

CITY OF LINCOLN
REGULAR COMMITTEE OF THE WHOLE MEETING
AGENDA
SEPTEMBER 24, 2019
CITY HALL COUNCIL CHAMBERS
7:00 PM

REMINDER TO WEAR PINK THIS EVENING FOR BREAST CANCER AWARENESS

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Participation**
- 4. Update Presentation by Com-Ed for the Upcoming Remediation Project on the Former Street Department and Gas Works Factory, and Railroad Bed Property**
- 5. Request for Special Use Permit at 920/922 Woodlawn Road – PC 2019-02**
- 6. Request to Permit Fire Prevention Parade on Sunday, October 6, 2019 from 2:00 to 4:00 pm., with the need to block off McLean Street from Pulaski to Broadway Street. Submitted by Danielle Ketcham, LCFA Secretary, Latham, IL**
- 7. First Pay request by Kinney Contractor, Inc., for \$203,123.50 for the Jefferson Street Bridge Project**
- 8. Bid Discussion for General Cleaning Services of City Buildings**
- 9. Bid Opening for City of Lincoln Wastewater Treatment Truck**
- 10. Curb and Sidewalk Improvement Project Bid Award and Additional Targets**
- 11. Solar Energy Panels RFP**
- 12. Overall Update of the Progress on the City’s Portion of the Fifth Street Road Project and Eminent Domain Letters from the City sent to Non-Responsive Fifth Street Road Property Owners**
- 13. Landscape Waste Facility update**
- 14. Committees Structure**
- 15. Announcements:**
- 16. Possible Executive Session 2(c) (1)**
- 17. Adjournment**
- 18. Upcoming Meetings:**
 - City Council: Monday, October 7, 2019 at 7:00pm
 - Committee of the Whole: Tuesday, October 15, 2019 at 7:00pm

MEMORANDUM

TO: Mayor Seth Goodman and Members of the City Council

FROM: Wes Woodhall, Building and Safety Official

DATE: September 24, 2019

RE: PC 2019-02 Request for Special Use Permit at 920/922 Woodlawn Rd.

Background: The Building and Safety Department received a request from the new property owner at the above mentioned address to provide a Special Use Permit to allow a drive-thru window to be constructed at this property in conjunction with impending construction of a new quick service restaurant.

Analysis/Discussion: Mr. Maruti Seth, with the purchase of the above mentioned property, intends on constructing and operating a quick service restaurant. This national chain restaurant will require the facility to utilize a drive thru order/pick up service.

Public plan commission meeting was held on September 19, 2019 in the City Hall Council Chambers. All public notices and certified mailings were completed per state statute by Building and Safety staff. There were no public comments on the request. The Planning Commission unanimously approved the request for the installation of a drive-thru at this location. The proposed project will put a vacant and otherwise derelict property back into use.

COW Recommendation: Place on Council agenda for discussion of request.

Fiscal Impact: There will be no negative financial impact to the City of Lincoln.

Council Recommendation: Approve Special Use request per plan commission recommendation.

NOTICIE OF PUBLIC HEARING

The Plan Commission of the City of Lincoln will conduct a public hearing on Thursday, September 19, 2019 at 7:00 p.m. in the City Council Chambers, City Hall, 700 Broadway Street, Lincoln, Illinois regarding the following petition:

Mr. Maruti Seth has filed a petition with the City of Lincoln regarding a Special Use Permit for a Drive-Thru window in a C-2 Commercial District for the following described property.

Two parcels commonly known as 920/922 Woodlawn Rd. and more particularly described as:

12-2330 E 90 FT OF W 185 FT OF S 200 FT B SIGGS SURVEY TO LINCOLN

And

12-2331 W 95 FT OF S 200 FT LOT 21 B SIGGS SURVEY TO LINCOLN

The petition shall be on file in the Building Safety Office located at 313 Limit Street and at City Hall, 700 Broadway St. Lincoln, Illinois for public inspection. All interested persons are invited to attend the public hearing and provide oral or written testimony.

