



City Council
COMMITTEE OF THE WHOLE
City of Belvidere, Illinois

Alderman Clayton Stevens	Chairman Building
Alderman John Albertini	Vice-Chairman Building
Alderman Wendy Frank	Chairman Finance and Personnel
Alderman Ric Brereton	Vice -Chairman Finance and Personnel
Alderman Mike McGee	Chairman Planning & Zoning
Alderman Matthew Fleury	Vice-Chairman Planning & Zoning
Alderman Rory Peterson	Chairman Public Safety
Alderman Jerry Hoiness	Vice-Chairman Public Safety
Alderman Sandra Gramkowski	Chairman Public Works
Alderman Chris Montalbano	Vice-Chairman Public Works

AGENDA

April 27, 2026
6:00 p.m.
City Council Chambers
401 Whitney Blvd., Belvidere, Illinois

Call to Order:

Roll Call:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Public Safety, Unfinished Business: None.

2. Public Safety, New Business:
 - (A) Police Department – Update.
 - (B) Vacation Carryover Request.
 - (C) Firearm Equipment Purchase.
 - (D) Authorization to Purchase Protech IMPAC P1 Vest Plates.
 - (E) Lexipol Master Service Agreement.
 - (F) Fire Department – Update.
 - (G) Third Amendment to EMS Staffing and Ambulance Vehicles Agreement.
 - (H) Request to Purchase SCBA Fill Station for Station 2.
 - (I) St. James Catholic Church Corpus Christi Parade Request.
 - (J) Block Party Request – Boone County Arts Council.
 - (K) Block Party Request – Cloverdale Way.

3. Finance & Personnel, Unfinished Business: None.

4. Finance & Personnel, New Business:
 - (A) Finance Department – Update.

5. Other, Unfinished Business:

6. Other, New Business:
 - (A) Walmart SparkGood Grant.
 - (B) Water & Sewer Rate Review – Sewer Rate Increase.
 - (C) Appleton Road Grade Separation Project – Preliminary Engineering and Environmental Review.
 - (D) U.S. Dept of Transportation Notice of Funding Opportunity: Consolidated Rail Infrastructure and Safety Improvements Program (CRISI).
 - (E) Resolution for Maintenance Under the Illinois Highway Code.
 - (F) 2026 Landscape Maintenance Bid Tabulation.
 - (G) 2026 Tree Program Bid Tabulation.
 - (H) 2026 Sidewalk Replacement Program.

7. Adjournment:



BELVIDERE
POLICE

Daniel Smaha
Deputy Chief—Investigations

Shane Woody
Chief of Police

David Bird
Deputy Chief—Patrol

615 N. Main Street - Belvidere, IL 61008 - Phone: 815-544-9626 - Fax: 815-544-9603 - www.ci.belvidere.il.us

Date: 04/21/26

Attn: Sandy Daniels

Re: Vacation Carry Over Request

Ofc. Austin Smaha is the only officer to request carry over of unused vacation hours. Ofc. Smaha is requesting to carry over **15.5 hours of vacation**. He was unable to use the remaining hours due to completing the Field Training Process in January, which only allowed him four months to use his vacation time, coupled with a lack of shift coverage on Sgt. King's shift which did not allow him to take time off.

Respectfully,

David Bird
Deputy Chief of Patrol



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TO: Mayor Morris and City Council
FROM: Chief Shane Woody
DATE: April 27, 2026
RE: Firearm Equipment Purchase

In March 2025, the City Council approved the police department's request to purchase new handguns based on several factors listed at the time of the request. The intent of this purchase was to incrementally transition from our current Glock model 21 .45 caliber handguns to the Glock model 45 9mm. As part of the transition, the Council also approved an ordinance to sell our current handguns to a Federal Firearms Licensee (RSM Firearms) or Belvidere Police Officer.

To date, the City has received \$4,434.00 from the sale of 17 - Glock 21 handguns and accessories.

So far, the Police Department has purchased 16 of the 43 Glock 45 9mm handguns and have begun distributing them to the SWAT team, supervisors, and newer officers. We would respectfully request using the money the City has received from the sale of the Glock model 21 handguns to be able to equip more officers, faster. Those funds would allow our department to purchase 4 additional Glock model 45 9mm handguns with red dot sights and tac lights which provides more officers with better equipment and technology as explained in our original request.

The quote from Kieslers Police Supply in the amount of \$3,989.20 is attached for your reference.

Motion: to authorize the purchase of 4 Glock model 45 handguns, Aimpoint red dot sights, and tac lights from Kielser Police Supply in the amount of \$3989.20 to be paid for from the sale of previously issued Glock model 21 handguns and accessories.



Sales Quote

KIESLER POLICE SUPPLY, INC.
 2802 SABLE MILL RD
 JEFFERSONVILLE, IN 47130

Bill-to Customer

BELVIDERE POLICE DEPT.
 615 NORTH MAIN STREET
 BELVIDERE, IL 61008

Ship-to Address

Your Reference

Bill-to Customer No. L01528
 Tax Registration No.

Salesperson RYAN
 Email
 Home Page
 Phone No.

No. Q173721
 Document Date March 31, 2026
 Due Date April 30, 2026

Payment Terms
 Payment Method
 Tax Identification Type Legal Entity
 Shipment Method Standard

David Bird <Bird@BelviderePoliceIL.gov>

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
GLOCPA455S802MO S8A3	GLOCK 45MOS8 GEN5 9MM PISTOL BLACK, FRONT SERRATIONS, AMERIGLO BLACK OUTLINE FRONT/ ULTRA COMPACT REAR (BOF/UCSR) STANDARD COA SIGHTS, W/ AIMPOINT COA OPTIC, 5.5LB.	4	EACH	777.00	3,108.00
SUREXC3-A	SUREFIRE XC3 COMPACT WEAPON LIGHT, 3V, UNIVERSAL/PICATINNY SCREW RAIL MOUNT, BLACK COOAA	4	EACH	216.55	866.20
SHIPPING	SHIPPING CHARGE	1	EACH	15.00	15.00
FORMAT RYAN	QUOTED BY RYAN DOLD KIESLER POLICE SUPPLY 2802 SABLE MILL RD JEFFERSONVILLE, IN 47130 THIS QUOTE IS VALID FOR 30 DAYS RDOLD@KIESLER.COM	1	EACH	0.00	0.00
Amount Subject to Sales Tax			0.00	Subtotal	3,989.20
Amount Exempt from Sales Tax			0.00	Total Tax	0.00
				Total \$ Incl. Tax	0.00
				Tax Amount	0.00

KIESLER POLICE SUPPLY, INC. FFL# 4-35-019-11-7M-08220

RETURNED GOODS POLICY

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

DEFECTIVE MERCHANDISE POLICY

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.



