

**Wednesday, October 1, 2008 – 8:30 A.M.  
McHenry County Division of Transportation  
Main Conference Room  
Woodstock, Illinois 60098**

Chairman Dan Shea  
Vice Chairman Ed Dvorak     Mary Lou Zierer  
Virginia Peschke     Lyn Orphal  
Sandra Salgado     Anna May Miller

**CALL TO ORDER**

Chairman Shea called the meeting to order at 8:30 A.M.

**MEMBERS IN ATTENDANCE**

Chairman Dan Shea, Ed Dvorak, Mary Lou Zierer, Sandra Salgado and Lyn Orphal

**MEMBERS NOT IN ATTENDANCE**

Anna May Miller and Virginia Peschke

**OTHER ATTENDEES**

In attendance were: Peter Austin, County Administrator; Joseph Korpalski, Director of Transportation/County Engineer; Paula Yensen, Village of Lake in the Hills; Chris Manheim, McHenry County Economic Development Corporation; Gary Overbay, Civiltech Engineering, Inc.; Mark Mathewson, Mathewson Right of Way Company (MROWCO); Iris Bryan, Town Crier Publication; Jeff Young, Assistant County Engineer; Ed Markison, Division of Transportation, Assistant Maintenance Superintendent; Wally Dittrich, Division of Transportation, Design Manager; Mark Dammyer, Division of Transportation, Construction Manager; Jim Werner, Division of Transportation, Construction Engineer; Shannon Dolte, Division of Transportation, GIS Specialist; Jason Osborn, Division of Transportation, Principal Transportation Planner; Chalen Daigle, Division of Transportation, Planning Liaison; Debra Kroll, Division of Transportation, Administrative Specialist.

**PUBLIC COMMENT**

None

**APPROVAL OF MEETING MINUTES – September 16, 2008 and September 17, 2008**

On a motion by Mr. Dvorak, seconded by Ms. Salgado, the meeting minutes of September 16, 2008 and September 17, 2008 were approved as presented.

A vote was taken with all members present voting “aye”; motion carried.

**OLD BUSINESS**

None

**NEW BUSINESS**

- Mr. Dittrich updated the Committee on the installation of the new Red Light Running (RLR) Camera enforcement in the Village of Lake in the Hills. He noted that in January of 2008, the Village activated their first RLR Camera enforcement system at Randall Road and Acorn Drive. Information received from the Lake in the Hills Police Department confirmed that approximately 4,000 tickets had been issued. Earlier this year, the Village of Lake in the Hills applied for RLR camera installation at two (2) intersections. Those intersections were southbound Randall Road at Miller Road and eastbound Algonquin Road at Hilltop Road.

Construction on these cameras is scheduled to begin this week and will be completed around October 16, 2008 at the Randall Road/Miller Road location and around October 21, 2008 for the Algonquin Road/Hilltop Road location. Per the McHenry County Division of Transportation

(MCDOT) RLR Photo Enforcement Policy, there will be a one (1) month warning period before actual violations are sent out.

- The McHenry County Division of Transportation (MCDOT) staff requests the concurrence of the Committee for the County Engineer/Director of Transportation to sign a Letter of Intent (LOI) with the Illinois Department of Transportation (IDOT) for improvements to Illinois Route 31 between Virginia Road and Klasen Road.

As part of the Illinois Route 31 Western Algonquin Bypass, the Phase I study that was completed also evaluated the remainder of Illinois Route 31 from the Bypass north to Rakow Road. Out of the last Federal Transportation bill (SAFETEA-LU), \$10 million was allocated to this project on Illinois Route 31 from Senators Obama and Durbin. While the State has been unable to fund the balance needed for the entire portion of Illinois Route 31 north of the Bypass, the MCDOT has developed a plan and has received IDOT approval to use a portion of the \$10 million towards a project to allow some operational and safety improvements to be constructed.

