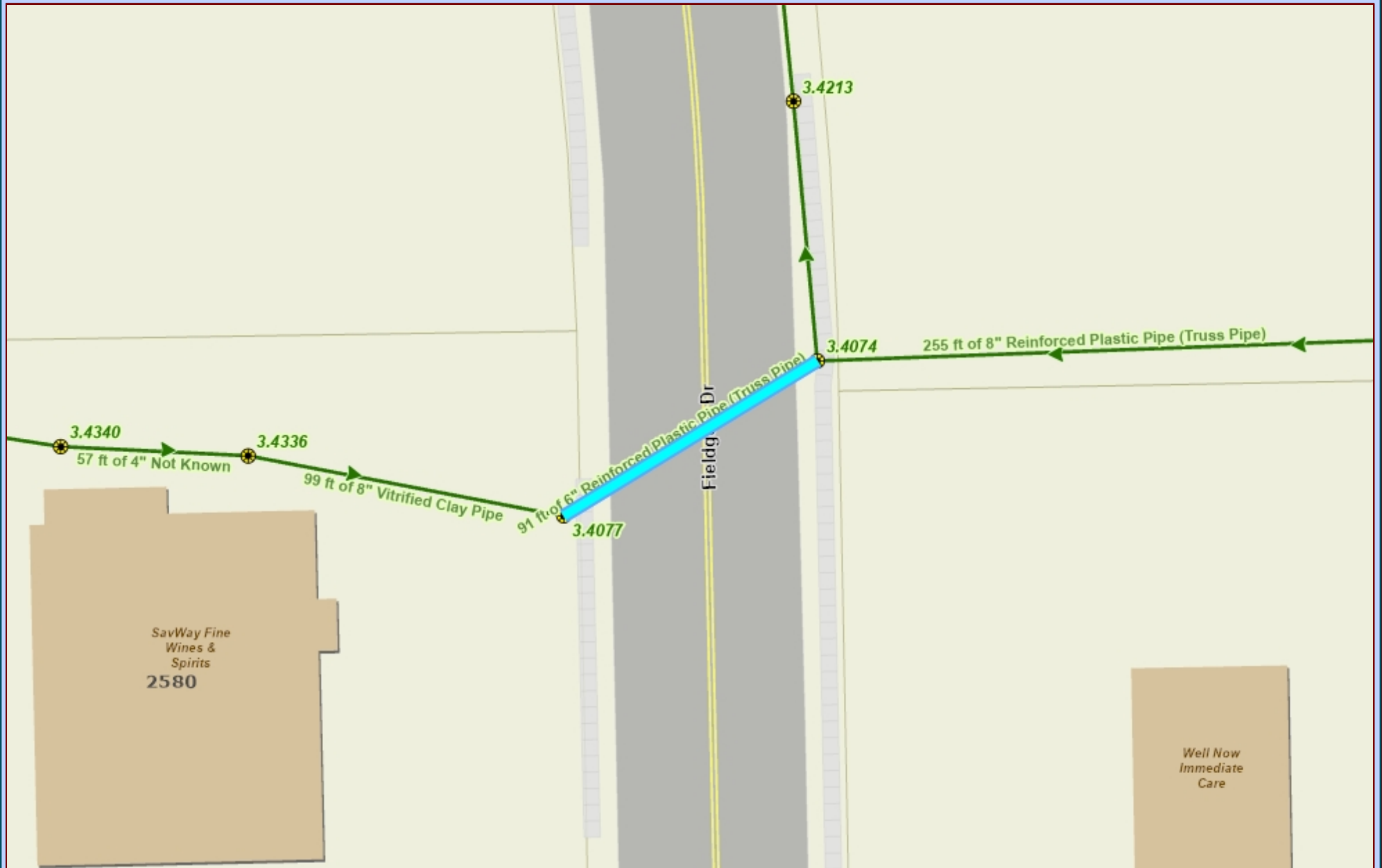
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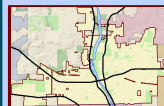
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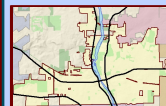
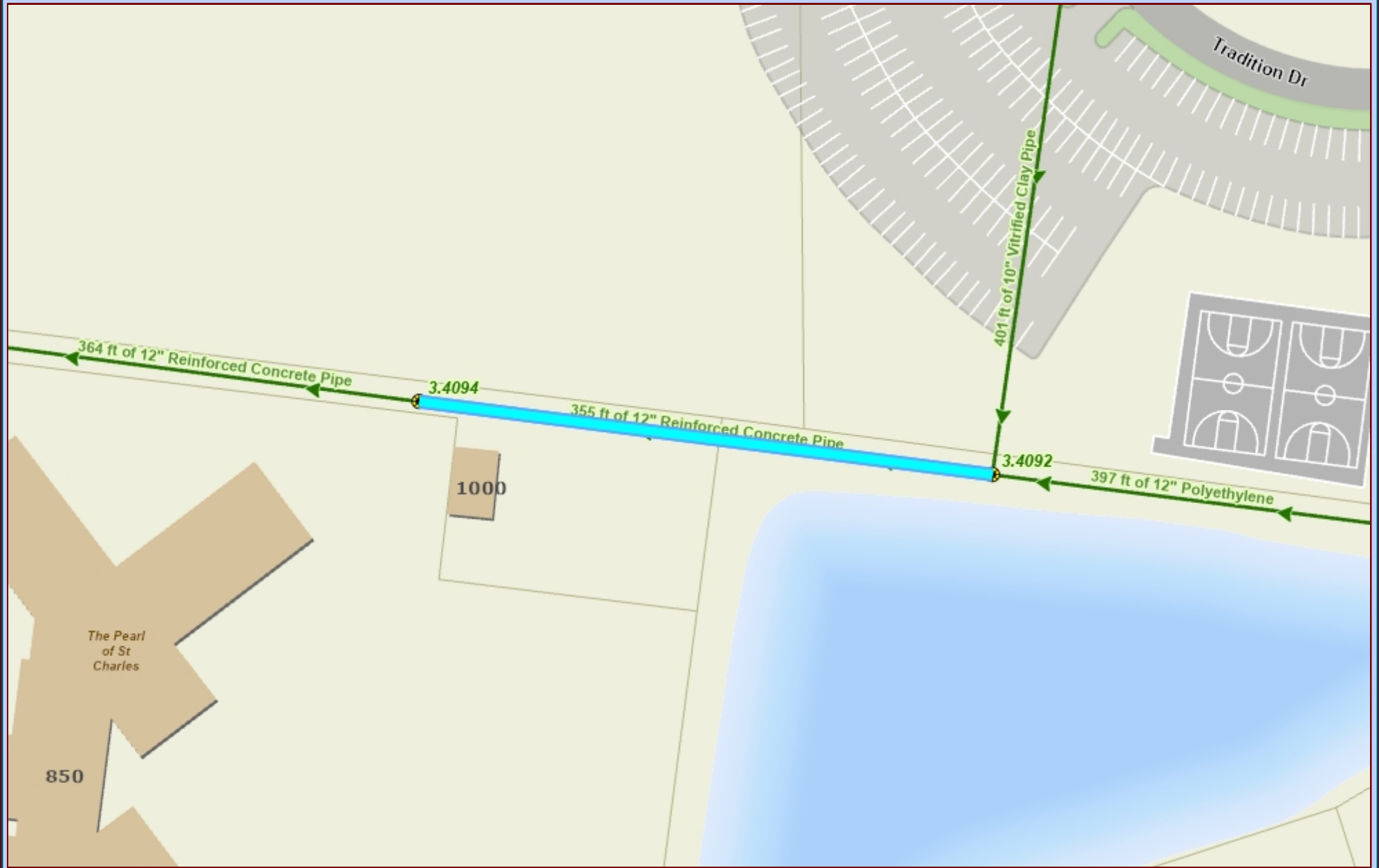
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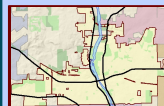
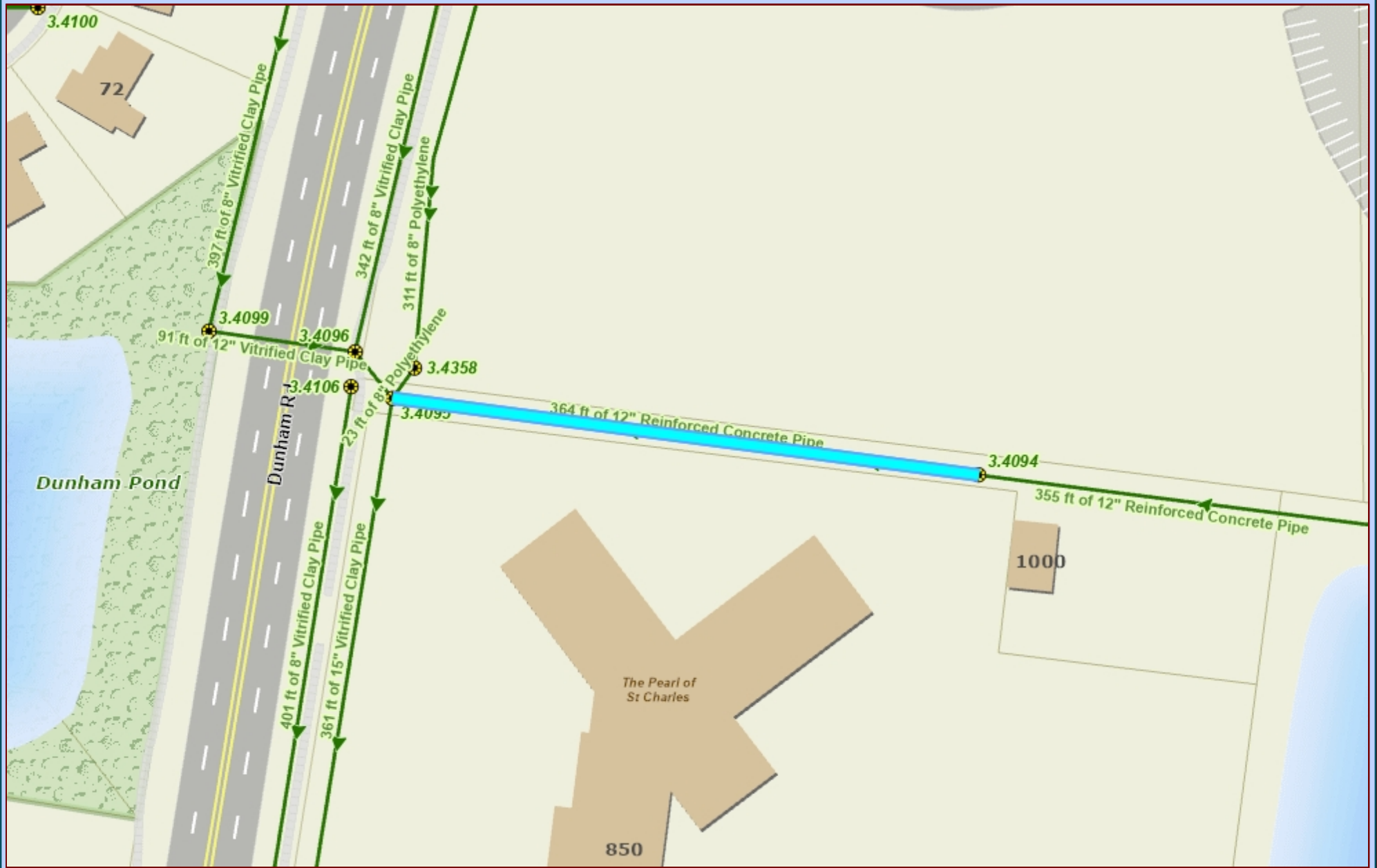
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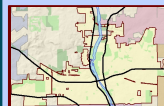
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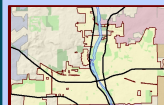


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	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6a
	Title:	Recommendation to approve a Resolution awarding the unit price bid to Performance Pipelining for Sanitary Sewer Lining Program in the amount of \$494,864	
	Presenter:	<b>Tim Wilson, Public Works Manager - Engineering</b>	

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$ 494,864

**Budgeted Amount:** \$ 500,000

**Not Budgeted:**

**TIF District:** None

**Executive Summary** (if not budgeted, please explain):

Sanitary Sewer Lining is an ongoing program to decrease undesired inflow and infiltration into our sanitary system. Sewer lining, often called “trenchless pipe repair or Cured-in-Place Pipe (CIPP), is a modern, non-invasive method for repairing damaged underground sewer pipes without the need for extensive digging, excavation, or destruction of landscaping, driveways and sidewalks. It essentially creates a new seamless and durable pipe inside the old line.

This program also repairs points of service along the main, aiding in maintaining pipe structural integrity and ensuring maximum flow of the sewer system. Sanitary Sewer Lining is a cost-effective way to increase the pipeline service life.

The city posted a bid based on the recommendations of the CMOM program. The bid opening was conducted on April 06, 2026, and five companies bid on the project.

Performance Pipelining	\$ 494,864.00
Hoerr Construction	\$ 518,301.00
National Power Rodding	\$ 538,562.10
Visu-Sewer	\$ 611,752.05
Insituform Technologies	\$ 650,966.88

Performance Pipelining has not work in St Charles or the local area. But checking references successfully completed several other lining projects within central Illinois.

**Attachments** (please list):

\*Lining maps

**Recommendation/Suggested Action** (briefly explain):

Recommendation to approve a Resolution awarding the unit price bid to Performance Pipelining for Sanitary Sewer Lining Program for the amount of \$494,864.

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Awarding the Unit Price Bid to Performance Pipelining for  
Sanitary Sewer Lining Program in the amount of \$494,864**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS Sanitary Sewer Lining is an ongoing program to decrease undesired inflow and infiltration into our sanitary system;

WHEREAS, a bid opening was conducted on April 6, 2026 and five companies bid on the project;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to award the unit price bid to Performance Pipelining for the Sanitary Sewer Lining Program in the amount of \$494,864.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

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Clint Hull, Mayor

ATTEST:

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City Clerk

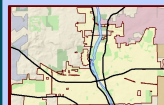
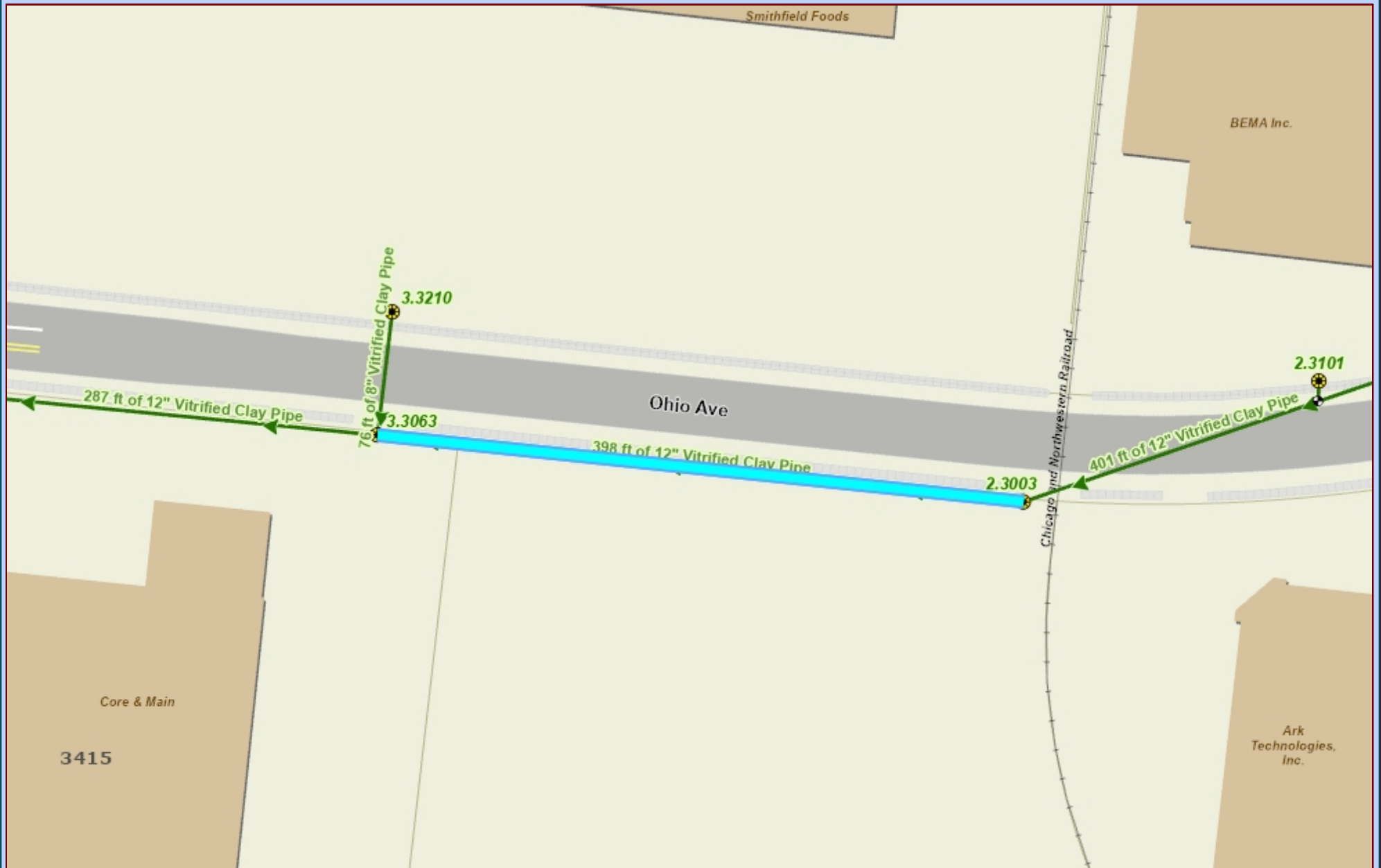
COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

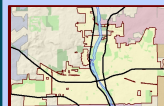
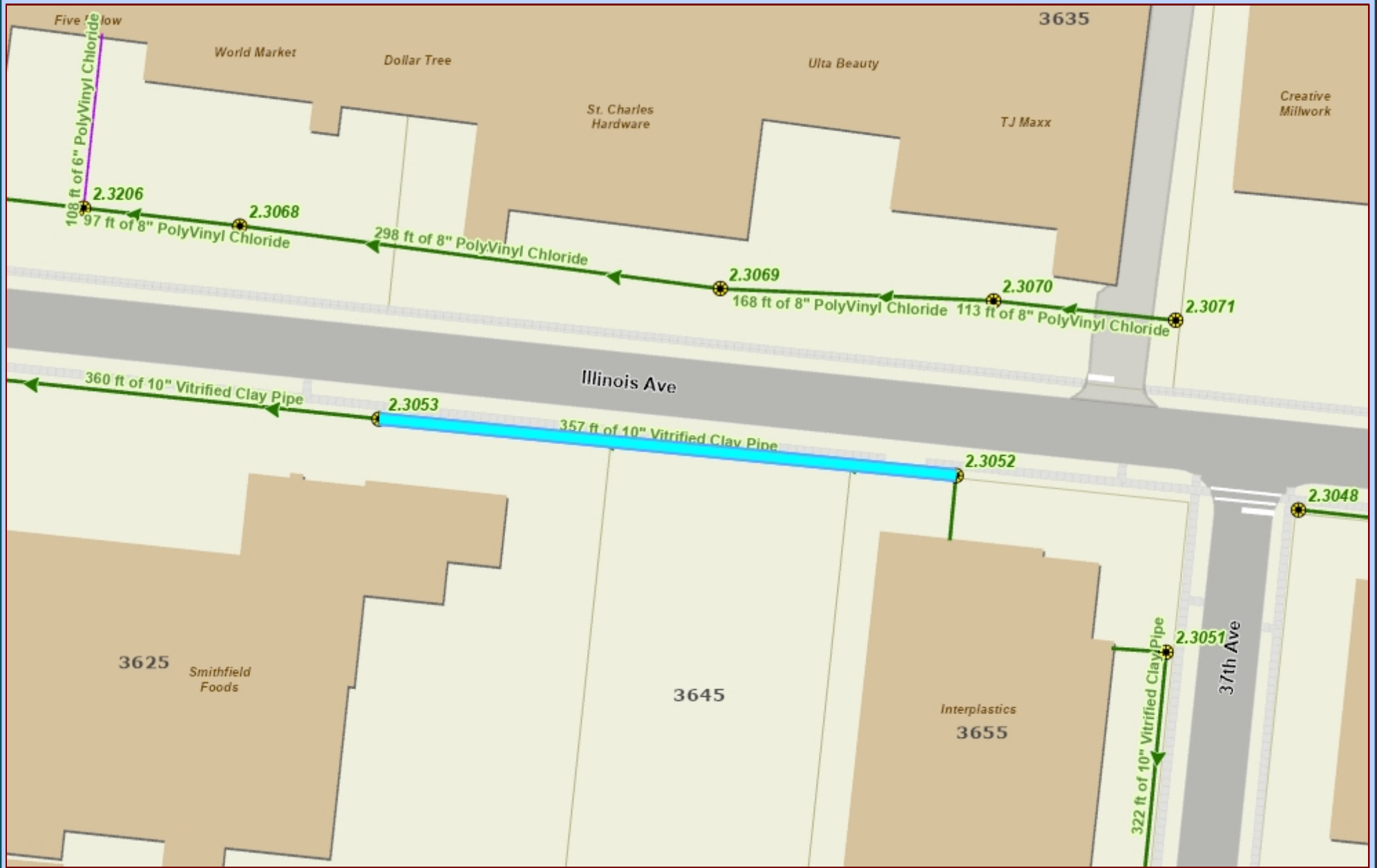


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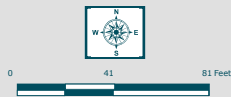


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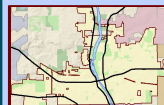
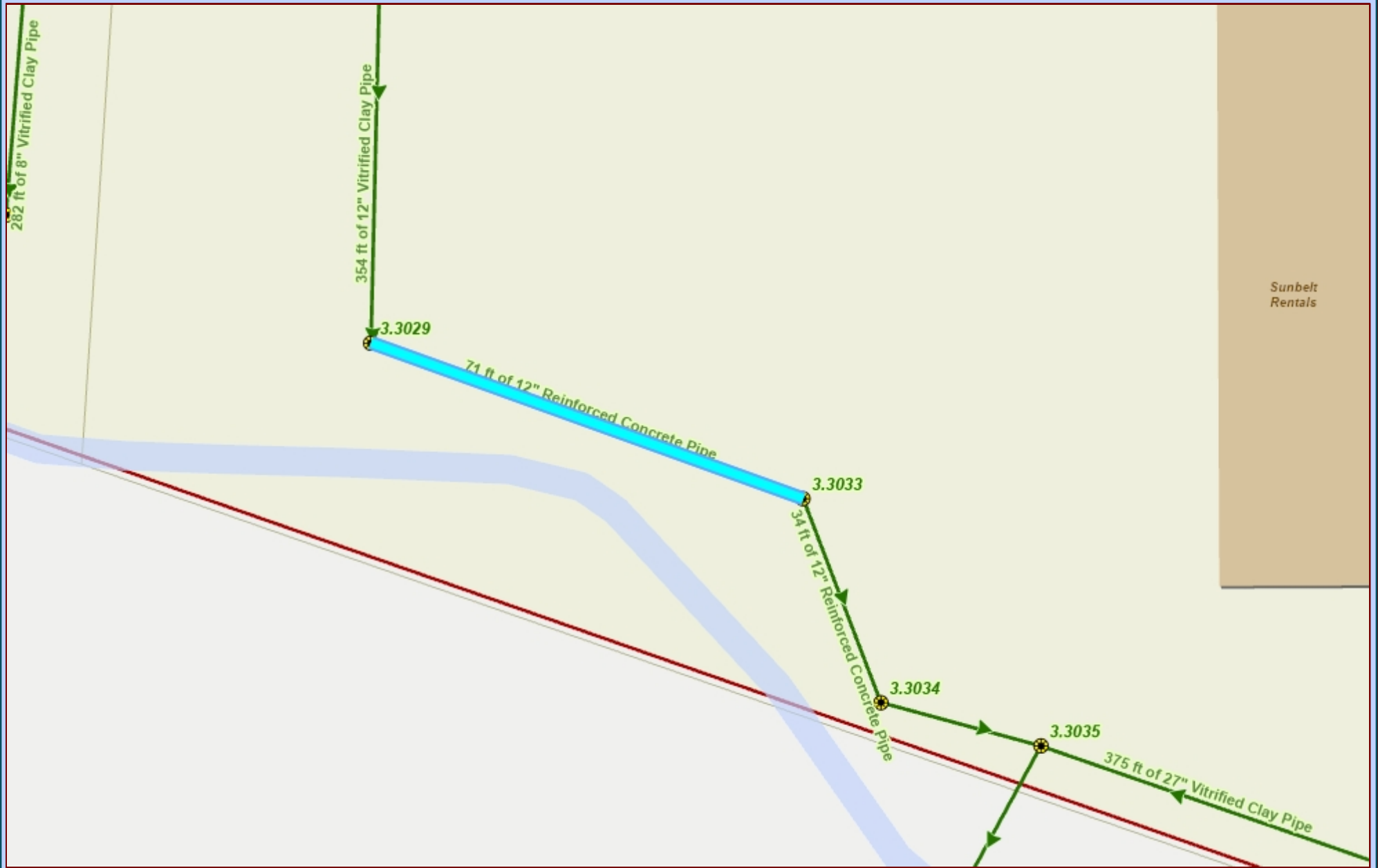
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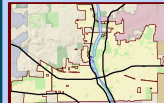
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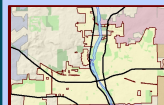


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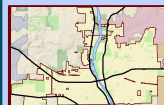
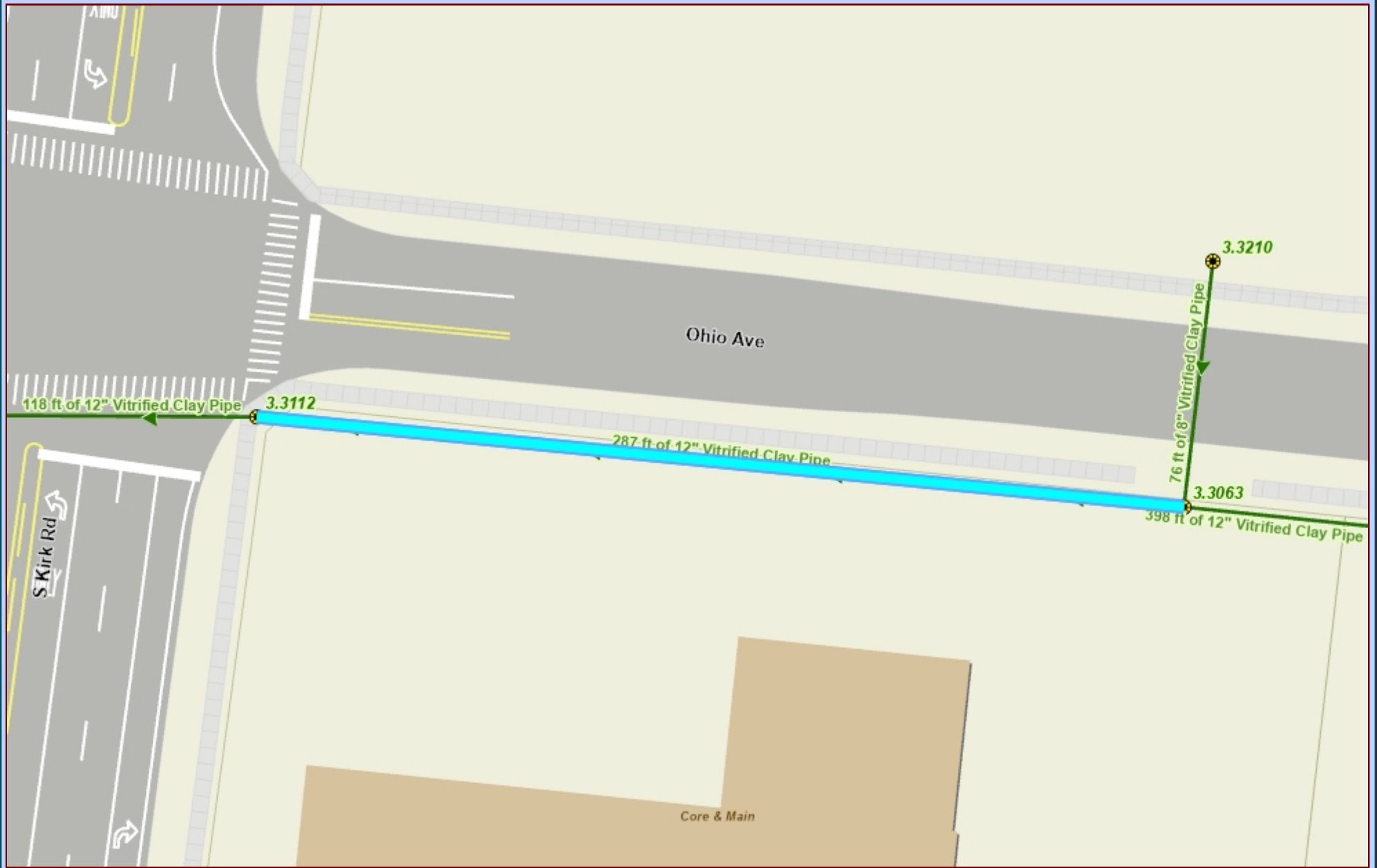