BELVIDERE POLICE

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www.ci.belvidere.il.us

TO: Mayor Morris and City Council
FROM: Chief Shane Woody
DATE: 4-27-2026
RE: Authorization to Purchase Protech IMPAC P1 Vest plates.

As requested in our FY27 budget, and approved by City Council, the Belvidere Police Department is requesting authorization to proceed with the purchase of 44 new Safari land Protech IMPAC P1 Vest Plates listed below:

PRT-PLT.STPP1810SC	Ballistic Plate: Impac P1 ICW, 8x10 shoots cut. Type III	EA	44	499.00	21,956.00
FRT	Shipping, Handling & Insurance	EA	1	40.00	40.00
				Total	21,996.00

Safari land Vest Plates are to be purchased from Streicher's of Milwaukee – Wisconsin.

Motion: To authorize the purchase of forty-four Safari land Protech IMPAC P1 Vest Plates in the amount of \$21,996.00. to be paid from the Belvidere Police Department Capital Fund line item.

Streichers - Milwaukee
4777 N 124th St
Butler, WI 53007
Phone: 262-781-2552
Fax: 262-781-0444



www.Streichers.com

SALES QUOTE

Federal ID # 41-1458127

Sales Quote Number: Q371281
Sales Quote Date: 04/21/26
Page: 1

Sell 110825
To: BELVIDERE POLICE DEPT
615 N MAIN
BELVIDERE, IL 61008

Ship
To: BELVIDERE POLICE DEPT
615 N MAIN
BELVIDERE, IL 61008

Phone: (815) 544-9626
Fax:

Ship Via
Terms Net 15

Person Ordering: DC Smaha
SalesPerson: Josh Marshall
Phone: 262-781-2552
E-mail: joshm@streichers.com

Item No.	Description	Unit	Quantity	Unit Price	Total Price
PRT-PLT.STPP1810SC	Ballistic Plate: Impac P1 ICW, 8x10 shoots cut. Type III	EA	44	499.00	21,956.00
FRT	Shipping, Handling & Insurance	EA	1	40.00	40.00

Quoted prices do not include Sales Tax. All quoted prices are valid for 60 days from the date of the quote.

Total: 21,996.00

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Date: 04/27/2026

To: Mayor Morris and City Council

From: Chief Shane Woody

Re: Lexipol Master Service Agreement Approval

Our agency requires a policy management solution that is compliant with applicable laws and regulations, accessible in the field, and customized to fit our needs. Due to the increasing complexity of evolving laws governing public safety organizations, developing department policies that are up to date with current laws and case law, updated procedures, constantly review and maintenance is very time intensive. Lexipol's Policies and Training solution will provide us with a comprehensive, cost-effective approach to policy management.

Lexipol provides a full library of customizable, Illinois specific policies; real-time policy updates as legislation and case law change; scenario-based daily training bulletins with tests to reinforce and demonstrate policy comprehension; and robust reporting and accountability features. Lexipol's Policies and Training solution is accessible via a mobile app, so personnel can access policies anywhere, as well as through a desktop interface. By working with Lexipol, our agency will have access to a network of subject matter experts and legal resources to implement policies, while maintaining complete control over our policies. Lexipol's policy solution is used by thousands of police and fire agencies throughout the country and has become an industry standard.

Included in your packet you will find proposal in the amount of \$37,841.60 dollars for the annual Lexipol subscription as well as full policy implementation package with agency specific content extraction.

Motion: Approve the expenditure of \$37,841.60 dollars from the Belvidere Police Department Capital fund line item and authorize the Mayor to sign the Master Service Agreement for Lexipol's Policy Management Solution.



PROPOSAL

Belvidere Police Department

About Us

Created in 2003 by two attorneys (and former law enforcement officers), Lexipol exists to serve those who serve others. We know the weight public safety leaders carry—and we believe no one should bear it alone. That's why we build tools and deliver guidance that help law enforcement and corrections department leaders cut through complexity and protect what matters most: your people, your purpose, and your community. With a range of informational and technological tools that reinforce accountability, reduce liability, and build community trust, Lexipol helps your team achieve total readiness.

12K

PUBLIC SAFETY AGENCIES
AND MUNICIPALITY
CUSTOMERS

670K

FIRST RESPONDERS
USING LEXIPOL
SOLUTIONS

170

PARTNERSHIPS WITH PUBLIC
SAFETY ASSOCIATIONS AND
RISK POOLS

Solutions For Today. Ready For Tomorrow.

Lexipol is the only all-in-one platform for law enforcement and corrections leaders that supports every aspect of your operations, so you can stay ready for what's next.

- **Policy:** Improve policy compliance with state-specific policies researched and written by policy and legal professionals – and tools to efficiently distribute them and track personnel acknowledgements as laws and standards evolve.
- **Training:** Meet training mandates and enhance performance with high-quality, compliant training across all levels of your agency, online or in the field.
- **Wellness:** Empower your agency with a wellness program that combines 24/7, confidential, app-based support with data-driven analytics to identify trends, tailor wellness initiatives, and foster a culture of sustained resilience and engagement.
- **Reports:** Proactively address issues, trace patterns, and enhance decision-making and community trust with real-time, centralized access to key metrics.
- **Grants:** Identify, apply for, and secure grants that fund essential agency needs with a real-time, online database and team of experienced grant writers.