PC 2019-02

Peggy Bateman
City Clerk



CITY OF LINCOLN

Building and Safety Department - Code Enforcement

Lincoln Municipal Building
313 Limit St. Lincoln, IL 62656
(217)732-6318

August 29, 2019

RE: PC 2019-02, Special Use Permit

Dear Property Owner:

You are being provided a courtesy notice of a Public Hearing before the Plan Commission of the City of Lincoln regarding property located at 920/922 Woodlawn Rd. This notice was sent to all property owners within 150 feet of the above mentioned property per statute. More detailed information on the request is provided on the enclosed Public Hearing Notice and the complete packet will be available for public view at City Hall in Lincoln

If you should have any questions or comments, please feel free to contact me at (217) 732-6318

Sincerely,

Wes Woodhall
Building & Safety Official

PC-2019-02

Special Use Permit - Drive Thru Restaurant

920 Woodlawn Rd. QSR

Adjoining Property Owner List

| Address | Property Owner | Additional Mailing Address |
|-------------------|-------------------------------|---|
| 1006 Woodlawn Rd | Caseys Retail Company | 1 SE Convenience Blvd., Ankeny , IA 50021 |
| 1007 N. Jefferson | James Morgan Levi Trustee | 512 S. Main St. Lincoln |
| 918 Woodlawn Rd | Dung Tuan Pham | 13874 39th Ave. Chippewa Falls, WI 54729 |
| 916 Woodlawn Rd | James Levi | 512 S. Main St. Lincoln |
| 1001 Woodlawn Rd | Logan County Fair Association | PO Box 424, Lincoln |
| 1006 Woodlawn Rd | Shelley Ann Horn | 10 S. Pinon, Santa Fe, NM 87508 |



MEMORANDUM

TO: City of Lincoln Planning Commission
FROM: Wes Woodhall, Building and Safety Official
DATE: September 19, 2019
RE: PC 2019-02 Special Use request for the addition of a drive-thru window at 920/922 Woodlawn Rd.

PART A. BACKGROUND:

1) **PUBLIC HEARING:** The Planning Commission of the City of Lincoln will conduct a public hearing on Thursday, September 19th, 2019 at 7:00 p.m. in the City Council Chambers, City Hall, 700 Broadway Street, Lincoln, Illinois for Case No. PC 2019-02. The appropriate Public Hearing notice was submitted on August 29, 2019 for publication on September 3, 2019 in accordance with State Law. In addition, 6 adjoining property owners within 150' of the subject property were notified by Registered Mail.

2) **REQUESTED ACTION:** Allow for a Special Use permit for a drive-thru window at 920/922 Woodlawn Rd.

3) **APPLICANT:**
Robert DeAtley
611 N. Goodwin Ave.
Urbana, IL 61801

OWNER:
Maruti Gagan Management
C/O Maruti Seth
1246 Rue Conti St.
Danville, IL 61832

4) **APPLICABLE ZONING REGULATIONS:**

11-5-7: SPECIAL USES IN THE C-1 AND C-2 DISTRICTS:

(A) C-1 And C-2 Districts:

Cabinet shops, and specialty arts and crafts assembly shops when all assembly and millwork is done inside a building and any noise, dust, fumes, or odors that may emanate from such uses shall be effectively contained inside a building.

Drive-through facilities. Drive-up or through facilities designed for transactions of business from customers' vehicles, and not otherwise permitted to serve any retail or business use permitted in the district, shall obtain a special use permit. In considering the issuance of a special use permit, the planning commission and the city council shall consider the following, in addition to the other general standards for special uses in section 11-2-4 of this title:

1. **Number Of Lanes:** To minimize any negative impacts related to drive-through lanes or the potential for circulation conflicts, conflicts with vehicles entering or exiting the site, pedestrian conflicts, and the existing condition of relatively small commercial lot sizes located adjacent to a residential district, no more than one drive-through lane shall be permitted by special use permit in the C-1 or C-2 district where it abuts a residential district.

2. **Sufficient Stacking Space:** To establish safe stacking space, the following minimum stacking space required is: Four (4) vehicles at each bay window, ordering station or machine and does not obstruct the public right of way or interfere with the ingress or egress to the property.

3. **Location:** Drive-through facilities shall be prohibited from facing a public street. All drive-through facilities shall be located on the side or rear of the structure that is either facing the site's parking area or internal drive aisle.

4. **Interference:** There shall be no interference with the operations of other businesses or residential uses in the proximity of the drive-up facility.

5. **Other Matter or Information:** Any other matter or information determined to be relevant to the reasonableness of the proposed use. (Ord. 585, 1-20-2004; amd. Ord. 2014-808, 5-19-2014)

PART B. ISSUE:

Mr. Maruti Seth approached the Building and Safety Department with a request for a Special Use Permit for a drive thru facility. Mr. Seth intends on constructing a Quick Service Restaurant at this location which would require the use of a drive thru window for customer use.

PART C. ANALYSIS:

Upon review and per code, staff surmised that all requirements as indicated in 11-5-7 of the Lincoln Municipal Code have been met.

PART D. STAFF RECOMMENDATION:

Staff recommends the Planning Commission hold the Public Hearing on Case No. 2019-02, discuss, vote and approve or deny the request.