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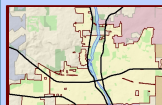
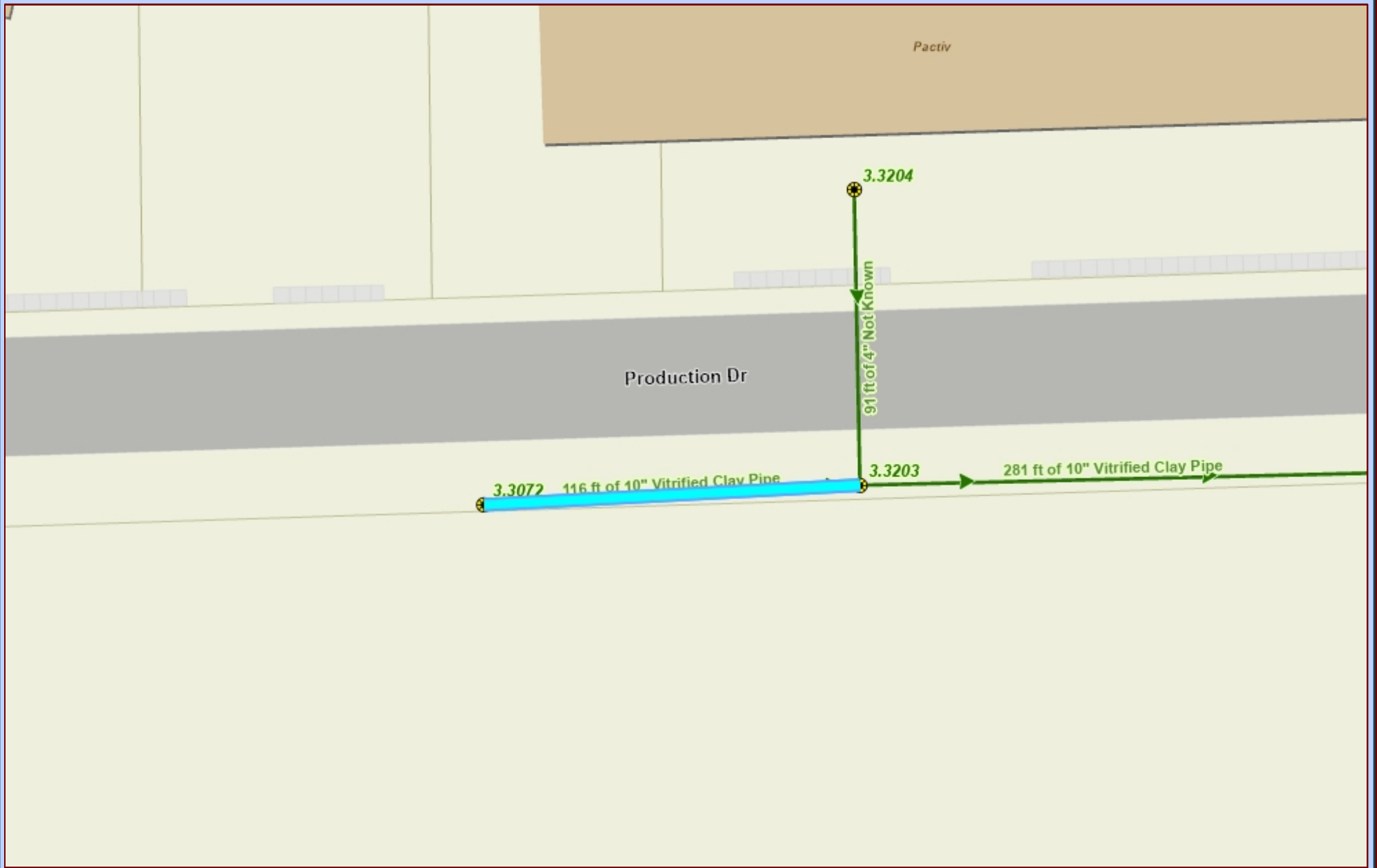
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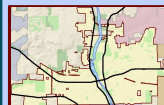
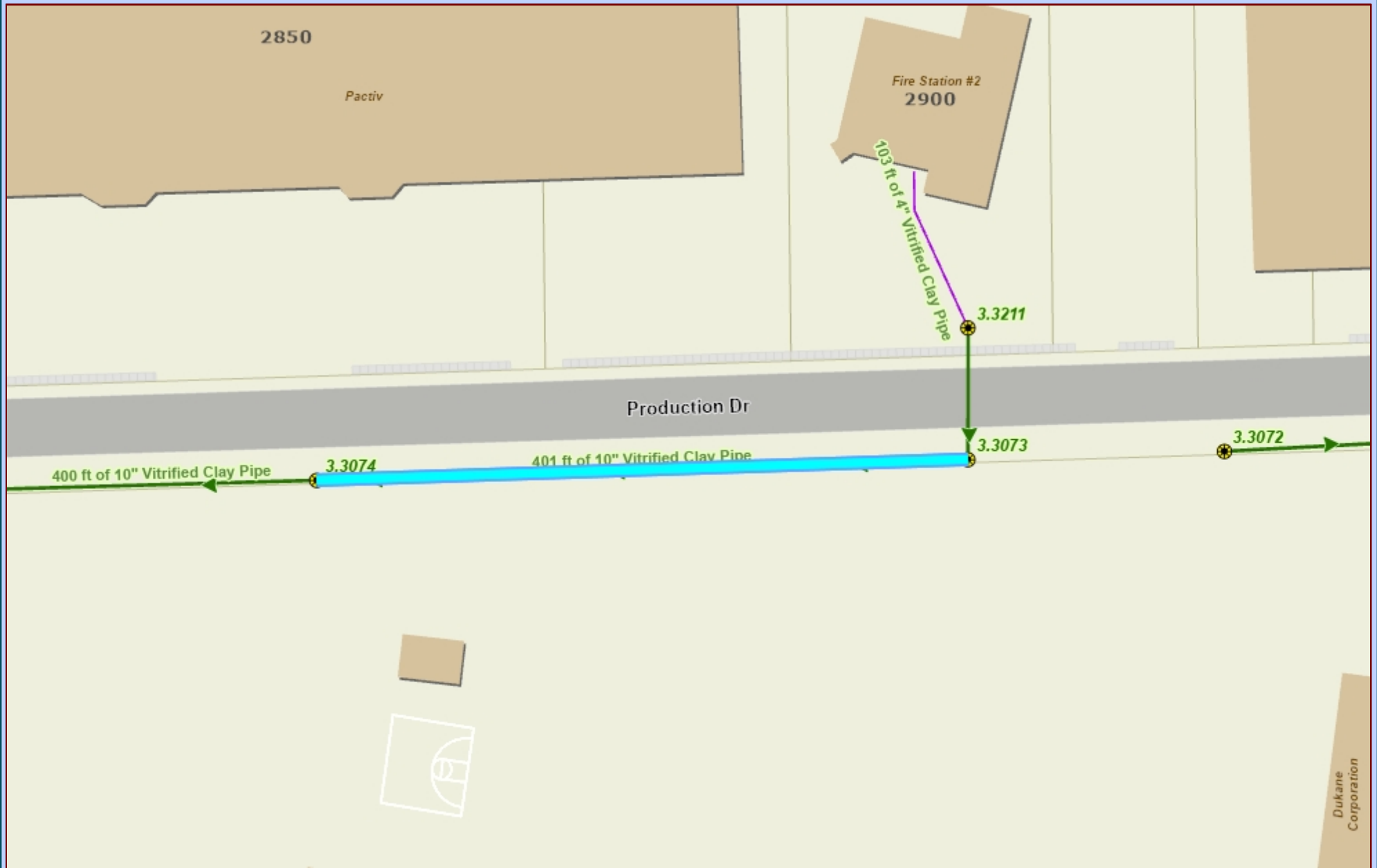


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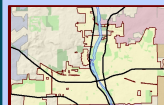
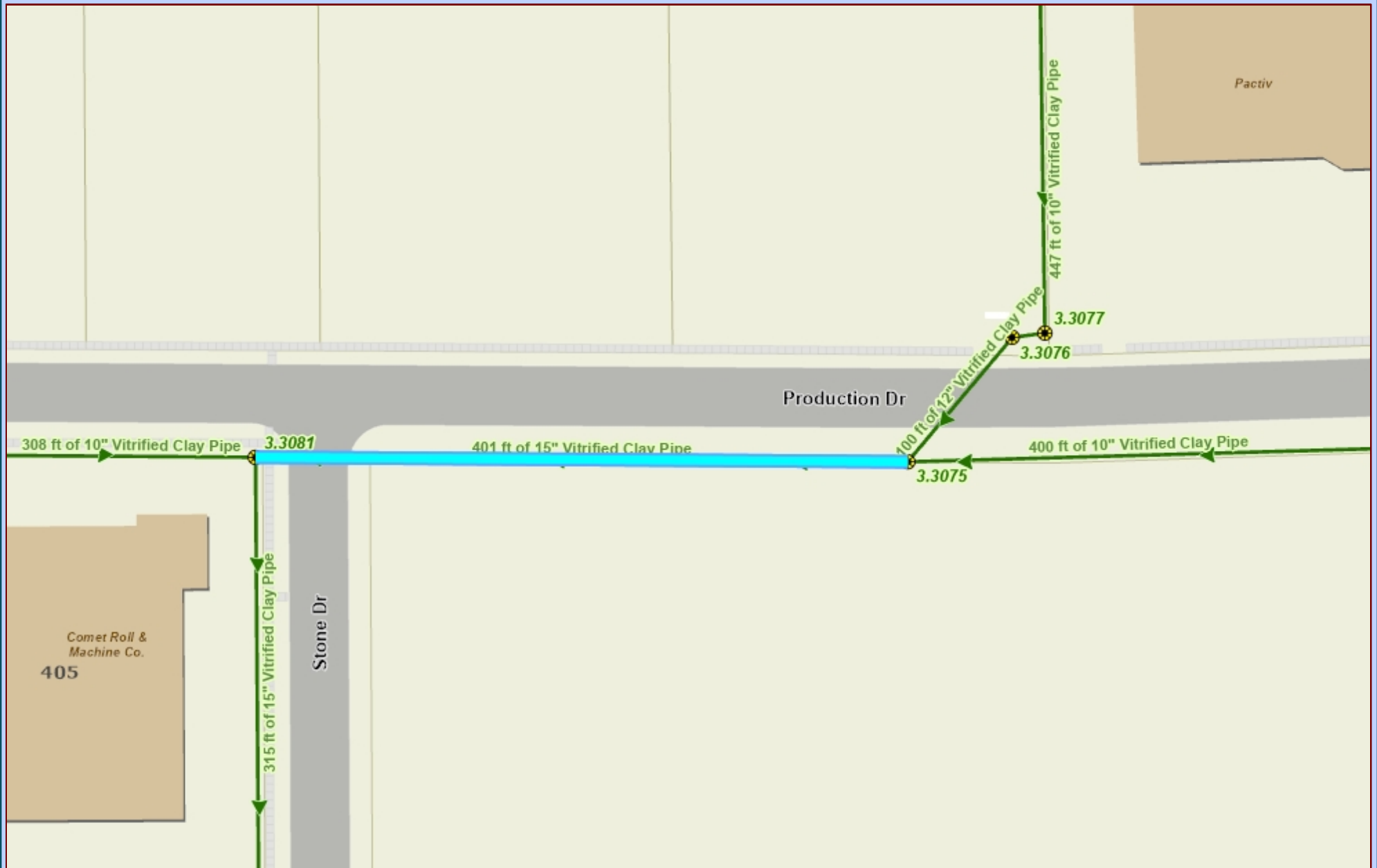
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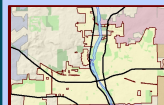
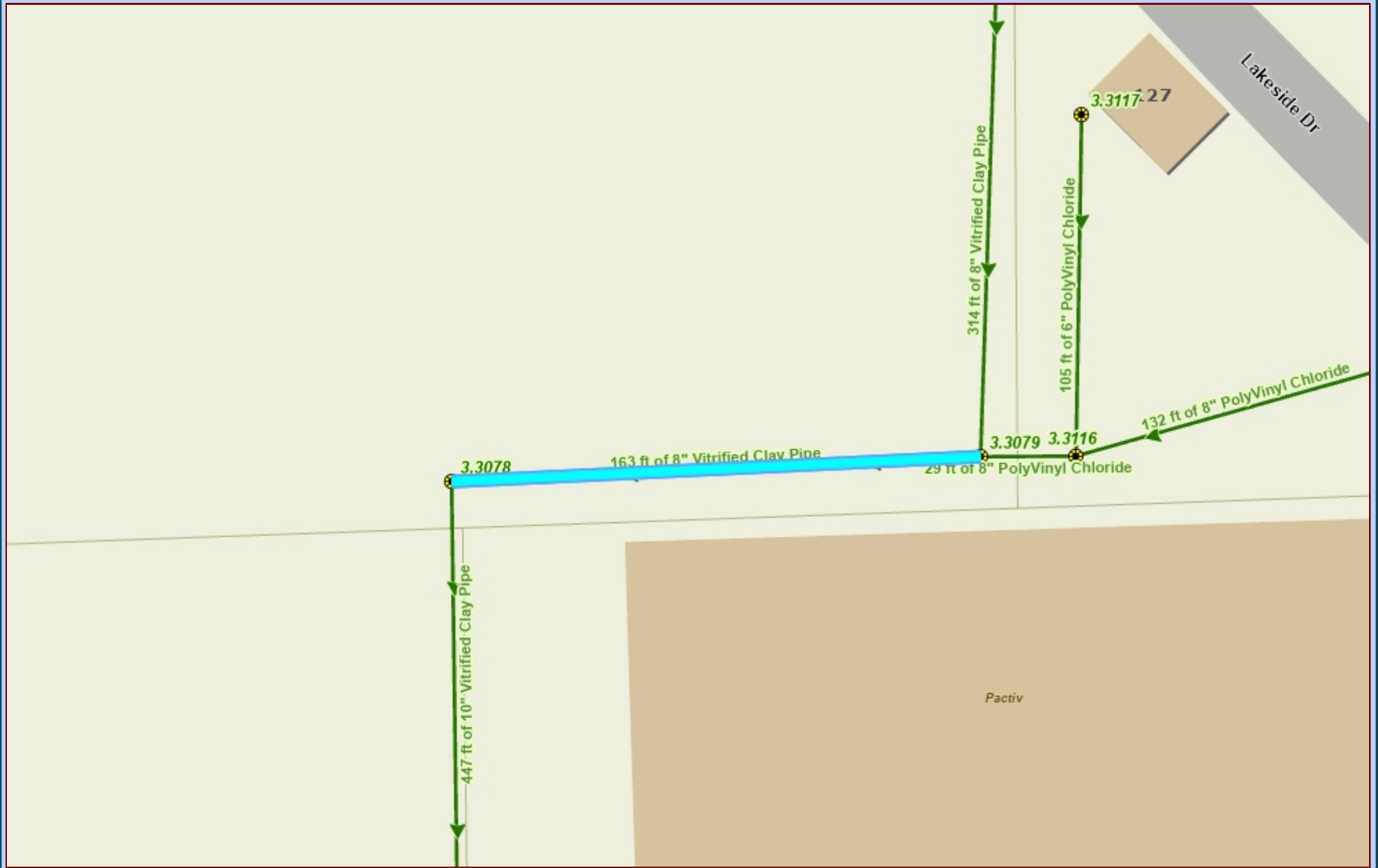
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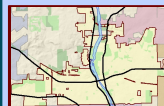


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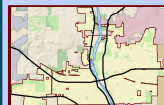
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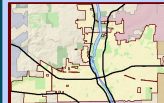
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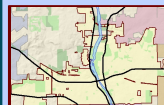
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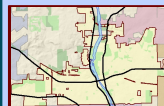
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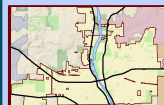
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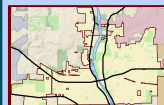
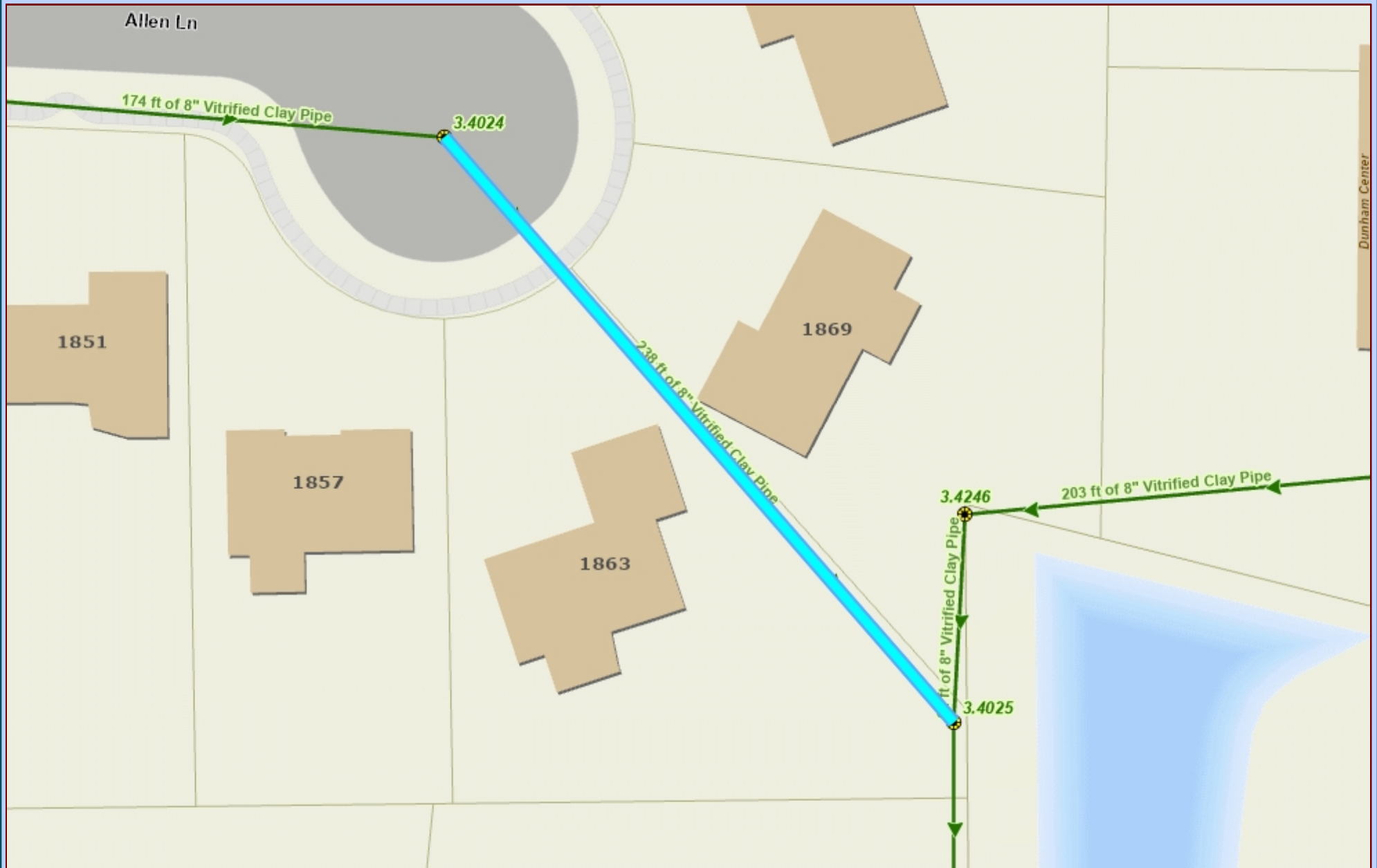


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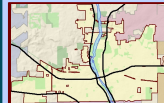
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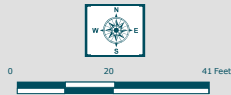
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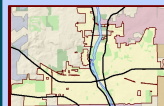
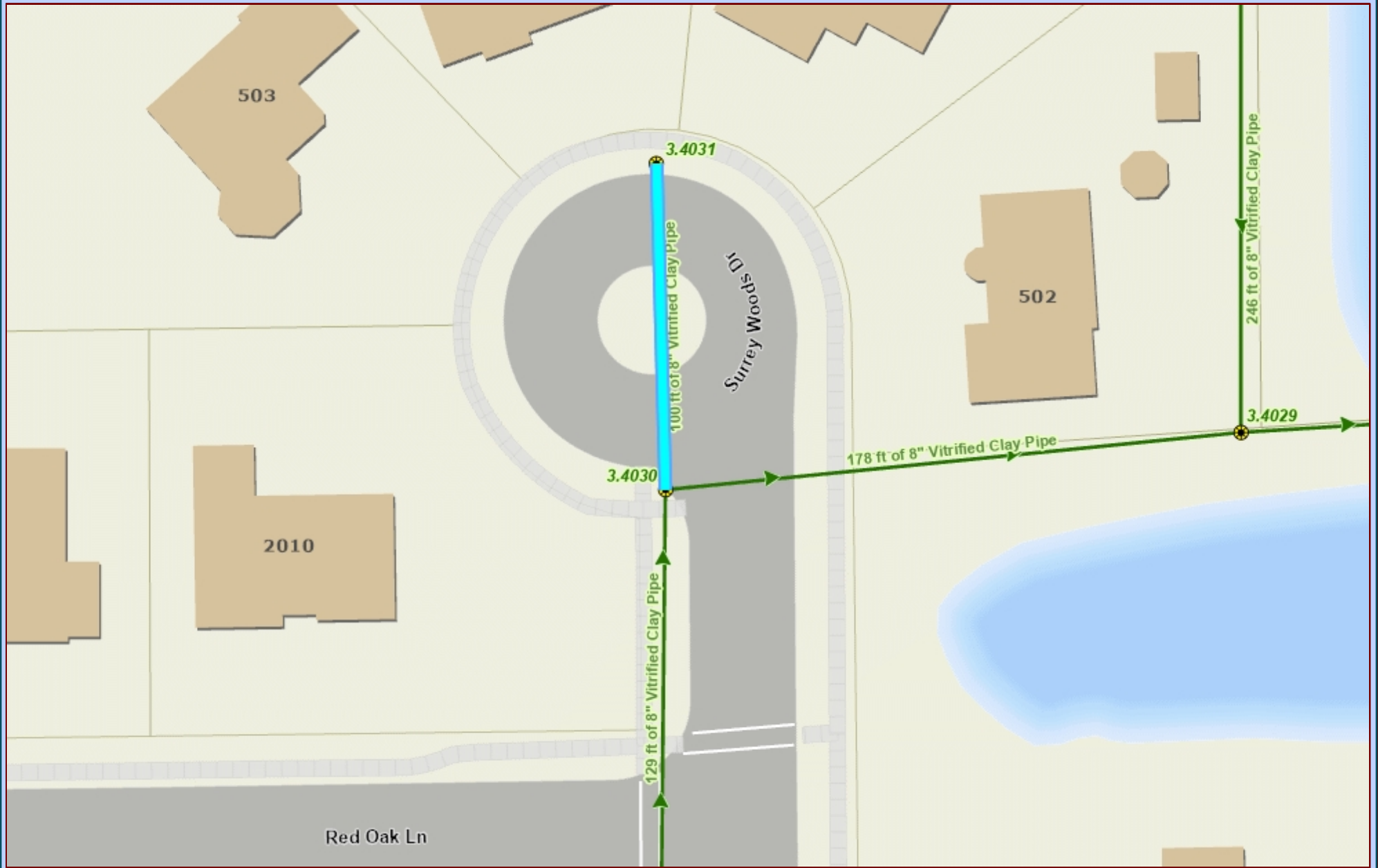
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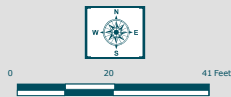
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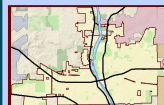
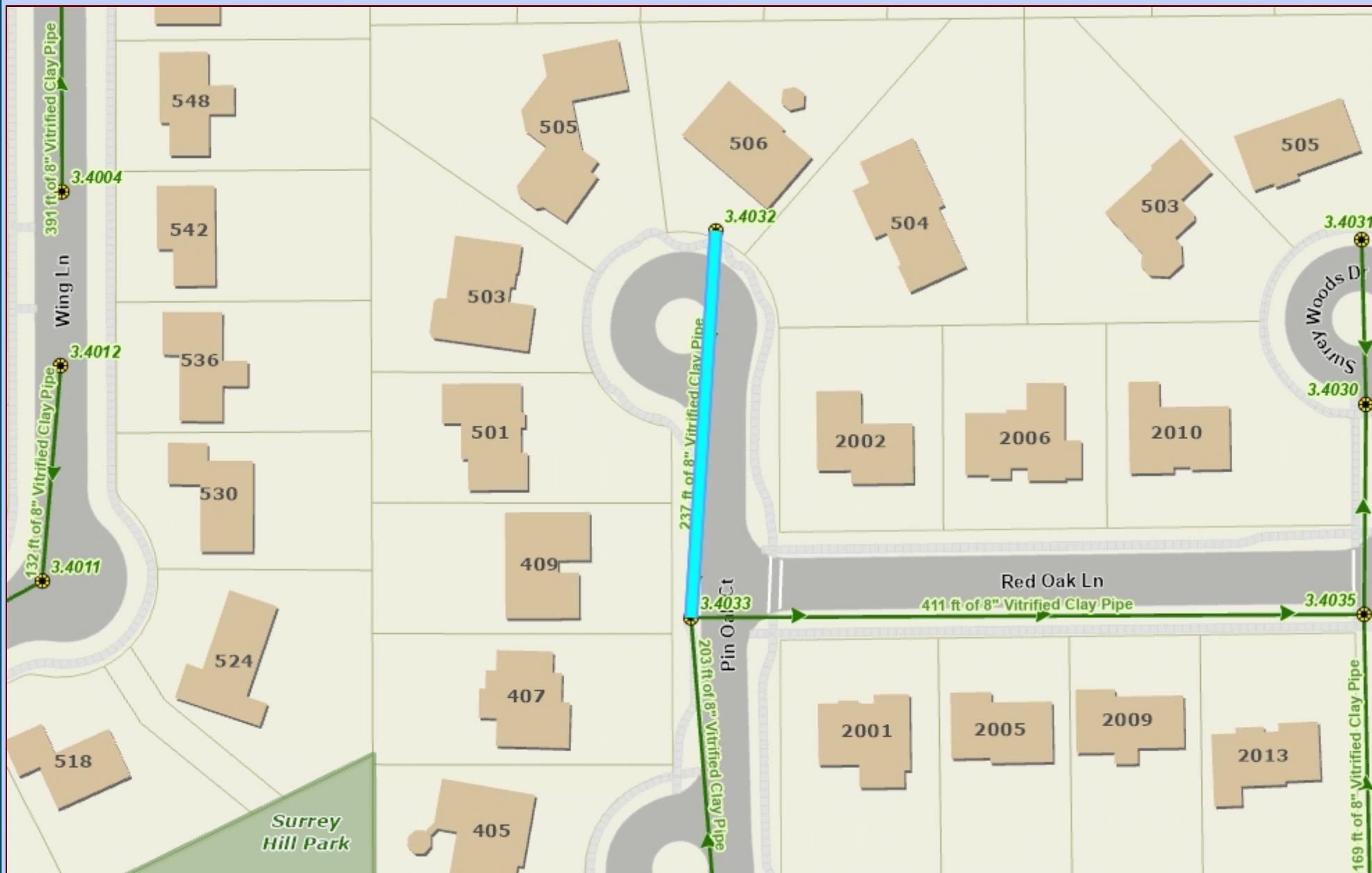
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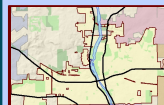
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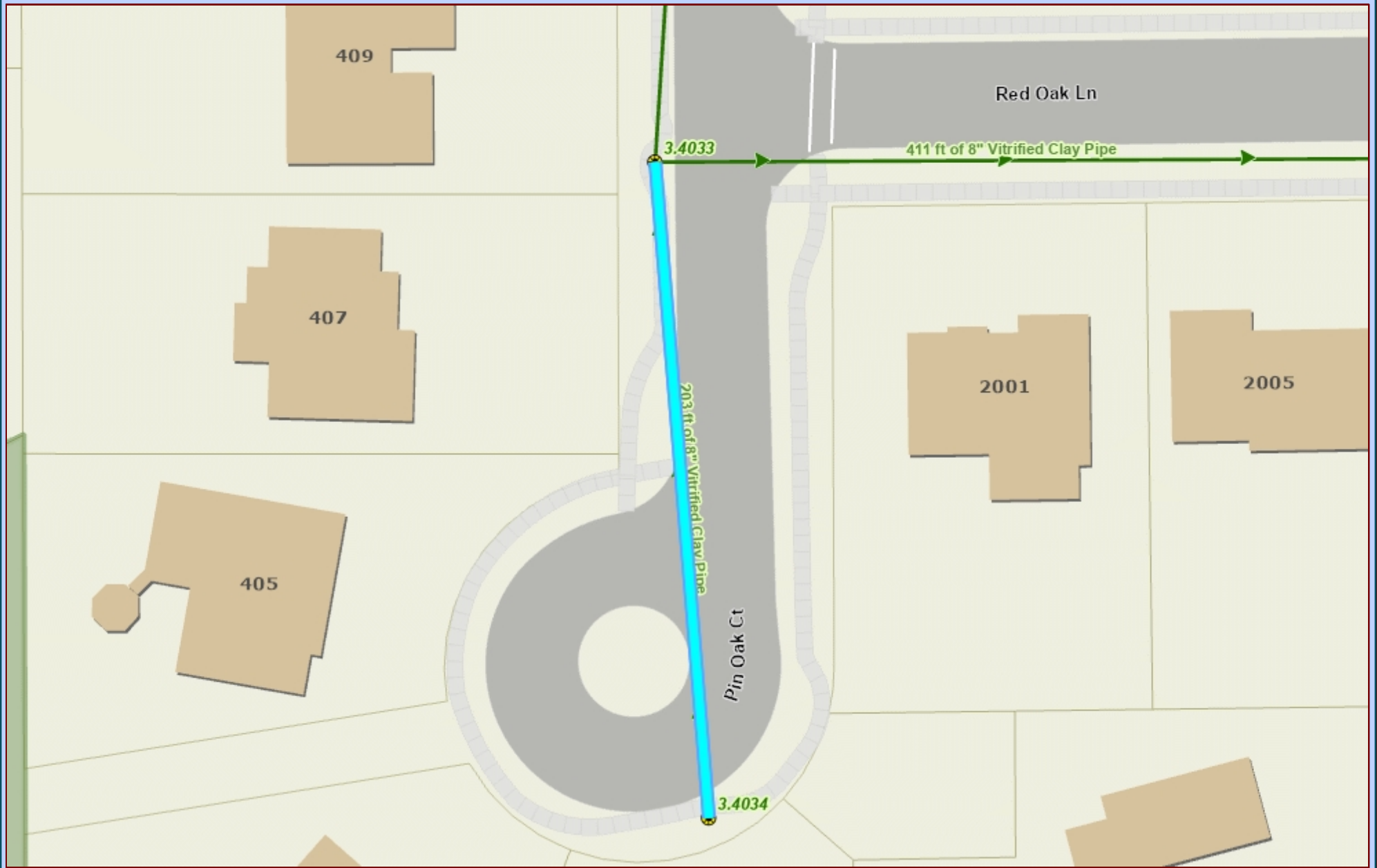
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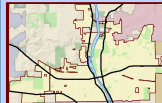
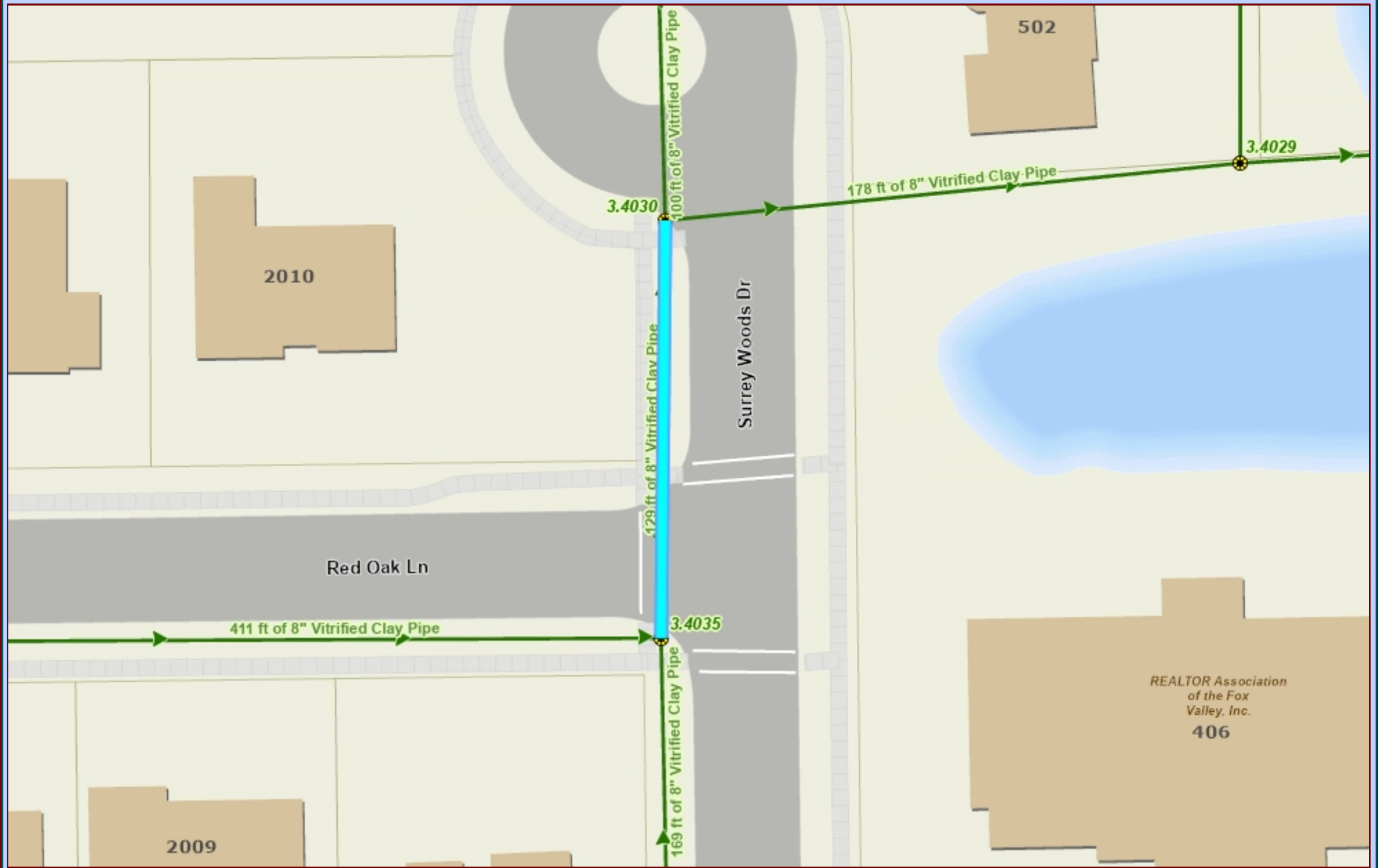
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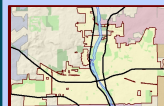