Description of Services

If Professional Services solutions are included in your purchase, the following additional terms apply:

Cancellation and Rescheduling of Meetings

Both the Customer and Vendor recognize that the nature of professional services engagements may necessitate changes to scheduled meetings due to unforeseen circumstances. In the event that either party needs to cancel or reschedule a planned meeting, the following terms shall apply:

1. **Notice of Change:** The party requesting the change must provide email notice to the other party as soon as reasonably possible. A minimum notice period of one (1) business day prior to the scheduled meeting time is required, except in cases of emergency.
2. **Rescheduling Efforts:** Upon receiving a notice of change, both parties agree to make a good faith effort to reschedule the meeting at a mutually convenient time. The party initiating the change shall propose at least two alternative dates and/or times within 5 business days of the original meeting date.
3. **Emergency Cancellations:** Recognizing that emergencies can arise, a shorter notice period may be acceptable at the discretion of the non-initiating party. In such cases, both parties agree to work collaboratively to reschedule the meeting as soon as possible.
4. **Repeated Cancellations:** If either party cancels or requests to reschedule meetings on more than three (3) occasions without adequate notice or justification, it may be considered a breach of the terms of this engagement, subject to review and discussion between the parties to address the impact on the project timelines and deliverables.
5. **Communication:** All notifications regarding meeting cancellations or rescheduling should be communicated through the designated points of contact for each party, using the agreed-upon methods of communication (e.g., email, project management software).

Time is of the essence:

The parties agree that time is of the essence in the performance of the obligations under this Statement of Work (SOW). Lexipol Professional Service shall adhere to the project schedule, milestones, and delivery dates specified herein, recognizing that timely completion is a critical component of the services being provided. Lexipol will recommend a project schedule that has been successful in allowing agencies to complete their policy work within the prescribed timelines. These can be adjusted to fit the needs of the agency/staff availability, but any request by the agency to extend time for performance beyond timeline end dates must be mutually agreed upon by both parties. If Lexipol Professional Services observes that the project is at risk of exceeding the planned duration, an escalation email and conversation will take place with the agency CEO to notify of the schedule concern and discuss a remediation plan to address.

Personnel Changes

Lexipol acknowledges the importance of consistency and continuity in the resources allocated to this project to ensure its successful completion. While we endeavor to maintain the same personnel on the project throughout its duration, we reserve the right to change assigned resources as necessary. Changes in personnel may occur due to unforeseen circumstances such as illness, resignation, or other reasons that may prevent the originally assigned resources from continuing the project. In the event of a change in personnel, Lexipol guarantees that any new resources assigned will possess equivalent qualifications, experience, and expertise necessary to meet or exceed the project's requirements. We are committed to ensuring a seamless transition, minimizing any potential impact on the project timeline and quality of deliverables. Lexipol will provide timely notice to the Customer of any changes in project personnel, along with details of the replacement resource's qualifications and the plan for transition to maintain project continuity.

If personnel changes happen on the Agency side of the project, Lexipol requests that the agency notify the Professional Services Specialist assigned to the project. The Specialist will then work with the agency contacts to determine if there will be a schedule delay while new resources are identified. Once the new resources are onboard, the Specialist will provide a project status overview, training on the KMS Platform, and review of how to view and make any revisions to policies already covered by the project. The project effort will not reset and begin from the beginning, however, to redo any policy decisions that were previously made. The project will resume at the point left off and cover the remaining policies and system functionality.

All services listed in this SOW are services provided in conjunction with other Lexipol subscription services and cannot be ordered as a standalone offering.

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Law Enforcement Operations Procedures

To ensure consistent, effective and safe operations, a law enforcement agency's procedures should align with its policies and be accessible in an easy-to-understand format. Lexipol's Law Enforcement Procedure Guide and Framework, based on national best practices, gives you the guidance and a template to build such a procedure manual.

- More than 40 procedure guides designed to help you ensure your procedures follow important policy requirements and national best practices
- Each procedure provides an editable template to conveniently author new content and merge existing agency content
- Procedures are aligned with Lexipol policy requirements to address the most important operations of a law enforcement agency
- Well-structured and policy-aligned procedures enhance preparation for accreditation assessments

Exhibit A

SELECTED SERVICES AND ASSOCIATED FEES

Agency is purchasing the following:

Order Summary

001 Policy Manual Annual Subscription (2026-07-01 to 2027-06-30)						
Qty	Description	Unit Price	Disc (%)	Disc Amount	Tax Amount	Extended
43	Annual Law Enforcement Policy Manual & Daily Training Bulletins	\$18,394.00	20%	\$3,678.80	\$0.00	\$14,715.20
43	Annual Law Enforcement Supplemental Manual(s)	\$1,777.00	20%	\$355.40	\$0.00	\$1,421.60
43	Annual Law Enforcement Procedures	\$1,046.00	20%	\$209.20	\$0.00	\$836.80
				Discount:	\$4,243.40	Subtotal: \$16,973.60

002 One Time Full Implementation (2026-07-01 to 2027-06-30)						
Qty	Description	Unit Price	Disc (%)	Disc Amount	Tax Amount	Extended
1	Law Enforcement Full Implementation	\$22,940.00	20%	\$4,588.00	\$0.00	\$18,352.00
1	Law Enforcement Agency-Specific Content Extraction	\$3,145.00	20%	\$629.00	\$0.00	\$2,516.00
				Discount:	\$5,217.00	Subtotal: \$20,868.00

Discount:	\$9,460.40
Subtotal:	\$37,841.60
Tax:	
Total Due:	\$37,841.60

Notes

May and June at no cost; July 1 invoice at net 30.



MASTER SERVICE AGREEMENT

Initial Term Start Date: 05/01/2026

Initial Term End Date: 04/30/2027

Account Executive Information

Ray Jones
Senior Account Executive, Client Growth
rjones@lexipol.com
(469) 314-2672

Lexipol LLC
2611 Internet Blvd., Ste. 120
Frisco, Texas 75034

Agency Information

Shane Woody
Chief
woody@belviderepolice.com
(815) 544-9626

Belvidere Police Department
615 N Main St
Belvidere, Illinois 61008

This Master Service Agreement (the "Agreement") is entered into by and between Lexipol, LLC, a Delaware limited liability company ("Lexipol"), and the department, entity, or organization referenced above ("Agency").

This Agreement consists of:

- (a) this Cover Sheet
(b) Exhibit A - Selected Services and Associated Fees
(c) Exhibit B - Description of Services
(d) Exhibit C - Terms and Conditions of Service

Each individual signing below represents and warrants that they have full and complete authority to bind the party on whose behalf they are signing to all terms and conditions contained in this Agreement.