ATTACHMENTS:

Special Use Application, Public Notice, Location Map and Applicable Resident List



SPECIAL USE PETITION

City of Lincoln, Illinois
Lincoln Plan Commission

Date 08/30/2019

Applicant Name: Robert DeAtley, Earber & DeAtley, Inc.

Address: 611 N. Goodwin Ave. Urbana

State: IL Zip: 61801 Telephone No: (217) 367-5350

Owner Name: Maruti Gagan Management, LLC Attn. Maruti Seth, President

Address: 1246 Rue Conti St. Danville

State: IL Zip: 61832 Telephone No: (302) 983-0797

Address at which Special Use requested 920 / 922 Woodlawn Rd

Legal Description PIN 12-480-021-00 AND 12-480-021-10, as further
described on the attached page

Names & Addresses of Property Owners to be Notified:

BRIEF SUMMARY OF SPECIAL USE REQUESTED (DETAILS TO BE PROVIDED ON PAGE 2)

SPECIFY ORDINANCE SECTION, DISTRICT, SPECIAL USE REQUESTED: A drive thru
special use permit.

The Land is described as follows:

TRACT 1: Commencing at the Southwest corner of Lot "A" of the Plat of Survey of part of Lot 21 of Bernard Sigg's Survey in the City of Lincoln, Logan County, Illinois, prepared by Conrad Miller, which plat appears of record in Logan County Plat Book 10 on page 1; thence North along the East line of Main Street 200 feet; thence East 95 feet; thence South 200 feet and then West 95 feet along the South line of Lot "A" to the place of beginning.

TRACT 2: Lot "A" of the Plat of Survey of part of Lot 21 of Bernard Sigg's Survey in the City of Lincoln, Logan County, Illinois, prepared by Conrad Miller, which plat appears of recorded in Logan County Plat Book 10 on page 1,

EXCEPT the following: Commencing at the Southwest corner of Lot "A" of the Plat of Survey of part of Lot 21 of Bernard Sigg's Survey in the City of Lincoln, Logan County, Illinois, prepared by Conrad Miller, which plat appears of record in Logan County Plat Book 10 on page 1; thence North along the East line of Main Street 200 feet; thence East 95 feet; thence South 200 feet and then West 95 feet along the South line of Lot "A" to the place of beginning.

TRACT 3: The adjoining twenty feet North of Lot "A" of the Plat of Survey of part of Lot 21 of Bernard Sigg's Survey in the City of Lincoln, Logan County, Illinois, prepared by Conrad Miller, which plat appears of recorded in Logan County Plat Book 10 on page 1.

Special Use Petition -2-

CLEARLY EXPLAIN THE SPECIAL USE REQUESTED IN DETAIL. PROVIDE QUANTITATIVE DETAILS, IF APPLICABLE, REGARDING LOT SIZE SETBACKS, PARKING, ETC. SKETCHES, PHOTOS, AND APPROPRIATE EVIDENCE SHOULD BE INCLUDED. ATTACH ADDITIONAL PAGES AS NECESSARY.

see attached site plan, showing compliance.

(A ZBA case is also pending regarding the side and front yard buffer landscape requirements)

NO SPECIAL USE SHALL BE RECOMMENDED FOR APPROVAL BY THE PLAN COMMISSION UNLESS THERE IS A CONCURRING VOTE OF A MAJORITY OF ALL MEMBERS REGARDING FINDINGS OF FACT. CLEARLY EXPLAIN HOW THE SPECIAL USE REQUESTED MEETS EACH OF THE FOLLOWING FINDINGS OF FACT STANDARDS:

1. The establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.

The drive-thru use will allow for the infill redevelopment project, to operate a national chain fast food restaurant at this site. A drive thru is a requirement of the chain and the redevelopment will not happen without a drive thru. The site is designed to flow well with adjacent uses and roadways.

2. The Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted nor substantially diminish property values within the neighborhood.

The proposed development features maintenance free fiber cement siding, modern canopies, large daylight windows, paved parking, site landscaping, and parking lot and building lighting to meet modern codes, which we feel is a vast improvement over the existing use.

3. The establishment of the Special Use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

The proposed use should improve the value of adjacent property, as the fast food use is considered a trip generator.

4. Adequate utilities, access roads, drainage or necessary facilities have been or will be provided.

Utilities, site access, and drainage will be provided per local codes, IDOT requirements, and the national chain restaurant requirements.

Special Use Petition -3-

5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

The site features a "best practices" one-way site circulation with separate "in and out" aprons on Woodlawn Rd, plus an apron on Main street to align with the adjacent gas station, to minimize traffic congestion.

