

RESOLUTION NO. R-19-34

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN
THE VILLAGE OF CAMPTON HILLS, KANE COUNTY, ILLINOIS AND
HR GREEN, INC. FOR PROFESSIONAL SERVICES FOR MFT AUDIT AND
TRAINING**

WHEREAS, the Village of Campton Hills, Kane County, Illinois (the "*Village*") is a duly organized and existing municipal corporation created under the provisions of the laws of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended; and

WHEREAS, the Village and HR Green, Inc. desire to execute an agreement for professional services for MFT Audit and Training (the "*Agreement*"); and

WHEREAS, the Village President and Board of Trustees of the Village of Campton Hills (the "*Corporate Authorities*") deem it advisable and in the best interest of the health, safety and welfare of the residents of the Village to enter into the Agreement.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Campton Hills, Kane County, Illinois, as follows

Section 1. That the above recitals and legislative findings are found to be true and correct and are hereby incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2. The Agreement by and between the Village and HR Green, Inc., which is attached hereto and made a part hereof as Exhibit A, is hereby approved in substantially the form presented to the Village Board with such necessary non-material changes as may be authorized by the Village President, the execution thereof to constitute the approval by the Village of any and all changes or revisions therein contained.

Section 3. That the officials and officers of the Village are further hereby authorized to

undertake actions on the part of the Village as contained in the Agreement to complete satisfaction of the provisions, terms or conditions stated therein

Section 4. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

Section 5. All ordinances, resolutions, motions or orders in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 6. This Resolution shall be in full force and effect upon its passage, approval, and publication in the manner provided by law.

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Passed this 15th day of October, 2019, pursuant to a roll call vote as follows:

	AYES	NAYES	ABSENT	ABSTAIN
Trustee Darlene Bakk	<input checked="" type="checkbox"/>	_____	_____	_____
Trustee Susan P George	<input checked="" type="checkbox"/>	_____	_____	_____
Trustee Jim McKelvie	<input checked="" type="checkbox"/>	_____	_____	_____
Trustee Mike Millette ②	<input checked="" type="checkbox"/>	_____	_____	_____
Trustee Michael O'Dwyer ①	<input checked="" type="checkbox"/>	_____	_____	_____
Trustee Wendy K. White Eagle	_____	_____	<input checked="" type="checkbox"/>	_____
President Michael Tyrrell	_____	_____	_____	_____

APPROVED this 15th day of October, 2019


Michael Tyrrell, Village President

(SEAL)

ATTEST:


Lynn Baez, Village Clerk

Exhibit A

Agreement



Simple Scope Short Form Agreement

Project:	Various Municipal Engineering Tasks	Project No:	190620
		Phase No(s):	10.09
		Date:	09/18/2019

Client:	Village of Campton Hills
Contact:	Mr. Ron Searl
Title:	Village Administrator
Address:	40W270 LaFox Road, Suite B
City/State/Zip:	Campton Hills, IL 60175
Phone/Fax No.	630-584-5700 / FAX 630-584-5775

The CLIENT agrees to employ HR Green, Inc. (COMPANY) to perform the following services:

As a part of the role as Village Engineer, and as per direction received, COMPANY proposes to provide the following services to the CLIENT. This task order is for a task on which a minor amount of work has been performed to date.

1. MFT Audit Assistance

The work scope will include review of the IDOT MFT Audit, coordination with IDOT Local Roads staff, preparation of IDOT forms for each open MFT Section in order to reconcile the Village’s MFT account, and up to two (2) meetings with IDOT Local Roads staff to deliver and submit the required paperwork.

As of mid-August 2019 there were seven (7) MFT Sections requiring Village action in order to reconcile IDOT records with Village financial records. COMPANY estimates four (4) hours of work for each of the seven (7) MFT Sections for a subtotal of twenty-eight (28) hours. COMPANY also anticipates attending two (2) meetings at IDOT Local Roads offices in Schaumburg for a subtotal of six (6) hours. Two resolutions for the 2013 and 2014 fiscal years have already been prepared and submitted to IDOT.

A proposal subtotal of thirty four (34) hours is hereby proposed for this work.

2. MFT Process Training

The work scope will include up to eight (8) hours of training in MFT processes for



the Village Treasurer, and will include providing a summary checksheet of processes for future reference.

The CLIENT agrees to pay COMPANY for the above scope of services:

Time & Material, Not to Exceed in the amounts of:

1. MFT Audit and MFT Process Training
 - o \$6,120.00
2. MFT Process Training
 - o 1,440.00

TOTAL \$7,560.00

- Reimbursable Expenses Included
- Sub- Consultant Services Included
- Prepayment Required for Services to Commence

Copy To:

- Accounting
- Mr. Mike Tyrell, Village of Campton Hills Village President
- Mr. Scott Marquardt, HR Green Village Engineer

TERMS AND CONDITIONS


This Short Form Agreement is an addendum to and considered part of the Professional Services Agreement with the Village of Campton Hills executed per Resolution R-19-10 on May 7, 2019. All terms and conditions contained in that agreement apply to this Short Form Agreement.


This agreement is approved and accepted by the CLIENT and COMPANY upon both parties signing and dating the agreement. Services will not begin until COMPANY receives

a signed agreement. The effective date of the agreement shall be the last date entered below.

VILLAGE OF CAMPTON HILLS

HR GREEN, INC.

Accepted by: 
Printed/
Typed Name: MICHAEL R. TYRELL
Title: President
Date: 10/15/2019

Approved by: 
Printed/
Typed Name: Timothy J. Hartnett
Title: Principal/Vice President
Governmental Services Midwest
Date: September 18, 2019