Belvidere Police Department

Lexipol, LLC

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

Exhibit B

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Exhibit C
Terms and Conditions of Service

These Terms and Conditions of Service (the "Terms") govern the rights and obligations of Lexipol, LLC ("Lexipol") and Agency under this Agreement. Lexipol and Agency may each be referred to herein as a "Party" and collectively as the "Parties."

1. Definitions. Each of the following capitalized terms will have the meaning included in this Section. Other capitalized terms are defined within their respective sections, below.

1.1 "Agency" means the department, agency, office, organization, company, or other entity purchasing and/or subscribing to Lexipol Services, as may be further denoted on the cover sheet to which these Terms are attached.

1.2 "Agency Data" means all data, information, and content owned by Agency for purposes of identifying authorized users, confirming departmental information, or which are ancillary to receipt of Lexipol Services.

1.3 "Agreement" means the combination of the cover sheet; Exhibit A ("Selected Services and Associated Fees"); Exhibit B (Description of Services); this Exhibit C ("Terms and Conditions of Service"); and any other documents attached hereto and expressly incorporated herein by reference.

1.4 "Custom Agreement Terms" refers to any contractual terms contained within Exhibit A to this Agreement. Custom Agreement Terms override and supersede the Terms contained in this Exhibit C.

1.5 "Initial Term" means the period beginning on the Initial Term Start Date and ending on the Initial Term End Date.

1.6 "Initial Term Start Date" is specified on the cover sheet and represents the first day of the Initial Term.

1.7 "Initial Term End Date" is specified on the cover sheet and represents the last day of the Initial Term.

1.8 "Lexipol Content" means all content in any format including but not limited to written content, images, videos, data, information, and software multimedia provided by Lexipol and/or its licensors via the Services.

1.9 "Services" means all products and services, including but not limited to all online services, software subscriptions, content licensing, professional services, and ancillary support services as may be offered by Lexipol and/or its affiliates.

1.10 "Sponsor Organization" means a governmental or quasi-governmental risk pool, joint powers authority, intergovernmental risk-sharing organization, or similar entity that provides risk management, insurance, claims administration, training, accreditation, policy, loss-control, financial sponsorship or related services to Agency.

2. Term: Renewals: Termination. This Agreement becomes enforceable upon signature by Agency's authorized representative(s), and effective as of the Initial Term Start Date. Unless Agency provides written notice of non-renewal to Lexipol as set forth below or as modified in Exhibit A, following the Initial Term, this Agreement will automatically renew in successive one-year periods (each, a "Renewal Term"). The Initial Term and all Renewal Terms collectively comprise the "Term" of this Agreement.

2.1 Non-Renewal. To avoid renewal of this Agreement or a specific Service, Agency must issue written notice to Lexipol at least sixty (60) days before the end of the then-current Term by emailing customersupport@lexipol.com. If a non-renewal notice is not timely received as required herein, Agency will be obligated to pay all Service fees for the applicable Renewal Term in accordance with this Agreement, regardless of whether Agency later provides notice of non-renewal or notice of termination.

2.2 Renewal Service Updates. At renewal, Agency may add and/or remove one or more Services (a "Service Update") Any Service Update will be documented in an updated Exhibit A (Selected Services and Associated Fees) or other written confirmation issued by Lexipol and accepted by Agency, and the fees for the applicable Renewal Term will be adjusted accordingly. If Agency does not timely provide notice of a Service Update, the Services and fees in effect for the then-current Term will carry forward into the next Renewal Term. For clarity, a Service Update is not a termination of this Agreement.

2.3 Termination. Either Party may terminate this Agreement if (a) the other party materially breaches this Agreement and does not cure the breach within thirty (30) calendar days after receiving written notice, or (b) the other party makes an assignment for the benefit of creditors or becomes the subject of any bankruptcy, insolvency, or reorganization proceeding. For the avoidance of doubt, non-payment of fees owed under this Agreement constitutes a material breach hereof.

2.4 Effect of Expiration or Termination. Upon the expiration or termination of this Agreement for any reason, Lexipol may allow for limited ongoing access to the Services or suspend Agency's access if payments for Service fees remain outstanding. Termination or expiration of this Agreement shall not relieve either party from any obligation or liability that has accrued under this Agreement prior to the date of such termination or expiration, including payment obligations. For clarity, fees for any Renewal Term that begins due to Agency's failure to deliver timely notice of non-renewal are deemed fully earned and payable for that Renewal Term, subject only to any express refund or proration rights stated in this Agreement.

3. Fees; Invoicing. Lexipol will invoice Agency at the commencement of the Initial Term and thirty (30) days prior to the commencement of each Renewal Term, if applicable. Agency agrees to remit payment within thirty (30) calendar days of receipt of Lexipol's invoice. Payments may be made electronically through Lexipol's online customer portal or by mailing a check to Lexipol, LLC at PO Box 676232 Dallas, TX 75267-6232 (Attn: Accounts Receivable). Agency is responsible for all third-party fees (e.g., wire fees, bank fees, credit card processing fees) incurred when paying electronically, and such fees are in addition to those listed on Exhibit A. Lexipol reserves the right to increase fees for Renewal Terms following notice to Agency. All fee amounts stated in Exhibit A are exclusive of taxes. Unless otherwise exempt, Agency is responsible for and will pay in full all taxes related to receipt of Lexipol's Services. If Agency is exempt, it must send its exemption certificate(s) to taxes@lexipol.com.

4. Terms of Service. The following provisions govern access to and use of specific Lexipol's Services:

4.1 Online Services. Lexipol's Online Services include all online services offered by Lexipol and its partners, affiliates, and licensors. Online Services include, without limitation, Lexipol's Policy Knowledge Management System ("KMS"), Learning Management System ("LMS"), Cordico wellness application(s), GrantFinder, Virtual Instructor-Led Training, and the LEFTA Systems suite of solutions (collectively, the "Online Services"). Note: LMS Services include, but are not limited to: PoliceOne Academy, FireRescue1 Academy, EMS1 Academy, Corrections1 Academy, and LocalGovU.