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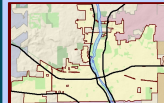
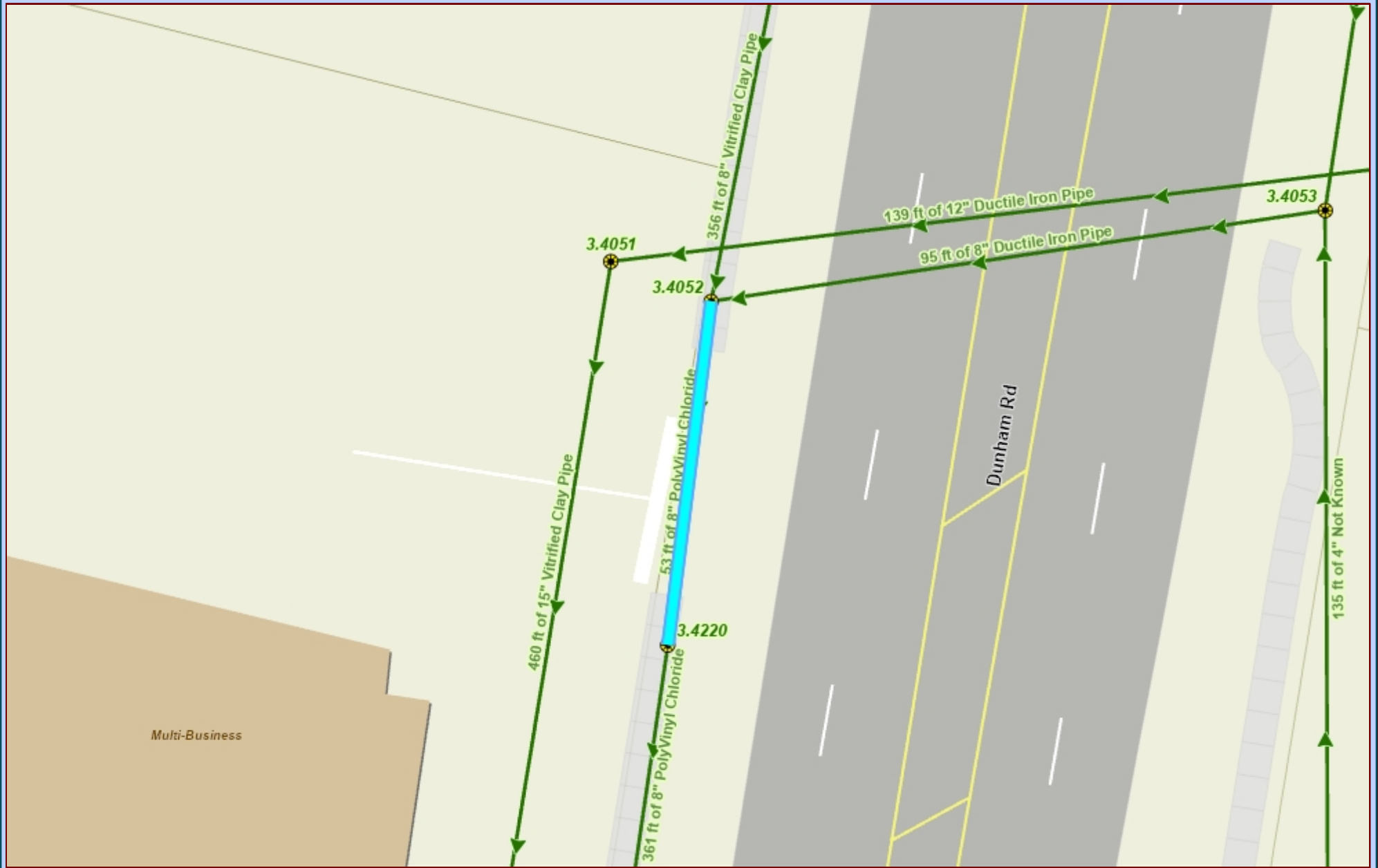
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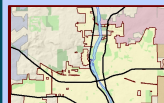
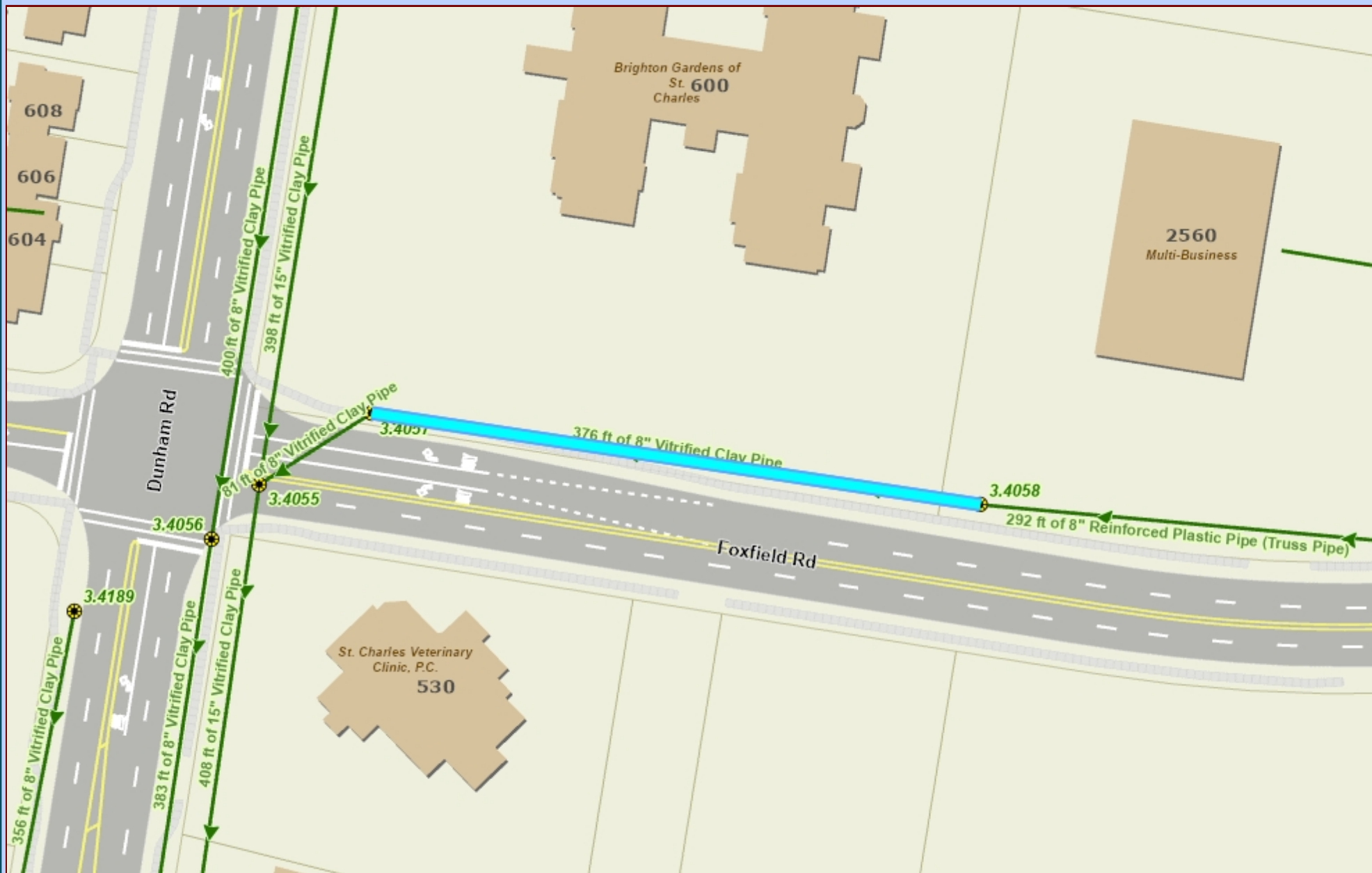
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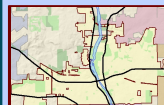
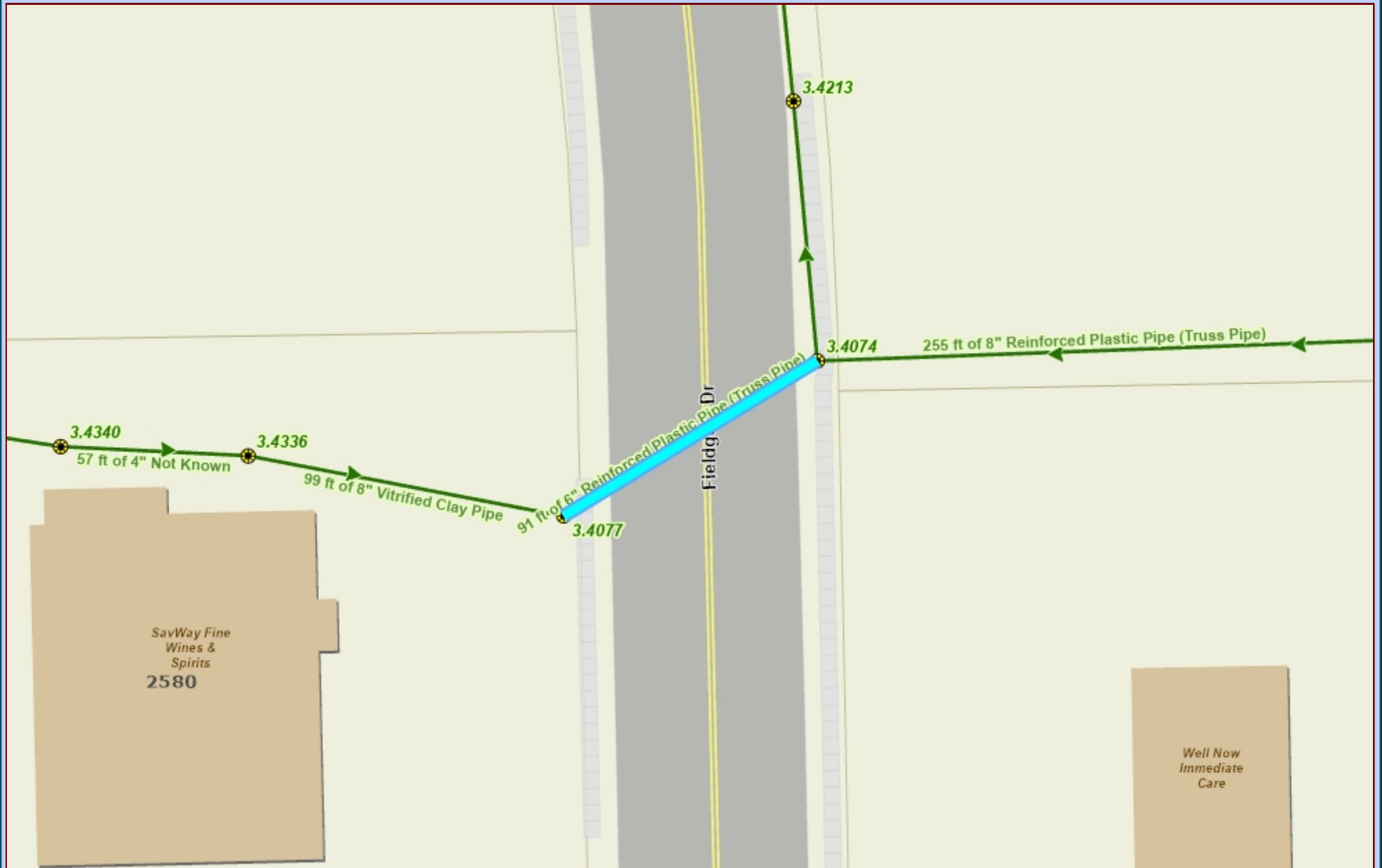
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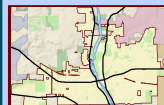
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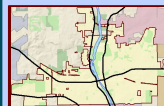
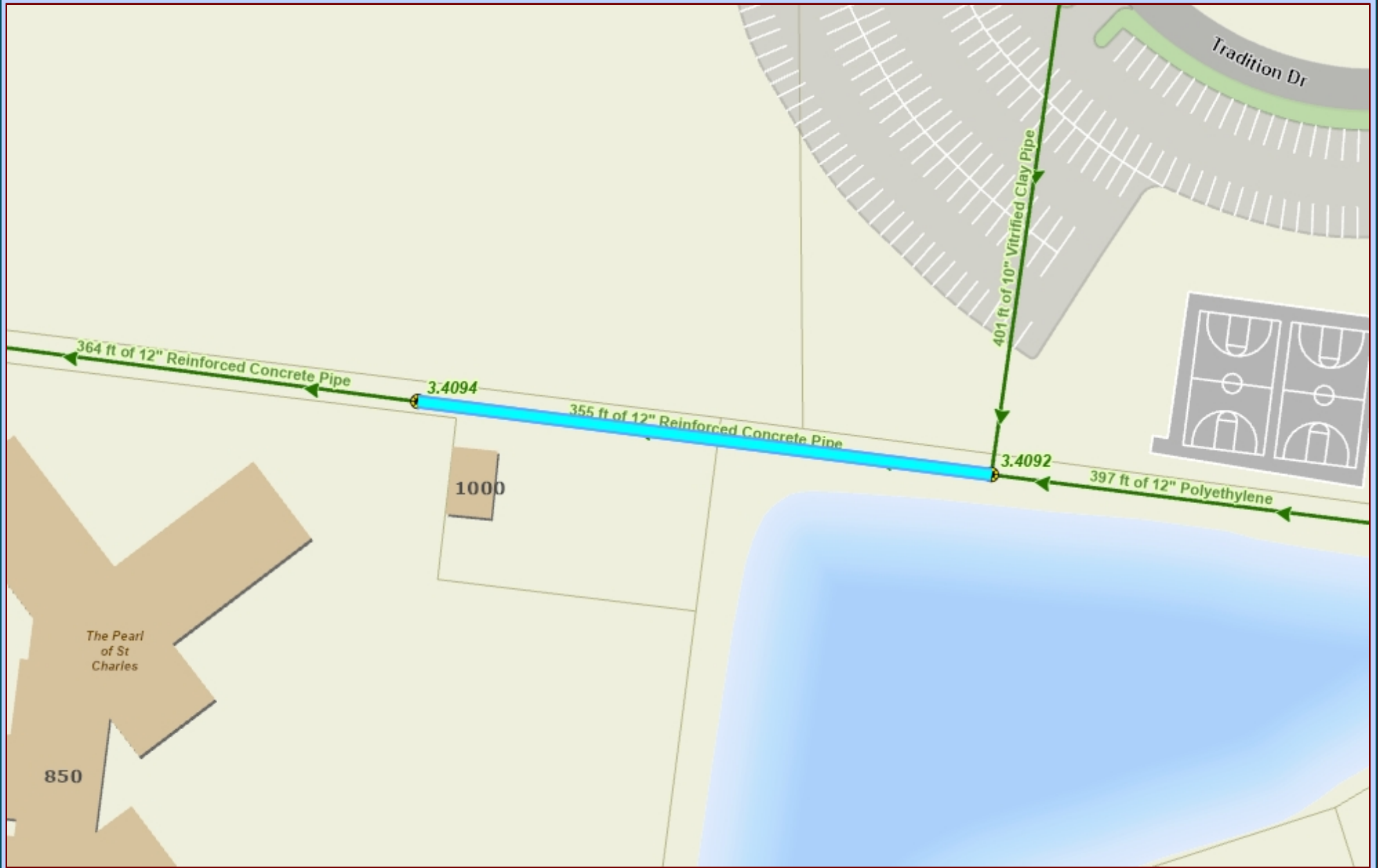


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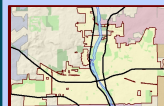
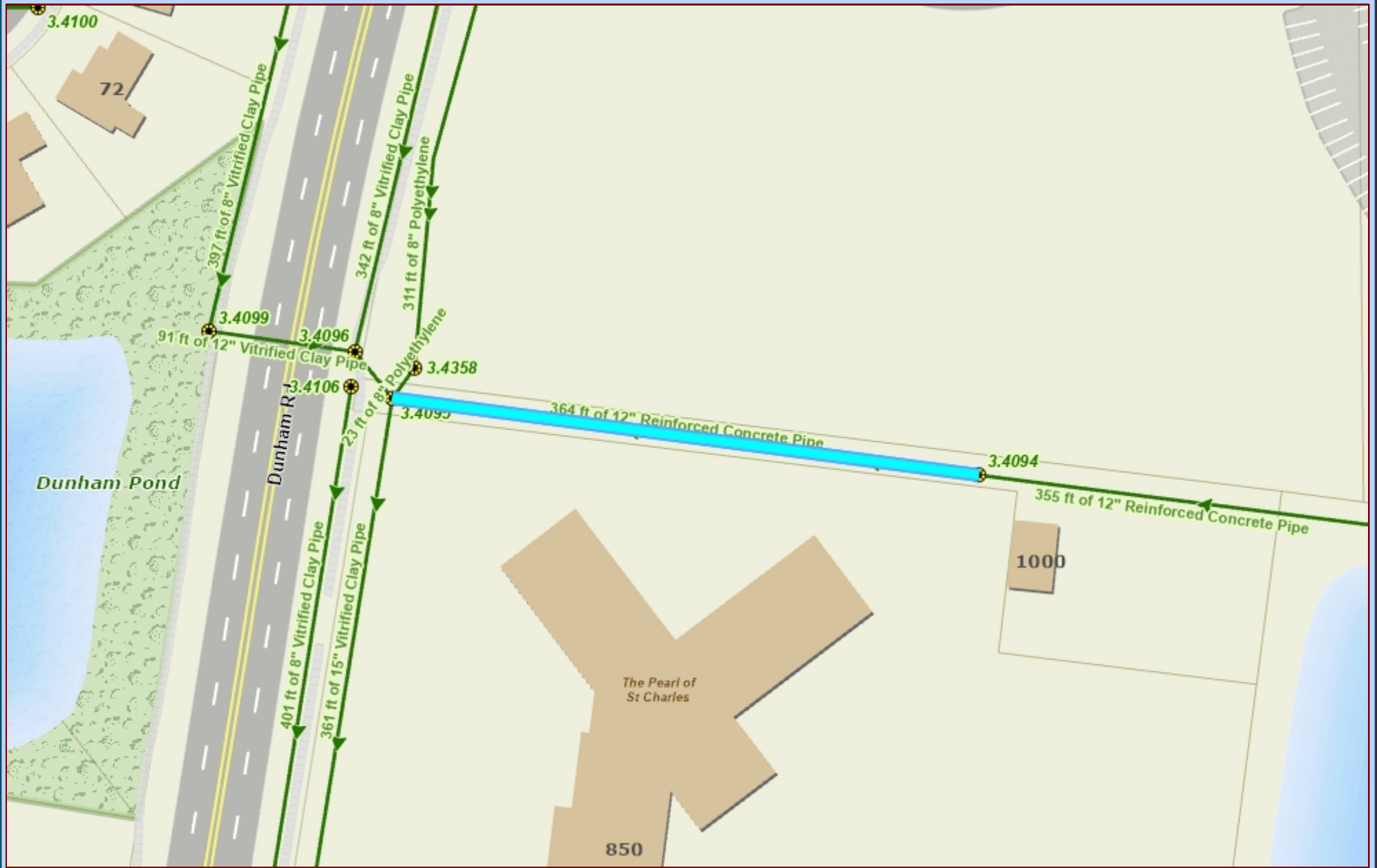
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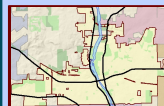
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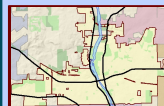


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 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6b
	Title:	Recommendation to approve a Resolution Awarding the Unit Cost Bid for the Annual Lead Line Replacement Program to Swallow Construction in the amount of \$7,650,000	
	Presenter:	<b>Tim Wilson, Public Works Manager – Environmental Services</b>	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 7,650,000		<b>Budgeted Amount:</b> \$ 7,650,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<p><b>Executive Summary</b> (if not budgeted, please explain):</p> <p>To comply with new EPA regulations mandating the replacement of all lead service lines within ten years, the City of St. Charles has posted a bid for the first year of the lead service line replacement (LSLR) plan. This updated multi-year project plan has a detail the City’s targeted strategy, prioritizing areas with coordination of other capital projects and the highest census tract metrics: median household income (MHI), percentage of children under six years old, poverty rate, unemployment rate, social security recipient rate, state supplemental income recipient rate, lead service line inventory percentage, and the prevalence of pre-1990 construction. The purpose of lead line replacement is to reduce the exposure of lead in the drinking water supply to all members of the community. The Water utility has approximately 3,033 projected lead service lines connected to the community water supply distribution system.</p> <p>On April 06, 2026, the city received two bids for the lead line replacement program. Only one of the bids was properly submitted and followed all the bidding requirements. The single bidder was Swallow Construction Corporation from West Chicago. Swallow construction has successfully completed several other water and sewer projects for the city in the past. Plus, Swallow Construction has also been working with other communities in area on lead line replacement.</p> <p>The proposed replacement cost for each service line will be different for each home. This is a result of site conditions at home. The city has required the bidders to provide unit cost for most of the items typically encountered while replacing service lines. The city has also set up an allowance for items that cannot be detailed like internal finishings or special hard-scaping items. Based on the unit cost provided by Swallow construction the typical service line will cost in the general range of \$21,000 – 25,000 / service.</p> <p>Based on the regional bid results and past work experiences, the city recommends awarding the bid to Swallow construction.</p>			
<p><b>Attachments</b> (please list):</p> <p>*Swallow Unit Cost Bid *Area Replacement Map</p>			
<p><b>Recommendation/Suggested Action</b> (briefly explain):</p> <p>Recommendation to approve a Resolution Awarding the Unit Cost Bid for the Annual Lead Line Replacement Program to Swallow Construction in the amount of \$7,650,000</p>			

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Awarding the Unit Cost Bid to Swallow Construction for the  
Annual Lead Line Replacement Program in the amount of \$7,650,000**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS on April 6, 2026 the City received two bids for the lead line replacement program. Only one of the bids was properly submitted and followed all the bidding requirements;

WHEREAS, the single bidder is Swallow Construction Corporation from West Chicago. Swallow Construction has successfully completed several other water and sewer projects for the City in the past;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to award the unit cost bid to Swallow Construction for the Annual Lead Line Replacement Program in the amount of \$7,650,000.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

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Clint Hull, Mayor

ATTEST:

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City Clerk

COUNCIL VOTE:

Ayes:

Nays:

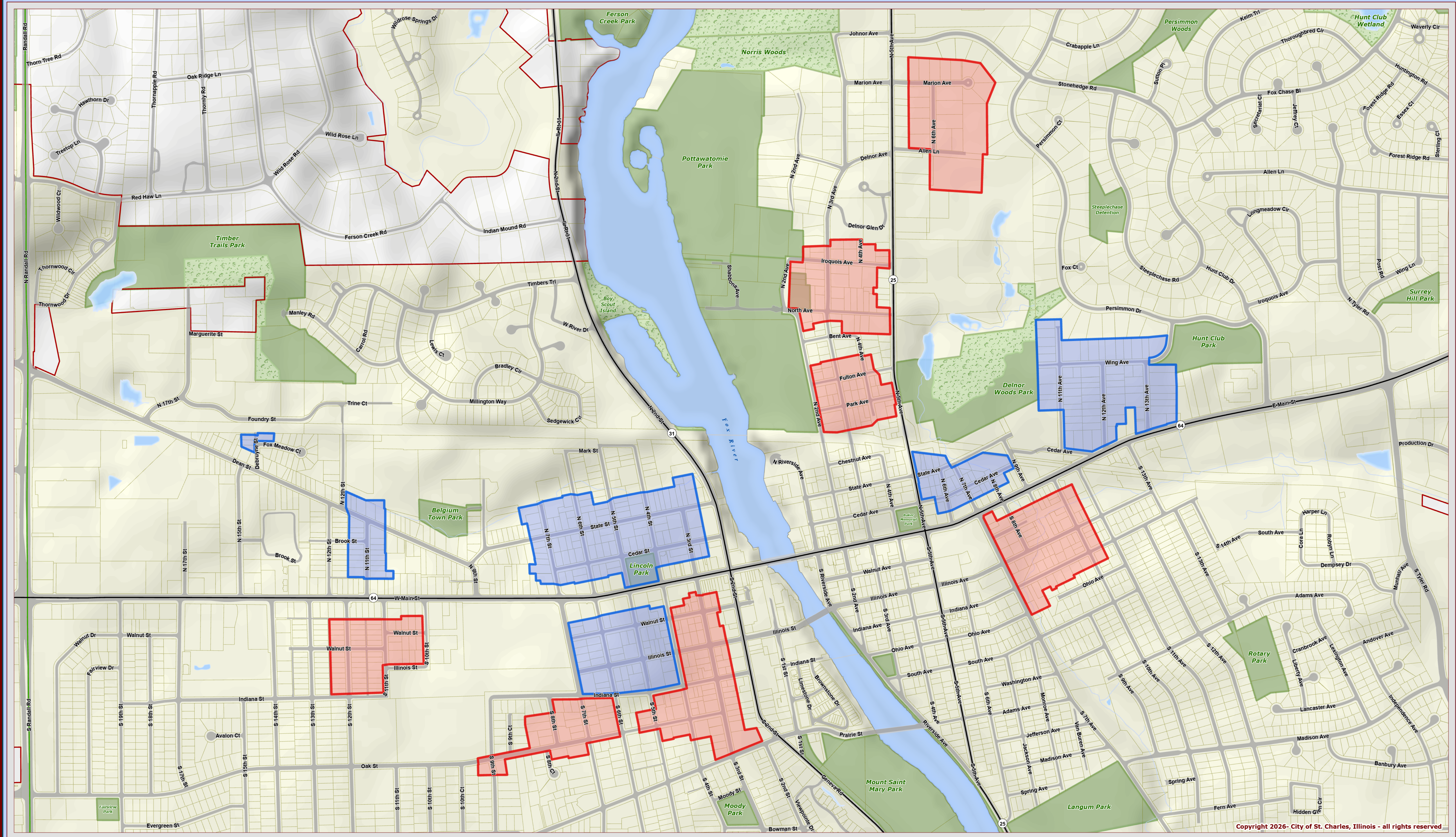
Absent:

Abstain:

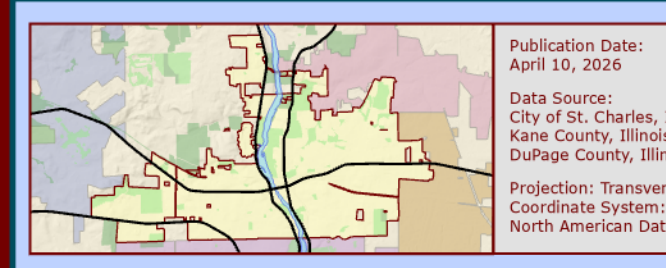
**2026 Lead Service Line Replacement Program (ES2026-22)**

Item No.	Description	Unit	Qty.	Swallow Construction	
				Unit Price	Total Price
<b>Base Bid Items</b>					
1	Public Water Service, Bored or Pulled, Copper, Complete, 1"	LF	33	\$150.00	\$ 4,950.00
2	Private Water Service, Bored or Pulled, Copper, Complete, 1"	LF	33	\$150.00	\$ 4,950.00
3	Sidewalk Removal & Replacement, 5"	SF	45	\$25.00	\$ 1,125.00
4	Pavement Removal & Patch Replacement, Class D	SY	15	\$235.00	\$ 3,525.00
5	Combination Curb and Gutter Removal and Replacement	LF	10	\$190.00	\$ 1,900.00
6	Connection to Existing Water Meter (Basement/Crawlspace), Complete	EA	1	\$3,300.00	\$ 3,300.00
7	Parkway Restoration	LS	1	\$1,200.00	\$ 1,200.00
8	Traffic Control and Protection, Special	LS	1	\$4,000.00	\$ 4,000.00
9	Reconnection of Water Service Electrical Jumper Cable	EA	1	\$200.00	\$ 200.00
<b>Base Bid Total</b>				<b>\$</b>	<b>25,150.00</b>
<b>Contingency Bid Items</b>					
10	Temporary Pavement Installation, Maintenance and Removal	SY	1	\$490.00	-
11	PCC Pavement, Jointed, Removal and Replacement, 9"	SY	1	\$260.00	-
12	PCC Approach Pavement Removal and Replacement, 6"	SY	1	\$355.00	-
13	Tree Root Pruning	EA	1	\$287.00	-
14	Rock Excavation	CY	1	\$1,584.00	-
15	Hot-Mix Asphalt Approach Pavement Removal and Replacement, 3"	SY	1	\$247.00	-
16	Retaining Wall, Modular Block, Complete	SF	1	\$58.00	-
17	Retaining Wall, PCC Concrete, Complete	CY	1	\$58.00	-
18	Silt Fence	LF	1	\$15.00	-
19	Inlet and Pipe Protection	EA	1	\$250.00	-
20	Interior Water Meter Relocation, Complete	LF	1	\$540.00	-
21	Public Water Service, Open-Cut, Copper, Complete, 1"	LF	1	\$425.00	-
22	Public Water Service, Open-Cut, Copper, Complete, 1.5"	LF	1	\$464.00	-
23	Public Water Service, Open-Cut, Copper, Complete, 2"	LF	1	\$848.00	-
24	Private Water Service, Open-Cut, Copper, Complete, 1"	LF	1	\$425.00	-
25	Private Water Service, Open-Cut, Copper, Complete, 1.5"	LF	1	\$564.00	-
26	Private Water Service, Open-Cut, Copper, Complete, 2"	LF	1	\$848.00	-
27	Public Water Service, Bored or Pulled, Copper, Complete, 1.5"	LF	1	\$735.00	-
28	Public Water Service, Bored or Pulled, Copper, Complete, 2"	LF	1	\$750.00	-
29	Private Water Service, Bored or Pulled, Copper, Complete, 1.5"	LF	1	\$736.00	-
30	Private Water Service, Bored or Pulled, Copper, Complete, 2"	LF	1	\$751.00	-
31	Water Service Casing	LF	1	\$412.00	-
32	Public Water Service Bored Through Rock, Copper, Complete, 1" with 2" Casing	LF	1	\$785.00	-
33	Public Water Service Bored Through Rock, Copper, Complete, 1.5" with 2" Casing	LF	1	\$796.00	-
34	Public Water Service Bored Through Rock, Copper, Complete, 2" with 3" Casing	LF	1	\$811.00	-
35	Private Water Service Bored Through Rock, Copper, Complete, 1" with 2" Casing	LF	1	\$785.00	-
36	Private Water Service Bored Through Rock, Copper, Complete, 1.5" with 2" Casing	LF	1	\$796.00	-
37	Private Water Service Bored Through Rock, Copper, Complete, 2" with 3" Casing	LF	1	\$811.00	-
38	Connection to New Water Meter (Slab on Grade), Complete	EA	1	\$10,275.00	-
39	Connection to Existing Water Meter (Slab on Grade), Complete	EA	1	\$9,755.00	-
40	Connection to New Water Meter (Basement/Crawlspace), Complete	EA	1	\$10,375.00	-
41	Brick Pavement, Complete	SY	1	\$1,870.00	-
42	Restoration Allowance	LS	1	\$100,000.00	-
43	Exploratory Excavation, B-Box Service Material Identification	EA	1	\$1,650.00	-
44	Additional Service Line Abandonment	EA	1	\$3,800.00	-
45	Additional Corporation Stop Abandonment	EA	1	\$3,800.00	-

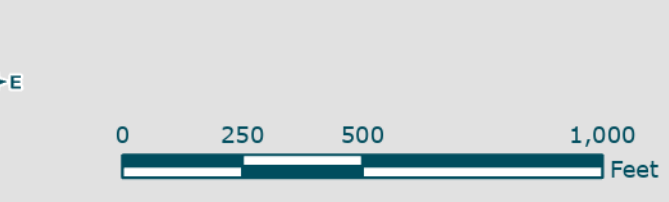
Bid will be awarded based on lowest responsive bidder on BASE BID. Contingency bid items require unit price for possible unplanned and unforeseen work. ☒



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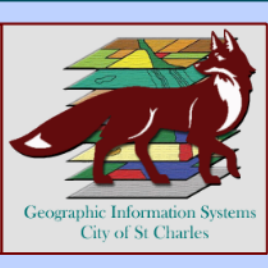



Publication Date:  
 April 10, 2026  
 Data Source:  
 City of St. Charles, Illinois  
 Kane County, Illinois  
 DuPage County, Illinois  
 Projection: Transverse Mercator  
 Coordinate System: Illinois State Plane East  
 North American Datum 1983



**Project Phase**  
■ Phase 1  
■ Phase 2

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 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6c
	Title:	Recommendation to approve a Resolution awarding an Agreement for Engineering Services for Phase 1 Flow Monitoring to Engineering Enterprises Inc. in the amount of \$89,810	
	Presenter:	Tim Wilson	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 89,810		<b>Budgeted Amount:</b> \$ 100,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>The approach of the EPA approved Capacity, Management, Operations, and Maintenance (CMOM) Program was to divide the sewer collection system into 12 sub-basins. Each sub-basin was divided into three phases, each phase lasting one year. The first year for this sub-basin consists of infiltration and inflow sewer flow monitoring; the second year of the project would include a sewer system evaluation survey; the final year of the sub-basin would include rehabilitation.</p> <p>As detailed in the CMOM Plan, City Staff is requesting to continue the Flow Monitoring Program in the Southeast Central and Main Flow Monitoring area (see map). These Basins were selected as the area this year due to the age of the infrastructure. The CMOM goal is to reduce the amount of infiltration and inflow.</p> <p>The Southeast Central and Main basin is generally located on the northeast side of the community. It is generally along Main Street from the river to Tyler Road. The drainage area expands several city blocks to the north south of Main Street.</p> <p>Flow monitoring will include 12 flow monitors for an eight-week period of time while local weather data is collected. At the completion of Phase I (flow monitoring), recommendations will be made for Phase II, which is the Sewer System Evaluation Survey.</p>			
<b>Attachments</b> (please list):			
*CMOM Agreement and Map			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to approve a Resolution awarding an Agreement for Engineering Services for Phase 1 Flow Monitoring to Engineering Enterprises Inc. in the amount of \$89,810.			

