



## *A Joint Purchasing Program For Local Government Agencies*

May 6, 2011

Ms. Joan Yario  
Superior Road Striping  
1967 Cornell Court  
Melrose Park, IL 60160

Dear Ms. Yario,

This letter is to inform you that the Suburban Purchasing Cooperative's Governing Board has approved the award of the SPC 2011 Thermoplastic Lane Marking contract to Superior Road Striping, Melrose Park, IL. The contract is in conjunction with the Illinois Department of Transportation and is awarded to Superior Road Striping based on your response as the low bidder and being in compliance with all bid specification requirements.

With acceptance of this contract, Superior Road Striping, Melrose Park, IL agrees to all terms and conditions set forth in the specifications contained within the Request for Proposals to which you responded. The duration of the contract is May 6, 2011 to September 30, 2011.

The SPC looks forward to another productive year working with Superior Road Striping. Please sign and date this agreement below, as well as the Illinois Department of Transportation Contract form BLR 12320. Please return originals to my attention and keep copies for your files.

Sincerely,

Ellen Dayan  
Program Manager for Purchasing  
Northwest Municipal Conference

Name: Ellen Dayan  
Suburban Purchasing Cooperative

Date

Name:   
Superior Road Striping

5-9-11  
Date

*DuPage Mayors &  
Managers Conference*  
1220 Oak Brook Road  
Oak Brook, IL 60523  
Suzette Quintell  
Phone: (630) 571-0480  
Fax: (630) 571-0484

*Northwest Municipal  
Conference*  
1616 East Golf Road  
Des Plaines, IL 60016  
Ellen Dayan  
Phone: (847) 296-9200  
Fax: (847) 296-9207

*South Suburban Mayors  
And Managers Association*  
1904 West 174<sup>th</sup> Street  
East Hazel Crest, IL 60429  
Ed Paesel  
Phone: (708) 206-1155  
Fax: (708) 206-1133

*Will County  
Governmental League*  
3180 Theodore Street, Suite 101  
Joliet, IL 60435  
Cherie Belom  
Phone: (815) 729-3535  
Fax: (815) 729-3536



Contract

1. THIS AGREEMENT, made and concluded the 16<sup>TH</sup> day of MAY, 2011 Month and Year between the Northwest Municipal Conference of \_\_\_\_\_ acting by and through its Executive Director known as the party of the first part, and \_\_\_\_\_ his/their executors, administrators, successors or assigns, known as the party of the second part.

2. Witnesseth: That for and in consideration of the payments and agreements mentioned in the Proposal hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents, the party of the second part agrees with said party of the first part at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this agreement and the requirements of the Engineer under it.

3. And it is also understood and agreed that the Notice to Contractors, Special Provisions, Proposal and Contract Bond hereto attached, and the Plans for Section 11-00000-01-GM in Northwest Municipal Conference, approved by the Department of Transportation of the State of Illinois \_\_\_\_\_ Date \_\_\_\_\_ are essential documents of this contract and are a part hereof.

4. IN WITNESS WHEREOF, The said parties have executed these presents on the date above mentioned.

Attest: \_\_\_\_\_ N/A Clerk  
(Seal)

The Northwest Municipal Conference  
By [Signature]  
Executive Director  
(If a Corporation)  
Corporate Name SUPERIOR ROAD STRIPING, INC.  
By VICE President Party of the Second Part  
(If a Co-Partnership)

Attest: [Signature]  
Secretary

Partners doing Business under the firm name of

Party of the Second Part

(If an individual)

Party of the Second Part



# *A Joint Purchasing Program For Local Government Agencies*

**To:** 2011 SPC Lane Marking Program Participants

**Cc:** Alex Househ, Melchor R. Mangoba, Marilyn D. Solomon – IDOT  
Mark Baloga, Marty Bourke, Joe Cook, Mark Fowler, Scott Niehaus, Ed Paesel, Steve Quigley,  
Ray Rummel, Larry Widmer –SPC Governing Board

**From:** Ellen Dayan  
NWMC Program Manager for Purchasing

**Date:** April 26, 2011

**Subject:** **ANNUAL SPC/IDOT THERMOPLASTIC LANE MARKING PROGRAM**

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**Background:**

The ThermoPlastic Lane Marking program has been successfully offered by NWMC in conjunction with the Illinois Department of Transportation for over 20 years and the SPC has participated for the last several years. IDOT has always approved and signed off on the contract/proposals, as well as the award of the bid. The program has been offered through IDOT to allow municipalities to utilize MFT funds. This year, 31 municipalities have indicated that they would like to participate in the program.