4.2 Professional Services. Lexipol's Professional Services include those Services that are not part of Lexipol's Online Services and which require the direct, hands-on professional expertise of Lexipol personnel and/or contractors, including implementation support for policy manuals and software, technical support for online learning, accreditation consulting, grant writing, and projects requiring regular input from Lexipol's subject matter experts (collectively, "Professional Services"). Professional Services may also be referred to as "One-Time" Services on Exhibit A and may also include the provision of supplemental documentation from Lexipol's Professional Services team, either with this Agreement or during the provision of Service. NOTE: Agency is responsible for submitting all information reasonably required by Lexipol's grant writing team in a timely manner and always at least five (5) days prior to each grant application submission date. Agency is responsible for submissions of final grant applications by grant deadlines. Failure to timely submit required materials to Lexipol's grant writing team will result in rollover of project fees to next grant application cycle, not a refund of fees. Requests for cancellation of grant writing services which have already begun will result in a 50% fee of the total value of the service.

4.3 Account Security. Access to Lexipol's Services is personal and unique to Agency. Agency shall not assign, transfer, or provide access to Lexipol Services to any third party without Lexipol's prior written consent. Agency is responsible for maintaining the security and confidentiality of Agency's usernames and passwords and the security of Agency's accounts. Agency will immediately notify Lexipol if Agency becomes aware that any person or entity other than authorized Agency personnel has used Agency's account or Agency's usernames and/or passwords. Any violation of this Section may be considered a material breach resulting in suspension of Service or termination of this Agreement by Lexipol.

4.4 Agency Data. Lexipol's use of Agency Data is limited to providing and improving the Services and Lexipol's offerings, retaining records in the regular course of business, and complying with applicable legal obligations. Without limiting the foregoing, Agency acknowledges and agrees that Lexipol may (a) share Agency Data among and between the Services (including across different Lexipol products, modules, and offerings) to enable provisioning, administration, support, analytics, reporting, interoperability, and product improvements; and (b) disclose Agency Data to Agency's Sponsor Organization(s) (if applicable) and their administrators, brokers, consultants, and service providers, solely to support Agency's participation in risk management, training, accreditation, policy, loss-control, claims, or related programs, and for reporting and benchmarking purposes, in each case to the extent permitted by applicable law. Lexipol will use commercially reasonable efforts to ensure the security of all Agency Data, including technical and organizational measures to protect Agency Data against unauthorized or unlawful processing and against accidental loss, destruction, damage, theft, alteration or disclosure. Lexipol will implement and maintain an information security program reasonably designed to protect Agency Data and consistent with prevailing industry standards for similarly situated service providers. Lexipol will notify Agency without undue delay, and in any event within three (3) days, after Lexipol confirms any unauthorized access to or acquisition of Agency Data in Lexipol's possession or control. For information related to Lexipol's information security programs, Agency may contact Lexipol's compliance team.

4.5 Intellectual Property. Lexipol's Services, and all Lexipol Content underlying such Services, are proprietary and, where applicable, protected under U.S. copyright, trademark, patent, and/or other applicable laws. When subscribing to Lexipol's Online Services, Agency and its authorized personnel receive a personal, limited, non-sublicensable and non-assignable license to access and use the Services in conformity with these Terms. Nothing contained in this Agreement, and no course of dealing, shall be construed as conferring any right of ownership to Lexipol's Services or Lexipol Content. Lexipol Content may be incorporated into

Agency's final policy manuals, including beyond the Term of this Agreement, but Agency may not otherwise share Lexipol Content with private, for-profit, or commercial third parties, or commercialize Lexipol Content in any way. Agency acknowledges and agrees that Lexipol shall have no responsibility to update the Lexipol Content used by Agency beyond the Term of this Agreement and that Lexipol hereby disclaims and shall have no liability whatsoever for Agency's reliance on or use of modified or derivative forms of Lexipol Content including, without limitation, any revision, abridgement, condensation, expansion, compilation, or any other form in which Lexipol Content, or any portion thereof, is recast, transformed, adapted, or modified from its original form. NOTE: AGENCY ACKNOWLEDGES AND AGREES THAT, PRIOR TO USE AND FINAL PUBLICATION, ALL AGENCY POLICIES AND DAILY TRAINING BULLETINS (DTBs) HAVE BEEN INDIVIDUALLY REVIEWED AND ADOPTED BY AGENCY. AGENCY ACKNOWLEDGES AND AGREES THAT IT, AND NOT LEXIPOL, IS CONSIDERED THE "POLICY MAKER" WITH REGARD TO EACH AND EVERY SUCH POLICY AND DTB.

4.6 Restrictions on Use of Third-Party Platforms (including AI). Agency will not upload, input, transmit, or otherwise provide any Lexipol Content (including any Agency policy manuals, drafts, DTBs, templates, or other materials that incorporate or are derived from Lexipol Content) to any third-party website, application, platform, or service (including any generative AI or machine learning model, tool, or service), except (a) as expressly permitted herein or separately in writing by Lexipol, or (b) to the extent required to publish Agency's final adopted policies for Agency's internal governmental use or public posting in the ordinary course, provided that such posting does not disclose Lexipol Confidential Information or trade secrets beyond what is embodied in Agency's final adopted policies. Without limiting the foregoing, Agency will not use any third-party platform in a manner that (i) trains, fine-tunes, or improves a third party's models on Lexipol Content, (ii) makes Lexipol Content available to other customers or users of that third party platform, or (iii) enables extraction of Lexipol Content except as part of Agency's final adopted policies. For clarity, this Section does not prohibit Agency from using generally available document storage, email, or collaboration platforms solely for internal operations, provided Agency does not authorize those platforms to train or improve models on Lexipol Content and restricts access to authorized users.

5. Confidentiality. Each Party may disclose information to the other Party that would be reasonably considered confidential, including Agency Data (collectively, "Confidential Information"). Upon receiving such Confidential Information, each Party will: (a) limit disclosure of such Confidential Information to authorized representatives only; (b) advise its personnel and agents of the confidential nature of such Confidential Information and of the obligations set forth in this Agreement; and (c) not disclose any Confidential Information to any third party unless expressly authorized by the disclosing Party. Notwithstanding the foregoing, this section shall not operate to limit Agency's disclosure authority pursuant to a valid governmental, judicial, or administrative order, subpoena, regulatory request, Freedom of Information Act request, Public Records Act request, or equivalent, provided that Agency notifies Lexipol of such disclosure, to the extent practicable, such that Lexipol may seek to make such disclosure subject to a protective order or other appropriate remedy to preserve the confidentiality of Lexipol's Confidential Information and trade secrets.