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Awarding an Agreement for Engineering Services for Phase  
1 Flow Monitoring to Engineering Enterprises Inc. in the amount of  
\$89,810**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS as detailed in the CMOM Plan, City Staff is requesting to continue the Flowing Monitoring Program in the Southeast Central and Main Flow Monitoring area;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to award an Agreement for Engineering Services for Phase 1 Flow Monitoring to Engineering Enterprises Inc. in the amount of \$89,810.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

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Clint Hull, Mayor

ATTEST:

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City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



## ENGINEERING ENTERPRISES, INC.

---

52 Wheeler Road, Sugar Grove, IL 60554  
Ph: 630.466.6700 • Fx: 630.466.6701  
www.eeiweb.com

March 20, 2026

Mr. Tim Wilson  
Public Works Manager – Environmental Services  
City of St. Charles  
2 East Main Street  
St. Charles, IL 60174

**Re: Southeast Central and Main Flow Monitoring Study  
City of St. Charles, Kane & DuPage Cos., IL**

Dear Mr. Wilson:

Enclosed for your review and consideration is our proposed agreement for the Southeast Central and Main Flow Monitoring Study within the City's sanitary sewer network. Flow monitoring of the Southeast Central and Main area is part of the City's overall Inflow and Infiltration Reduction Program.

The attached agreement includes a detailed scope of services, estimate of level of effort and associated cost, and proposed schedule for the project. We are proposing to provide our professional engineering services on a time and materials basis for a not-to-exceed cost of \$89,810. Our proposed schedule is to conduct flow monitoring from mid-April through mid-June, after which the data will be analyzed and Phase 2 recommendations and cost estimates prepared, and a final summary report will be prepared and submitted.

The flow monitoring for the Southeast Central and Main area was recommended for the City as the next basin in which to complete flow monitoring, as part of the Capacity, Management, Operations, and Maintenance (CMOM) Plan prepared for the City. The scope and estimated cost of the rest of the multiphase I/I reduction program can be found in the CMOM Plan report, that will be verified for each basin and phase.

We look forward to continuing our outstanding partnership with the City and look forward to working with you and members of your staff on this project. If you have any questions or require any additional information, please do not hesitate to contact me.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.

*Christopher Walton*

Christopher R. Walton, P.E.  
Project Manager

pc: Matt Wilson – City of St. Charles (via email)  
JWF, STD, SRC – EEI (via email)

## **Agreement for Professional Services City of St. Charles, Kane and DuPage Counties**

THIS AGREEMENT, by and between the City of St. Charles, hereinafter referred to as the "City" or "OWNER" and Engineering Enterprises, Inc. hereinafter referred to as the "Contractor" or "ENGINEER" agrees as follows:

### **A. Services:**

The Engineer shall furnish the necessary personnel, materials, equipment and expertise to make the necessary investigations, analysis and calculations along with exhibits, cost estimates and narrative, to complete all necessary engineering services to the City as indicated on the included Attachment B.

### **B. Term:**

Services will be provided beginning on the date of execution of this agreement and continuing, until terminated by either party upon 7 days written notice to the non-terminating party or upon completion of the Services. Upon termination the Contractor shall be compensated for all work performed for the City prior to termination.

### **C. Compensation and maximum amounts due to Contractor:**

Contractor shall receive as compensation for all work and services to be performed herein an amount based on the Estimate of Level of Effort and Associated Cost included in Attachment C. The total contract amount is \$89,810.00, and will be on a time and materials not-to-exceed basis. The hourly rates for this project are shown in the attached 2026 Standard Schedule of Charges. All payments will be made accordingly to the Illinois State Prompt Payment Act and not less than once every thirty days.

### **D. Changes in Rates of Compensation:**

In the event that this contract is designated in Section B hereof as an Ongoing Contract, Contractor, on or before February 1st of any given year, shall provide written notice of any change in the rates specified in Section C hereof (or on any attachments hereto) and said changes shall only be effective on and after May 1st of that same year.

### **E. Ownership of Records and Documents:**

Contractor agrees that all books and records and other recorded information developed specifically in connection with this agreement shall remain the property of the City. Contractor agrees to keep such information confidential and not to disclose or disseminate the information to third parties without the consent of the City. This confidentiality shall not apply to material or information, which would otherwise be subject to public disclosure through the freedom of information act or if already previously disclosed by a third party. Upon termination of this agreement, Contractor agrees to return all such materials to the City. The City agrees



not to modify any original documents produced by Contractor without contractor's consent. Modifications of any signed duplicate original document not authorized by ENGINEER will be at OWNER's sole risk and without legal liability to the ENGINEER. Use of any incomplete, unsigned document will, likewise, be at the OWNER's sole risk and without legal liability to the ENGINEER.

#### **F. Governing Law:**

This contract shall be governed and construed in accordance with the laws of the State of Illinois. Venue shall be in Kane County, Illinois.

#### **G. Independent Contractor:**

Contractor shall have sole control over the manner and means of providing the work and services performed under this agreement. The City's relationship to the Contractor under this agreement shall be that of an independent contractor. Contractor will not be considered an employee to the City for any purpose.

#### **H. Certifications:**

**Employment Status:** The Contractor certifies that if any of its personnel are an employee of the State of Illinois, they have permission from their employer to perform the service.

**Anti-Bribery:** The Contractor certifies it is not barred under 30 Illinois Compiled Statutes 500/50-5(a) - (d) from contracting as a result of a conviction for or admission of bribery or attempted bribery of an officer or employee of the State of Illinois or any other state.

**Loan Default:** If the Contractor is an individual, the Contractor certifies that he/she is not in default for a period of six months or more in an amount of \$600 or more on the repayment of any educational loan guaranteed by the Illinois State Scholarship Commission made by an Illinois institution of higher education or any other loan made from public funds for the purpose of financing higher education (5 ILCS 385/3).

**Felony Certification:** The Contractor certifies that it is not barred pursuant to 30 Illinois Compiled Statutes 500/50-10 from conducting business with the State of Illinois or any agency as a result of being convicted of a felony.

**Barred from Contracting:** The Contractor certifies that it has not been barred from contracting as a result of a conviction for bid-rigging or bid rotating under 720 Illinois Compiled Statutes 5/33E or similar law of another state.

**Drug Free Workplace:** The Contractor certifies that it is in compliance with the Drug Free Workplace Act (30 Illinois Compiled Statutes 580) as of the effective date of this contract. The Drug Free Workplace Act requires, in part, that Contractors, with 25 or more employees certify and agree to take steps to ensure a drug free workplace by informing employees of the dangers of drug abuse, of the availability of any treatment or assistance program, of



prohibited activities and of sanctions that will be imposed for violations; and that individuals with contracts certify that they will not engage in the manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract.

**Non-Discrimination, Certification, and Equal Employment Opportunity:** The Contractor agrees to comply with applicable provisions of the Illinois Human Rights Act (775 Illinois Compiled Statutes 5), the U.S. Civil Rights Act, the Americans with Disabilities Act, Section 504 of the U.S. Rehabilitation Act and the rules applicable to each. The equal opportunity clause of Section 750.10 of the Illinois Department of Human Rights Rules is specifically incorporated herein. The Contractor shall comply with Executive Order 11246, entitled Equal Employment Opportunity, as amended by Executive Order 11375, and as supplemented by U.S. Department of Labor regulations (41 C.F.R. Chapter 60). The Contractor agrees to incorporate this clause into all subcontracts under this Contract.

**International Boycott:** The Contractor certifies that neither it nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979 or the regulations of the U.S. Department of Commerce promulgated under that Act (30 ILCS 582).

**Record Retention and Audits:** If 30 Illinois Compiled Statutes 500/20-65 requires the Contractor (and any subcontractors) to maintain, for a period of 3 years after the later of the date of completion of this Contract or the date of final payment under the Contract, all books and records relating to the performance of the Contract and necessary to support amounts charged to the City under the Contract. The Contract and all books and records related to the Contract shall be available for review and audit by the City and the Illinois Auditor General. If this Contract is funded from contract/grant funds provided by the U.S. Government, the Contract, books, and records shall be available for review and audit by the Comptroller General of the U.S. and/or the Inspector General of the federal sponsoring agency. The Contractor agrees to cooperate fully with any audit and to provide full access to all relevant materials.

**United States Resident Certification:** (This certification must be included in all contracts involving personal services by non-resident aliens and foreign entities in accordance with requirements imposed by the Internal Revenue Services for withholding and reporting federal income taxes.) The Contractor certifies that he/she is a:  United States Citizen  Resident Alien  Non-Resident Alien The Internal Revenue Service requires that taxes be withheld on payments made to non resident aliens for the performance of personal services at the rate of 30%.

**Tax Payer Certification :** Under penalties of perjury, the Contractor certifies that its Federal Tax Payer Identification Number or Social Security Number is (provided separately) and is doing business as a (check one):  Individual  Real Estate Agent  Sole Proprietorship  Government Entity  Partnership  Tax Exempt Organization (IRC 501(a) only)  Corporation  Not for Profit Corporation  Trust or Estate  Medical and Health Care Services Provider Corp.



**I. Indemnification:**

Contractor shall indemnify and hold harmless the City and City's agents, servants, and employees against all loss, damage, and expense which it may sustain or for which it will become liable on account of injury to or death of persons, or on account of damage to or destruction of property resulting from the performance of work under this agreement by Contractor or its Subcontractors, or due to or arising in any manner from the wrongful act or negligence of Contractor or its Subcontractors of any employee of any of them. In the event that the either party shall bring any suit, cause of action or counterclaim against the other party, the non-prevailing party shall pay to the prevailing party the cost and expenses incurred to answer and/or defend such action, including reasonable attorney fees and court costs. In no event shall the either party indemnify any other party for the consequences of that party's negligence, including failure to follow the ENGINEER's recommendations.

**J. Insurance:**

The contractor agrees that it has either attached a copy of all required insurance certificates or that said insurance is not required due to the nature and extent of the types of services rendered hereunder. (Not applicable as having been previously supplied)

**K. Additional Terms or Modification:**

The terms of this agreement shall be further modified as provided on the attached Exhibits. Except for those terms included on the Exhibits, no additional terms are included as a part of this agreement. All prior understandings and agreements between the parties are merged into this agreement, and this agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties. In the event that any provisions of this agreement shall be held to be invalid or unenforceable, the remaining provisions shall be valid and binding on the parties. The list of Attachments are as follows:

***Attachment A: Standard Terms and Conditions***

***Attachment B: Scope of Services***

***Attachment C: Estimated Level of Effort and Associated Cost***

***Attachment D: Anticipated Project Schedule***

***Attachment E: 2026 Standard Schedule of Charges***

***Attachment F: Location Map***



**L. Notices:**

All notices required to be given under the terms of this agreement shall be given mail, addressed to the parties as follows:

For the City:

Public Works Manager – Environmental Services  
City of St. Charles  
2 East Main Street  
St. Charles, IL 60174

For the Contractor:

Engineering Enterprises, Inc.  
52 Wheeler Road  
Sugar Grove Illinois 60554

Either of the parties may designate in writing from time to time substitute addresses or persons in connection with required notices.

Agreed to this \_\_\_ day of \_\_\_\_\_, 2026.

City of St. Charles:

\_\_\_\_\_  
Peter Suhr  
Director of Public Works

\_\_\_\_\_  
Tim Wilson  
Public Works Manager – Env. Services

Engineering Enterprises, Inc.:

\_\_\_\_\_  
*Stephen T. Dennison*  
Stephen T. Dennison, P.E.  
Vice President

\_\_\_\_\_  
*Jeffrey W. Freeman*  
Jeffrey W. Freeman, P.E. CFM, LEED AP  
Chief Executive Officer



## STANDARD TERMS AND CONDITIONS

**Agreement:** These Standard Terms and Conditions, together with the Professional Services Agreement, constitute the entire integrated agreement between the OWNER and Engineering Enterprises, Inc. (EEI) (hereinafter "Agreement"), and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing. However, to the extent that the Scope of Work differs from the Standard Terms and Conditions, the Scope of Work document controls.

**Standard of Care:** In providing services under this Agreement, the ENGINEER will endeavor to perform in a matter consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under same circumstances in the same locality. ENGINEER makes no other warranties, express or implied, written or oral under this Agreement or otherwise, in connection with ENGINEER'S service.

**Construction Engineering and Inspection:** The ENGINEER shall not supervise, direct, control, or have authority over any contractor work, nor have authority over or be responsible for the means, methods, techniques sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety of the site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.

The ENGINEER neither guarantees the performance of any contractor nor assumes responsibility for contractor's failure to furnish and perform the work in accordance with the contract documents.

The ENGINEER is not responsible for the acts or omissions of any contractor, subcontractor, or supplies, or any of their agents or employees or any other person at the site or otherwise furnishing or performing any work.

Shop drawing and submittal review by the ENGINEER shall apply to only the items in the submissions and only for the purpose of assessing if upon installation or incorporation in the project work they are generally consistent with the construction documents. OWNER agrees that the contractor is solely responsible for the submissions and for compliance with the construction documents. OWNER further agrees that the ENGINEER'S review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend or safety programs or precautions. The ENGINEER'S consideration of a component does not constitute acceptance of the assembled items.

The ENGINEER'S site observation during construction shall be at the times agreed upon in the Project Scope. Through standard, reasonable means the ENGINEER will become generally familiar with observable completed work. If the ENGINEER observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and OWNER for them to address.

**Opinion of Probable Construction Costs:** ENGINEER'S opinion of probable construction costs represents ENGINEER'S best and reasonable judgment as a professional engineer. OWNER acknowledges that ENGINEER has no control over construction costs of contractor's methods of determining pricing, or over competitive bidding by contractors, or of market conditions or changes thereto. ENGINEER cannot and does not guarantee that proposals, bids or actual construction costs will not vary from ENGINEER'S opinion of probable construction costs.

**Copies of Documents & Electronic Compatibility:** Copies of Documents that may be relied upon by OWNER are limited to the printed copies (also known as hard copies) that are signed or sealed by the ENGINEER. Files in electronic media format of text, data, graphics, or of other types that are furnished by ENGINEER to OWNER are only for convenience of OWNER. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, ENGINEER makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by ENGINEER at the beginning of the project.

**Changed Conditions:** If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the ENGINEER are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks, or other material terms of this Agreement, the ENGINEER may call for renegotiation of appropriate portions of this Agreement. The ENGINEER shall notify the OWNER of the changed conditions necessitating renegotiation, and the ENGINEER and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement, in accordance with the termination provision hereof.

**Hazardous Conditions:** OWNER represents to ENGINEER that to the best of its knowledge no Hazardous Conditions (environmental or otherwise) exist on the project site. If a Hazardous Condition is encountered or alleged, ENGINEER shall have the obligation to notify OWNER and, to the extent of applicable Laws and Regulations, appropriate governmental officials. It is acknowledged by both parties that ENGINEER's scope of services does not include any services related to a Hazardous Condition. In the event ENGINEER or any other party encounters a Hazardous Condition, ENGINEER may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the project affected thereby until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Hazardous Condition; and (ii) warrants that the project site is in full compliance with applicable Laws and Regulations. ENGINEER agrees to cooperate with the OWNER, as necessary, to remediate a Hazardous Condition, but same may result in additional costs to the OWNER.



**Consequential Damages:** Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the ENGINEER, their respective officers, directors, partners, employees, contractors, or subcontractors shall be liable to the other or shall make any claim for any incidental, indirect, or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation, or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract, and breach of strict or implied warranty. Both the OWNER and the ENGINEER shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

**Termination:** This Agreement may be terminated for convenience, without cause, upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation as set forth in the Professional Services Agreement for all costs incurred through the date of termination.

Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days' written notice for the following reasons:

- (a) Substantial failure by the other party to comply with or perform in accordance with the terms of the Agreement and through no fault of the terminating party;
- (b) Assignment of the Agreement or transfer of the project without the prior written consent of the other party;
- (c) Suspension of the project or the ENGINEER'S services by the OWNER for a period of greater than ninety (90) calendar days, consecutive or in the aggregate.
- (d) Material changes in the conditions under which this Agreement was entered into, the scope of services or the nature of the project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

**Payment of Invoices:** Invoices are due and payable within 30 days of receipt unless otherwise agreed to in writing.

**Third Party Beneficiaries:** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the OWNER or the ENGINEER. The ENGINEER'S services under this Agreement are being performed solely and exclusively for the OWNER'S benefit, and no other party or entity shall have any claim against the ENGINEER because of this Agreement or the performance or nonperformance of services hereunder. The OWNER and ENGINEER agree to require a similar provision in all contracts with contractors, subcontractors, vendors and other entities involved in this Project to carry out the intent of this provision.

**Force Majeure:** Each Party shall be excused from the performance of its obligations under this Agreement to the extent that such performance is prevented by force majeure (defined below) and the nonperforming party promptly provides notice of such prevention to the other party. Such excuse shall be continued so long as the condition constituting force majeure continues. The party affected by such force majeure also shall notify the other party of the anticipated duration of such force majeure, any actions being taken to avoid or minimize its effect after such occurrence, and shall take reasonable efforts to remove the condition constituting such force majeure. For purposes of this Agreement, "force majeure" shall include conditions beyond the control of the parties, including an act of God, acts of terrorism, voluntary or involuntary compliance with any regulation, law or order of any government, war, acts of war (whether war be declared or not), labor strike or lock-out, civil commotion, epidemic, failure or default of public utilities or common carriers, destruction of production facilities or materials by fire, earthquake, storm or like catastrophe. The payment of invoices due and owing hereunder shall in no event be delayed by the payer because of a force majeure affecting the payer.

**Additional Terms or Modification:** All prior understandings and agreements between the parties are merged into this Agreement, and this Agreement may not be modified orally or in any manner other than by an Agreement in writing signed by both parties. In the event that any provisions of this Agreement shall be held to be invalid or unenforceable, the remaining provisions shall be valid and binding on the parties.

**Assignment:** Neither party to this Agreement shall transfer or assign any rights or duties under or interest in this Agreement without the prior written consent of the other party. Subcontracting normally contemplated by the ENGINEER shall not be considered an assignment for purposes of this Agreement.

**Waiver:** A party's waiver of, or the failure or delay in enforcing any provision of this Agreement shall not constitute a waiver of the provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

**Attorney's Fees:** In the event of any action or proceeding brought by either party against the other under this Agreement, the prevailing party shall be entitled to recover from the other all costs and expenses including without limitation the reasonable fees of its attorneys in such action or proceeding, including costs of appeal, if any, in such amount as the Court may adjudge reasonable.

**Fiduciary Duty:** Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed to either party to the other party. EEI makes no warranty, express or implied, as to its professional services rendered.

**Headings:** The headings used in this Agreement are inserted only as a matter of convenience only, and in no way define, limit, enlarge, modify, explain or define the text thereof nor affect the construction or interpretation of this Agreement.



## **Attachment B – Scope of Services**

### **Southeast Central and Main Flow Monitoring Study City of St. Charles, IL**

#### **INTRODUCTION**

The Southeast Central and Main Flow Monitoring Study will help delineate inflow and infiltration severity throughout the basin areas. The I/I Investigation for the Southeast Central and Main Basin is part of a multi-year, multi-phase plan to complete flow monitoring, sanitary sewer evaluation surveys, and rehabilitation as necessary for all mains within the City of St. Charles' sanitary sewer system. The schedule and estimated scope and costs of the entire St. Charles Sanitary Basin Evaluation and Rehabilitation Plan can be found in the City's Capacity, Management, and Operation & Maintenance (CMOM) Plan. The Southeast Central and Main basin is the next basin in the City's I/I Reduction Program planned for flow monitoring. The scope and cost of the Southeast Central and Main flow monitoring only covers the Phase 1 portion of the I/I Reduction Program for the Southeast Central and Main Basin.

As part of the Southeast Central and Main flow monitoring study, the basin will be divided into sub-basins so that the sanitary sewer flows can be more precisely defined and the corresponding I/I characterized within each sub-basin. The proposal includes flow monitoring at an estimated ten (10) locations for eight (8) weeks. The attached Exhibit 1 delineates the Southeast Central and Main Basin and depicts the locations of the proposed flow monitors. The proposed flow monitoring plan is based off of EEI's best knowledge of the Southeast Central and Main Basin and flows within the basin to-date, and incorporates feedback provided by City Staff after the proposed flow monitoring locations have been reviewed with City Staff in order to ensure accessibility to all flow monitors, as well as the appropriate placement of each flow monitor.

The base proposal also includes the installation of two (2) recording rain gauges in secure locations to measure rainfall during the monitoring period. The location of the gauges will be confirmed with the City prior to installation. The quality of the flow monitoring results will be increased with an increased number of precipitation events. A minimum of two 1.0-inch or greater rain events over a 24-hour period is typically targeted to make reasonable conclusions regarding the I/I severity, and it is recommended to commence the flow monitoring by early-mid April. The City will have the opportunity to extend the flow monitoring after the end of the eight-week period should a sufficient rain event not occur or if they should wish to obtain additional data. Once sufficient flow monitoring data is obtained, the I/I will be analyzed and the data will be provided to the City for review. One progress meeting is planned to review the flow monitoring results with the City.

The proposed work items for this project are as follows:

#### **PROJECT FACILITATION & MEETINGS**

##### **0.1 Project Management and Administration**

- Budget Tracking
- Management of Personnel and the Engineering Contract
- Coordination with the City and Sub-Consultant

##### **0.2 Project Meetings**



- One (1) Progress Meeting Between the City and EEI after flow monitoring
- Internal Meetings

## **FLOW AND RAINFALL MONITORING**

### **1.1 – 1.3 Divide Southeast Central and Main Basin Into Sub-Basins; Monitor Flows and Rainfall**

- Divide Southeast Central and Main Basin into sub-basins
- Determine placement of flow monitors for each sub-basin (assumes up to 10 flow monitors)
- Determine placement of two (2) rain gauges
- Monitor daily flows and rainfall for an 8-week study period

### **1.4 Analyze Flows & Determine I/I Severity by Sub-Basin**

- Analyze recorded flows and rainfall
- Determine base flows and constant infiltration
- Determine I/I severity by sub-basin

## **REPORT**

### **2.1 Prepare Flow Monitoring Report**

- Prepare exhibits and analysis in the contents of a report

## **DIRECT EXPENSES**

The following scope of services will be provided by EEI's subconsultants:

Flow and Rainfall Monitoring (ADS Environmental Services)

- Flow Meter Site Investigations/Installation (10 estimated)
- Rain Gauge Installations (2)
- Flow Monitoring Services (per meter per day)
- Rain Gauge Services (per meter per day)
- Wireless Telemetry & Online Flow Monitoring Dashboard Data Access

The above scope summarizes the work items that will be completed for this contract. Additional work items, including additional meetings beyond the meetings defined in the above scope, shall be considered outside the scope of the base contract and will be billed in accordance with the Standard Schedule of Charges.



**ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST  
PROFESSIONAL ENGINEERING SERVICES**

<b>CLIENT</b>		<b>PROJECT NUMBER</b>	
City of St. Charles, IL		SR2601	
<b>PROJECT TITLE</b>		<b>DATE</b>	<b>PREPARED BY</b>
Southeast Central and Main Flow Monitoring Study		3/19/26	CRW/CEO

TASK NO.	TASK DESCRIPTION	ROLE	PIC	SPM	PM	PE	GIS Tech	ADMIN	HOURS	COST
		RATE	\$262	\$254	\$228	\$184	\$153	\$79		
<b>PROJECT FACILITATION &amp; MEETINGS</b>										
0.1	Project Administration		1		6				7	\$ 1,630
0.2	Progress Review Meeting (One In-Person Meeting plus Internal Meetings)		4	6	6	8			24	\$ 5,412
<b>Project Facilitation Subtotal:</b>			<b>5</b>	<b>6</b>	<b>12</b>	<b>8</b>	-	-	<b>31</b>	<b>\$ 7,042</b>
<b>FLOW &amp; RAINFALL MONITORING</b>										
1.1	Divide Southeast Central and Main Basin Into Sub-Basins and Install Flow Monitors				2	12	6		20	\$ 3,582
1.2	Monitor Flows (Assumes up to 10 Locations) Within Sub-Basins For 8-Weeks				4	16			20	\$ 3,856
1.3	Monitor Rainfall (Assumes 2 Locations) Within Sub-Basins For 8-Weeks				2	8			10	\$ 1,928
1.4	Analyze Flows & Determine I/I Severity By Sub-Basin		4	4	12	40			60	\$ 12,160
<b>Flow &amp; Rainfall Monitoring Subtotal:</b>			<b>4</b>	<b>4</b>	<b>20</b>	<b>76</b>	<b>6</b>	-	<b>110</b>	<b>\$ 21,526</b>
<b>REPORT</b>										
2.1	Prepare Flow Monitoring Report		1	2	16	40	8		67	\$ 13,002
<b>Report Subtotal:</b>			<b>1</b>	<b>2</b>	<b>16</b>	<b>40</b>	<b>8</b>	-	<b>67</b>	<b>\$ 13,002</b>
<b>PROJECT TOTAL:</b>			<b>10</b>	<b>12</b>	<b>48</b>	<b>124</b>	<b>14</b>	<b>-</b>	<b>208</b>	<b>41,570</b>

<b>DIRECT EXPENSES</b>	
Printing/Scanning =	\$ 50
Mileage =	\$ 50
<b>DIRECT EXPENSES =</b>	<b>\$ 100</b>
<b>LABOR SUMMARY</b>	
EEL Labor Expenses =	\$ 41,570
Subconsultant Expenses =	\$ 48,140
<b>TOTAL LABOR EXPENSES</b>	<b>\$ 89,710</b>
<b>TOTAL COSTS</b>	<b>\$ 89,810</b>



# ATTACHMENT D: ESTIMATED SCHEDULE

<b>CLIENT</b>		<b>PROJECT NUMBER</b>	
City of St. Charles, IL		SR2601	
<b>PROJECT TITLE</b>		<b>DATE</b>	<b>PREPARED BY</b>
Southeast Central and Main Flow Monitoring Study		3/19/26	CRW/CEO

TASK NO.	TASK DESCRIPTION	2026											
		JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC

<b>PROJECT FACILITATION &amp; MEETINGS</b>														
0.1	Project Management and Administration													
0.2	Progress Review Meeting (One In-Person Meeting plus Internal Meetings)													

<b>FLOW MONITORING</b>														
1.1	Divide Southeast Central and Main Basin Into Sub-Basins and Install Flow Monitors													
1.2	Monitor Flows (Assumes up to 10 Locations) Within Sub-Basins For 8-Weeks													
1.3	Monitor Rainfall (Assumes 2 Locations) Within Sub-Basins For 8-Weeks													
1.4	Analyze Flows & Determine I/I Severity By Sub-Basin													

<b>REPORT</b>														
2.1	Prepare Flow Monitoring Report													





# ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554  
Ph: 630.466.6700 • Fx: 630.466.6701  
www.eeiweb.com

## STANDARD SCHEDULE OF CHARGES ~ JANUARY 1, 2026

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$268.00
Principal	E-3	\$262.00
Senior Project Manager	E-2	\$254.00
Project Manager	E-1	\$228.00
Senior Project Engineer/Surveyor II	P-6	\$218.00
Senior Project Engineer/Surveyor I	P-5	\$203.00
Project Engineer/Surveyor	P-4	\$184.00
Senior Engineer/Surveyor	P-3	\$169.00
Engineer/Surveyor	P-2	\$153.00
Associate Engineer/Surveyor	P-1	\$139.00
Senior Project Technician II	T-6	\$191.00
Senior Project Technician I	T-5	\$179.00
Project Technician	T-4	\$167.00
Senior Technician	T-3	\$153.00
Technician	T-2	\$138.00
Associate Technician	T-1	\$120.00
Engineering/Land Surveying Intern	I-1	\$ 89.00
Director of Marketing and Business Development	M-4	\$141.00
Marketing Coordinator	M-2	\$105.00
Executive Administrative Assistant	A-4	\$ 84.00
Administrative Assistant	A-3	\$ 79.00

### VEHICLES. DRONE, EXPERT TESTIMONY, REPROGRAPHICS AND DIRECT COSTS\*

Vehicle for Construction Observation		\$ 20.00
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$245.00
Expert Testimony		\$300.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White)	
	\$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	

\* unless specified otherwise in agreement

OUTSTANDING SERVICE • EVERY CLIENT • EVERY DAY

# Legend

## Sanitary Mains

Diameter - Inches

Abandoned Mains

2"

4"

6"

8"

10"

12"

14"

15"

16"

18"

20"

21"

24"

27"

30"

36"

Force Mains

Inspected - 2009-2019

Inspected and Lined - 2009-2019

Proposed Flow Monitor

Lift Station

MANHOLE



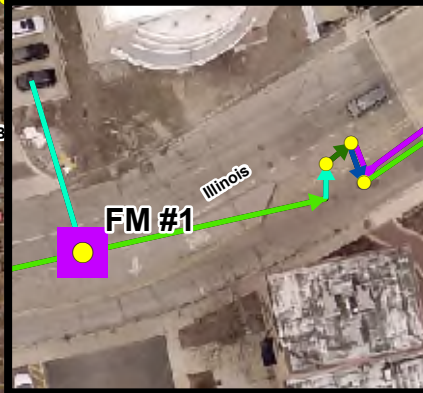
**SOUTHEAST CENTRAL & MAIN (E)**  
TOTAL SEWER LENGTH = 9,122 LF  
MANHOLES= 32

**SOUTHEAST CENTRAL & MAIN (A)**  
TOTAL SEWER LENGTH = 15,844 LF  
MANHOLES= 76

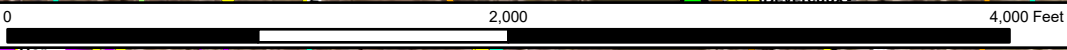
**SOUTHEAST CENTRAL & MAIN (B)**  
TOTAL SEWER LENGTH = 16,795 LF  
MANHOLES= 86


**SOUTHEAST CENTRAL & MAIN (D)**  
TOTAL SEWER LENGTH = 14,166 LF  
MANHOLES= 78

**SOUTHEAST CENTRAL & MAIN (C)**  
TOTAL SEWER LENGTH = 10,371 LF  
MANHOLES= 48



**Riverside Lift Station**



	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6d
	Title:	Recommendation to Approve a Resolution Authorizing a Four-Year Service Agreement for Water Well Development to Layne Christensen Company based on the hourly and unit cost provided at an estimated cost of \$350,000 annually	
	Presenter:	<b>Tim Wilson, Public Works Manager – Environmental Services</b>	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 350,000		<b>Budgeted Amount:</b> \$ 350,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>As a result of long-term City growth, drinking water well capacity was identified in the City Water Master Plan. Over the last several years the Public Works team has been working on these capacity projects. The first project was Well #7 &amp; #13 (Oak Street) combination which is completed. The second project is the drilling of the deep well near Well # 8 (Ohio Avenue) site. This project is currently under construction and is expected to be completed in 2027.</p> <p>With the completion of the two approved projects and based projected developments, the city will still have a water deficiency of 500,000 gallons per day. To make up for the difference in capacity a third project of drilling of additional shallow aquifer wells was identified. Unlike deep wells in the region, shallow wells take additional locating and test drilling. The city recently published an RFP for the drilling and test pump services. On April 6<sup>th</sup> the City only received one proposal from the firm Layne Christensen Company.</p> <p>The proposal includes unit cost and hourly rates to help the city identify a shallow drinking water well location. Some of the services include hydrogeologic analysis (drilling small to identify native rock formations). Once a suitable site is found, they will drill a larger well so the City can test the aquifer capacity and water quality, providing a professional opinion on the well capacity and well screen designs.</p> <p>This type of work requires special equipment and expertise. Layne is one of the only firms in the area that provides this service. Over the last fifty years, Layne has drilled all the city wells and has provided test drilling services. The proposed contract is for two years, and depending on budget approval the City is expected to spend about \$300,000 - 400,000 annually. Staff recommend approving and awarding the unit rate contract to Layne Christensen.</p>			
<b>Attachments</b> (please list):			
*Layne RFP submittal			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to Approve a Resolution Authorizing a Four-Year Service Agreement for Water Well Development to Layne Christensen Company based on the hourly and unit cost provided at an estimated cost of \$350,000 annually			

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Authorizing a Four-Year Service Agreement for Water Well  
Development to Layne Christensen Company based on the Hourly and  
Unit Cost provided at an estimated cost of \$350,000 annually**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS the City recently published an RFP for drilling and test pump services;

WHEREAS on April 6, 2026 the City only received one proposal from Layne Christensen Company;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to Authorize a Four-Year Service Agreement for Water Well Development to Layne Christensen Company based on the hourly and unit cost provided at an estimated cost of \$350,000 annually.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

---

Clint Hull, Mayor

ATTEST:

---

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



# CONTRACTOR RESPONSE TO REQUEST FOR PROPOSAL

City of St. Charles, IL



**Water Well Development Project**  
**City of St. Charles, IL**



April 6, 2026

April 6, 2026

City of St. Charles  
2 East Main Street  
St. Charles, IL 60174

**Attn: Procurement Department**

**Subj: Water Well Development Project  
City of St. Charles, IL**



To Whom It May Concern:

Thank you for considering Layne Christensen Company for the above-mentioned project. Layne is excited to provide the City with the background and evidence to prove why Layne Christensen Company is the partner of choice for this most important project.