6. The Special Use is necessary for public convenience at this location.

The development will not occur without a drive thru, for which the special use review is requested.

I (We) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my (our) knowledge and belief.

Signature of Applicant 

Date 08/30/19

Signature of Owner 

Date _____

Date 5/30/19

REVIEW RECORD - FOR OFFICE USE ONLY!

Date Filed _____

Date Published _____

SWCD Letter Received _____

Objections Filed _____

Notice Certification Received _____

Hearing Date _____

LPC Recommendation & Conditions:

Final City Council Disposition, Date and Action:

Conceptual Renderings of ROC-60 store:

EXTERIOR: The door shown on the front of the building will shift to the drive thru side of the building, as per the site plan.



INTERIOR



REQUEST TO PERMIT

DATE: 9/12/2019

We, the undersigned of the City of Lincoln, do hereby respectfully request the Mayor and City Council to permit

Fire Prevention Parade Sunday,
October 6, 2019 from 2:00-4:00 P.M.
will block McLean Street between
Broadway & Pulaski

Fire Trucks from other communities

If the above request is for use of City property, including streets and/ or alleys, please check one of the two boxes below:

A Certificate of Insurance Liability for the event is attached.

A Certificate of Insurance Liability for the event will be provided to the City no later than _____.

If City property is used, a Certificate of Insurance Liability is required listing the City as an additional insured. The City reserves the right to postpone review and consideration of this Request to Permit until a Certificate of Insurance Liability is provided.

Name: Danielle Ketcham

Address: LCFA Secretary
Lakemore IL

Phone: _____ Cell: _____

Email: seclcf@gmail.com

MEMORANDUM

TO: Mayor and Council of the City of Lincoln
FROM: Peggy Bateman, City Clerk

MEETING

DATE: September 24, 2019
RE: Bids for General Cleaning – City Hall, Police Station, Amtrak Waiting Station

Background: Bids went out for General Cleaning for City Hall, Police Station and Amtrak Waiting Station. Specifications were provided based on frequency, and detail of cleaning.

Royce Scales – Prices included (1) floor maintenance per year at Police Station and City Hall, quarterly at Amtrak.

| | |
|------------------------|------------------|
| Monthly Police Station | \$ 780.00 |
| Monthly City Hall | \$ 550.00 |
| Monthly Amtrak | <u>\$1040.00</u> |
| | \$2370.00 |

Resilient –

| | |
|------------------------|------------------|
| Monthly Police Station | \$ 1126.66 |
| Monthly City Hall | \$ 476.66 |
| Monthly Amtrak | <u>\$1581.66</u> |
| | \$3184.98 |

Exterior window washing at Police Station twice per year additional \$230.00
Strip & Wax Amtrak floors per each time requested additional \$330.00

***Royce Scales proposal was given as monthly fee set out in specifications

***Resilient proposal was given per visit set out in specifications

Resilient proposal was converted into a monthly fee based on amount of visits in specifications.

City Council Recommendation: It is recommended that the City Council approve a motion to vote to contract out general cleaning of City Buildings to Royce Scales for the voting session October 7, 2019.

LINCOLN POLICE DEPARTMENT

CHIEF PAUL ADAMS



DEPUTY CHIEF MATT VLAHOVICH

August 1, 2019

RE: City of Lincoln Police Department General Cleaning Specifications.

Frequency: Twice a week (bi weekly) for approximately 2 hours a day. The Police station is open 24 hours a day, 7 days a week. The cleaning company must clean the building during regular scheduled hours when the administrative staff is on duty. Dates and times will be agreed upon by both parties and will be enforced unless mutually agreed to change.

Duties:

- Dust mop and wet mop the hallways, front lobby, kitchen and bathrooms on bi weekly.
- Toilets and sinks in restrooms are to be cleaned and sanitized bi weekly. Door handles to the bathrooms to be sanitized bi weekly.
- Toilet paper, paper towels and soap should be replenished as needed.
- Trash in receptacles to be emptied bi weekly. (Specific areas: kitchen, admin, records, bathrooms, patrol if available and training room if needed)
- Wipe down lobby counter, kitchen counter, admin counter, records counter and door handles bi weekly.
- Vacuum front lobby, back entryway, patrol entryway bi weekly. Records office and admin office at least once a week. Vacuum the Training room on occasion when requested.
- Windows in front lobby to be cleaned bi weekly.
- Extra cleaning for additional rooms (that are not already specified) at request only.
- Exterior windows washed twice a year.