6. Warranty. LEXIPOL WARRANTS THAT IT SHALL NOT KNOWINGLY INFRINGE THE INTELLECTUAL PROPERTY RIGHTS OF OTHERS; THAT ITS SERVICES ARE PROVIDED IN A PROFESSIONAL AND WORKMANLIKE MANNER IN ACCORDANCE WITH PREVAILING INDUSTRY STANDARDS; AND THAT THEY WILL MATERIALLY CONFORM TO THE APPLICABLE DESCRIPTION OF SERVICES IN EXHIBIT B DURING THE TERM. BEYOND THE FOREGOING, LEXIPOL'S SERVICES ARE PROVIDED "AS-IS" AND LEXIPOL DISCLAIMS ALL OTHER WARRANTIES, EXPRESS, IMPLIED, OR OTHERWISE.

7. Indemnification. Lexipol will indemnify, defend, and hold harmless Agency from and against any and all third-party claims, demands, suits, or proceedings and associated losses, liabilities, damages, judgments, settlements, penalties, fines, and reasonable attorneys' fees arising directly and solely out of Lexipol's acts or omissions in providing the Services. Agency must (a) promptly notify Lexipol in writing of any indemnified claim, (b) allow Lexipol to control the defense and settlement of the claim, and (c) reasonably cooperate with Lexipol. Lexipol will not settle any claim in a manner that imposes any admission of fault or ongoing obligation on Agency without Agency's prior written consent (not to be unreasonably withheld or delayed).

8. Limitation of Liability. Each Party's cumulative liability resulting from any claims, demands, or actions arising out of or relating to this Agreement shall not exceed the aggregate amount of fees paid by Agency to Lexipol during the twelve-month period immediately prior to the assertion of such claim, demand, or action. In no event shall either Party be liable for indirect, incidental, consequential, special, exemplary damages, or lost profits. Nothing in this Section limits a Party's obligation to pay amounts properly due and owing under this Agreement.

9. General Terms.

9.1 Entire Agreement. This Agreement embodies the entire agreement between the Parties and supersedes all prior agreements with respect to the subject matter hereof. No representation, promise, or statement of intention has been made by either party that is not embodied herein. Terms and conditions set forth in any purchase order or other document that are inconsistent with or in addition to the terms and conditions set forth in this Agreement are rejected in their entirety and void, regardless of when received, without further action. No amendment, modification, or supplement to this Agreement shall be binding unless it is made in writing and signed by both parties.

9.2 General Interpretation. The terms of this Agreement have been chosen by the parties hereto to express their mutual intent. This Agreement shall be construed equally against each party without regard to any presumption or rule requiring construction against the party who drafted this Agreement or any portion thereof.

9.3 Invalidity of Provisions. Each provision contained in this Agreement is distinct and severable. A declaration of invalidity or unenforceability of any provision or portion thereof shall not affect the validity or enforceability of any other provision. Should any provision or portion thereof be held to be invalid or unenforceable, the parties agree that the reviewing authority should endeavor to give effect to the parties' intention as reflected in such provision to the maximum extent possible.

9.4 Governing Law. Each party shall maintain compliance with all applicable laws, rules, regulations, and orders relating to its obligations pursuant to this Agreement. This Agreement shall be construed in accordance with, and governed by, the laws of the state in which Agency is located, without giving effect to any choice of law doctrine that would cause the law of any other jurisdiction to apply.

9.5 Assignment. This Agreement may not be assigned by either party without the prior written consent of the other. Notwithstanding the foregoing, this Agreement may be assumed by a party's successor in interest through merger, acquisition, or consolidation without additional notice or consent.

9.6 Waiver. Either party's failure to exercise, or delay in exercising, any right or remedy under any provision of this Agreement shall not constitute a waiver of such right or remedy.

9.7 Notices. Any notice required hereunder shall be in writing and shall be made by certified mail (postage prepaid) to known, authorized recipients at such address as each party may indicate from time to time. In addition, electronic mail (email) to established and authorized recipients is acceptable when acknowledged by the receiving party.



**BELVIDERE
FIRE
DEPARTMENT**
123 S. State St.
Belvidere, IL 61008

MEMORANDUM

To: Mayor and City Council
From: Shawn Schadle
Date: 04/16/2026
Re: Approval of Third Amendment to EMS Staffing and Ambulance Vehicles Agreement with Metro Paramedic Services, Inc.

Mayor and Members of the City Council:

The City of Belvidere and Metro Paramedic Services, Inc. are parties to an EMS Staffing and Ambulance Vehicles Agreement that became effective May 1, 2023, and runs through April 30, 2028. The attached Third Amendment establishes the compensation and updated hourly rate for Year Four of the agreement, covering the period of May 1, 2026, through April 30, 2027.

Under the Third Amendment, the total cost for Year Four will be \$1,813,635.06, payable in twelve equal monthly payments of \$151,136.26. The amendment also updates the excess-hours billing rate for Metro's assigned Paramedic/Emergency Medical Technician-Paramedic from \$47.37 per hour to \$51.76 per hour. This rate applies only when the City requests hours beyond those specified in the agreement and does not apply when a paramedic is held over to complete an EMS call for service. All other terms of the original agreement, as amended, remain in full force and effect.

This amendment reflects the negotiated Year Four pricing under the existing five-year agreement and is necessary to continue uninterrupted EMS staffing and ambulance vehicle services for the community. Metro has continued to provide these services pursuant to the agreement, and approval of this amendment will formalize the Year Four compensation terms.

Recommended Motion

Motion to approve the Third Amendment to the EMS Staffing and Ambulance Vehicles Agreement with Metro Paramedic Services, Inc., and authorize the Mayor to execute the agreement on behalf of the City.