This proposal is based upon your request for proposal dated March 9, 2026. Layne has extensive experience drilling test borings for these types of projects and has performed similar work for the City in the past. Layne has a proven track record of safely and successfully completing projects of this nature. Our proposal will demonstrate that we have the proper personnel, equipment, tooling, and experience to complete this program in a manner to meet your expectations like we have done so far.

Through our prior experience we hope that we have been able to prove to you that we are the team that you can trust. Through every step of the way, our group of industry-leading professionals will provide transparency and partnership so that your team will always feel that they are receiving the best cost, quality, schedule, and safety for your construction dollar. Through our project experience you can rest assured that our staff will always utilize the best practices of the industry to ensure a quality project is being delivered with a best value approach every step of the way.

The Layne Christensen Company team appreciates the opportunity to present this proposal to the City of St. Charles. We look forward to further discussing the experience and value we can bring to your project.

Sincerely,

*KR Thompson*

KR Thompson  
Area Manager.  
[KR.Thompson@gcinc.com](mailto:KR.Thompson@gcinc.com)



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## SECTION 01 GENERAL COMPANY INFORMATION AND EXPERIENCE

### ABOUT LAYNE

**Established in 1882, Layne offers a rich history of delivering safe, professional, and reliable water solutions throughout North America.**

Layne began as a domestic water-well drilling company in South Dakota. From those humble roots Layne has evolved into a national water and minerals solutions provider serving both public and private sectors. In June 2018, Layne became a wholly owned subsidiary of Granite Construction, Inc. Layne is headquartered in the Woodlands, Texas and has 24 offices from upstate New York to Southern California.

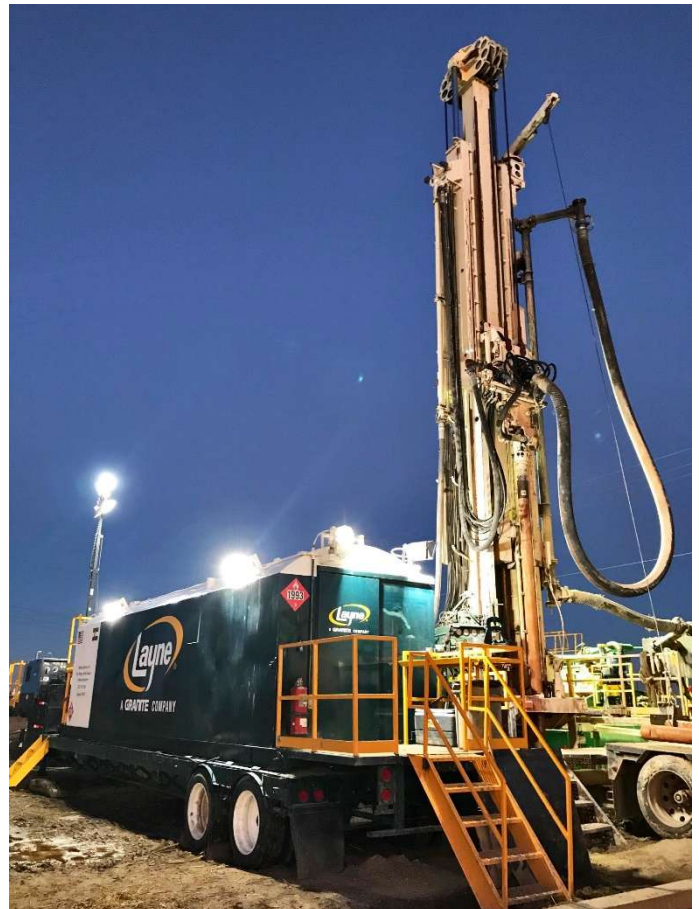
From water-well drilling to related infrastructure services, Layne is an expert at providing solutions to their clients for their water needs, with an enduring commitment to safety. Our specialties include water-well drilling, specialized drilling techniques, pump design and service, well rehabilitation, and water treatment. Layne offers comprehensive solutions for government agencies, commercial and municipal water suppliers, industrial, and agricultural clients. Layne teams identify and develop new water sources and deliver potable water to communities and facilities throughout North America.

Water users look to Layne when they are seeking a trusted partner that will consistently deliver projects safely, on time, on budget, and as promised. Layne’s full circle of water solutions provide clients a single point of accountability for even the most complex projects. With 142 years of experience, Layne has earned a reputation for minimizing risk while maximizing peace of mind through operational excellence and client satisfaction.

The water resources division is the national leader in water wells. Layne has drilled nearly 1,000 wells in the past 5 years alone, with a combined pumping capacity of 1 billion gallons per day. In Layne’s 130+ year history, we have successfully completed more than 50,000 water wells. As a trusted partner, our team provides capabilities to optimize our customers assets. Our team is largely

comprised of veteran employees providing exceptional service that renders success to each client by increasing production, improving efficiency, and reducing cost.

**Layne is uniquely qualified to safely complete the work under this contact per expectations of the City of St. Charles, IL.**



## CORPORATE RESOURCES



**Granite Construction Incorporated** offers a national workforce of 7,200 and a combined revenue of \$3.4 billion annually. As an industry leader in the transportation, water resources and mineral exploration markets throughout North America, Granite provides infrastructure solutions for construction, program management, alternative procurement, and is a vertically integrated contractor with aggregate materials reserves throughout the U.S.

**RECENT ACCOLADES:**

- 2025, Named to World's Most Ethical Companies List for ten consecutive years
- 2023, Forbes Magazine, one of America's Best Mid-Size Employers
- 2024, Engineering News Record (ENR) Magazine Top 400 Contractors List - Ranked #24
- 2025, ENR Sourcebook, #1 Highways, #5 Mining, #6 Solar, #7 Bridges, #10 Dams/Reservoirs, #16 Airports, #17 Mass Transit/ Rail, #21 Power

**SAFETY BY CHOICE**

The protection of our employees, the public and the environment is at the core of everything we do. Safety is more than a business commitment—it's our moral obligation.

**MARKETS**

Granite specializes in complex infrastructure projects for transportation, industrial and specialty markets.

**SERVICES**

General Contracting, Construction Management, Design-Build, CMAR, CM/GC, Pavement Preservation, Disaster & Emergency Response, and Construction Materials Testing.

**NATIONAL WORKFORCE**

7,200 employees

**HEADQUARTERS**

Established in 1922, Corporate Headquarters located on 585 West Beach St., Watsonville, CA 95076. Phone (831)724-1011

**STOCK MARKET/TRADING SYMBOL**

New York Stock Exchange (NYSE: GVA) and is part of the S&P MidCap 400 Index, the MSCI KLD 400 Social Index and the Russell 2000 Index.

**OFFICE LOCATIONS**

Granite and its subsidiaries operate over 75 office locations throughout the United States, Mexico, and South America.

**EQUIPMENT FLEET**

Granite's equipment fleet exceeds \$650 Million and includes more than 1,500 pieces of heavy equipment and 3,500 trucks, trailers, and vehicles.

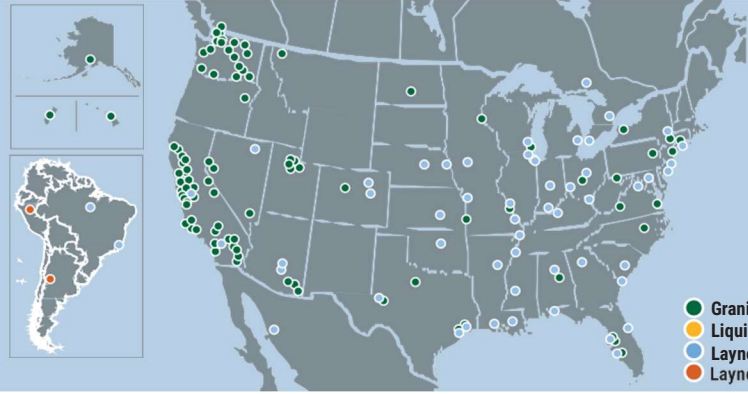
**CONSTRUCTION MATERIALS**

Granite operates 50 aggregate facilities throughout the west, producing specialty aggregates, sand/gravel, and asphalt concrete.

**ANNUAL REVENUE & BONDING CAPACITY**

\$3.4 billion annual revenue

\$5 billion aggregate bonding capacity



### LAYNE CORPORATE COMMITMENT TO THE CITY OF ST. CHARLES, IL

Layne's senior management teams support the effort to secure and complete this project work. Senior management has provided its support in committing company-wide resources to successfully complete this project.



- Granite
- LiquiForce
- Layne
- Layne Affiliates

## SECTION 02 STATEMENT OF WORK

### TECHNICAL APPROACH

#### Phase I

Layne has partnered with INTERA Incorporated to assist with hydrogeologic analysis of the testing data collected by Layne during the field testing of the project. Layne and INTERA will meet with the City of St. Charles and their engineering firm to locate the testing location(s) prior to mobilization of field equipment. Upon agreement of all parties, Layne will move forward with conducting of the field operations.

#### Phase II

Layne will utilize dual wall reverse circulation (DWRC) drilling to drill a 5-inch borehole from surface to a depth of 200 feet below ground surface (bgs). During this phase of drilling, samples will be collected at 5-foot intervals and at formation changes. These samples will allow us to determine the grain size of the native formation and properly design a gravel pack and well screen to prevent fine-grained materials from entering the well and pumping system. The test hole will be airlifted with the drilling rods to guesstimate the approximate flow of water from the test hole. It should be noted that a max flow of 200 gallons per minute (GPM) is possible due to the size of the drill rod diameter. If Phase III is not selected while in the field, the borehole will be abandoned, and the drilling equipment demobilized from the Site.

#### Phase III

It is assumed based upon the project specifications that a monitoring well will be installed while the drilling rig is still onsite. The monitoring well will be installed utilizing "overshot" casing drilled to the extent of the bottom of the borehole and a 2-inch PVC screen and riser pipe be installed. The overshot casing will be pulled, and a bentonite seal placed from the top of the screen to the surface. The monitoring well will then be developed using the air from the rig to develop the screen as much as possible.

The samples will be submitted for grain analysis to determine the proper gradation of a filter pack and permanent screen design. Upon the completion of the grain analysis, INTERA will again work with Layne to determine the optimal design for a test well to be constructed at the site for a test well.

#### Phase IV

During Phase IV, Layne will remobilize to the project and install a 10-inch casing with a telescoped 8-inch screen. It is understood that the actual size/depths will be predetermined prior to mobilization. Layne will utilize DWRC drilling to advance a 16-inch borehole to the predetermined depth and install the 10"x8" casing/screen and utilize the drilling rig to airlift the well prior to demobilizing the drilling equipment prior to pump testing.

Next, Layne will install a test pump to develop and test the well. The test pump design will be determined by the team prior to installation to meet a predetermined flow rate and head requirement. While the specifications call for a 48-hour pump test, it has been recommended by INTERA to run a 72-hr test for an unconsolidated aquifer to fully stress the aquifer and pipe the test discharge far enough from the well as to not artificially recharge the aquifer during the testing.

Water level information will be collected from the monitoring well using an in-situ pressure transducer to collect information on a continual basis during the testing. Water level information inside the well will be either tested using an airline reading or another in-situ pressure transducer. Should the City choose to extend the pumping test length, Layne will bill for extra work based upon the submitted pricing.

Upon completion of the testing, a final report will be prepared to discuss the aquifer coefficient of transmissivity/storativity, well efficiency, apparent safe well yield and the radius of influence. This report will also include any final well design changes if needed including well and screen designs. This report will be discussed with the team upon review.

### **ASSUMPTIONS/EXECPTIONS**

Layne has assumed the following in preparing this proposal:

- Layne will obtain J.U.I.L.E. one-call dig clearances for all drilling locations prior to mobilization.
- Layne is proposing a 10-hr per day, 5-day work week for the project during drilling operations.
- Any delays in site work not caused by Layne is subject to the hourly rate for stand by for equipment and personnel.
- Water for drilling will be made available to Layne within 500 feet of the drill site at no additional cost that can be utilized for drilling activities if needed.

- All drilling cuttings/development water can be discharged to the ground within 200 feet of the drilling location. Layne is not responsible for water run off in any direction at any location. Any offsite disposal will be subject to hourly rates for equipment and driver and disposal fees if disposal location changes.
- Any drilling beyond a depth of 200 ft bgs will incur a per foot charge, including additional pricing per foot for abandonment materials.
- Layne has assumed normal drilling conditions based with no lost circulation, caving formations or swelling clays or slow penetration rates below 20 feet per hour. Should Layne experience any of the above we will promptly notify the TAI of a differing site condition and any associated cost implications.
- **Layne is not responsible for water quality, quantity, or freedom of sand at any given depth or flow rate.**
- The bid is a complete package and cannot be modified without prior written authorization from Layne. Also, this is an estimate, and the final invoice will reflect actual quantities utilized in the field which are properly documented in accordance with Layne's attached Unit Price Schedule.
- A mutually agreeable subcontract agreement will be negotiated prior to mobilization.
- Layne has assumed no payment and/or performance bonds in this proposal.
- Layne is not responsible for any landscaping or restoration to surrounding areas as a result of our scope of work during project.

## SECTION 03 PROPOSAL

## Water Well Development ES2026-21

For Services Completed between May 1, 2026 to April 30, 2027

Item	Description	Quantity	Unit	Unit Cost	Total Price	Totals
<b>Test Hole (200 feet)</b>	Mobilization (To City, Not Per Site)	1	LS	\$ 51,244.00	\$ 51,244.00	
	Drill 5" Hole to Bed Rock	120	FT	\$ 47.00	\$ 5,640.00	
	Sieve Analysis	1	LS	\$ 1,997.00	\$ 1,997.00	
	Abandon	120	FT	\$ 22.00	\$ 2,640.00	
	Final Report (Per Site)	1	LS	\$ 15,972.00	\$ 15,972.00	
						<b>\$ 77,493.00</b>
<b>Observation Well Conversion</b>	Run Overshot to full depth	200	FT	\$ 61.00	\$ 12,200.00	
	Set 2" PVC to full Depth	200	FT	\$ 121.00	\$ 24,200.00	
	Develop Well with Rig	8	HR	\$ 1,133.00	\$ 9,064.00	
						<b>\$ 45,464.00</b>
<b>Test Well (200')</b>	Mobilization (To City, Not Per Site)	1	LS	\$ 59,895.00	\$ 59,895.00	
	Drill 16" to Full Depth	200	FT	\$ 208.00	\$ 41,600.00	
	Furnish and Install 8" Screen	20	FT	\$ 1,108.00	\$ 22,160.00	
	Furnish and Install 10" Casing	180	FT	\$ 195.00	\$ 35,100.00	
	Furnish and Installed Test Pump Including Generator	1	LS	\$ 49,513.00	\$ 49,513.00	
	Develop the Well for a Minimum of 24 Hours	24	HR	\$ 1,997.00	\$ 47,928.00	
	Perform 24 Well Pump Test to Waste	24	HR	\$ 2,200.00	\$ 52,800.00	
	Analysis and Final Report	1	LS	\$ 28,617.00	\$ 28,617.00	
						<b>\$ 337,613.00</b>

For Services Completed between May 1, 2027 to April 30, 2028

Item	Description	Quantity	Unit	Unit Cost	Total Price	Totals
<b>Test Hole (200 feet)</b>	Mobilization (To City, Not Per Site)	1	LS	\$ 56,368.00	\$ 56,368.00	
	Drill 5" Hole to Bed Rock	120	FT	\$ 52.00	\$ 6,240.00	
	Sieve Analysis	1	LS	\$ 2,197.00	\$ 2,197.00	
	Abandon	120	FT	\$ 24.00	\$ 2,880.00	
	Final Report (Per Site)	1	LS	\$ 17,569.00	\$ 17,569.00	
						<b>\$ 85,254.00</b>
<b>Observation Well Conversion</b>	Run Overshot to full depth	200	FT	\$ 67.00	\$ 13,400.00	
	Set 2" PVC to full Depth	200	FT	\$ 133.00	\$ 26,600.00	
	Develop Well with Rig	8	HR	\$ 1,246.00	\$ 9,968.00	
						<b>\$ 49,968.00</b>
<b>Test Well (200')</b>	Mobilization (To City, Not Per Site)	1	LS	\$ 65,885.00	\$ 65,885.00	
	Drill 16" to Full Depth	200	FT	\$ 229.00	\$ 45,800.00	
	Furnish and Install 8" Screen	20	FT	\$ 1,219.00	\$ 24,380.00	
	Furnish and Install 10" Casing	180	FT	\$ 215.00	\$ 38,700.00	
	Furnish and Installed Test Pump Including Generator	1	LS	\$ 54,464.00	\$ 54,464.00	
	Develop the Well for a Minimum of 24 Hours	24	HR	\$ 2,197.00	\$ 52,728.00	
	Perform 24 Well Pump Test to Waste	24	HR	\$ 2,420.00	\$ 58,080.00	
	Analysis and Final Report	1	LS	\$ 31,479.00	\$ 31,479.00	
						<b>\$ 371,516.00</b>

For Services Completed between May 1, 2028 to April 30, 2029

Item	Description	Quantity	Unit	Unit Cost	Total Price	Totals
<b>Test Hole (200 feet)</b>	Mobilization (To City, Not Per Site)	1	LS	\$ 62,005.00	\$ 62,005.00	
	Drill 5" Hole to Bed Rock	120	FT	\$ 57.00	\$ 6,840.00	
	Sieve Analysis	1	LS	\$ 2,417.00	\$ 2,417.00	
	Abandon	120	FT	\$ 26.00	\$ 3,120.00	
	Final Report (Per Site)	1	LS	\$ 19,326.00	\$ 19,326.00	
						<b>\$ 93,708.00</b>
<b>Observation Well Conversion</b>	Run Overshot to full depth	200	FT	\$ 74.00	\$ 14,800.00	
	Set 2" PVC to full Depth	200	FT	\$ 146.00	\$ 29,200.00	
	Develop Well with Rig	8	HR	\$ 1,371.00	\$ 10,968.00	
						<b>\$ 54,968.00</b>
<b>Test Well (200')</b>	Mobilization (To City, Not Per Site)	1	LS	\$ 72,474.00	\$ 72,474.00	
	Drill 16" to Full Depth	200	FT	\$ 252.00	\$ 50,400.00	
	Furnish and Install 8" Screen	20	FT	\$ 1,341.00	\$ 26,820.00	
	Furnish and Install 10" Casing	180	FT	\$ 237.00	\$ 42,660.00	
	Furnish and Installed Test Pump Including Generator	1	LS	\$ 59,910.00	\$ 59,910.00	
	Develop the Well for a Minimum of 24 Hours	24	HR	\$ 2,417.00	\$ 58,008.00	
	Perform 24 Well Pump Test to Waste	24	HR	\$ 2,662.00	\$ 63,888.00	
	Analysis and Final Report	1	LS	\$ 34,627.00	\$ 34,627.00	
						<b>\$ 408,787.00</b>

For Services Completed between May 1, 2029 to April 30, 2030

Item	Description	Quantity	Unit	Unit Cost	Total Price	Totals
<b>Test Hole (200 feet)</b>	Mobilization (To City, Not Per Site)	1	LS	\$ 68,206.00	\$ 68,206.00	
	Drill 5" Hole to Bed Rock	120	FT	\$ 63.00	\$ 7,560.00	
	Sieve Analysis	1	LS	\$ 2,659.00	\$ 2,659.00	
	Abandon	120	FT	\$ 29.00	\$ 3,480.00	
	Final Report (Per Site)	1	LS	\$ 21,259.00	\$ 21,259.00	
						<b>\$ 103,164.00</b>
<b>Observation Well Conversion</b>	Run Overshot to full depth	200	FT	\$ 81.00	\$ 16,200.00	
	Set 2" PVC to full Depth	200	FT	\$ 161.00	\$ 32,200.00	
	Develop Well with Rig	8	HR	\$ 1,508.00	\$ 12,064.00	
						<b>\$ 60,464.00</b>
<b>Test Well (200')</b>	Mobilization (To City, Not Per Site)	1	LS	\$ 79,721.00	\$ 79,721.00	
	Drill 16" to Full Depth	200	FT	\$ 277.00	\$ 55,400.00	
	Furnish and Install 8" Screen	20	FT	\$ 1,475.00	\$ 29,500.00	
	Furnish and Install 10" Casing	180	FT	\$ 261.00	\$ 46,980.00	
	Furnish and Installed Test Pump Including Generator	1	LS	\$ 65,901.00	\$ 65,901.00	
	Develop the Well for a Minimum of 24 Hours	24	HR	\$ 2,659.00	\$ 63,816.00	
	Perform 24 Well Pump Test to Waste	24	HR	\$ 2,928.00	\$ 70,272.00	
	Analysis and Final Report	1	LS	\$ 38,090.00	\$ 38,090.00	
						<b>\$ 449,680.00</b>

## SECTION 04 STAFF RESOURCES AND QUALIFICATIONS

### KEY PERSONNEL

The following personnel (as anticipated) will be committed to the safe, efficient, and effective completion of this project.

Name	Title	Years of Experience
KR Thompson	Area Manager	24
Tom P Healy	Senior Project Manager – Consultant	45
Chris Kennedy	Project Manager	10
Anas Hussain	Asst. Project Manager/Primary Contact	5
Jeff Seeger	Aurora Drilling Supervisor	44
Dave Meyer	Layne Drilling Operations Manager (St Louis, MO)	35
John Kopp	Aurora Pump Supervisor	24
David Szymanski	Aurora Safety Professional	25
Jerri Burton	Northeast General Manager	40

### LICENSES

Tom P. Healy has an Illinois Water Well Contractor and Pump Installation license.

### SUBCONTRACTORS

Layne will utilize INTERA Incorporated for hydrogeological analysis of the test pumping data and assisting with site planning for borehole/well locations. INTERA personnel have in-depth knowledge and experience with the unconsolidated aquifer in the St. Chares area having worked on similar studies in Crystal Lake, Algonquin, North Aurora and South Elgin, Illinois.



### SCHEDULING

Current drilling schedule will allow Layne to mobilize to site to complete first scope of work prior to April 30, 2027. Future scheduling will be dependent on communication for planned drilling in the future.

**Having successfully completed other similar projects, Layne is confident that we have the proper resources available to complete this project on time.**

**The foundation of Layne’s project execution is open, honest, and daily communication.** Our Operator, Project Manager, and Operations Manager communicate daily. Layne’s field crews are provided with a detailed job letter that explains the entire scope of work, completion schedule, major material items deliveries, and the use of subcontractors required to successfully carry out the timely completion of our work.

Our operator will communicate daily with your field representative the status of the work and discuss critical path items that will need coordination between our two companies. Our project manager and field operations manager will communicate with your office project manager frequently to ensure project objectives are being completed as specified.

Our pre-mobilization activities will consist of the following:

- Project scheduling and material ordering will commence once the written contract for the project is executed.
- Utility locates will be initiated as required.
- Obtain any required work permits.
- Ensure field crews have proper training
- Ensure all field equipment has been inspected and readied for field work
- Project submittals will be provided as required. Provide SDS for all chemical products brought onto the site.
- Layne will develop the field performance plan, site-specific health and safety plan, quality assurance/quality control plan and activity hazard analysis.

- A pre-mobilization conference will be completed in advance of mobilization to confirm and verify project completion parameters.
- Following the pre-mobilization conference, Layne will mobilize our equipment, tooling, personnel, and materials to the job site.
- Once fieldwork begins, Layne will perform the following items:
  - Daily equipment inspections
  - Daily tailgate safety meetings before the beginning of each work shift
- Daily communication with the on-site field representative
- Daily field report completed and signed by the on-site field representative
- Daily review of QA/QC compliance with all field efforts
- Daily “look ahead” of upcoming work and complete pre-planning objectives
- Our on-site field project manager will attend all meetings as required

There will be occasions when our plans and procedures will have to be modified to meet unanticipated conditions, weather conditions, or other unforeseen external factors. These changes will be documented and discussed with your firm as required.



## SAFETY

**Layne considers safety as our number one priority on this project.**

Layne safety performance standards meet and often exceed compliance with federal, state, and local laws and regulations. As a result of this culture, Layne’s safety record has outpaced industry averages because we know that safer employees, contractors, and work environments result in more effective operations.

Layne believes that all accidents are preventable, so we continue to work towards the goal of 100% safe working hours. **Layne’s employee commitment to HSE is as stated below:**

- I will take ownership of safety for myself and those around me.
- I will respect the communities I work in and always be a role model for safe behavior.
- I will assess the risks involved in every task before I begin.
- I will properly inspect, maintain, and operate all vehicles, tools, and equipment.
- I will exercise STOP WORK where I perceive a situation to be unsafe or otherwise have concerns about safety.

At Layne, we have the following expectations of each other:

- We expect that every employee is committed to ZERO incident operations and performing work safely or not at all.
- We expect that employees will follow and hold your co-workers accountable for following all of our safety policies and wearing/using all of the required PPE.
- We expect that employees will report all incidents (injury, illness, property damage, environmental or vehicle) so that we can ensure that we do a thorough incident investigation and prevent reoccurrence.
- We expect that employees will not text and drive and use a hands-free device when talking on a cell phone.
- We expect that employees will do a JSA before each task (at a minimum once per shift for each task)
- We expect that employees will operate and maintain all vehicles, tools, and equipment as if it were your own
- We expect that if an employee sees something that does not look or feel right, they will say something.

**To carry out a safe work environment, Layne will implement the following improvement cycle:**

**1) Plan: Plan the work so that all crew members are protected and know what needs to be done.**

- Participate and follow the daily Take 5 plan
- Be active in protecting oneself, others, the public and the environment
- Participate in safety processes
- Stop and ask for guidance if you do not understand or have any doubts about a how to do something
- Set a plan in motion and stick to the plan
- Follow safe work practices
- Don’t deviate from your supervisors Take 5 without approval and a new plan
- Assess hazards continuously throughout the shift
- Maintain good housekeeping and organization

- Request training or guidance
  - Report Near Misses
- 2) **Check: Make sure the plan is the right plan**
- Conduct observations and planned inspections
  - Speak up when an unsafe act or condition is noticed
  - Don't walk by something that is wrong
- 3) **Adjust: Use the information you get from checking. Continue the same path or adjust the plan.**
- Employees notify your supervisor of unsafe work conditions that exist OR that you THINK might exist so the plan can be adjusted.
  - Set a good example
  - Evaluate the tasks recorded in the Take 5 and note any confusion or additional direction needed
  - Ask for feedback from the crew
  - Supervisors use your observations and inspections to improve the plan.

If required, Layne's HSE department can deliver in-house safety training to any team member requiring it that covers all phases of the health and safety field and it is compliant with the most up-to-date OSHA, MSHA, and DOT regulations.

On the job site, all Layne field employees will possess the necessary personal protective equipment and detailed, site-specific safety information that covers issues including confined space entry, blow out preventers, environmental health and safety plans, and on-site monitoring. Every Layne field employee has Stop Work Authority because every employee is responsible for safety.

Layne has a comprehensive, industry-leading health and safety program, which can be viewed at [www.graniteconstruction.com/company/safety-choice](http://www.graniteconstruction.com/company/safety-choice). All Layne field employees have access to this data in the development and implementation of site-specific health and safety plans.

**Our safety program is composed of, but not limited to, the following:**

- Supervisor's Accident Prevention Manual
- Safety Practices Manual
- Hazard Communication Manual
- Fleet Manual
- Emergency Response Plans
- Site Specific Health and Safety Plan Auditing Forms
- Procedures Mentoring Program

All Layne field employees tasked with project execution have OSHA construction site training (forklifts, backhoes, manlifts, and cranes). Most of the Layne field employees have Red Cross First Aid and CPR training. As required, training compliance documentation can be provided prior to project mobilization.

Our standard personal protective equipment for each field employee is as follows: helmets per ANSI Z89.1-1997, safety glasses with side protection per ANSI Z87.1-1989, steel toed boots per ASTM F2413-11, high visibility vest or shirt per ANSI/ISEA 107-2010, hearing protection and appropriate work gloves. While working in a high dust environment, employees are required to wear dust masks. All company vehicles come equipped with a working-Class A/B/C fire extinguisher, first aid kits, and have current proof of insurance and vehicle registration.

Layne is committed to working diligently and safely on this project.

- ✓ A site-specific health and safety plan will be prepared and administered while on site.
- ✓ Layne will practice a behavioral-based safety program that utilizes a hazard identification risk assessment. Each work shift will begin with a tailgate safety meeting.
- ✓ The crew will review the expected field operations each day and determine what the potential risks are in performing that work. The crew will then review and implement safe work practices to eliminate and/or reduce the risk of a safety incident. All our crews are expected to work in the "green" (safe) zone and to not take any risks with respect to performing their work.
- ✓ All field employees and site visitors can stop work if they feel there is a safety risk associated with performing the work.



## QUALITY CONTROL

**Layne utilizes a large number of reporting measures to ensure quality assurance and quality control for our drilling and test pumping operations.**

These reports would be utilized throughout the project. A typical summary of the items covered in our program would include the following: Non-DOT and DOT travel, rig up operations, review of well design, daily shift reports, daily safety inspections, tailgate meetings per working shift, drilling operations (mud properties, deviation survey, pipe tally, etc.), material inspections prior to installation, well installation (mud thinning operations, casing/screen/tremie tally, annular material installation (actual vs theoretical), etc.), well development (methodology/time spent per foot of screen, material recovered, water quality parameters and test pumping (water quality, sand content, etc.)). Copies of our reporting measures are provided to the Owner. Project specifications are reviewed prior to field work and any project specific items that are not covered in our normal QA/QC program are added to meet the needs of the project.