Equipment/Supplies:

- All equipment, cleaning supplies and trash bags needed for the above duties are to be supplied, replenished and maintained by the contractor at no additional cost to the City of Lincoln.
- Consumables such as toilet paper, paper towels and hand soap shall be supplied by the City of Lincoln.

Supplementary conditions:

- All employees must complete a fingerprint background check with the State of Illinois.



CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

August 1, 2019

RE: City of Lincoln, City Hall General Cleaning Specification.

Duties Weekly:

- Lobby- Vacuum carpeted floor mats, tile flooring swept & mopped, front and side entrance, hallway, stairs going to 2nd floor, flooring outside Council Chambers, entry glass front & side doors and hallways 1st & 2nd Floor.
- Restrooms (3) – Toilets, and sinks cleaned and sanitized, floor swept & mopped, mirrors cleaned, trash containers emptied, toilet paper, soap/towel dispenser replenished as needed
- Kitchen/Break Room – floor swept, trash containers emptied
- Light switches, elevator panels/flat surfaces, door handles

Duties Monthly:

- Council Chambers- Vacuum, trash containers emptied, window sill wiped out.
- Restrooms – Stall Partitions wiped down and cleaned
- Wood Trim/Ledges/Door Jams/Cob Webs

Additional Services / Extra Fee upon Request:

- Strip/Wax Hard Floor Surfaces
- Shampoo Carpet

Equipment/Supplies:

- All equipment, cleaning supplies and trash bags needed for the above duties are to be supplied, replenished and maintained by the contractor at no additional cost to the City of Lincoln.
- Consumables such as toilet paper, paper towels shall be supplied by the City of Lincoln.

Supplementary Conditions:

- All employees must complete a fingerprint background check with the State of Illinois

CITY COUNCIL

FIRST WARD
STEVE PARROTT
TRACY WELCH

SECOND WARD
KATHRYN SCHMIDT
SAM DOWNS

THIRD WARD
KEVIN BATEMAN
RON KELLER

FOURTH WARD
JEFF HOINACKI
KATHY HORN



CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

August 1, 2019

RE: City of Lincoln, Amtrak Waiting Station General Cleaning Specifications.

Frequency: Daily. The waiting station is open to the public from 6:30 a.m. until 10:30 p.m. 7 days a week. The doors are automatically locked when not open to the public. The station should be cleaned daily. An access key will be provided for entry into the building as well as the mechanical/storage room.

Duties:

- Waiting area and restrooms floors should be swept daily. Floors should be mopped as needed but no less than twice a week.
- Toilets, sinks, baby changing stations and mirrors in restrooms are to be cleaned and sanitized daily.
- Toilet paper and soap should be replenished as needed. No less than 1-1/2 rolls should be loaded and available for use at any given time in each of the two restrooms.
- Trash in receptacles to be emptied daily. Loose trash in restrooms and waiting area to be picked up and disposed of daily.
- Water coolers and backing material in waiting area to be wiped down and sanitized daily.
- All door handles and seating benches to be wiped down and sanitized daily.
- Walls, windows, doors and trim to be wiped down and/or dusted as needed.
- Solid surface flooring should be stripped of existing wax, buffed and refinished quarterly. Individual "trouble" spots should be dealt with on an as needed basis and should not remain for more than one week.
- Four (4) exterior trash receptacles, found on the platform and breezeway to be emptied as needed.

Equipment/Supplies:

- All equipment and supplies needed for the above duties are to be supplied, replenished and maintained by the contractor at no additional cost to the City of Lincoln.
- Consumables such as toilet paper and hand soap shall be supplied and replenished by the City of Lincoln. The contractor will be responsible to alert the City of Lincoln of supplies needed.

Supplementary Conditions:

- Any and all damages to finish materials, equipment, doors/windows, trim, hardware etc. should be reported to the City of Lincoln immediately. If outside of typical business hours and any damage is found that could bring harm to the general public i.e. broken window, Logan County dispatch should be contacted to provide assistance in the temporary securing of the facility.
- All contracted employees must complete a fingerprint background check with the State of Illinois.