Respectfully,

Shawn Schadle
Chief Belvidere Fire Department

**THIRD AMENDMENT
to
EMS STAFFING AND AMBULANCE VEHICLES AGREEMENT
FOR THE CITY OF BELVIDERE**

This Third Amendment to the EMS Staffing and Ambulance Vehicles Agreement, entered into by and between METRO PARAMEDIC SERVICES, INC., an Illinois Corporation (hereinafter referred to as "METRO" or "Contractor") and the CITY OF BELVIDERE, a municipal corporation, (hereinafter referred to as "DISTRICT" or "Client") is effective on May 1, 2026.

WITNESSETH:

WHEREAS METRO and the CLIENT are parties to a certain EMS Staffing and Ambulance Vehicles Agreement for EMS Staffing and ambulance vehicles effective May 1, 2023 (referred to as "Contract", "Agreement", and/or "Personnel Services Contract"), whereby METRO contracted to supply personnel and ambulance vehicles to CLIENT in accordance with the terms of the Contract for five years, beginning May 1, 2023, and ending April 30, 2028; and

WHEREAS, the Parties have met and negotiated in good faith to establish the consideration to be paid to METRO for services provided by METRO to the CLIENT for Year Four (4) of the Contract beginning May 1, 2026, and ending April 30, 2027; and

NOW, THEREFORE, in accordance with Article 23 of the Contract and in consideration of the mutual covenants herein contained, the Parties hereby amend the Contract as follows:

1. ARTICLE 5: Consideration.

Article 5 shall be amended by inserting the following paragraph as the second paragraph of Article 5: Consideration as follows:

In consideration for the services to be provided by METRO to Client pursuant to the provisions of this Agreement, Client will pay METRO the total sum of \$1,813,635.06 in Year Four (4). This sum shall be paid in twelve equal monthly payments of \$151,136.26 as invoiced by METRO on a monthly basis. All payments shall be made by Client in accordance with the Illinois Prompt Payment Act.

Article 5 shall be amended by removing paragraph 4 (“In the event that CITY Requests METRO’s assigned Paramedic/Emergency Medical Technician to work hours in excess of those specified in this Agreement, CITY shall pay METRO \$47.37 per hour....”) and inserting the following paragraph:

In the event that Client requests METRO’s assigned Paramedic/ Emergency Medical Technician-Paramedic to work hours in excess of those specified in this Agreement, Client shall pay METRO \$51.76 per hour, for hours worked in excess of those specified in this Agreement. This provision shall not apply to cases where a paramedic is held over due to completing an EMS call for service.

Unless specifically changed in this Third Amendment, the provisions of the Contract and its First Amendment and Second Amendment remain in full force and effect. If any provision of this Third Amendment conflicts with the Contract, its First Amendment, or its Second Amendment, this Third Amendment shall control.

IN WITNESS WHEREOF: The Parties have executed this Third Amendment to be effective on the date first stated above this _____ of _____, 2026.

CITY OF BELVIDERE

By: _____
Mayor

Date: _____

(title)

METRO PARAMEDIC SERVICES, INC.

By: _____
(President, CEO)

Date: _____



**BELVIDERE
FIRE
DEPARTMENT**

**123 S. State St.
Belvidere, IL 61008**

MEMORANDUM

To: Mayor and City Council
From: Shawn Schadle
Date: April 22, 2026
Subject: Request to Purchase SCBA Fill Station for Station 2

Dear Mayor and Council,

Station 2 has been without a fill station for SCBA bottles since the sale of the 1986 Mack Rescue truck in July 2017. Since that time, personnel assigned to Station 2 have not had the ability to refill SCBA bottles at their station, which has created an ongoing operational inconvenience and inefficiency.

SCBA bottles must be checked and filled on a daily basis, as routine air pack testing releases air from the bottles. In addition, bottles must be refilled after training exercises and after fire incidents. Without a fill station at Station 2, maintaining SCBA bottles at full capacity has been difficult, and this has affected readiness for an extended period of time.

The reason a breathing air system was not previously installed at Station 2 was cost. The compressor portion of the system is approximately \$40,000, and the fill station portion is approximately \$16,000. The 2% fund has recognized the importance of this need and has allocated \$40,000 for the compressor. I included the fill station in the approved FY27 capital budget.

In an effort to reduce costs to the City, I also applied for two grants to cover the fill station portion of the project: the General Mills Community Grant and the Firehouse Subs Fire Department Grant. Unfortunately, the department was not awarded either grant.

This purchase will improve operational efficiency, support firefighter readiness, and ensure SCBA equipment at Station 2 can be properly maintained and returned to full service promptly after daily checks, training, and emergency incidents.

Requested motion:

Motion to purchase the fill station portion of the breathing air system for Station 2 in the amount of \$16,545, to be purchased with capital funds.

Respectfully,

Shawn Schadle
Chief Belvidere Fire Department



**AIR ONE
EQUIPMENT, INC.**

Air One Equipment, Inc.
 360 Production Drive, South Elgin IL 60177
 Telephone: (847) 289-9000 Fax: (847) 289-9001
 website: www.aoe.net

Quotation

TO: BELVIDERE FIRE DEPARTMENT

Date: 4/22/2026

ATTN:

Ref: MAKO AIR COMPRESSOR

Qty	Part Number	Description	Each	Extended
1	SCFS2	MAKO TWO POSITION CONTAINMENT FILL STATION W/4-BANK MANUAL CASCADE CONTROLS, FILL PANEL WITH GAUGES, FILLING WHIPS WITH CGA 347 THREAD AND HIGH PRESSURE REGULATOR	\$11,995.00	\$11,995.00
1	ADD	UPGRADE FILL STATION TO SSCFS MODEL: SINGLE CYLINDER SCUBA CONTAINMENT CAPABILITY (SCUBA DUAL PACKS REQUIRE ALTERNATE MODEL). CERTIFIED FOR 5500 PSI SCBA CONTAINMENT	\$1,900.00	\$1,900.00
1	ADD	UPGRADE FILL STATION TO THREE POSITION	\$1,900.00	\$1,900.00
1	INST/FRT	DELIVERY & INSTALLATION OF FILL STATION (GROUND LEVEL)	\$750.00	\$750.00
			Total of All Equipment:	16,545.00

NOTES:

QUOTATION VALID FOR 60 DAYS

Thank You!

