

# OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

**Called by:** Keith McDonald, Chairman  
**Members:** John Butitta, Jean Crosby,  
Paul Arena, Joe Hoffman, Dorothy  
Redd, Jaime Salgado

**DATE:** THURSDAY, MAY 6, 2021  
**TIME:** 5:30 PM  
**LOCATION:** VIRTUAL MEETING - ZOOM  
(WINNEBAGO COUNTY YOUTUBE  
LIVE)

**The Winnebago County Board Chairman has determined that an in-person meeting is not practicable or prudent because of the COVID-19 pandemic.**

## **AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of February 4, 2021 Minutes
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Awarding Joint Seal Coating Services
- F. Other Matters
- G. Adjournment

**Winnebago County Board**  
**Operations and Administrative Committee Meeting**  
Virtual Meeting – Zoom  
(Winnebago County YouTube Live)

Thursday, February 4, 2021  
5:30 PM

**Present:**

Keith McDonald, **Chairman**  
John Butitta  
Jean Crosby  
Paul Arena  
Joe Hoffman  
Dorothy Redd  
Jaime Salgado

**Others Present:**

Pat Thompson, County Administrator  
Dave Rickert, Chief Financial Officer  
Charlotte LeClercq, Assistant Deputy State's Attorney  
Ann Johns, Purchasing Director  
Gus Gentner, IT Department  
Dave Kelley, County Board Member  
Tom Tristano, Prairie Forge Group

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of October 1, 2020 Minutes
- D. Public Comment
- E. Status Update on Public Safety Building
- F. Other Matters
- G. Adjournment

Chairman McDonald called the meeting to order at 5:30 PM.

**Motion to approve the minutes of October 1, 2020**

Moved: Ms. Crosby, Seconded: Mr. Hoffman.

Roll call: Mr. Butitta yes, Ms. Crosby yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Redd yes, Mr. Salgado yes and Mr. McDonald yes.

Motion passed by unanimous voice vote.

**Public Comment**

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

**Status Update on Public Safety Building**

- Mr. Thompson signed new work orders to proceed with Prairie Forge removing debris from some of the work that had been done in the building and a second work order to do environmental testing for asbestos.
- Mr. Tristano gave a presentation including the status and findings of the project to date. An Executive Summary was provided at the end of the presentation.
- A discussion followed.

**Other Matters**

None

**Motion to Adjourn.** Moved: Ms. Crosby, Seconded: Mr. Hoffman.  
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling  
Administrative Assistant



# Resolution Executive Summary

**Prepared By:** Facilities Maintenance

**Committee:** Operations and Administrative

**Committee Date:** May 6, 2021

**Resolution Title:** Resolution Awarding Joint Seal Coating Services

**County Code:** Winnebago County Purchasing Ordinance

**Board Meeting Date:** May 13, 2021

## Budget Information:

<b>Was item budgeted?</b> Yes	<b>Appropriation Amount:</b>
<b>If not, explain funding source:</b>	
<b>ORG/OBJ/Project Code:</b> Multiple	<b>Budget Impact:</b> None/Budgeted

**Background Information:** Many Winnebago County owned facilities require seal coating services, which consists of cleaning, crack filing, sealing and striping of pavement for parking lots, roadways, paths and other surfaces.

The Rockford Park District and the County of Winnebago requirements were jointly included in RPD Bid #21-2259 for Joint Purchasing Seal Coating Services.

**Recommendation:** Facilities Maintenance recommends awarding the project to Hastings Asphalt Services, Inc.

**Contract/Agreement:** The agreement is for one year

**Legal Review:** Normal Bidding Standards.

**Follow-Up:** Facilities Maintenance will work with successful vendor to obtain correct square footage for each location to be sealed. Facilities Maintenance will inspect lots before, during and after seal coat has been applied.