CITY COUNCIL

FIRST WARD
STEVE PARROTT
TRACY WELCH

SECOND WARD
KATHRYN SCHMIDT
SAM DOWNS

THIRD WARD
KEVIN BATEMAN
RON KELLER

FOURTH WARD
JEFF HOINACKI
KATHY HORN

BID DEADLINE
AUGUST 30, 2019

ROYCE D. SCALES II
1319 N. KANKAKEE ST.
LINCOLN IL 62656
217-314-9497
SCALES.CLEANING@GMAIL.COM

TO:
CITY HALL
700 BROADWAY ST.
LINCOLN, IL 62656

FOR:
2019/2020 PRICING
LINCOLN POLICE STATION
710 5TH ST
LINCOLN IL 62656

| DESCRIPTION | AMOUNT |
|---|------------------|
| GENERAL CLEANING AS SET OUT IN THE SPECIFICATIONS PROVIDED - TWO (2) TIMES WEEK | \$ 780.00 |
| SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL CONSUMABLES - HAND SOAP, SANITIZER, PAPER PRODUCTS AND TRASH LINERS | \$ 0.00 |
| SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL EQUIPMENT, CHEMICALS | \$ 0.00 |
| SCALES CLEANING WILL PROVIDE ONE (1) CARPET CLEANING PER YEAR | \$ 0.00 |
| TOTAL DUE MONTHLY | \$ 780.00 |

**PROPOSAL - NOT A BILL -
SHOULD PROPOSAL BE
ACCEPTED AN AGREEMENT
& TERMS WILL BE
PROVIDED FOR SIGNATURE
OF BOTH PARTIES
VALID FOR 30 DAYS AFTER
DEADLINE**

MAKE ALL CHECKS PAYABLE TO **ROYCE SCALES**
SHOULD YOU WISH TO UTILIZE OUR SERVICES AN AGREEMENT & TERMS WILL BE PROVIDED TO SIGN
SCALES CLEANING WILL PROVIDE ALL NECESSARY CLEANING SUPPLES AND EQUIPMENT
SCALES CLEANING WILL PROVIDE CERTIFICATE OF INSURANCE TO PROTECT BOTH PARTIES
IF YOU HAVE ANY QUESTIONS CONCERNING THIS BID, CONTACT **ROYCE SCALES (217) 314-9497**

THANK YOU FOR YOUR BUSINESS!
SCALES CLEANING DBA ROYCE D. SCALES II

BID DEADLINE
AUGUST 30, 2019

ROYCE D. SCALES II
1319 N. KANKAKEE ST.
LINCOLN IL 62656
217-314-9497
SCALES.CLEANING@GMAIL.COM

TO:
CITY HALL
700 BROADWAY ST,
LINCOLN, IL 62656

FOR:
2019/2020 PRICING
CITY HALL
700 BROADWAY ST.
LINCOLN IL 62656

| DESCRIPTION | AMOUNT |
|---|------------------|
| GENERAL CLEANING AS SET OUT IN THE SPECIFICATIONS PROVIDED - ONE (1) SERVICE PER WEEK | \$ 550.00 |
| SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL CONSUMABLES - HAND SOAP, SANITIZER, PAPER PRODUCTS AND TRASH LINERS | \$ 0.00 |
| SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL EQUIPMENT, CHEMICALS | \$ 0.00 |
| SCALES CLEANING WILL PROVIDE ONE (1) CARPET CLEANING PER YEAR | \$ 0.00 |
| SCALES CLEANING WILL PROVIDE ONE (1) YEARLY FLOOR SERVICE - STRIP & RE-WAX | \$ 0.00 |
| SCALES CLEANING WILL PROVIDE A QUARTERLY FLOOR MAINTENANCE BUFFING | \$ 0.00 |
| TOTAL DUE MONTHLY | \$ 550.00 |

**PROPOSAL - NOT A BILL -
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THANK YOU FOR YOUR BUSINESS!
SCALES CLEANING DBA ROYCE D. SCALES II

BID DEADLINE
AUGUST 30, 2019

ROYCE D. SCALES II
1319 N. KANKAKEE ST.
LINCOLN IL 62656
217-314-9497
SCALES.CLEANING@GMAIL.COM

TO:
CITY HALL
700 BROADWAY ST
LINCOLN IL 62656

FOR:
2019/2020 PRICING
AMTRAK DEPOT
101 N CHICAGO ST
LINCOLN IL 62656

| DESCRIPTION | AMOUNT |
|--|-------------------|
| GENERAL CLEANING AS SET OUT IN THE SPECIFICATIONS PROVIDED - NIGHTLY (7DAYS/WEEK) | \$ 1040.00 |
| SCALES CLEANING WILL PROVIDE ONE (1) YEARLY FLOOR SERVICE - STRIP & RE-WAX | \$ 0.00 |
| SCALES CLEANING WILL PROVIDE A QUARTERLY FLOOR MAINTENANCE BUFFING | \$ 0.00 |
| SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL CONSUMABLES - HAND SOAP, PAPER PRODUCTS AND TRASH LINERS | \$ 0.00 |
| SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL EQUIPMENT, CHEMICALS | \$ 0.00 |
| TOTAL DUE MONTHLY | \$ 1040.00 |