## EQUIPMENT RESOURCES

**Specification sheet for the Atlas Copco TH60 that will be used on this project is detailed on the following page.**

Layne intends to mobilize the following equipment to the project site.

- Atlas Copco TH60 Drilling Unit
- Flatwater Fleet water truck and associated drill tooling
- Kemtron 500 Gallon trailer mounted mud cleaning system
- F-350 crew truck w/ trailer and support equipment

The equipment listed above will be dedicated to this project on a full-time basis and all the equipment is up to date with annual inspections and certifications.

We are also attaching the certificate of insurance as requested, as requested in the bid proposal. Layne can reiterate that we have never failed to complete a contract, and there was at no time when the company filed for bankruptcy or reorganization and lastly, no judgements have been provided against Layne. See the attached arbitration and litigation matters.

Layne appreciates the opportunity to provide drilling/testing services for the City of St. Charles, IL on this project. If you have any questions or require any additional information, please do not hesitate to contact me. I can always be reached either in the office at 630.897.6941 or on my mobile at 630.538.6202.

Sincerely yours,

*KR Thompson*

KR Thompson  
Area Manager  
**Layne Christensen Company**



## ***ATLAS COPCO TH60 AND TH60DH***

Water Well Drilling Rig

40,000–70,000 lb (18,144–31,751 kg)

[www.atlascopco.com/TH60](http://www.atlascopco.com/TH60)

[www.deepholedriller.com](http://www.deepholedriller.com)

*Sustainable Productivity*

*Atlas Copco*

# IT'S MORE THAN A WATERWELL RIG; *IT'S A MULTI-PURPOSE MACHINE—* **TH60**

## **SINGLE ENGINE DESIGN**

**USING A SINGLE ENGINE TO POWER** the truck and the drill offers several benefits. With up to 600 hp (477 kW)\* under the hood and 1850 ft-lb (2508 Nm) torque to the rear wheels, the TH60 will move along at legal highway speeds, have the power to move in the mountains without continuously down-shifting and provide the torque in a range of gears to get on the jobsite. When just getting to the site is the challenge of the day, the TH60 and TH60DH are up to the job.

A single engine design reduces overall rig weight and improves weight balance, plus the deck is less congested. Service and maintenance are simpler and more cost effective. Additionally, a single truck engine rig is quieter and inlet air to the engine is further from the hole.

*\*Export engines rated to 500 hp (373 kW)*

## **GOOD PEOPLE MAKE GOOD MACHINES GREAT**

**THE TH60 IS DESIGNED TO HELP** the crew work safer and faster with less manual labor. There are steps so the helper can step up to place the end of the pipe into the slide trough on the pipe rack. The carousel boots are marked to show when the top wrench is lined up with the flats so he doesn't have to look up every time he uses the wrench. As one TH60 driller commented, "It's the small things that add up to make me less tired at the end of the day, and that's a big deal."

## **SAFETY AROUND THE RIG IS A PRIORITY**

**THE AIR-OPERATED HOLDING WRENCH** at the table and the foot-pedal activated top wrench are "hands-free." The internal carousel doesn't swing through the work space when a pipe is added or removed. Because the rotary head retracts into the derrick, the hoist line is on the centerline of the hole. Heavy tooling can be safely positioned directly over the hole.



## ADAPTIVE PIPE HANDLING A BIG ADVANTAGE

**IN A CLEAN HOLE, PIPE CHANGES** can be made on the bottom of the hole using the carousel or single pipe loader. When mud drilling or air drilling in an unstable formation, pipe can be changed one pipe length off the bottom using the drawworks and hoist plug. The fast feed and drawworks can be operated simultaneously, speeding up the drilling process. These advantages also apply to coming out of the hole. You can trip with the rotary head or the drawworks. The 30,000 lb (13,608 kg) single line drawworks and pipe spinner options provide the fastest way out of the hole. For deeper holes, a two-part line set up is available, giving 60,000 lbs of pull from the main winch.

## TWO WAYS TO SET CASING

**CASING CAN BE ROTATED AND PUSHED** or pulled with the top head. The torque limit control allows the head torque to be matched with threaded casing torque specifications. In clean holes, casing can be set with the drawworks. The table swings out and the back half retracts to open up the whole centralizer for large casing and tools. With the bushings removed, there is a clear 20 in (508 mm) opening at the table and up the derrick.

## DERRICK AND FEED SYSTEM

**THE TH60 AND TH60DH UTILIZE** a single 35 ft (10.6 m) derrick. This derrick enables conventional air-mud-DHD drilling with 20 ft (3 m) pipe. The derrick also handles a casing hammer, dual wall pipe (reverse circulation), simultaneous drill and drive with a DHD or driving casing from the top with a DHD. The drills can be set up for any of these methods and still reduce front overhand and front axle weight.

The derrick and feed system incorporates large-diameter, nylon-composite, top and bottom sheaves with large bearings and shafts. This design greatly reduces fatigue on the feed cables and improves mechanical efficiency. The result: longer cable life and reduced fuel consumption to operate the feed system.

## FEED CYLINDER DESIGN

**THE CYLINDER(S) ARE INVERTED** so the larger side of the piston is used for pullback force. This means that the cylinder(s) will apply more pullback force at the same hydraulic pressure required by the previous design. By increasing hydraulic pump flow to the cylinders, the TH60 maximum fast feed speed has increased to 150 ft/min (45.5 m/min), getting you in and out of the hole quicker.



# ADDITIONAL FEATURES

## USING PROVEN TECHNOLOGY TO REDUCE OPERATING COST

WHEN DIESEL ENGINE MANUFACTURERS first used electronic control to optimize the fuel-air mixture, engines became more fuel efficient. By applying this same concept to rig hydraulics, the TH60 and TH60DH are more fuel efficient and more productive. We call the concept "ondemand" power. The most significant efficiency improvement is the use of variable displacement hydraulic pumps and a new hydraulic circuit to create the "on-demand" power system. Inefficient fixed displacement pumps have been replaced by variable displacement pumps on all circuits, pumping only the fluid required and operating only when work is being done. When you need power, you immediately get the power you need where you need it. This "on-demand" system increases

component life, reduces operating cost and gives the driller more rapid, precise control of drilling functions. The rigs engine coolant, compressor oil and hydraulic fluid all have an optimum operating temperature range. The cooling system monitors fluid temperatures and operates the cooling fan at the proper speed to maintain optimum fluid temperature. This approach assures proper temperature control (longer component life) and saves fuel by operating the fan only when it is needed. The same technology has been applied to the compressor regulation system. An electronic air regulation system (EARS) continuously monitors compressor volume and pressure output and maintains the required performance. The operator can control the air flow and pressure from the driller's console.



## GENERAL SPECIFICATIONS

	TH60	TH60DH
<b>Pullback</b>	40,000 lbs (18,144 kg)	70,000 lbs (31,751 kg)
<b>Pulldown</b>	25,000 lbs (11,340 kg)	30,000 lbs (13,608 kg)
<b>ROTARY HEAD</b>		
Standard	5,500 ft-lbs/7,458 Nm @ 145 RPM Single-Speed Rotary Head	
Optional	5,500 ft-lbs/7,458 Nm @ 145 RPM Two-Speed Rotary Head (Second Speed) 4,000 ft-lbs/5,424 Nm @ 195 RPM	
Optional	6,250 ft-lbs/8,475 Nm @ 134 RPM Single-Speed Rotary Head	
Optional	6,250 ft-lbs/8,475 Nm @ 134 RPM Two-Speed Rotary Head (Second Speed) 4,650 ft-lbs/6,310 Nm @ 180 RPM	
Optional	8,000 ft-lbs/10,848 Nm @ 105 RPM Single-Speed Rotary Head	
Optional	8,000 ft-lbs/10,848 Nm @ 105 RPM Two-Speed Rotary Head (Second-Speed) 5,500 ft-lbs/7,458 Nm @ 145 RPM	
<b>DRAWWORKS</b>		
<b>Single Line Bare Drum</b>	Standard – 18,000 lbs (8,165 kg) 165 ft/min (50m/min) Optional – 30,000 lbs (13,608 kg) (on TH60) 150 ft/min (45 m/min)	
<b>Compressor</b>	900 or 1070 CFM/120 to 350 psi (425 l/s or 505 l/s / 8.3 to 24.1 bar)	1070 CFM/120 to 350 psi (505 l/s / 8.3 to 24.1 bar)

### DRAWWORKS

<b>Single Line Bare Drum</b>	Standard – 18,000 lbs (8,165 kg) 165 ft/min (50m/min) Optional – 30,000 lbs (13,608 kg) (on TH60) 150 ft/min (45 m/min)	
<b>Compressor</b>	900 or 1070 CFM/120 to 350 psi (425 l/s or 505 l/s / 8.3 to 24.1 bar)	1070 CFM/120 to 350 psi (505 l/s / 8.3 to 24.1 bar)

\*900 CFM only available on export TH60

## OPTIONS

- Mud pumps
- Floating-Spindle Hub
- No-Air Option
- High-Pressure Air Piping
- Pipe Spinner
- Sand Reel
- Water Injection
- Single-pipe loader
- Service Hoist
- DHD lube injection

**Atlas Copco**

Atlas Copco Drilling Solutions  
[www.atlascopco.com/wwdrills](http://www.atlascopco.com/wwdrills)  
[www.deepholedriller.com](http://www.deepholedriller.com)



December 19, 2025

Village of St. Charles, IL  
Attn: Mr. Tim Wilson, Public Works Director  
2 East Main Street  
St. Charles, IL 60174-1984

**RE: Test Drilling Program 2025**

Dear Mr. Wilson:

Layne is please to present our report on the test drilling investigation for the Village of St. Charles, Illinois, at four locations. The field work was performed between November 11, 2025, and November 22, 2025.

The intent of the project is to determine the site geology and determine if suitable material is present for a shallow sand and gravel well capable of producing at least 1,000 gallons per minute (gpm). Formation samples for sieve analysis were also collected during the drilling.

Layne mobilized our drilling equipment on November 11, 2025 and completed four (4) 5-inch diameter borings identified as TH-01, TH-02, TH-04, and TH-06 (location maps attached).

Boring TH-01 was advanced on November 12, 2025 to a depth of 57 feet.

Boring TH-02 was drilled on November 13, 2025 to a depth of 130 feet.

Boring TH-04 was drilled on November 19, 2025, to a depth of 77 feet.

Boring TH-06 was drilled on November 21, 2025 to a depth of 85 feet.

All borings were drilled utilizing our dual wall reverse circulation (DWRC) drilling method utilizing only water and air. Samples were collected on 5-foot intervals and at formation changes. Three borings (TH-01, TH-04, & TH-06) were abandoned upon completion. One test boring (TH-02) was completed as a monitoring well to 100'.

From the drilling, there are several observations from each test hole location listed below.

**WATER RESOURCES**

**TH-01 (57' deep, bedrock at 51.5')**

- Surficial clay and till was observed throughout the borehole to the top of bedrock.
- The well was drilled 7' into bedrock. No water was observed.
- Static water level and drawdown could not be measured during this type of investigation.
- The closest local log records bedrock at 84'.

**TH-02 (130' deep, bedrock at 126.5', Monitoring Well set at 100')**

- Till and clay were present at the surface of the borehole.
- A 84-foot thick seam of gravel and sand was encountered between 42ft to 126ft.
- Sieve samples were submitted from 40-126 ft for analysis.
- Static water level was measured at 40'.
- Sieve analysis shows potential for this site.

**TH-04 (77' deep, bedrock at 61')**

- The boring encountered a layer of sand and clay until 16'.
- Static water level at 28'.
- The closest local log records bedrock at 126'.

**TH-06 (85' deep, bedrock at 78.5')**

- The boring encountered clay throughout the borehole.
- Static water level at 28'.
- Sand and gravel were encountered from 53' to 78' with boulders present.
- The closest local log records bedrock at 50'.

**TEST WELL DESIGN OPTIONS**

TH-01, TH-04, and TH-06 don't show much potential for Test Well locations. All 3 holes were shallower than originally anticipated and the presence of clay till throughout the samples limits the permeability of the formation. The depth of TH-02 was in line with what was expected and the presence of clay/till towards the upper formations will help prevent the downward migration of potential contaminants. Sieve analysis further indicates good formation that will support a larger slot well screen.

**Boring Location TH-02**

Layne submitted samples from 40-126ft bgs for grain analysis based upon drilling observations and geology review. The recommended design for screen size is presented below. Layne would recommend this location for a test well.

- 20 feet of 12-inch diameter, continuous slot wire-wrapped, 304 stainless steel 0.120-inch (120 slot) screen
- Northern Gravel #4 (1/4 "x 1/8") filter pack

Mr. Tim Wilson  
Village of St. Charles, IL  
December 16, 2025  
Page 3

### **Conclusion**

The drilling investigation concluded material is present and in sufficient quantity to install a test well to determine if a permeant well can be placed in one of the four locations tested. Aquifer material was found in smaller quantities than originally expected and bedrock to be shallower. Layne would recommend location TH-02 as the best location for a test well to be constructed based upon the material encountered. Our findings of the investigation are for the exact location drilled and any interpolation to any other locations on the property should be taken with caution as glacial geology can drastically change both horizontally and vertically in the subsurface.

Layne is ready to discuss this letter report in further detail should you require any clarifications or additional information. Please feel free to reach out to me with any other questions.

Yours very truly,

*Chris Kennedy*

Chris Kennedy  
Project Manager II

Attachments:

- Attachment 1 – Boring Location TH-01 Information
- Attachment 2 – Boring Location TH-02 Information
- Attachment 3 – Boring Location TH-04 Information
- Attachment 4 – Boring Location TH-06 Information

Mr. Tim Wilson  
Village of St. Charles, IL  
December 16, 2025  
Page 4

**ATTACHMENT 1  
(TH-01 Information)**



**Legend**

- Municipal Well
- Municipal WWTP
- ▲ Test Hole
- Parcels
- 



40W201 Wasco Road, Suite D St Charles, IL 60175  
 P: 630-587-0470 F: 630-587-0475

**Test Hole #1**  
 City of St. Charles

Project No.: STC198
Base File:
Sheet File:
Issue Date: March 22, 2024
Scale: 1 inch = 100 feet

**Sheet Number**  
 1



TH-01 (30'-35', 35'-40', & 40'-45')

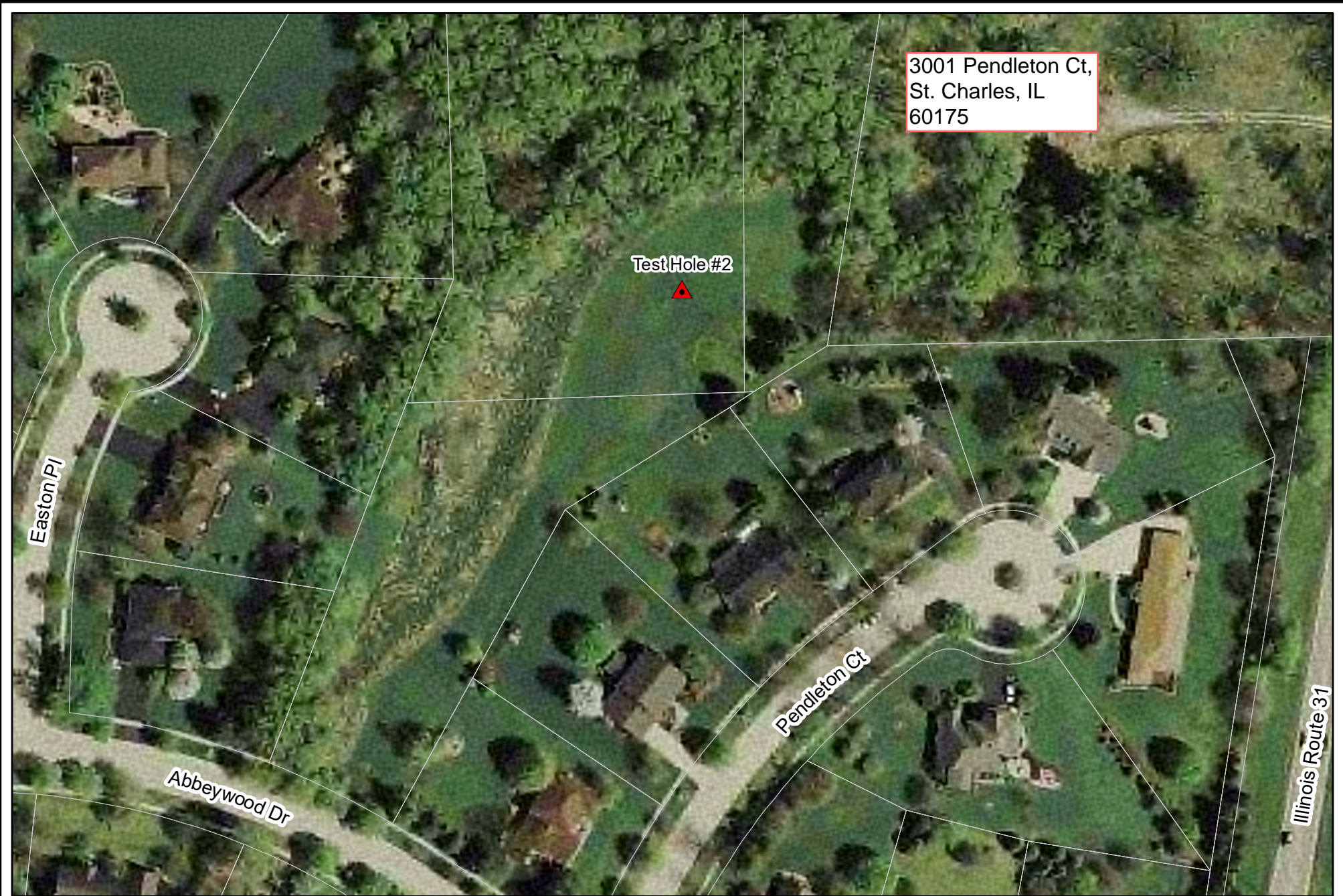


TH-01 (45'-50', 50'-55', & 55'-60')



Mr. Tim Wilson  
Village of St. Charles, IL  
December 16, 2025  
Page 7

**ATTACHMENT 2  
(TH-02 Information)**



3001 Pendleton Ct,  
St. Charles, IL  
60175

Test Hole #2



Easton Pl

Abbeywood Dr

Pendleton Ct

Illinois Route 31

**Legend**

-  Municipal Well
-  Municipal WWTP
-  Test Hole
-  Parcels
- 



40W201 Wasco Road, Suite D St Charles, IL 60175  
P: 630-587-0470 F: 630-587-0475

**Test Hole #2**

City of St. Charles

Project No.: STC165
Base File:
Sheet File:
Issue Date: September 17, 2021
Scale: 1 inch = 100 feet

Sheet Number

2



**TEST HOLE REPORT**

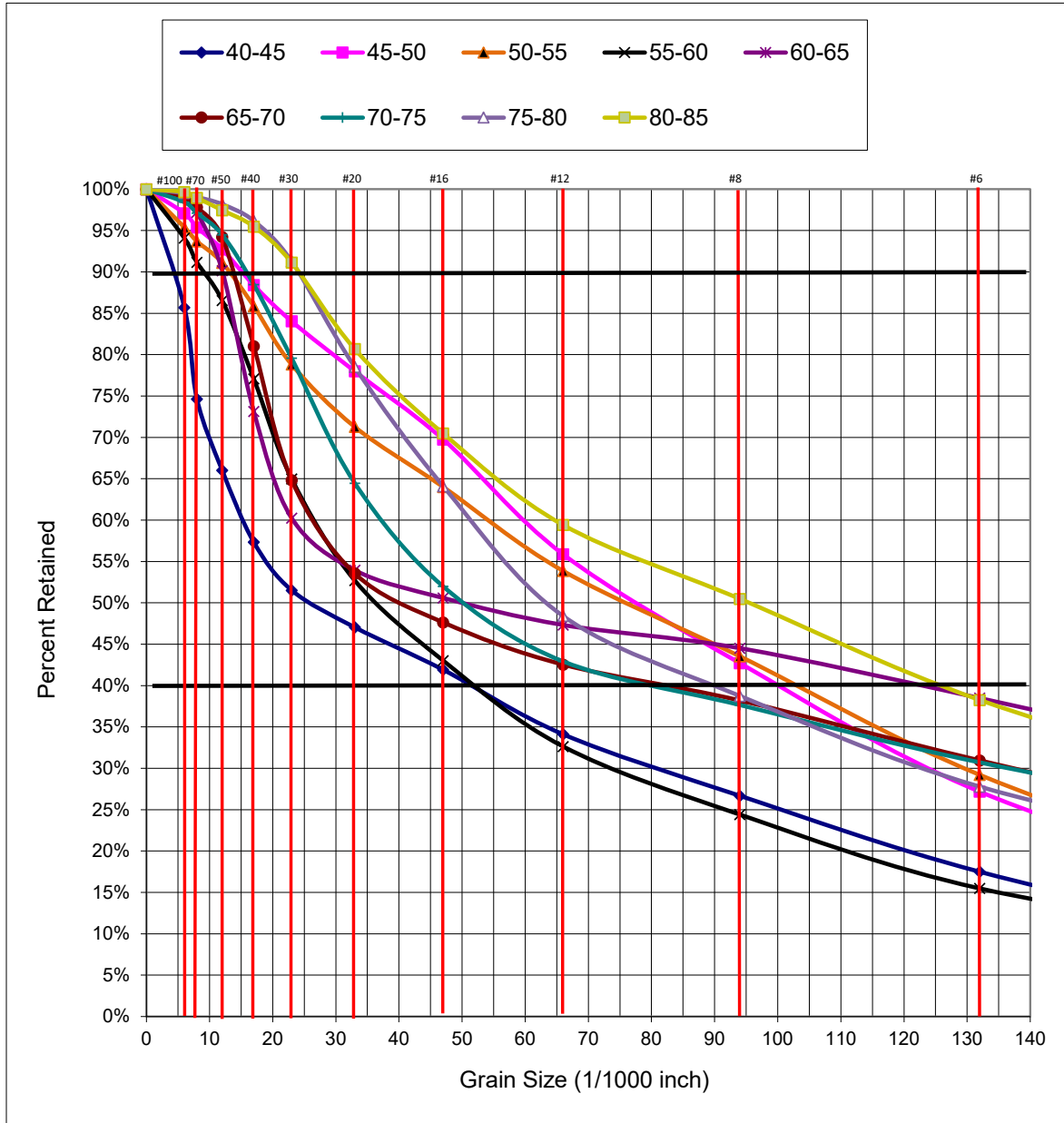
Page 1 of 1

LAYNE Western

A Division of LAYNE Christensen Company

Guthrie, OK

<b>Contract Name: St Charles Test Hole</b>		<b>Test Hole No. 02</b>
<b>Job # 1741175</b>		<b>Date 11.13.25</b>
		<b>Driller: T. List</b>
		<b>Elevation of Test Hole:</b>
<b>GPS Location: Test Hole #2</b>		<b>Static Water Level: 40'</b>
		<b>Measured                  Hours After Completion</b>
<b>From</b>	<b>To</b>	<b>Description of Strata</b>
0	3.5	Sod and brown till
3.5	12	Sand and limestone gravel, angular
12	17	Till
17	27	Sand and small gravel, angular
27	28	Till
28	33	Sand with some gravel
33	42	Fine brown sand and small gravel
42	56	Small gravel and sand
56	61	Fine brown sand and gravel
61	65	Gravel, 1/2"+, and sand rounded
65	66	Sand, brown
66	69	Gravel, 1/2" and sand, rounded
69	87.5	Gray gravel, 1/2" and sand, rounded
87.5	94	Gray sand and gravel
94	107	Rounded gravel, loose
107	111	Yellow sand
111	126.5	Gravel and sand
126.5	130	Shale, gray
	130	TD



Job Name St. Charles TB#2  
Location St. Charles, IL  
Driller Layne Christensen

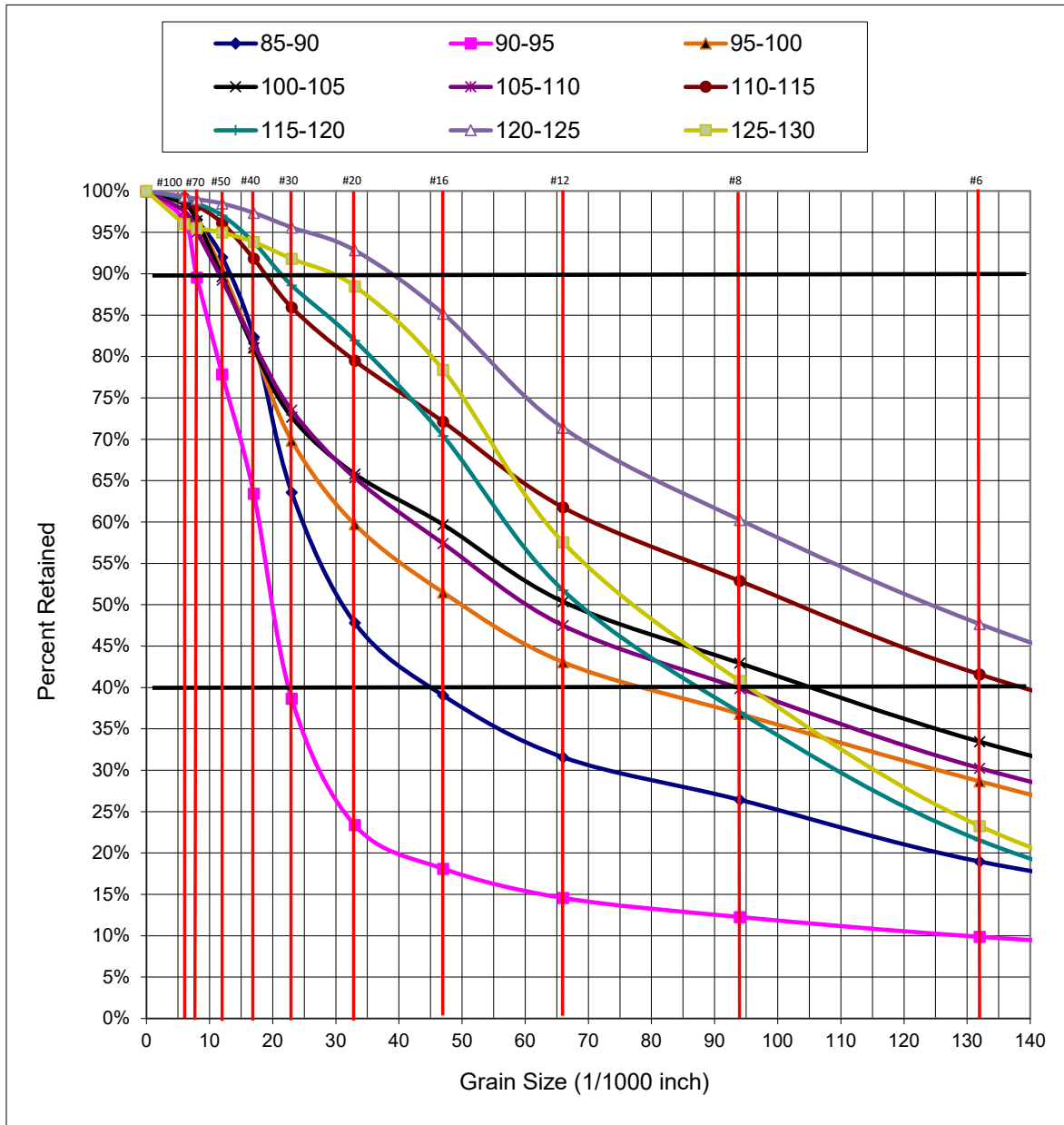
Sample ID Page 1  
Analyzed by: Duvall, Steven  
Date: 12/18/2025

Casing  $\phi$  24 in  
Screen  $\phi$  24 in

Desired Yield 1500-2000 GPM  
SWL (ft) 40

Recommended Slot Size: See page 2 for recommendation.  
Recommended Gravel Pack:

*Based exclusively on the samples provided by the contractor, a sieve analysis graph and suggested screen slot size is provided as requested. Since numerous construction considerations and site circumstances influence successful well completion, Johnson Screens assumes no responsibility for final well performance nor awareness of local regulations pertaining to well installations.*



Job Name St. Charles TB#2  
Location St. Charles, IL  
Driller Layne Christensen

Sample ID Page 2  
Analyzed by: Duvall, Steven  
Date: 12/18/2025

Casing  $\phi$  24 in  
Screen  $\phi$  24 in

Desired Yield 1500-2000 GPM  
SWL (ft) 40

Recommended Slot Size: 60 slot (0.060") screen from 65' to 130' bgs.  
Recommended Gravel Pack: Red Flint #60

*Based exclusively on the samples provided by the contractor, a sieve analysis graph and suggested screen slot size is provided as requested. Since numerous construction considerations and site circumstances influence successful well completion, Johnson Screens assumes no responsibility for final well performance nor awareness of local regulations pertaining to well installations.*



# Johnson Screens

Potential Test Well Screen.  
Recommended transmitting  
capacity of 1880GPM.

## WELL SCREEN SUBMITTAL DATA

CLIENT: 250' HIQ CONSTRUCTION  
PROJECT: ST CHARLES WELL

Material		304 Stainless		
Nom Size	12	PS	300	mm
Top x Bottom Fitting Configuration	WR x WR	W/PB		
Estimated Total Well Depth	125	ft	38	meters
Estimated Feet of Screen	20	ft	6	meters
Design Slot Size	0.120	in	3.0	mm
Approx. Outside Diameter	12.76	in	324	mm
Screen Barrel Inside Diameter	12.09	in	307	mm
Approx. Clear ID at Fittings	11.84	in	301	mm
Approx. Weight Per Ft	12	lbs	5	kg
Wire Width	0.071	in	1.8	mm
Wire Height	0.177	in	4.5	mm
Calc. Collapse Strength *	40	PSI	3	kg/sq.cm
Open Area	62.8%			
Intake Area	302	sq.in./ft	6,395	sq.cm./meter
Transmitting Capacity-at 0.1 ft/sec	94	gpm/ft	19	lps/meter
Support Rod Diam	0.152	in	3.9	mm
No Rods	64			
Cross Sectional Rod Area	1.47	sq.in.	9.50	sq.cm.
Design Yield Strength	30,000	PSI	2,109	kg/sq.cm
Calc.Tensile Strength *	37,500	lbs	17,000	kg
Max.Recomended Hang Wt. *	18,800	lbs	8,500	kg
Column Load *	29,100	lbs	13,200	kg

\* A broad range of site conditions and completion methods can impact the physical strength requirements (collapse, tensile, hang weight and column strengths) for a successful screen installation. Consult a Johnson Screens technical representative with questions regarding the parameters presented above as they may relate to your specific site requirements. Final design parameters should be reviewed and confirmed by the customer and his third-party consultants.

Prepared by Waterwell Sales  
Subject to Aqseptence Group Inc  
Standard Terms and Conditions.

[www.johnsonscreens.com/water-wells](http://www.johnsonscreens.com/water-wells)



# Johnson Screens

Theoretical Production Well Screen. Recommended transmitting capacity of 2580GPM.