**RESOLUTION  
of the  
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Keith McDonald  
Submitted by: Operations & Administrative Committee

**2021 CR**

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**RESOLUTION AWARDING JOINT SEAL COATING SERVICES**

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**WHEREAS**, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Chapter 2, Article VI, Division 3, Section 2-357, of the Winnebago County Code sets forth the guidelines for the County's participation in governmental joint purchasing agreements, and pursuant to the Illinois Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.) the County has reviewed the Rockford Park District's Invitation for Bid # 21-2259 for Joint Purchasing Seal Coating Services; and,

**WHEREAS**, various Winnebago County owned facilities need seal coating services; and,

**WHEREAS**, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Bids received for the aforementioned project and recommends awarding the contract as follows:

**HASTINGS ASPHALT SERVICES, INC.  
PO BOX 87  
HARVARD, IL 60033**

**See Bid Tab for Pricing (RESOLUTION EXHIBIT A)**

**WHEREAS**, the Operations and Administrative Committee has determined that the funding for the aforementioned purchase shall be as follows:

**VARIOUS ACCOUNTS**

**NOW, THEREFORE, BE IT RESOLVED**, that the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to execute a contract award, on behalf of the County of Winnebago, with HASTINGS ASPHALT SERVICES, INC., PO BOX 87, HARVARD, IL 60033.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Facilities Engineer, Director of Purchasing, Board Office, Finance Director and County Auditor.

Respectfully Submitted,  
**OPERATIONS AND ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
KEITH McDONALD, CHAIRMAN

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KEITH McDONALD, CHAIRMAN

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JOHN BUTITTA, VICE CHAIRPERSON

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JOHN BUTITTA, VICE CHAIRMAN

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PAUL ARENA

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PAUL ARENA

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JEAN CROSBY

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JEAN CROSBY

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JOE HOFFMAN

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JOE HOFFMAN

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DOROTHY REDD

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DOROTHY REDD

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JAIME SALGADO

\_\_\_\_\_  
JAIMIE SALGADO

The County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2021,  
adopted the above and foregoing Resolution.

\_\_\_\_\_  
**JOSEPH CHIARELLI**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

ATTESTED BY:

\_\_\_\_\_  
**LORI GUMMOW**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