**PROPOSAL - NOT A BILL -
SHOULD PROPOSAL BE
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& TERMS WILL BE
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OF BOTH PARTIES
VALID FOR 30 DAYS AFTER
DEADLINE**

MAKE ALL CHECKS PAYABLE TO ROYCE SCALES
SHOULD YOU WISH TO UTILIZE OUR SERVICES AN AGREEMENT & TERMS WILL BE PROVIDED TO SIGN
SCALES CLEANING WILL PROVIDE ALL NECESSARY CLEANING SUPPLES AND EQUIPMENT
SCALES CLEANING WILL PROVIDE CERTIFICATE OF INSURANCE TO PROTECT BOTH PARTIES
IF YOU HAVE ANY QUESTIONS CONCERNING THIS BID, CONTACT ROYCE SCALES (217) 314-9497

THANK YOU FOR YOUR BUSINESS!
SCALES CLEANING DBA ROYCE D. SCALES II



QUOTE

City of Lincoln Police Department

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819B

Reference
Interior Cleaning

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

| Description | Quantity | Unit Price | Tax | Amount USD |
|--|----------|------------|-----|------------|
| To be completed each visit: Restrooms - full detail and restocking -Sinks -Mirrors -Interior & ext of toilets -Door & stall handles -Trash removal -Floors swept & mopped | 4.00 | 20.00 | | 80.00 |
| All trash pulled throughout building: -Kitchen -Admin -Records -Patrol -Training Rm. | 1.00 | 10.00 | | 10.00 |
| Wipe all counters & door handles: -Lobby (to include front door windows) -Kitchen -Admin -Records | 1.00 | 10.00 | | 10.00 |
| Dust mop & mop hard surfaces: -Hallway -Lobby -Kitchen | 1.00 | 15.00 | | 15.00 |
| Vacuum carpeted areas: -Lobby -Back Entry -Patrol Entry -Admin -Records -Training Rm (as needed) | 1.00 | 15.00 | | 15.00 |

| Description | Quantity | Unit Price | Tax | Amount USD |
|-------------|----------|------------|-----|------------|
|-------------|----------|------------|-----|------------|

Special Notes:

-We provide all cleaning solutions and equipments including trash bags

-Pricing is based per visit on listed items above

Thank you for trusting and considering Resilient!

| | |
|----------|--------|
| Subtotal | 130.00 |
|----------|--------|

| | |
|------------------|---------------|
| TOTAL USD | 130.00 |
|------------------|---------------|



QUOTE

City of Lincoln Police Department

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819C

Reference
Windows

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

| Description | Quantity | Unit Price | Tax | Amount USD |
|-------------------------|----------|------------|-----|------------|
| Exterior window washing | 1.00 | 115.00 | | 115.00 |

Special Notes:
~We provide all cleaning solutions and equipments
~Pricing is based per visit on listed item above

Thank you for trusting and considering Resilient!

| | |
|------------------|---------------|
| Subtotal | 115.00 |
| TOTAL USD | 115.00 |



QUOTE

City of Lincoln, City Hall

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819A

Reference
Interior Cleaning

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

| Description | Quantity | Unit Price | Tax | Amount USD |
|---|----------|------------|-----|------------|
| To be complete each visit: Lobby / Hallways / Stairwells - Floors Sweep & mop hard surfaces Vacuum carpeted areas & rugs | 1.00 | 15.00 | | 15.00 |
| Restrooms - full detail and restocking -Sinks -Mirrors -Interior & ext of toilets -Trash removal -Floors swept & mopped | 3.00 | 20.00 | | 60.00 |
| Break Room / Kitchen - trash removal & floors swept | 1.00 | 10.00 | | 10.00 |
| Sanitation throughout building -Light switches -Elevator buttons -Door handles | 1.00 | 10.00 | | 10.00 |
| Areas to keep up with: -Cobwebs -Glass of front & side entrances -Dusting trim work -Sanitizing bathroom stall walls -Council chambers : window sills, trash, & vacuum floor | 1.00 | 15.00 | | 15.00 |

Special Notes:
-We provide all cleaning solutions and equipments including trash bags
-Pricing is based per visit on listed items above
-Strip/Wax of hard surfaces and Carpet Shampooing would be separate

Thank you for trusting and considering Resilient!