On April 19, staff met with representatives of IDOT to review procedural changes in the bidding processes for all recurring maintenance projects that utilize MFT funds. These changes were implemented by IDOT to streamline their involvement in the review, approval and award process

**Issue:**

In order to participate in the program and be eligible to utilize MFT funds, your municipality must take the following steps:

Resolution:

- Your municipality must pass IDOT BLR 14230 Resolution for Maintenance of Streets and Highways by Municipality no later than May 25, 2011.
- Mail the original, completed, signed and sealed BLR 14230 Resolution to: Illinois Department of Transportation, Bureau of Local Roads & Streets, 201 West Center Court, Schaumburg, IL 60196. All municipalities except for Channahon, LaGrange, Oak Park and River Forest should mail their forms to the attention of Mr. Alex Househ, P.E. Field Engineer. Channahon should send their paperwork to the attention of Mr. Melchor R. Mangoba, P.E. Field Engineer. LaGrange, Oak Park and River Forest paperwork should be mailed to the attention of Ms. Marilyn D. Solomon, P.E. Field Engineer.
- Return one copy of the completed form to my attention at [edayan@nwmc-cog.org](mailto:edayan@nwmc-cog.org) or fax it to my attention at 847-296-9207.
- You may not schedule work on the contract until the IDOT receives your completed, signed, sealed, original resolution.

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### Municipal Estimate of Maintenance Cost:

- Complete BLR 14231 Municipal Estimate of Maintenance Costs (attached) by May 25, 2011.
- Please note 4% Preliminary Engineering Fee for Northwest Municipal Conference on behalf of Suburban Purchasing Cooperative. This is how IDOT has instructed us to charge the SPC 4% administrative fee that has always previously been written into the contract. The vendor will bill your municipality the 4% fee as part of the invoice for their work. The vendor will collect and remit the fee to the NWMC on behalf of the SPC.
- Mail four (4) copies of the original, completed BLR 14231 Municipal Estimate of Maintenance Costs to: Illinois Department of Transportation, Bureau of Local Roads & Streets, 201 West Center Court, Schaumburg, IL 60196. All municipalities except for Channahon, LaGrange, Oak Park and River Forest should mail their forms to the attention of Mr. Alex Househ, P.E. Field Engineer. Channahon should send their paperwork to the attention of Mr. Melchor R. Mangoba, P.E. Field Engineer. LaGrange, Oak Park and River Forest paperwork should be mailed to the attention of Ms. Marilyn D. Solomon, P.E. Field Engineer.
- Return one copy of the completed form to my attention at [edayan@nwmc-cog.org](mailto:edayan@nwmc-cog.org), or fax it to my attention at 847-296-9207.
- You may not schedule work on the contract until the IDOT receives 4 original completed, signed copies of BLR 14231.

### Job Completion

- At the end of the job, please complete 4 copies of BLR 14310 Maintenance Expenditure Statement Form.
- Mail 4 copies of original, completed BLR 14310 Maintenance Expenditure Statement Form to Illinois Department of Transportation, Bureau of Local Roads & Streets, 201 West Center Court, Schaumburg, IL 60196. All municipalities except for Channahon, LaGrange, Oak Park and River Forest should mail their forms to the attention of Mr. Alex Househ, P.E. Field Engineer. Channahon should send their paperwork to the attention of Mr. Melchor R. Mangoba, P.E. Field Engineer. LaGrange, Oak Park and River Forest paperwork should be mailed to the attention of Ms. Marilyn D. Solomon, P.E. Field Engineer.
- Return one copy of the completed form to my attention at [edayan@nwmc-cog.org](mailto:edayan@nwmc-cog.org), or fax it to my attention at 847-296-9207.

### **The Bid**

IDOT published the SPC Lane Marking Bid Notice in their April 21 Contractor's Bulletin. The SPC will send out Request for Proposals that will be due on May 2, 2011.

### **Non-Participation**

- The agencies agree to use the awarded vendor as their sole supplier for lane marking during the term of this contract and the selected vendor must agree to provide lane marking to the participating agencies during the term of this contract at prices.
- If you decline to participate in the 2011 SPC Lane Marking Program, you must notify us of your decision to opt out prior to May 2, or your municipality will not be able to engage another supplier for that work.
- To opt out, please notify Ellen Dayan at 847-296-9200 ext. 32 or [edayan@nwmc-cog.org](mailto:edayan@nwmc-cog.org).

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**Illinois Department  
of Transportation**

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

BE IT RESOLVED, by the \_\_\_\_\_ of the  
(Council or President and Board of Trustees)  
\_\_\_\_\_ of \_\_\_\_\_, Illinois, that there is hereby  
(City, Town or Village) (Name)  
appropriated the sum of \_\_\_\_\_ of Motor Fuel Tax funds for the purpose of maintaining  
streets and highways under the applicable provisions of the Illinois Highway Code from \_\_\_\_\_  
(Date)  
to \_\_\_\_\_  
(Date)

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

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

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

I, \_\_\_\_\_ Clerk in and for the \_\_\_\_\_  
(City, Town or Village)  
of \_\_\_\_\_, County of \_\_\_\_\_

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by  
the \_\_\_\_\_ at a meeting on \_\_\_\_\_  
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_

(SEAL) \_\_\_\_\_ Clerk  
(City, Town or Village)

**Approved**  
\_\_\_\_\_  
Date  
Department of Transportation  
\_\_\_\_\_  
Regional Engineer