The LOI establishes the roles of the MCDOT and IDOT towards an improvement on the Illinois Route 31 segment between Virginia Road and Klasen Road. The MCDOT would be the lead agency with IDOT funding the project using a portion of the \$10 million from Senators Obama and Durbin. IDOT would be the lead agency on the land acquisition process. The County would be credited for the acquisition of the property last year, northwest of the Illinois Route 31 intersection with Virginia Road.

At this time, IDOT anticipates programming the necessary funding for this current fiscal year pending the need to fund emergency projects. Based on this possible schedule, construction for the improvements could occur in 2010.

The next step, once the LOI is signed, is to bring forward an Intergovernmental Agreement (IGA) with the State formalizing the LOI and the Phase II engineering contract. As Civiltech Engineering, Inc. conducted the Phase I study, the MCDOT's recommendation will be to continue with Civiltech Engineering, Inc. for the Phase II design for project continuity.

The Committee offered their concurrence, authorizing the Director of Transportation/County Engineer to sign the Letter of Intent (LOI) with IDOT, to bring forward an Intergovernmental Agreement (IGA) with the State formalizing the LOI, and the Phase II engineering contract with Civiltech Engineering, Inc.

- Ms. Daigle provided an update on the FY2009 McHenry Council of Mayors Special Call for projects.

In July of 2008, the McHenry County Council of Mayors issued a special call for projects eligible for Federal STP funding in an effort to help the Chicago Metropolitan Agency for Planning (CMAP) spend down FY 2009 balances in advance of the expiration of the Federal Transportation bill (SAFETEA-LU) in September of 2009. CMAP's goal is to spend down the current dollars it has yet to spend so that justification can be made to the Federal government that our region is wisely using the Federal transportation dollars it receives. These funds must be spent or committed (i.e., projects must be let), no later than September 30, 2009 in order to receive these funds. In total, twenty-eight (28) projects totaling approximately \$12 million were submitted and ultimately approved for STP funding by the McHenry County Council of Mayors.

The McHenry County Division of Transportation (MCDOT) applied for funding for the resurfacing of three (3) County highways under the Local Agency Pavement Preservation Program (LAPP).

At the September 18, 2008 McHenry County Council of Mayors meeting, the MCDOT was awarded \$468,000.00 in STP funding for the resurfacing of Ackman Road in Crystal Lake as well

as Main Street in the Village of Huntley. Also, the MCDOT was awarded \$700,000.00 for the resurfacing of Greenwood Road between Tryon Grove Road and Illinois Route 173. The 20% match for each of these projects will be funded by the MCDOT's current pavement preservation budget line item in the FY2009 budget.

Construction contracts will be brought forward for approval by the Transportation Committee and County Board next spring after the bids are received. No contracts for consultant engineering services will be brought forward for these projects as the MCDOT design and construction staff will prepare all of the plans and specifications necessary for bidding.

This is the first time the MCDOT staff will be preparing plans and specifications for a Federally funded project in-house. The MCDOT staff is able to accomplish this task due to the level of experience and expertise of staff.

- The McHenry County Division of Transportation (MCDOT) staff requests the concurrence of the Transportation Committee to waive the Consultant Selection process for the Virginia Road Rehabilitation project

At the September 18, 2008 McHenry County Council of Mayors meeting, the MCDOT was awarded \$700,000.00 in STP funding for the rehabilitation of Virginia Road between Rakow Road and Illinois Route 31. This project will consist of reconstructing Virginia Road in the areas not being constructed as part of the Crystal Lake Waste Transfer Facility, Virginia Road relocation at Illinois Route 31, or the Rakow Road project improvements to Virginia Road. Virginia Road is in need of complete reconstruction to handle the increase in truck traffic which will be generated by the opening of the Crystal Lake Waste Transfer Facility. The total estimated construction cost for this improvement is approximately \$2.7 million. The estimated fee for engineering is approximately \$400,000.00. A portion of the funding for this project is anticipated to come from a donation (\$625,000.00) from Waste Management, Inc. as part of their permitted access to Virginia Road for the Crystal Lake Waste Transfer Facility.