Subtotal 110.00

TOTAL USD 110.00



QUOTE

City of Lincoln, Amtrak Waiting Station

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819D

Reference
Interior Cleaning

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

| Description | Quantity | Unit Price | Tax | Amount USD |
|--|----------|------------|-----|------------|
| To be completed daily: Restrooms - full detail and restocking -Sinks -Mirrors -Interior & ext of toilets -Changing tables -Trash removal -Floors swept daily & mopped at least 2x weekly | 2.00 | 20.00 | | 40.00 |
| Waiting Room: -Pull interior trash -Exterior trash (x4) -Wipe down water cooler & backing material -Sanitize door handles & bench seating -Floors swept daily & mopped at least 2x weekly -Dusting: walls, window sills, trim work (as needed) | 1.00 | 12.00 | | 12.00 |

Special Notes:

- We provide all cleaning solutions and equipments including trash bags
- Pricing is based per visit on listed items above
- Strip/Wax/High Speed Buffing of all hard surfaces are included on a separate bid

Thank you for trusting and considering Resilient!

| | |
|------------------|--------------|
| Subtotal | 52.00 |
| TOTAL USD | 52.00 |



QUOTE

City of Lincoln

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819E

Reference
Hard Surface

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

| Description | Quantity | Unit Price | Tax | Amount USD |
|--|----------|------------|-----|------------|
| Strip & Wax with upkeep high speed buffing: Lobby - 17x26 Restrooms - 9x6 (x2) | 550.00 | 0.60 | | 330.00 |

Special Notes:
~We provide all cleaning solutions and equipment
~Pricing is based per visit on listed item above

Thank you for trusting and considering Resilient!

| | |
|------------------|---------------|
| Subtotal | 330.00 |
| TOTAL USD | 330.00 |

SETH A. GOODMAN
MAYOR

ELIZABETH KAVELMAN
CITY ADMINISTRATOR

PEGGY S. BATEMAN
CITY CLERK

CHARLES N. CONZO
CITY TREASURER

JOHN A. HOBLIT
CITY ATTORNEY



CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

City of Lincoln Wastewater

Request for Bids

Crew Cab Pickup Truck

Specifications

- NEW 2020 Year Model ¾ Ton Crew Cab Pickup Truck
- Air Condition & Heat
- Cruise Control
- Power Windows & Door Locks
- Including Standard Equipment Package
- Aluminum Wheels & All Season Radial Tires
- 4x4 off road four wheel drive
- Towing Package including 7 Wire Harness and a minimum of Class IV Receiver Hitch.
- 6.5 ft / short bed
- Gas V8 Engine
- Automatic Transmission
- Lift gate
- Matching Full Size Spare Tire
- Limited Slip Rear Axle
- AM/FM Radio
- Running Boards
- Safety Caution Strobe Lights (Yellow/White)
- Rear Cab Protection / Headache Bar with Emergency Lighting (Yellow/White)

CITY COUNCIL

FIRST WARD
STEVE PARROTT
TRACY WELCH

SECOND WARD
KATHRYN SCHMIDT
SAM DOWNS

THIRD WARD
KEVIN BATEMAN
RON KELLER

FOURTH WARD
JEFF HOINACKI
KATHY HORN

MEMORANDUM

TO: Mayor and Aldermen of the City of Lincoln

FROM: Walt Landers, Street Superintendent

MEETING

DATE: September 24, 2019

RE: Curb and Sidewalk Improvement Project Bid Award and Additional Targets

Background

Each year the Lincoln Street Department organizes a Curb Sidewalk Replacement Project to help improve and maintain city sidewalks. These projects also enhance safety and provide a better experience for citizens and visitors as they walk through our city. This year's project has a budget of \$125,000.00.

Analysis/Discussion

Bids for the 2019 Curb and Sidewalk Project were opened September 19, 2019, three bids were received.

1. Otto Baum Co. Inc Morton IL. in the amount of \$124,403.62
2. Sangamo Construction Co. Springfield IL in the amount of \$157,774.09
3. Kinney Contractors Raymond IL. in the amount of \$131,534.00

The low bid from Otto Baum Co. Inc is right at the project budget of 125, 000.00. Ideally we would like to see the project cost about ten percent under the budget for contingency in case of unforeseen issues during the project. There are two options to consider moving forward. One, reduce the scope of the project to insure that it remains at or below budget. Two, move forward with the project as bid with the understanding that if any issues arise we could go over budget. Note that both resurfacing projects and engineering fees are under what was budgeted for FY 19/20. I would expect the project to come in at or below budget but if there were issues we would still have funds in the this year's budget for contingency purposes

Fiscal Impact

\$124,403.62 for Curb and Sidewalk replacement from the Capitol Projects Fund 60-3600-7844

COW Recommendation

Approve the bid from Otto Baum Co. Inc. of \$124,403.62, and place on October 7, 2019 City Council Meeting agenda.

Council Recommendation:

Approve bid from Otto Baum Co. Inc of \$124,403.62



your map.



our map.