## WELL SCREEN SUBMITTAL DATA

CLIENT: 250' HIQ CONSTRUCTION  
PROJECT: ST CHARLES WELL

Material	304 Stainless			
Nom Size	24	PS	610	mm
Top x Bottom Fitting Configuration	WR x WR W/PB			
Estimated Total Well Depth	125	ft	38	meters
Estimated Feet of Screen	20	ft	6	meters
Design Slot Size	0.120	in	3.0	mm
Approx. Outside Diameter	24.11	in	612	mm
Screen Barrel Inside Diameter	23.32	in	592	mm
Approx. Clear ID at Fittings	22.82	in	580	mm
Approx. Weight Per Ft	34	lbs	15	kg
Wire Width	0.142	in	3.6	mm
Wire Height	0.295	in	7.5	mm
Calc. Collapse Strength *	33	PSI	2	kg/sq.cm
Open Area	45.8%			
Intake Area	416	sq.in./ft	8,811	sq.cm./meter
Transmitting Capacity-at 0.1 ft/sec	129	gpm/ft	27	lps/meter
Support Rod Diam	0.161	in	4.1	mm
No Rods	80			
Cross Sectional Rod Area	1.63	sq.in.	10.53	sq.cm.
Design Yield Strength	30,000	PSI	2,109	kg/sq.cm
Calc.Tensile Strength *	41,600	lbs	18,900	kg
Max.Recomended Hang Wt. *	20,800	lbs	9,400	kg
Column Load *	44,500	lbs	20,200	kg

\* A broad range of site conditions and completion methods can impact the physical strength requirements (collapse, tensile, hang weight and column strengths) for a successful screen installation. Consult a Johnson Screens technical representative with questions regarding the parameters presented above as they may relate to your specific site requirements. Final design parameters should be reviewed and confirmed by the customer and his third-party consultants.

Prepared by Waterwell Sales  
Subject to Aqseptence Group Inc  
Standard Terms and Conditions.

[www.johnsonscreens.com/water-wells](http://www.johnsonscreens.com/water-wells)

TH-02 (30'-35', 35'-40', & 40'-45')



TH-02 (45'-50', 50'-55', & 55'-60')



**TH-02 (60'-65', 65'-70', & 70'-75')**



TH-02 (75'-80', 80'-85', & 85'-90')



TH-02 (90'-95', 95'-100', & 100'-105')



TH-02 (105'-110', 110'-115', & 115'-120')

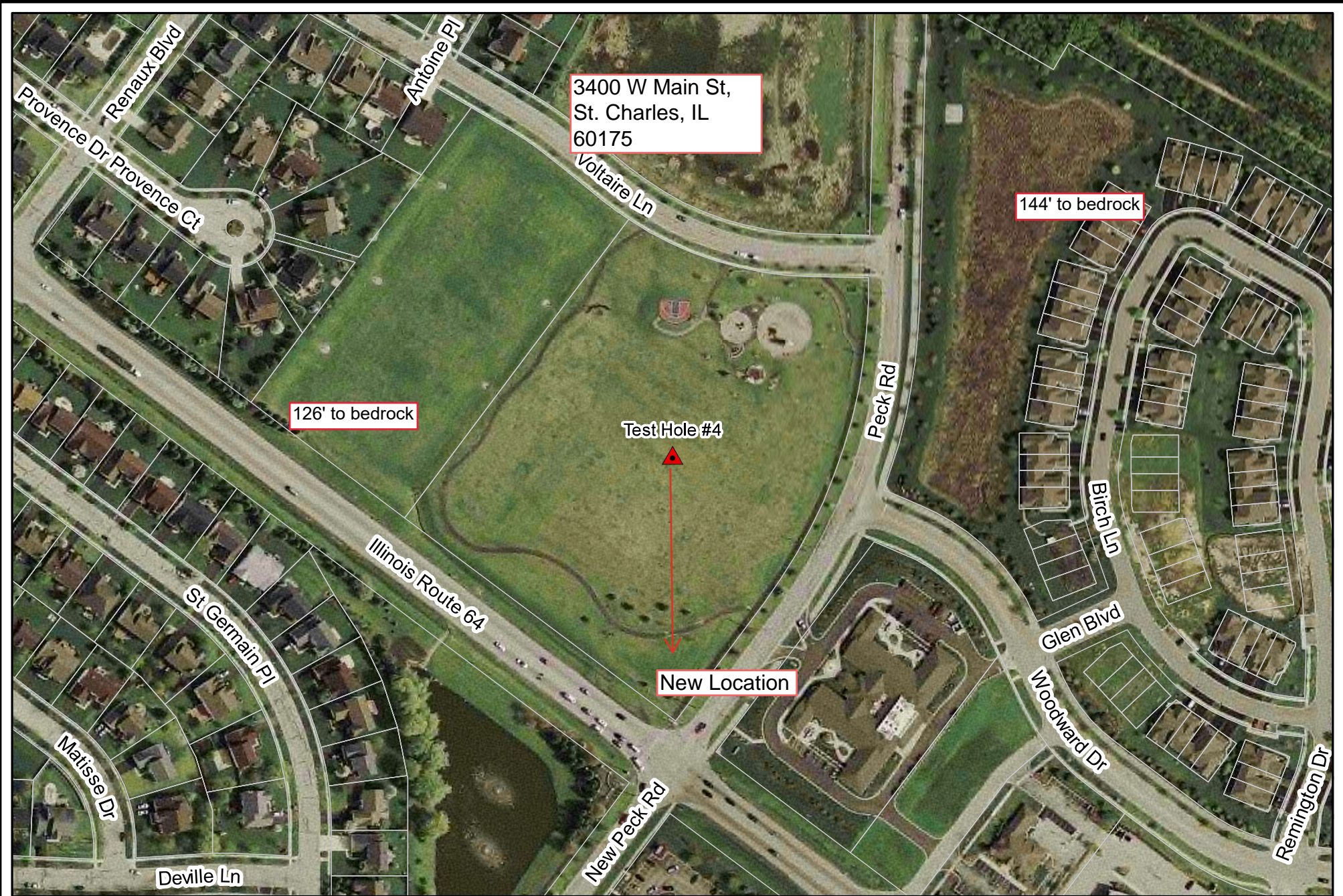


TH-02 (120'-125', 125'-130', & 130'-135')



Mr. Tim Wilson  
Village of St. Charles, IL  
December 16, 2025  
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**ATTACHMENT 3  
(TH-04 Information)**



**Legend**

- Municipal Well
- Municipal WWTP
- ▲ Test Hole
- Parcels
- 



40W201 Wasco Road, Suite D St Charles, IL 60175  
 P: 630-587-0470 F: 630-587-0475

**Test Hole #4**  
 City of St. Charles

Project No.: STC198
Base File:
Sheet File:
Issue Date: March 22, 2024
Scale: 1 inch = 200 feet

**Sheet Number**  
 4



**TH-03 (28'-33', 33'-38', & 38'-43')**



**TH-03 (43'-48', 48'-53', & 53'-58')**



TH-03 (58'-63', 63'-68', & 68'-73')



TH-03 (73'-78')



Mr. Tim Wilson  
Village of St. Charles, IL  
December 16, 2025  
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**ATTACHMENT 4  
(TH-06 Information)**



Rock at 50'

Campton Hills  
Road and, Peck  
Rd, St. Charles, IL  
60175

New Location

Test Hole #6

Rock at  
124'

**Legend**

- Municipal Well
- Municipal WWTP
- ▲ Test Hole
- Parcels
- 



40W201 Wasco Road, Suite D St Charles, IL 60175  
P: 630-587-0470 F: 630-587-0475

**Test Hole #6**

City of St. Charles

Sheet File:  
Issue Date: March 22, 2024  
Scale: 1 inch = 200 feet

Sheet  
Number

6



TH-06 (28'-33', 33'-38', & 38'-43')



TH-06 (43'-48', 48'-53', & 53'-58')



TH-06 (58'-63', 63'-68', & 68'-73')



TH-06 (73'-78', 78'-83', & 83'-88')








525-535 West Jefferson Street • Springfield, Illinois 62761-0001 • [www.dph.illinois.gov](http://www.dph.illinois.gov)

THOMAS P HEALY  
721 W ILLINOIS AVE  
AURORA, IL 60506

Dear THOMAS HEALY,

Your WATER WELL & PUMP INSTALLATION license expires 01-31-2026. This letter shall serve to meet the requirements of 225 ILCS 345, Section 14 which requires the licensee to conspicuously display his license at his principal place of business. The wallet card is not being sent at this time.

**Front:**

	<b>WATER WELL &amp; PUMP INSTALLATION CONTRACTOR LICENSE</b>	
<b>LicenseID</b> 102-004215	<b>Issued</b> 05/20/2025	<b>Expiration</b> 01-31-2026
THOMAS P HEALY 721 W ILLINOIS AVE AURORA, IL 60506		
		
Environmental Health See Reverse for Licensure		

**Back:**

THOMAS P HEALY	102-004215
<b>WATER WELL &amp; PUMP INSTALLATION CONTRACTOR LICENSE for:</b> WATER WELL AND PUMP INSTALLATION CONTRACTOR	
Alteration of this certification shall result in legal action. This certification issued under authority of State of Illinois Department of Public Health	

If you have any questions, please contact the Private Water Well Program at (217) 782-5830.

**PROTECTING HEALTH, IMPROVING LIVES**  
*Nationally Accredited by PHAB*

## **SUB-CONTRACTOR LIST**

1. Intera Incorporated
  - a. Service: Hydrogeological Consulting
  - b. Contact Name: Patrick Jurcek
  - c. Contact Phone: (262) 844-8664
  - d. Email: [pjurcek@intera.com](mailto:pjurcek@intera.com)
  - e. Dollar Value: \$32,500
2. Hole Products
  - a. Service: Well Materials
  - b. Contact Name: Dan Harrison
  - c. Contact Phone: (888) 465-3704
  - d. Email: [dharrison@holeproducts.com](mailto:dharrison@holeproducts.com)
  - e. Dollar Value: \$35,500

Company Name: Layne Christensen Company

Date: 4/06/2026



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/02/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LIC #0C36861 Alliant Insurance Services, Inc. 560 Mission Street, 6th Floor San Francisco, CA 94105 USA	1-415-403-1491	CONTACT NAME: Kimberly Leikam PHONE (A/C. No. Ext): 415-403-1491 E-MAIL ADDRESS: kleikam@alliant.com	FAX (A/C. No): 415-874-4818
INSURED Layne Christensen Company 585 West Beach Street Watsonville, CA 95076 USA		INSURER(S) AFFORDING COVERAGE	
		INSURER A: TRANSPORTATION INS CO	NAIC # 20494
		INSURER B: VALLEY FORGE INS CO	20508
		INSURER C: CONTINENTAL CAS CO	20443
		INSURER D: AGCS MARINE INS CO	22837
		INSURER E:	
		INSURER F:	

**COVERAGES**

CERTIFICATE NUMBER: 752247558

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			GL2074978689	10/01/23	10/01/26	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ Nil PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BUA2074978692	10/01/23	10/01/26	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ Nil			CUE2068209453	10/01/25	10/01/26	EACH OCCURRENCE \$ 8,000,000 AGGREGATE \$ 8,000,000 \$
B A A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC274978630 (CA) WC274978644 (StopGap) WC274978644 (AOS)	10/01/25 10/01/25 10/01/25	10/01/26 10/01/26 10/01/26	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
D	Owned, Leased/Rented Eqpt			MXI93059745	07/01/24	07/01/26	Limit 2,000,000 Per Occurrence

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

FOR BIDDING/PREQUALIFICATION PURPOSES

GL Per ISO Form CG 0001 10/01; AL Per ISO Form CA0001 10/13

**CERTIFICATE HOLDER****CANCELLATION**

For Information Only  585 West Beach Street Watsonville, CA 95076  USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
---------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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ACORD 25 (2016/03)

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ttaganap  
752247558

# SUPPLEMENT TO CERTIFICATE OF INSURANCE

DATE  
09/02/2025

NAME OF INSURED: Layne Christensen Company

The named insured reserves its rights to provide any additional coverages under the policies above to only those expressly negotiated for by contract.




## Appendix

The table below provides information regarding arbitration litigation against Layne Christensen Company within the past five (5) years for a construction project.

Start Date	Short Matter Name	Description	Prime/Sub	Form of Resolution	Date Resolved
5/3/2021	City of Lock Haven, PA v. Larson Design Group v. Layne Christensen Company	Allegations of breach of contract	Owner	Settled	1/25/2025
10/2/2023	Arizona Public Service Company v. Clear Creek Associates, LLC	Allegations of design flaw, and breach of contract	Third Party/Sub	Dismissed	3/5/2025

- Work/payment issues over \$50,000.00 only

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6e
	Title:	Recommendation to Approve a Resolution Authorizing a Consultant Contract with Benesch for Routine Bridge Inspections in the amount of \$46,000 in FY/27 and \$217,241 over five years	
	Presenter:	<b>Chris Gottlieb, Public Works Manager – Engineering</b>	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 46,000		<b>Budgeted Amount:</b> \$ 46,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>The City of St. Charles is responsible for the maintenance of 11 bridges/structures as well as the alcoves on the Main Street bridge. Based on their conditions and ages, the State requires these structures to be inspected on either one, two, or four-year cycles. Some structures also require periodic underwater inspections and channel cross section analysis. To perform these inspections, the City depends on a consultant with a team of certified bridge inspectors.</p> <p>In February the City requested proposals for a three-year bridge inspection contract, with an option to extend for two additional years. Six consultants proposed on the project. Upon review, it was determined that Benesch was the most qualified responsible bidder. Benesch has been the City’s bridge consultant since 2013 and, as a result, has unrivaled knowledge of our assets, their conditions, their repair history, and what is required to properly inspect them. Staff has reviewed their proposed bridge inspection rates and found them to be acceptable. Because the number of structures and types of inspections vary year-to-year, the cost for each year varies. The appropriate values for each inspection year, as laid out in the attached rate schedule, will be included in each year’s budget.</p> <p>Staff recommends awarding Benesch a three-year contract for routine bridge inspections with an option to extend the contract for two additional years.</p>			
<b>Attachments</b> (please list):			
*Annual rate list			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to approve a resolution authorizing a three-year consultant contract with Benesch for Routine Bridge Inspections with the option to extend the contract for two additional years. Cost will be \$46,000 in FY 27 with a total of \$217,241 for five years if extension is utilized.			

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Authorizing a Consultant Contract with Benesch for  
Routine Bridge Inspections in the amount of \$46,000 in FY/27 and  
\$217,241 over five years**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS in February 2026 the City requested proposals for a three-year bridge inspection contract with an option to extend for two additional years;

WHEREAS six consultants proposed on the project and upon review, it was determined the Benesch was the most qualified responsible bidder;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to Authorize a Consultant Contract with Benesch for Routine Bridge Inspections in the amount of \$46,000 in FY/27 and \$217,241 over five years.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

**City of St. Charles  
2026 - 2031 Bridge Inspection Program  
Fee Breakdown**




Structure Number	Facility Name	Inspection Type	Scheduled Inspection Date	Classification (Title)			Total Hours	% of Total Hours	Labor Cost w/o Escalation	Escalation Factor	Escalation	Multiplier	Direct Cost with Escalation	Total Cost	Total Cost Per Year	Fiscal Year
				Designer or Project Engineer (Field Inspector)	Project Engineer (Team Leader)	Project Manager (Program Manager)										
				2026 Average Hourly Rate												
				\$47.50	\$57.50	\$87.50										
				Percentage of Work Hours												
46.0%	41.0%	13.0%														
1	045-6851	Illinois Street over Fox River	R	5/31/2026	19.0	17.0	5.5	41.5	3.9%	\$2,361	1.000	\$2,361	\$6,848	\$185	\$7,033	2026-2027
2	045-6855	Prairie St over Fox River	R	5/31/2026	19.0	17.0	5.5	41.5	3.9%	\$2,361	1.000	\$2,361	\$6,848	\$185	\$7,033	
3	045-6853	3rd Avenue over UPRR (Abandoned)	R	5/31/2026	15.0	13.5	4.0	32.5	3.1%	\$1,839	1.000	\$1,839	\$5,332	\$140	\$5,473	
4	045-6854	2nd Avenue over UPRR (Abandoned)	R	5/31/2026	15.0	13.5	4.0	32.5	3.1%	\$1,839	1.000	\$1,839	\$5,332	\$140	\$5,473	
5	N/ A	Indiana St. Ped. Walkway over Fox River	R In-Depth	7/31/2026	18.5	16.5	5.5	40.5	3.8%	\$2,309	1.000	\$2,309	\$6,695	\$370	\$7,066	
6	045-6024	Red Gate Road over Fox River	R	4/30/2027	20.0	18.0	5.5	43.5	4.1%	\$2,466	1.040	\$2,565	\$7,438	\$244	\$7,683	
7	045-6019	Red Gate Road over Fox River Bike Trail	R	4/30/2027	14.5	13.0	4.0	31.5	3.0%	\$1,786	1.040	\$1,858	\$5,387	\$140	\$5,528	
8	045-6857	Great Western Trail over Route 31 & Fox River	R	7/31/2027	16.0	14.5	4.5	35.0	3.3%	\$1,988	1.040	\$2,067	\$5,994	\$192	\$6,187	
9	N/ A	Indiana St. Ped. Walkway over Fox River	R In-Depth	7/31/2027	17.0	15.0	4.5	36.5	3.4%	\$2,064	1.040	\$2,146	\$6,224	\$140	\$6,365	2027-2028
10	045-6851	Illinois Street over Fox River	R, CCS	7/31/2027	24.0	21.5	7.0	52.5	4.9%	\$2,989	1.040	\$3,108	\$9,014	\$239	\$9,254	
11	045-6060	Illinois Culvert over 7th Ave. Creek	R, CCS	4/30/2028	16.5	14.5	4.5	35.5	3.3%	\$2,011	1.082	\$2,175	\$6,309	\$49	\$6,358	
12	045-6061	Indiana Culvert over 7th Ave. Creek	R, CCS	4/30/2028	16.5	14.5	4.5	35.5	3.3%	\$2,011	1.082	\$2,175	\$6,309	\$49	\$6,358	
13	045-6062	South Avenue Culvert over 7th Ave. Creek	R, CCS	4/30/2028	16.5	14.5	4.5	35.5	3.3%	\$2,011	1.082	\$2,175	\$6,309	\$49	\$6,358	
14	045-6853	3rd Avenue over UPRR (Abandoned)	R	4/30/2028	14.0	12.5	4.0	30.5	2.9%	\$1,734	1.082	\$1,875	\$5,438	\$103	\$5,541	
15	045-6854	2nd Avenue over UPRR (Abandoned)	R	4/30/2028	14.0	12.5	4.0	30.5	2.9%	\$1,734	1.082	\$1,875	\$5,438	\$103	\$5,541	
16	N/ A	Indiana St. Ped. Walkway over Fox River	R In-Depth	7/31/2028	18.5	16.5	5.5	40.5	3.8%	\$2,309	1.082	\$2,497	\$7,242	\$292	\$7,534	
17	045-6024	Red Gate Road over Fox River	R	4/30/2029	20.0	17.5	5.5	43.0	4.0%	\$2,438	1.125	\$2,742	\$7,951	\$264	\$8,216	2028-2029
18	045-6019	Red Gate Road over Fox River Bike Trail	R	4/30/2029	14.5	12.5	4.0	31.0	2.9%	\$1,758	1.125	\$1,977	\$5,733	\$152	\$5,886	
<b>Renewal Years 4 &amp; 5 (May 1, 2029 through April 30, 2031)</b>																
19	045-6857	Great Western Trail over Route 31 & Fox River	R	7/31/2029	15.5	13.5	4.5	33.5	3.2%	\$1,906	1.125	\$2,144	\$6,218	\$214	\$6,433	2029-2030
20	N/ A	Indiana St. Ped. Walkway over Fox River	R In-Depth	7/31/2029	17.0	15.0	4.5	36.5	3.4%	\$2,064	1.125	\$2,321	\$6,732	\$101	\$6,834	
21	045-2018	Main St. Bridge Alcoves over Fox River	R	7/31/2029	11.0	10.0	3.0	24.0	2.3%	\$1,360	1.125	\$1,530	\$4,436	\$101	\$4,538	
22	045-6851	Illinois Street over Fox River	R In-Depth	7/31/2029	18.5	16.5	5.0	40.0	3.8%	\$2,265	1.125	\$2,548	\$7,389	\$214	\$7,603	
23	045-6855	Prairie St over Fox River	R In-Depth, CCS	7/31/2029	26.0	23.0	7.5	56.5	5.3%	\$3,214	1.125	\$3,615	\$10,484	\$315	\$10,799	
24	045-6853	3rd Avenue over UPRR (Abandoned)	R In-Depth	4/30/2030	19.0	17.0	5.5	41.5	3.9%	\$2,361	1.170	\$2,762	\$8,011	\$2,796	\$10,807	
25	045-6854	2nd Avenue over UPRR (Abandoned)	R In-Depth	4/30/2030	19.0	17.0	5.5	41.5	3.9%	\$2,361	1.170	\$2,762	\$8,011	\$2,796	\$10,807	
26	045-6024	Red Gate Road over Fox River	UW	4/30/2030	1.0	1.0	0.5	2.5	0.2%	\$149	1.170	\$174	\$505	\$16,000	\$16,505	
27	N/ A	Indiana St. Ped. Walkway over Fox River	R In-Depth	7/31/2030	18.5	16.5	5.5	40.5	3.8%	\$2,309	1.170	\$2,701	\$7,833	\$316	\$8,149	
28	045-6024	Red Gate Road over Fox River	R In-Depth	4/30/2031	21.0	19.0	6.0	46.0	4.3%	\$2,615	1.217	\$3,182	\$9,226	\$286	\$9,513	
29	045-6019	Red Gate Road over Fox River Bike Trail	R In-Depth	4/30/2031	14.5	12.5	4.0	31.0	2.9%	\$1,758	1.217	\$2,138	\$6,201	\$164	\$6,366	
<b>Sub-totals =</b>					<b>489.5</b>	<b>435.5</b>	<b>138.0</b>	<b>1063.0</b>	<b>100.0%</b>	<b>\$60,368</b>		<b>\$65,823</b>	<b>\$190,887</b>	<b>\$26,339</b>	<b>\$217,241</b>	
<b>Total Cost Estimate of Consultant Services =</b>																

**Inspection Type Legend:**  
R: Routine inspection  
UW: Underwater Inspection  
CCS: Channel Cross-Sections

**Summary of Direct Costs**

Item	2026 Rate	Comment
Vehicle	\$90.00	per day; \$45 per half day
Aerial Lift	\$1,000.00	per day
Drone Premium	\$100.00	per day
Rope Access Premium	\$165.00	per person per day
UPRR ROE Application Fee	\$0.00	Typically \$1,545 each, if needed; Not anticipated nor included in Benesch fee - we only need MCL permit or non-intrusive permit depending on year
UPRR Map Fee	\$0.00	Typically \$75 each, if needed; Not anticipated nor included in Benesch fee.
UPRR Contract Fee	\$2,265.00	each; could be higher - per email to Benesch on 3/27/2026
RR Protective Liability Insurance	\$1,235.00	each; could be higher - per email to Benesch on 3/27/2026
RR Flagger Fee	\$0.00	each; abandoned railroad
RR Permit (non-intrusive)	\$100.00	each; Mail-in (free if emailed)
Underwater Inspection	\$16,000.00	lump sum (Collins estimate in 2026 inflated to 2030)

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6f
	Title:	Recommendation to Approve a Resolution Awarding the Bid for Directional Boring Services to Archon Construction Co. Inc. for an estimated annual amount of \$500,000 and three-year total of \$1,500,000	
	Presenter:	Giovanni McLean, Public Works Manager - Electric	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 500,000		<b>Budgeted Amount:</b> \$ 500,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<p><b>Executive Summary</b> (if not budgeted, please explain):</p> <p>A new bid for directional boring and associated underground construction services was issued, expanding the previous scope to better support future transmission, distribution, and fiber optic infrastructure projects. The prior contract did not fully capture the City’s operational needs, which resulted in the need to obtain quotes outside of the established unit cost structure and introduced cost uncertainty. As a result, staff elected not to pursue the second and third-year contract extension options and instead revised the scope to reinforce a comprehensive unit cost contract that addresses these gaps.</p> <p>The updated contract also includes contractor procurement of materials, which will reduce internal inventory costs and the staff time associated with sourcing and purchasing. This approach also minimizes exposure to unknown material cost escalation.</p> <p>Directional boring work will continue to be issued through individual purchase orders, with costs allocated to the appropriate budgeted accounts, including maintenance, capital improvement projects, and reimbursable development work.</p> <p>Four (4) bids were received from qualified contractors. The bid required submission of: unit cost, two project costs, and the contractor with the lowest total project cost for the three-year term of the would be considered for award.</p> <p>During staff evaluation, the two lowest bids were determined to be non-responsive. York Utility Services submitted exceptions to the contract terms that were inconsistent with the required unit cost structure, unknown cost additions, and material cost escalation that conflicted with firm contract pricing. Fairway Electric’s bid did not include equipment structure costs in its unit pricing for subsequent years.</p> <p>Based on the evaluation of bids that fully complied with the contract requirements and did not take exceptions, staff recommends awarding the contract to Archon Construction Co., Inc. as the lowest responsive and responsible bidder. The City has previously contracted with this firm, and staff can attest to their performance, reliability, and ability to meet the needs of the contract.</p> <p>Staff recommends awarding a one-year contract to Archon Construction Co., Inc., with the option for two additional one-year extensions based on performance and cost.</p>			
<p><b>Attachments</b> (please list):</p> <p>*Bid Evaluation Tab</p>			
<p><b>Recommendation/Suggested Action</b> (briefly explain):</p> <p>Recommendation to Approve a Resolution to Authorize issuing a Contract for Directional Boring to Archon Construction Co. Inc. for an estimated annual amount of \$500,000 and a three-year total of \$1,500,000.</p>			

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Awarding the Bid for Directional Boring Services to Archon Construction Co., Inc. for an estimated annual amount of \$500,000 and three-year total of \$1,500,000**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS the City publicly issued a bid for Directional Boring Services and received four bids from qualified contractors;

WHEREAS based on the evaluation of the bids that fully complied with the contract requirements and did not take exceptions, staff recommends awarding the contract to Archon Construction Co., Inc. as the lowest responsive and responsible bidder. The City has previously contracted with this firm, and staff can attest to their performance, reliability and ability to meet the needs of the contract;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to Authorize Awarding the Bid for Directional Boring Services to Archon Construction Co., Inc. for an estimated annual amount of \$500,000 and three-year total of \$1,500,000.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

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Clint Hull, Mayor

ATTEST:

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City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

**Directional Boring - EL2026-9**


	Archon Construction Co	Electric Conduit Construction	York Utility Services	Fairway Electric
<b>Year 1</b>				
Project Cost 1	\$ 61,705.00	\$ 76,711.65	\$ 50,475.00	\$ 64,957.32
Project Cost 2	\$ 68,010.00	\$ 88,369.90	\$ 67,275.00	\$ 63,553.91
Year 1 Total	\$ 129,715.00	\$ 165,081.55	\$ 117,750.00	\$ 128,511.23
<b>Year 2</b>				
Project Cost 1	\$ 64,570.00	\$ 82,075.75	\$ 52,249.06	63354.96*
Project Cost 2	\$ 70,865.00	\$ 94,548.49	\$ 69,636.38	60,266.16*
Year 2 Total	\$ 135,435.00	\$ 176,624.24	\$ 121,885.44	\$ 123,621.12
<b>Year 3</b>				
Project Cost 1	\$ 66,970.00	\$ 87,825.10	\$ 54,076.50	66518.91*
Project Cost 2	\$ 73,520.00	\$ 101,174.36	\$ 71,950.28	63274.21*
Year 3 Cost	\$ 140,490.00	\$ 188,999.46	\$ 126,026.78	\$ 129,793.12
<b>Total 3-Year Project Cost</b>	<b>\$ 405,640.00</b>	<b>\$ 530,705.25</b>	<b>\$ 365,662.22</b>	<b>\$ 381,925.47</b>

\*\*

\*does not include equipment structures

\*\*

1. Material price adjustments shall be based on the Producer Price Index (PPT) for the most applicable category, Each material item shall be escalated based on its primary material composition.
2. All hourly work shall be subject to a four (4) hour minimum charge per crew, per mobilization. This minimum may be waived only if additional billable work is performed by the same crew on the same day
3. A minimum charge of \$3,500 shall apply to each new project or service request. This minimum applies regardless of whether the work is performed on a unit price of hourly basis.
4. Contractor reserves the right to substitute subcontractors and material suppliers as necessary to meet project demands, availability, and scheduling requirements, provided all substituted parties and materials meet or exceed the applicable project specifications and standards
5. Test holes and restoration pricing to be limited to 2'x 2 x 4' depth. Additional depth to be performed on time, equipment and materials basis.

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6g
	Title:	Recommendation to Approve a Resolution Awarding the Bid for a five-year Contract for Utility Pole Inspections to Electric Power Systems International for an estimated annual amount of \$32,182 and five-year total of \$166,814.50	
	Presenter:	Giovanni McLean, Public Works Manager - Electric	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 32,182		<b>Budgeted Amount:</b> \$ 30,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			

**Executive Summary** (if not budgeted, please explain):

Historically, the City has conducted system-wide pole inspections on an approximate 10-year cycle, reviewing an average of 2,429 poles. The proposed contract transitions to a more proactive and manageable approach, with approximately 500 poles inspected annually over a five (5) year period. This phased approach enables City line staff to address pole replacements and maintenance within localized areas, improving efficiency and overall system reliability.

A bid for utility pole inspection services was issued to support the City's preventative maintenance program of the electric distribution system. Under this contract, the selected contractor will inspect each pole, collect asset attributes, and capture GPS coordinates to enhance and update the City's GIS data. The contractor will also identify and tag deficient poles for replacement and provide optional pole treatment services to extend the service life of viable assets.

Two (2) responsive bids were received from qualified contractors. Electric Power Systems International, with subcontractor Grid One Solutions, was identified as the lowest responsive and responsible bidder. Although the City has not previously contracted with this firm, staff conducted reference checks and received positive feedback regarding performance and reliability.

Staff recommends awarding a five-year contract to Electric Power Systems International to perform annual utility pole inspections and associated services.

**Attachments** (please list):

\*Bid Evaluation Tab

**Recommendation/Suggested Action** (briefly explain):

Recommendation to Approve a Resolution awarding the bid for a Five-Year Contract for Utility Pole Inspections to Electric Power Systems International for an estimated annual amount of \$32,182 and five-year total of \$166,814.50.