Rockford Park District  
 401 S. Main Street  
 Rockford, IL 61101

**RESOLUTION EXHIBIT A**

Summary Bid No. 21-2259 2021 Joint Purchase of Seal Coating Services at Various Rockford Park District and Winnebago County Locations Opening: Thurs., 2/18/21, 2:00 p.m.	Denler, Inc. David Denler 20502 S. Cherry Hill Rd. Joliet, IL 60433 (708) 479-5005 <a href="mailto:info@denlerinc.com">info@denlerinc.com</a>		SKC Construction, Inc. Jeffrey K. Bergquist PO Box 503 West Dundee, IL 60118 (847) 214-9800 <a href="mailto:jbergquist@skcconstruction.net">jbergquist@skcconstruction.net</a>		Herbig Blacktop Construction LLC Scott Johnson 900 Depot Ave. Dixon, IL 61021 (815) 234-8115 <a href="mailto:sjohnson@herbigblacktop.com">sjohnson@herbigblacktop.com</a>		Hastings Asphalt Services Inc. Russ Hastings PO Box 87 Harvard, IL 60033 (815) 648-9099 <a href="mailto:frankie@hastingsasphaltservices.com">frankie@hastingsasphaltservices.com</a>	
<b>Rockford Park District Asphalt Seal Coating Base Bid</b>	<b>Unit Price</b>	<b>Total</b>	<b>Unit Price</b>	<b>Total</b>	<b>Unit Price</b>	<b>Total</b>	<b>Unit Price</b>	<b>Total</b>
1. Hot Rubber Crack Fill, 11,500 LF	\$0.26	\$2,990.00	\$0.51	\$5,865.00	\$0.75	\$8,625.00	\$0.50	\$5,750.00
2. Seal Coat – First Coat Squeegee, 540,375 SF	\$0.09	\$49,714.50	0.105	\$56,739.37	.095	\$51,335.62	\$0.09	\$48,633.75
3. Seal Coat – Second Coat Spray, 540,375 SF	\$0.05	\$24,316.88	.0945	\$51,065.43	.095	\$51,335.62	\$0.05	\$27,018.75
4. Parking Stall Single Line Striping, 1,391 priced per Stall	\$6.50	\$9,041.50	\$5.59	\$7,775.69	\$13.00	\$18,083.00	\$3.15	\$4,381.65
5. Stripe Solid Single Center Line, 6,100 LF	\$0.22	\$1,342.00	\$0.42	\$2,562.00	\$0.80	\$4,880.00	\$0.46	\$2,806.00
6. Stripe ADA Stall and Access Isle, 50 priced per stall	\$20.00	\$1,000.00	\$32.50	\$1,625.00	\$85.00	\$4,250.00	\$28.00	\$1,400.00
7. Pavement Markings, Arrows & Letters, 1,700 Sq. Ft.	\$3.25	\$5,525.00	\$3.00	\$5,100.00	\$3.00	\$5,100.00	\$0.25	\$425.00
<b>Total:</b>	<b>\$93,929.88</b>		<b>\$130,732.49</b>		<b>\$143,609.24</b>		<b>\$90,415.15</b>	
Can meet completion date of October 8, 2021 for all locations?	Yes		Yes		Yes		Yes	
Statement of Warranty / Guarantee:	1 year		Material and workmanship		Material and labor - 1 year		Hastings guarantees all material and workmanship that is applied to cracks for a period of 1 year from date of service.	
Addendum(s) acknowledged?	No Response		No Response		1 to 2		1 to 2	
References Provided?	Yes		Yes		Yes		Yes	
<b>Winnebago County Asphalt Seal Coating Base Bid</b>	<b>Unit Price</b>	<b>Total</b>	<b>Unit Price</b>	<b>Total</b>	<b>Unit Price</b>	<b>Total</b>	<b>Unit Price</b>	<b>Total</b>
1. Hot Rubber Crack Fill, 2,500 LF	\$0.70	\$1,750.00	\$0.78	\$1,950.00	\$0.75	\$1,875.00	\$0.50	\$1,250.00
2. Hot Rubber Crack Fill, 5,000 LF	\$0.60	\$3,000.00	\$0.51	\$2,550.00	\$0.75	\$3,750.00	\$0.52	\$2,600.00
3. Seal Coat – First Coat Squeegee, 50,000 SF	\$0.15	\$7,500.00	0.105	\$5,250.00	\$0.10	\$5,000.00	.095	\$4,750.00
4. Seal Coat – First Coat Squeegee, 150,000 SF	\$0.13	\$19,500.00	0.105	\$15,750.00	\$0.10	\$15,000.00	.095	\$14,250.00
5. Seal Coat – Second Coat Spray, 50,000 SF	\$0.10	\$5,000.00	0.0945	\$4,725.00	\$0.10	\$5,000.00	.055	\$2,750.00
6. Seal Coat – Second Coat Spray 150,000 SF	\$0.09	\$13,500.00	0.0945	\$14,175.00	\$0.10	\$15,000.00	.055	\$8,250.00
7. Parking Stall Single Line Striping, 100 priced per stall	\$8.00	\$800.00	\$7.00	\$700.00	\$20.00	\$2,000.00	\$3.15	\$315.00
8. Parking Stall Single Line Striping, 250 priced per stall	\$8.00	\$2,000.00	\$5.59	\$1,397.50	\$18.00	\$4,500.00	\$3.15	\$787.50
9. Stripe Solid Single Center Line, 500 LF	\$0.42	\$210.00	\$0.42	\$210.00	\$1.00	\$500.00	\$0.46	\$230.00
10. Stripe ADA Stall and Access Isle, 1 priced per stall	\$50.00	\$50.00	\$32.50	\$32.50	\$60.00	\$60.00	\$28.00	\$28.00
11. ADA Sign and Post, 1 priced per sign	\$350.00	\$350.00	\$250.00	\$250.00	\$450.00	\$450.00	\$275.00	\$275.00
<b>Total:</b>	<b>\$53,660.00</b>		<b>\$46,990.00</b>		<b>\$53,135.00</b>		<b>\$35,485.50</b>	
Can meet completion date of October 9, 2021 for all locations?	Yes		Yes		Yes		Yes	
Statement of Warranty / Guarantee:	1 year		Material and workmanship		Material and labor - 1 year		Hastings guarantees all material and workmanship that is applied to cracks for a period of 1 year from date of service.	
Addendum(s) acknowledged?	No Response		No Response		1 to 2		1 to 2	
References Provided?	Yes		Yes		Yes		Yes	
							Bid Offer Form lists the total at \$27,235.50. Figures total \$35,485.50.	