The MCDOT staff requests waiving the Consultant Selection process and entering immediately into contract negotiations with Civiltech Engineering, Inc. for the following reasons:

1. As projects must be let prior to September 30, 2009, there is a very short window of time to complete the Phase I and Phase II engineering for this project. The estimated 2-3 month duration of following the Consultant Selection process would not allow for the completion of the engineering prior to the deadline imposed by CMAP for this funding.
2. Civiltech Engineering, Inc. is already extremely familiar with the project area as they have previously completed Phase I engineering for the Virginia Road realignment at Illinois Route 31 as part of the Western Algonquin Bypass Phase I Engineering Study.
3. Civiltech Engineering, Inc. has previously completed another STP project on an extremely tight timeline (10-½ months from start to project letting) for the Village of Huntley on Haligus Road between Reed Road and Algonquin Road. Civiltech Engineering, Inc. has previously demonstrated their ability to successfully complete a concurrent Phase I and Phase II project on a tight deadline on a project using the same funding source (STP).

The Committee gave their concurrence to waive the Consultant Selection process and enter into contract negotiations with Civiltech Engineering, Inc. for engineering services for the Virginia Road Rehabilitation project.

- The McHenry County Division of Transportation (MCDOT) staff requests the concurrence of the Committee to post a Request for Qualifications (RFQ) for the Asset Data Collection project.

Committee members may recall that at the February 20, 2008 Transportation Committee meeting, the MCDOT presented the CarteGraph software program and its benefit to manage the assets owned by the MCDOT. At that meeting, the Committee approved the purchase of the software

where it was also discussed that this was the first part of a larger project. The next step to follow was the collection of the assets owned by the MCDOT.

To collect the large amounts of data along the County's 225 miles of roadway, an outside consultant will be needed to gather the data and work with staff to transfer the data into a database that will be managed by the CarteGraph software. An RFQ is needed to be posted on the MCDOT's website to solicit qualified firms assistance with this project. This is a project where the usual engineering firms presently working with the MCDOT would not have expertise in.

This project was delayed until the GIS Specialist position was filled. With Mr. Shannon Dolte now on staff in this role, the project can continue to move forward.

It is the goal of the MCDOT to have a contract in place before next spring which is the timeframe required for the data collection process to begin (after the snow melts and before vegetation leafs out).

The cost for these services is expected to be between \$75,000.00 and \$150,000.00. The Consultant Selection Policy would require an interview, if the fee is expected to be greater than \$100,000.00. However, to meet the desired timeline and based on the nature of this project, the MCDOT is requesting that the Committee waive the interview process. As with past projects, the MCDOT could bring forward an explanation of why the selected firm was chosen by staff for the Committee's review.

The Committee offered their concurrence for the posting of Request for Qualifications (RFQ's) for the Asset Data Collection project.

The Committee offered their concurrence to waive the interview process of the Consultant Selection Policy.

- Ms. Salgado noted that she has been summoned for jury duty, which may coincide with the next scheduled Transportation Committee meeting.

#### **EXECUTIVE SESSION – Property/Land Acquisitions**

On a motion by Ms. Zierer, seconded by Ms. Salgado, the meeting went into Executive Session at 9:04 A.M. to discuss property/land acquisitions.

A roll call vote was taken with all members present voting "yes"; motion carried.

#### **REGULAR SESSION**

On a motion by Ms. Salgado, seconded by Ms. Zierer, the meeting went into Regular Session at 9:38 A.M.

A roll call vote was taken with all members present voting "yes"; motion carried.

Chairman Shea noted that "no action" was taken in Executive Session.

#### **NEXT MEETING DATE & LOCATION**

8:30 A.M. on October 15, 2008 – McHenry County Division of Transportation

#### **ADJOURNMENT**

On a motion by Ms. Orphal, seconded by Ms. Zierer, the meeting adjourned at 9:40 A.M.

A vote was taken with all members present voting "aye"; motion carried.