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Awarding the Bid for a Five-Year Contract for Utility Pole Inspections to Electric Power Systems International for an estimated annual amount of \$32,182 and five-year total of \$166,814.50**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS a bid for utility pole inspection services was issued to support the City's preventative maintenance program of the electric distribution system;

WHEREAS two responsive bids were received from qualified contractors;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to award the bid for a Five-Year Contract for Utility Pole Inspections to Electric Power Systems International for an estimated annual amount of \$32,182 and five-year total of \$166,814.50.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:


Utility Wood Pole Inspection and Treatment Services EL2026-21

Description of Task	Electric Power Systems International, Incorporated/Grid One Solutions														
	Year 1			Year 2			Year 3			Year 4			Year 5		
	May 1, 2026 - April 30, 2027			May 1, 2027 - April 30, 2028			May 1, 2028 - April 30, 2029			May 1, 2029 - April 30, 2030			May 1, 2030 - April 30, 2031		
	Qty	Unit Cost	Total	Qty	Unit Cost	Total	Qty	Unit Cost	Total	Qty	Unit Cost	Total	Qty	Unit Cost	Total
Pole Tagging	500	\$ 4.63	\$ 2,315.00	500	\$ 4.73	\$ 2,365.00	500	\$ 4.85	\$ 2,425.00	500	\$ 4.85	\$ 2,425.00	500	\$ 4.99	\$ 2,495.00
Inspection & Evaluation	500	\$ 51.58	\$ 25,790.00	500	\$ 52.61	\$ 26,305.00	500	\$ 53.93	\$ 26,965.00	500	\$ 53.93	\$ 26,965.00	500	\$ 55.27	\$ 27,635.00
Excavation & Treatment	50	\$ 81.54	\$ 4,077.00	50	\$ 83.17	\$ 4,158.50	50	\$ 85.25	\$ 4,262.50	50	\$ 85.25	\$ 4,262.50	50	\$ 87.38	\$ 4,369.00
Total:			\$ 32,182.00			\$ 32,828.50			\$ 33,652.50			\$ 33,652.50			\$ 34,499.00

**5-year total**      \$ 166,814.50

Description of Task	Osrose Utilities Services, Inc.														
	Year 1			Year 2			Year 3			Year 4			Year 5		
	May 1, 2026 - April 30, 2027			May 1, 2027 - April 30, 2028			May 1, 2028 - April 30, 2029			May 1, 2029 - April 30, 2030			May 1, 2030 - April 30, 2031		
	Qty	Unit Cost	Total	Qty	Unit Cost	Total	Qty	Unit Cost	Total	Qty	Unit Cost	Total	Qty	Unit Cost	Total
Pole Tagging	500	\$ 2.25	\$ 1,125.00	500	\$ 2.33	\$ 1,165.00	500	\$ 2.41	\$ 1,205.00	500	\$ 2.49	\$ 1,245.00	500	\$ 2.57	\$ 1,285.00
Inspection & Evaluation	500	\$ 58.00	\$ 29,000.00	500	\$ 60.03	\$ 30,015.00	500	\$ 62.13	\$ 31,065.00	500	\$ 64.30	\$ 32,150.00	500	\$ 66.55	\$ 33,275.00
Excavation & Treatment	50	\$ 94.00	\$ 4,700.00	50	\$ 97.29	\$ 4,864.50	50	\$ 100.70	\$ 5,035.00	50	\$ 104.22	\$ 5,211.00	50	\$ 107.87	\$ 5,393.50
Total:			\$ 34,825.00			\$ 36,044.50			\$ 37,305.00			\$ 38,606.00			\$ 39,953.50

**5-year total:**      \$ 186,734.00

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6h
	Title:	Recommendation to Approve a Resolution to Authorize Issuing a Purchase Order in the amount of \$125,000 to Schweitzer Engineering Laboratories (SEL), Inc. for SEL Relays	
	Presenter:	<b>Giovanni Mclean – Public Works Manager – Electric Services</b>	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 125,000		<b>Budgeted Amount:</b> \$ 125,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>The City Council has previously authorized purchase orders with Schweitzer Engineering Laboratories (SEL), Inc. for SEL relay equipment in December 2023, July 2024 and May 2025.</p> <p>As discussed at the previous Committee meetings, future fiscal years will include consistent budgeting for the phased replacement of protective relay devices at the City’s substations. The fourth year of this multi-year project will focus on continuing upgrades at Substation 6 and initiating replacements at Substation 7.</p> <p>Funding for this phase is included in the FY 2026–2027 Capital Improvement Budget.</p> <p>Staff have budgeted \$125,000 and are seeking Council approval to authorize the issuance of a purchase order to Schweitzer Engineering Laboratories (SEL) in a not to exceed amount of \$125,000.</p>			
<b>Attachments</b> (please list):			
None			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to Approve a Resolution to Authorize Issuing a Purchase Order in the amount of \$125,000 to Schweitzer Engineering Laboratories (SEL), Inc. for SEL Relays.			

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution to Authorize Issuing a Purchase Order to Schweitzer  
Engineering Laboratories (SEL) for SEL Relay Equipment in the amount  
of \$125,000**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS City Council has previously authorized purchase orders with Schweitzer Engineering Laboratories (SEL), Inc. for SEL relay equipment in December 2023, July 2024 and May 2025;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to authorize issuing a purchase order to Schweitzer Engineering Laboratories (SEL) for SEL Relay Equipment in an amount of \$125,000.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk


COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6i
	Title:	Recommendation to Approve a Resolution to Authorize Issuing a Purchase Order in the amount of \$70,000 to Schweitzer Engineering Laboratories (SEL) for SCADA Design and Integration.	
Presenter:	<b>Giovanni Mclean – Public Works Manager – Electric Services</b>		
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 70,000		<b>Budgeted Amount:</b> \$ 70,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>The City Council has previously approved the authorization to issue a purchase order to Schweitzer Engineering Laboratories (SEL) Engineering, Inc for engineering services for SCADA implementation City Hall Substation (Substation 3) and DuKane Drive (Substation 5).</p> <p>Schweitzer Engineering Laboratories (SEL) is the City’s standard provider for protective devices (relays). The City will be using the SEL Engineering division to design and implement the SCADA system.</p> <p>As discussed during the previous Council meeting, the future fiscal years will include consistent budgeting for SCADA upgrades at remaining substations.</p> <p>The third year of the project focuses on 12<sup>th</sup> Street Substation (Substation 2). Staff have budgeted \$70,000 and are seeking Council approval to authorize the issuance of a purchase order to Schweitzer Engineering Laboratories (SEL) Engineering in a not to exceed amount of \$70,000.</p>			
<b>Attachments</b> (please list):			
None			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to Approve a Resolution to Authorize issuing a Purchase Order in the amount of \$70,000 to Schweitzer Engineering Laboratories (SEL) for SCADA Design and Integration.			

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution to Authorize Issuing a Purchase Order to Schweitzer  
Engineering Laboratories (SEL) for SCADA Design and Integration in  
the amount of \$70,000**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS City Council has previously authorized purchase orders with Schweitzer Engineering Laboratories (SEL), Inc. for Engineering Services for SCADA Implementation at City Hall Substation (Substation 3) and DuKane Drive (Substation 5);

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to authorize issuing a purchase order to Schweitzer Engineering Laboratories (SEL) for SCADA Design and Integration in the amount of \$70,000.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



**AGENDA ITEM EXECUTIVE SUMMARY**

**Agenda Item number: 6j**

**Title:** Recommendation to Approve a Resolution Awarding the Bid for Transformer Repairs, Reconditioning and Disposal Services to Midwest Electric Transformer Services for an estimated annual amount of \$50,000 and three-year total of \$150,000

**Presenter:** Giovanni McLean, Public Works Manager - Electric

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$ 50,000

**Budgeted Amount:** \$ 50,000

**Not Budgeted:**

**TIF District:** None

**Executive Summary** (if not budgeted, please explain):

Historically, the City has incurred costs for the disposal of distribution transformers; however, recent experience has demonstrated the potential for cost recovery through recycling credits. This contract is intended to reduce disposal costs while expanding the City’s ability to evaluate and extend the useful life of existing transformer assets.

A bid for transformer repair, reconditioning, and disposal services was issued to support the City’s electric distribution system. Services under this contract will be utilized on an as-needed basis. The selected contractor will evaluate each transformer to determine if reconditioning is feasible. When appropriate, reconditioning will include component replacement, oil processing/refining, and testing to ensure compliance with operational standards. The cost to recondition a transformer is approximately one-third the cost of purchasing a new unit, providing a significant cost-saving opportunity. Reconditioned transformers will include a three (3) year warranty. For comparison, new transformers typically include a one (1) year manufacturer warranty from the date of production. Transformers not suitable for reconditioning will be properly disposed of, with applicable recycling credits returned to the City.

Three (3) responsive bids were received from qualified contractors. Midwest Electric Transformer Services was identified as the lowest responsive and responsible bidder. Although the City has not previously contracted with this firm, staff conducted reference checks and received positive feedback regarding performance and reliability.

Staff recommends awarding a one-year contract to Midwest Electric Transformer Services, with the option for two additional one-year extensions based on performance and cost.

**Attachments** (please list):

\*Bid Evaluation Tab

**Recommendation/Suggested Action** (briefly explain):

Recommendation to Approve a Resolution Awarding the Bid for Transformer Repair, Reconditioning and Disposal to Midwest Electric Transformer Services for an estimated annual amount of \$50,000 and three-year total of \$150,000.

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution Awarding the Bid for Transformer Repairs, Reconditioning  
and Disposal Services to Midwest Electric Transformer Services for an  
estimated annual amount of \$50,000 and three-year total of \$150,000**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS the City received three responsive bids from qualified contractors with Midwest Electric Transformer Services identified as the lowest responsive and responsible bidder;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to award the bid for Transformer Repair, Reconditioning and Disposal to Midwest Electric Transformer Services for an estimated annual amount of \$50,000 and three-year total of \$150,000.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

**Transformer Reconditioning and Disposal EL 2026-16**

Description of Reconditioning Services	Midwest Electric Transformer Services, Inc.			Sunbelt Solomon			Transfluid Electric		
	Year 1 (May 1, 2026 - April 30, 2027) Unit Price	Year 2 (May 1, 2027 - April 30, 2028) Unit Price	Year 3 (May 1, 2028 - April 30, 2029) Unit Price	Year 1 (May 1, 2026 - April 30, 2027) Unit Price	Year 2 (May 1, 2027 - April 30, 2028) Unit Price	Year 3 (May 1, 2028 - April 30, 2029) Unit Price	Year 1 (May 1, 2026 - April 30, 2027) Unit Price	Year 2 (May 1, 2027 - April 30, 2028) Unit Price	Year 3 (May 1, 2028 - April 30, 2029) Unit Price
<b>Pole-Mount Transformer</b>									
10 KVA	\$ 515.00	\$ 540.00	\$ 565.00	\$ 491.00	\$ 491.00	\$ 491.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
15 KVA	\$ 550.00	\$ 585.00	\$ 610.00	\$ 537.00	\$ 537.00	\$ 537.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
25 KVA	\$ 635.00	\$ 665.00	\$ 700.00	\$ 589.00	\$ 589.00	\$ 589.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
37.5 KVA	\$ 765.00	\$ 805.00	\$ 840.00	\$ 660.00	\$ 660.00	\$ 660.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
50 KVA	\$ 905.00	\$ 950.00	\$ 995.00	\$ 735.00	\$ 735.00	\$ 735.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
75 KVA	\$ 1,070.00	\$ 1,125.00	\$ 1,180.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
100 KVA	\$ 1,435.00	\$ 1,505.00	\$ 1,580.00	\$ 890.00	\$ 890.00	\$ 890.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
167 KVA	\$ 1,590.00	\$ 1,670.00	\$ 1,750.00	\$ 985.00	\$ 985.00	\$ 985.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
	<i>*All units have additional cost (product components/Adders )</i>								
<b>Single Phase Padmount Transformer</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>
25 KVA	\$ 1,265.00	\$ 1,330.00	\$ 1,390.00	\$ 1,511.00	\$ 1,511.00	\$ 1,511.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
50 KVA	\$ 1,730.00	\$ 1,815.00	\$ 1,905.00	\$ 1,730.00	\$ 1,730.00	\$ 1,730.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
75 KVA	\$ 2,250.00	\$ 2,365.00	\$ 2,475.00	\$ 1,982.00	\$ 1,982.00	\$ 1,982.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
100 KVA	\$ 2,765.00	\$ 2,905.00	\$ 3,040.00	\$ 2,315.00	\$ 2,315.00	\$ 2,315.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
167 KVA	\$ 3,395.00	\$ 3,565.00	\$ 3,735.00	\$ 2,715.00	\$ 2,715.00	\$ 2,715.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
	<i>*All units have additional cost (product components/Adders )</i>								
<b>Three Phase Padmounted Transformer</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>
75 KVA	\$ 4,745.00	\$ 4,985.00	\$ 5,220.00	\$ 6,182.00	\$ 6,182.00	\$ 6,182.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
150 KVA	\$ 5,095.00	\$ 5,350.00	\$ 5,605.00	\$ 6,954.00	\$ 6,954.00	\$ 6,954.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
300 KVA	\$ 6,645.00	\$ 6,980.00	\$ 7,310.00	\$ 7,768.00	\$ 7,768.00	\$ 7,768.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
500 KVA	\$ 8,505.00	\$ 8,930.00	\$ 9,355.00	\$ 8,900.00	\$ 8,900.00	\$ 8,900.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
750 KVA	\$ 10,620.00	\$ 11,150.00	\$ 11,685.00	\$ 10,523.00	\$ 10,523.00	\$ 10,523.00	\$ 10,500.00	\$ 11,000.00	\$ 11,550.00
1000 KVA	\$ 11,900.00	\$ 12,495.00	\$ 13,090.00	\$ 12,608.00	\$ 12,608.00	\$ 12,608.00	\$ 17,500.00	\$ 18,400.00	\$ 19,320.00
1500 KVA	\$ 13,275.00	\$ 13,940.00	\$ 14,605.00	\$ 16,747.00	\$ 16,747.00	\$ 16,747.00	\$ 17,500.00	\$ 18,400.00	\$ 19,320.00
2000 KVA	\$ 14,975.00	\$ 15,725.00	\$ 16,470.00	\$ 20,021.00	\$ 20,021.00	\$ 20,021.00	\$ 17,500.00	\$ 18,400.00	\$ 19,320.00
2500 KVA	\$ 16,490.00	\$ 17,315.00	\$ 18,140.00	\$ 23,964.00	\$ 23,964.00	\$ 23,964.00	\$ 17,500.00	\$ 18,400.00	\$ 19,320.00
	<i>*All units have additional cost (product components/Adders )</i>								
<b>Description for Disposal or Salvage Services</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>	<b>Year 1 Unit Price</b>	<b>Year 2 Unit Price</b>	<b>Year 3 Unit Price</b>
Non-PCB capacitors disposal \$ per unit	\$ 30.00	\$ 31.50	\$ 31.50	2.43/LB	2.43/LB	2.43/LB	\$ -	\$ -	\$ -
Distribution switchgear, Cost(\$\$) per unit	0.25/LB	0.25/LB	0.25/LB	non PCB .21/LB	non PCB .21/LB	non PCB .21/LB	\$ -	\$ -	\$ -
Disposal of transformer with (PCB>49,) Cost(\$\$) per KVA	1.05/LB	1.10/LB	1.15/LB	.62/LB	.62/LB	.62/LB	\$ -	\$ -	\$ -
Salvage value of pole mount transformers, Cost(\$\$) per KVA	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.45	\$ 2.45	\$ 2.45	\$ -	\$ -	\$ -
Salvage value of pad mount transformers, Cost(\$\$) per KVA	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.95	\$ 1.95	\$ 1.95	\$ -	\$ -	\$ -



**AGENDA ITEM EXECUTIVE SUMMARY**

**Agenda Item number:** 6k

**Title:** Recommendation to Waive the Formal Bid Procedures and Approve a Resolution to Authorize “Spot Buying” of Cable and Transformers for FY26/27 in an amount of \$3,800,000

**Presenter:** **AJ Reineking, Public Works Manager – Public Services**

**Meeting:** Committee of the Whole

**Date:** April 27, 2026

**Proposed Cost:** \$

**Budgeted Amount:** \$ 3,800,000

**Not Budgeted:**

**TIF District:** None

**Executive Summary** (if not budgeted, please explain):

Staff requests approval to waive the formal bid procedure and authorize the Inventory Control Division to utilize a “spot buy” purchasing method for cable and transformers for FY 2026/2027 on an as-needed basis to maintain adequate inventory levels and support ongoing system needs.

The cost of metals used in cable and transformers is highly volatile, with pricing subject to weekly or even daily fluctuations. This market volatility limits the effectiveness of traditional procurement methods for securing favorable pricing over extended periods. The spot buy approach allows staff to obtain the most competitive pricing at the time of purchase, improving cost control and procurement flexibility.

Under this method, the Inventory Control Division will continue to solicit quotes in accordance with the City’s purchasing policy to ensure competitive pricing and compliance. When advantageous, materials may also be procured directly from manufacturers to reduce costs and lead times.

Budgeted amounts for FY 2026/2027 include:

- \$3,000,000 for cable, transformer, purchases associated with capital reimbursement projects
- \$800,000 for system reinforcement, underground infrastructure upgrades, and underground conversion initiatives

Approval of this request will provide the flexibility needed to respond to market conditions while ensuring timely procurement of critical materials to support the City’s electric system

**Attachments** (please list):

**Recommendation/Suggested Action** (briefly explain):

Recommendation to waive the formal bid procedure and approve a Resolution to authorize “spot buying” of cable and transformers on an as-needed basis for FY26/27 in the amount of \$3,800,000.

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution to Waive the Formal Bid Procedure and Authorize “Spot  
Buying” of Cable and Transformers for FY26/27 in an amount of  
\$3,800,000**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS staff requests approval to waive the formal bid procedure and authorize the Inventory Control Division to utilize a “spot buy” purchasing method for cable and transformers for FY2026/2027 on an as-needed basis to maintain adequate inventory levels and support ongoing system needs;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to waive the formal bid procedure authorize “spot buying” of cable and transformers on an as-needed basis for FY26/27 in the amount of \$3,800,000.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

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Clint Hull, Mayor

ATTEST:

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City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



# Bid Waiver One Time Today through \_\_\_\_\_

Description: \_\_\_\_\_

Requested Vendor: \_\_\_\_\_

Requested By: \_\_\_\_\_ Date: \_\_\_\_\_

Approval: \_\_\_\_\_

Department Head

Signature

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$\_\_\_\_\_ for this one-time order, and/or \$\_\_\_\_\_ for a 12-month period.
2. This good/service has been competitively solicited within the past 24 months. YES NO  
If Yes, Was the solicitation published on the city website? YES NO

### 3. Justification for Bid Waiver:

**Emergency** i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

**Urgent** i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warrantied item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.


These goods utilize a **proprietary, patent, trademark, or customized programming** resulting in lack of competition.

These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

These goods/services were purchased through a **Cooperative Purchasing Agreement.** \_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 6I
	Title:	Recommendation to Waive the Formal Bid Procedure and Approve a Resolution to Authorize the Purchase of Federal Pacific Switchgear from PowerOne Corporation in the amount of \$320,000	
	Presenter:	<b>Giovanni McLean – Public Work Manager – Electric Services</b>	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$ 320,000		<b>Budgeted Amount:</b> \$ 320,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>Staff is requesting approval to waive formal bid procedures and authorize the direct purchase of electric switchgear for FY 2026/2027 through the manufacturer’s representative for Federal Pacific. This approach ensures compatibility with existing system standards, reduces lead times, and supports timely replacement of critical infrastructure.</p> <p>The FY 2026/2027 capital budget includes \$320,000 (Account No. 56206-ELE0034) for the replacement of deteriorating switchgear and the continued migration to dead-front switchgear, improving system safety and reliability. Switchgear replacements are identified annually through thermographic inspections, which detect overheating and potential failures, as well as through the City’s switchgear replacement matrix for assets that have reached the end of their useful life.</p> <p>Due to the standardized nature of switchgear equipment, staff is seeking authorization to procure directly from the manufacturer’s representative. This procurement method ensures consistency with existing infrastructure, maintains warranty and technical support requirements, and allows for efficient project delivery.</p> <p>Staff recommends approval to waive formal bidding requirements and authorize the purchase of switchgear as needed within the approved FY 2026/2027 capital budget.</p>			
<b>Attachments</b> (please list):			
*PowerOne Quote 537891-R8 - City of St Charles *Bid Waiver Form			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to Waive the Formal Bid Procedure and Approve a Resolution to Authorize the Purchase of Federal Pacific Switchgear from PowerOne Corporation in the amount of \$320,000.			

**City of St. Charles, Illinois  
Resolution No. 2026-**

**A Resolution to Waive the Formal Bid Procedure and Authorize the  
Purchase of Federal Pacific Switchgear from PowerOne Corporation in  
the amount of \$320,000**

**Presented & Passed by the  
City Council on May 4, 2026**

WHEREAS staff requests approval to waive the formal bid procedure and authorize the direct purchase of electric switchgear for FY2026/2027 through the manufacturer's representative for Federal Pacific;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to waive the formal bid procedure and authorize the purchase of Federal Pacific Switchgear from PowerOne Corporation in the amount of \$320,000.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of May 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of May 2026

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



<u>Item</u>	<u>Qty</u>	<u>Description</u>
3	1	PSE-11-44312-F4-LBI-T399-T799-99 15KV, 95KV BIL, Dead Front, Air Insulated, Pad Mounted Switchgear with three (3) 3-pole 600amp group operated Auto-jet switches and one (1) 3-phase set(s) of fuse mountings for SMU-20 fuses. Included are: F4 - 304 Stainless steel enclosure (exterior cabinet only) LBI - Load Break Insert (fuse compartments only / Customer installed) T399 - Cable guides in each switch compartment T799 - All switch compartments shall include three (3) – 5/8” holes located in the sill for future installation of fault indicators. The holes shall be in a horizontal pattern and centered in the sill below the compartment. Holes shall be covered by a tamper-proof cover. 99 - Hardware shall be stainless steel except for switch and fuse live parts 3 - FP Fuse end fittings Flatbed Shipment <b>Price.....\$ 32,446.00 each</b>

**Net Adders (If Required):**

1.	AS3	12” Stainless steel, base spacer for Item #1 <b>Price.....\$ 2,004.00 net adder per unit*</b>
2.	AS3	12” Stainless steel, base spacer for Items #2 and #3 <b>Price.....\$ 2,031.00 net adder per unit*</b>
3.	AS399	12” Stainless steel, adapter base spacer for conversion from live-front pad to dead-front gear for the PSE-9 configuration. Applicable to Item #1 only <b>Price.....\$ 2,286.00 net adder per unit*</b>
4.	AS399	12” Stainless steel, adapter base spacer for conversion from live-front pad to dead-front gear for the PSE-10 and PSE-11 configurations. Applicable to Items #2 and #3 only. <b>Price.....\$ 2,318.00 net adder per unit*</b>
5.	AS299	6” Stainless steel, adapter base spacer for conversion from live-front pad to dead-front gear for the PSE-9 configuration. Applicable to Item #1 only <b>Price.....\$ 1,642.00 net adder per unit*</b>
6.	AS299	6” Stainless steel, adapter base spacer for conversion from live-front pad to dead-front gear for the PSE-10 and PSE-11 configurations. Applicable to Items #2 and #3 only. <b>Price.....\$ 1,663.00 net adder per unit*</b>

**\*Note: Adapter base pricing is valid only if shipped as an integral part of the switchgear. Otherwise, units will ship with freight prepaid and added to the invoice.**

**Comments & Clarifications:**

1. Elbows are not included as part of our proposal. Inserts are provided where noted.
2. A – C: Units shall be supplied with 600 amp bushings in each switch compartment and 200 amp bushing wells in each fuse compartment.
3. A – C: The Concast box pad numbers as listed are for live-front switchgear. The pad mounted switchgear in our quotation will fit on the box pads as noted below:

Unit Type	Unit Dimensions	Shallow Box	Deep Box
PSE-9	66 ¾ X 75	FC-74-76-20	FC-74-76-36
PSE-10	72 ¾ X 75	FC-74-76-20	FC-74-76-36
PSE-11	72 ¾ X 75	FC-74-76-20	FC-74-76-36

4. A – C: A ground rod of 3/8" copper shall extend across the full width of each door opening for grounding. Ground studs are not applicable to dead-front switchgear.
5. A – C: Cable guide provisions are provided in each switch and fuse compartment.

**This quotation is effective March 1, 2026 and valid through August 31, 2026. In the event you delay the Shipment Date for any reason, we reserve the right to revise the prices listed herein or revoke the quote in its entirety.**

Normal shipments shall begin within approximately 32-34 weeks after our acceptance of your formal purchase order so long as you have provided all technical details and data required to release the equipment for manufacture (the "Shipment Date"). If a better shipping schedule is required, please consult the Factory for review of our current manufacturing schedule. When drawing approval is required, the Shipment Date will be delayed by the time necessary for the drawing approval process. Approval drawings (if required) will be submitted within approximately 3-4 weeks after our acceptance of an order. Hold for approval orders not released within 30 days shall be reviewed and subject to price increases. The Shipment Date is subject to change at time of order release based on current production backlog.

**Freight Terms**

- (1) **Freight will be EXW Factory with the seller paying freight.**
- (2) The seller will determine the method of transportation and the routing of the shipment. Where the purchaser requires shipment by a method of transportation or routing other than that of the seller's selection, any additional transportation and/or packing expense is to be borne by the purchaser.

**All transactions are subject to EMC's Sales Terms and Conditions found at:  
<https://www.electro-mechanical.com/sales-terms-and-conditions/>  
Please contact your customer service representative if you are unable to access the site listed above.**



# Bid Waiver One Time Today through April 30, 2027

Description: Purchase of Federal Pacific Switchgear

Requested Vendor: Power One Systems

Requested By: AJ Reineking / Giovanni McLean Date: 4/6/2026

Approval: \_\_\_\_\_  
Department Head Signature

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ \_\_\_\_\_ for this one-time order, and/or \$ 320,000 for a 12-month period.
2. This good/service has been competitively solicited within the past 24 months. YES  NO   
If Yes, Was the solicitation published on the city website? YES  NO

### 3. Justification for Bid Waiver:

**Emergency** i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

**Urgent** i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warranted item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.


These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.

These goods utilize a **proprietary, patent, trademark, or customized programming** resulting in lack of competition.

- These goods are **standardized** for operational safety and efficiency.
- These goods are only available through the provider's **local distribution** channels.

These goods/services were purchased through a **Cooperative Purchasing Agreement.** \_\_\_\_\_

- Other:** The lead time on switchgear is typically several months. Inventory Control maintains a small inventory of switchgear equipment, however when the Electric Utility needs to use the inventory, it needs to be replenished quickly to ensure sufficient operational redundancy is available in the event of an outage. Therefore, because the equipment is standardized and only available from one regional representative, Inventory Control is requesting a bid waiver to be able to quickly replenish the inventory as stock is used by the utility.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		<b>Agenda Item number: 7a</b>
	Title:	Resolution Authorizing the Approval of a Three-Year Subscription Agreement for Everbridge Mass Notification System Software for \$53,482	
	Presenter:	Larry Gunderson, Director of Information Technology	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$53,482		<b>Budgeted Amount:</b> \$17,100 (FY 27)	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<p><b>Executive Summary:</b></p> <p>A mass notification system is a rapid, multi-channel alerting tool that helps an organization quickly deliver messages to people during emergencies and important operational events. A mass notification system can provide email, text, and voice messages targeted to a specific geographic area or a whole jurisdiction.</p> <p>The City implemented Everbridge mass notification system software in 2024. The initial implementation was focused on enabling the capability to provide notifications to City residents and businesses for emergency life safety events.</p> <p>Earlier this year, the City introduced STC Alerts using the Everbridge mass notification system. To date, more than 550 subscribers have enrolled to receive timely updates from the City. 20 notifications have been sent offering information about water main breaks, traffic advisories, police activity, events, leaf collection, and other City services.</p> <p>City staff are recommending a three-year agreement with Everbridge for software subscriptions and data licensing. The yearly cost for Everbridge is as follows:</p> <ul style="list-style-type: none"> <li>• Year 1 - \$17,303</li> <li>• Year 2 - \$17,822</li> <li>• Year 3 - \$18,357</li> </ul>			
<p><b>Attachments (please list):</b></p> <p>Resolution</p>			
<p><b>Recommendation/Suggested Action (briefly explain):</b></p> <p>Recommendation to approve a resolution authorizing a three-year subscription agreement for Everbridge mass notification system software for \$53,482.</p>			

**City of St. Charles, Illinois**  
**Resolution No.**

**A Resolution Authorizing a Three-Year Agreement with Everbridge, Inc.**  
**for software and data licensing in the submitted amount**

**Presented & Passed by the**  
**City Council on**

WHEREAS, since 2024 Everbridge, Inc. has provided mass notification system software and data licensing to the City;

WHEREAS, Everbridge, Inc. is the sole provider of software subscriptions and data licensing for the Everbridge mass notification system;

WHEREAS, Everbridge, Inc. submitted pricing for software subscriptions and data licensing for the Everbridge mass notification system for three successive one-year periods beginning May 22, 2026 and ending May 21, 2029;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with Everbridge, Inc. in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2026

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk


COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		<b>Agenda Item number: 7b</b>
	Title:	Resolution authorizing an agreement with Infor (US), LLC for annual software maintenance and support services for \$242,066	
	Presenter:	Larry Gunderson, Director of Information Technology	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$242,066		<b>Budgeted Amount:</b> \$242,066	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<p><b>Executive Summary:</b>  Annual maintenance and support for the City’s Infor Lawson Enterprise Resource Planning (ERP) software is up for renewal as of June 1, 2026. Maintenance and support services covers all Infor Lawson applications including Financials, HR/ Payroll, Inventory Control, Procurement and Fixed Assets, and several other enterprise software-related applications and services.</p> <p>Infor, as the owner and developer of the software, is the sole provider of support for the software applications. Benefits received under the maintenance and support package include: Infor Support Assistant, Software Updates and Patches, Critical Solution Notifications, Knowledge Base, Incident Management and access to Customer Communities. The cost for maintenance and support is an increase of 6.8% over the previous year.</p>			
<p><b>Attachments (please list):</b>  Resolution</p>			
<p><b>Recommendation/Suggested Action (briefly explain):</b>  Recommendation to approve a resolution authorizing an agreement with Infor (US), LLC for annual software maintenance and support services for \$242,066.</p>			

**City of St. Charles, Illinois**  
**Resolution No.**

**A Resolution to Execute an Agreement with Infor (US), LLC for annual  
Infor software maintenance and support in the submitted amount**

**Presented & Passed by the  
City Council on \_\_\_\_\_**

WHEREAS, since 2010 Infor (US), LLC, and its predecessor, Lawson Software Americas, Inc., have provided Enterprise Resource Planning software to the City;

WHEREAS, Infor (US), LLC, as the owner and developer of the software, is the sole provider of software maintenance and support for the Infor software applications;

WHEREAS, Infor (US), LLC submitted pricing for Infor software maintenance and support for the period of one year, June 1, 2026 to May 31, 2027;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with Infor (US), LLC in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2026

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk


COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 8a
	Title:	<b>Recommendation to Approve a Resolution Authorizing the Mayor to Send a Request for Support Letter to State and Federal Legislators</b>	
	Presenter:	<b>Clint Hull, Mayor</b>	
<b>Meeting:</b> Committee of the Whole		<b>Date:</b> April 27, 2026	
<b>Proposed Cost:</b> \$0		<b>Budgeted Amount:</b> \$ 0	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>The proposed resolution authorizes the Mayor to send a formal letter to state and federal legislators that represent the City of St. Charles requesting support for reevaluation of the State’s unfunded mandate requiring replacement of all lead service lines within a 10-year period. While the City supports the public health objective of removing lead service lines, the accelerated timeline creates a substantial financial burden, with an estimated cost of \$84 million to St. Charles over the next decade. The letter asks legislators to consider extending the compliance timeline and providing additional grant funding or no-interest loan options to reduce the impact on local residents and utility ratepayers. This action is intended to advocate for regulatory flexibility and financial assistance while reaffirming the City’s commitment to safe drinking water.</p>			
<b>Attachments</b> (please list):			
Request for Support Letter			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to Approve a Resolution Authorizing the Mayor to Send a Request for Support Letter to State and Federal Legislators			

**City of St. Charles, Illinois  
Resolution No.**

**A Resolution Authorizing the Mayor to Send a Request for Support  
Letter to State and Federal Legislators**

**Presented & Passed by the  
City Council on May 4, 2026**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor and City Clerk be and the same are hereby authorized the Mayor to send a Request for Support Letter to State and Federal Legislators, in substantially the form attached hereto and incorporated herein as Exhibit “A”, by and on behalf of the City of St. Charles.

**Presented** to the City Council of the City of St. Charles, Illinois this 4th day of May 4, 2026.

**Passed** by the City Council of the City of St. Charles, Illinois this 4th day of May 4, 2026.

**Approved** by the Mayor of the City of St. Charles, Illinois this 4th day of May 4, 2026.

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST: \_\_\_\_\_

City Clerk

COUNCIL VOTE:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

Exhibit A



Two East Main Street  
St. Charles, IL 60174  
630.377.4400

Dear Senator/Representative,

On behalf of the City of St. Charles, I respectfully request your consideration in reevaluating the State's unfunded mandate requiring the replacement of all lead service lines within a 10-year timeframe.

The City fully supports the goal of removing lead service lines to protect public health and remains committed to providing safe drinking water and complying with all regulations. However, the current requirement represents an unfunded mandate that places a significant financial burden on our community. The estimated cost for St. Charles is approximately \$84 million, or \$8.4 million annually over 10 years beginning in 2026.

When the City began planning for this work in 2022, the timeline allowed for completion over 30 years. The Illinois Environmental Protection Agency's 2024 adoption of updated regulations shortened that timeline to 10 years, significantly increasing the financial impact on residents and businesses.

The City is making efforts to meet this unfunded mandate through utility rate increases, however, as Mayor, with the support of the City Council, I respectfully request the State consider:

- Reevaluating the 10-year compliance timeline
- Providing additional grant funding or no-interest loan options for communities like St. Charles

The City remains committed to working collaboratively with the State and Federal Government to achieve our shared goal of safe drinking water while ensuring the financial burden on residents is reasonable and sustainable.

Thank you for your time and consideration. I would welcome the opportunity to discuss this further.

Sincerely,

Clint Hull  
Mayor, City of St. Charles