Estimated Delivery:

ON REQUEST

By: Martin Svihra
Air One Equipment, Inc.



Wednesday, April 22, 2026

Application for Belvidere Parade Permit

City of Belvidere

401 Whitney Blvd., Belvidere, IL 61008 (815)544-2612

To the City Council of the City of Belvidere, Illinois: The organizer(s) named in this application hereby apply to the Belvidere City Council for a permit to hold a parade or procession as specified below. I/we represent that the information stated in this application is true to the best of my/our knowledge, information and belief.

Name of Event: Corpus Christi Procession

Name of event organizer: Christopher Aune

Address 402 Church Street
Belvidere, IL, 61008

Phone Number (815) 547-6397

Email c.aune@stjamesbelvidere.org

If the event is proposed to be conducted for, on behalf of, or by an organization, the name, address, telephone number of the local headquarters of the organization:

St. James Catholic Church
402 Church St
Belvidere, IL 61008
815-547-6397

The date when the event is to be conducted: Sunday, June 7, 2026

The hours when event will start and terminate: 1pm - 2pm

The route to be traveled, the starting point, and the termination point:

Begin at 402 Church St.
Head west on Church St.
Turn north onto Main St.
Turn east onto Julien
Turn south onto Warren
Turn west onto Church St
End at 402 Church St.

Total number of participants expected: 850

Total number and type of anticipated floats: 0

Total number and type of anticipated vehicles: 0

Total number and type of anticipated bands: 0

Total number and type of anticipated animals: 0

Number of spectators anticipated along route: 0

The time and location at which units of the event will begin to assembly: Procession begins at approximately 1pm at the entrance to the church, 402 Church St

Any special traffic, parking, or law enforcement problems anticipated (give details): Due to the amount of people, the procession will need to be in the street so a police escort is requested.

The organizer(s) understands that they are responsible for the proper conduct of the parade or procession and agree to cooperate with all law enforcement personnel in conducting a safe, orderly and lawful parade or procession. They further understand that they and all participants and spectators will be subject to all applicable statutes, ordinances and official parade regulations.

Any person signing on behalf of an organization represents that he/she is authorized to sign this application on behalf of the organization.

Signature





Friday, April 10, 2026

BLOCK PARTY REQUEST FORM

Street Closure Required

City of Belvidere

401 Whitney Blvd., Belvidere, IL 61008
2612

(815)544-

Name: Debbie Carlson

Applicant's Address: (for barricades drop-off and pickup) We want to close off S. State to Whitney Blvd. The one way Street adjacent to Hub Park Belvidere, IL, 61008

Phone Number:

Email:

Date of Block Party/Street Closure: 09/19/2026

Time of Block Party: 10 to 2

Estimated number of individuals participating: 100

Description of planned activities: 250 USA Mural Dedication, Trolley rides to see the murals, working on bands, Legion Participation, May Have a vehicle from Stellantis for display, 2 food trucks, music, etc.

Street to be blocked: Pleasant Street

From (Street): S State

To (Street): Whitney

I confirm that all residents of the affected area have been notified of the closure and there are no objections: Yes

The undersigned hereby acknowledges, understands and agrees to the following: If this request is authorized by the Belvidere City Council it is the responsibility of participants to place from and return street barricades to the terrace.

Furthermore, section 10-40 of the Belvidere Code of Ordinances prohibits use of alcoholic liquor on any public street or sidewalk. This ordinance states "it shall be unlawful to any person to consume alcoholic liquor or to have any alcoholic liquor in his possession...on any public street, sidewalk, etc." This ordinance applies to block parties.

Signature

A handwritten signature in black ink, consisting of several stylized, overlapping loops and lines.



Friday, April 17, 2026

BLOCK PARTY REQUEST FORM

Street Closure Required

City of Belvidere

401 Whitney Blvd., Belvidere, IL 61008
2612

(815)544-

Name: Charity Soles

Applicant's Address: (for barricades drop-off and pickup) 4396 N Valley Ridge Rd
Belvidere, IL, 61008

Phone Number:

Email:

Date of Block Party/Street Closure: 9/12/2026

Time of Block Party: 6:30pm-9:30pm

Estimated number of individuals participating: 150

Description of planned activities: The Blooze Brother Band is playing for our private party.

Street to be blocked: N Valley Ridge Rd.

From (Street): 4417

To (Street): 4386

I confirm that all residents of the affected area have been notified of the closure and there are no objections: Yes

The undersigned hereby acknowledges, understands and agrees to the following: If this request is authorized by the Belvidere City Council it is the responsibility of participants to place from and return street barricades to the terrace.

Furthermore, section 10-40 of the Belvidere Code of Ordinances prohibits use of alcoholic liquor on any public street or sidewalk. This ordinance states "it shall be unlawful to any person to consume alcoholic liquor or to have any alcoholic liquor in his possession...on any public street, sidewalk, etc." This ordinance applies to block parties.

Signature

A handwritten signature in black ink, consisting of several loops and a trailing flourish.

MEMO

DATE: April 13, 2026
TO: City Council and Clerk
FROM: Gina DelRose, Community Development Planner
RE: Walmart SparkGood Grant

Walmart offers three different ways to give back to the community through the SparkGood system. The City of Belvidere has previously been awarded grant funds to help with Heritage Days through the Local Facility Giving program.

The manager of the Belvidere Walmart works closely with staff to get requests for funding submitted and approved. The online system only permits one grant to be awarded to an entity so instead of three different grants being awarded to the City, the Belvidere Walmart awarded \$2,500 to the Heritage Days account with instructions to split the funds with the Belvidere Police Department and the Belvidere Fire Department.

Requested Motion: Motion to accept a \$2,500 grant from Walmart and to transfer \$1,000.00 from the Heritage Days line-item to the Belvidere Police Department and to transfer \$1,000.00 from the Heritage Days line-item to the Belvidere Fire Department. The use of the donations were not specified.

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 3/31/26
Re: Water & Sewer Rate Review – Sewer Rate Increase

As discussed during the FY2027 budget presentation, the \$87,300,000 2028 WWTP Improvement Project Loan Repayment will require an annual payment of \$3,900,000 beginning in 2032. A series of rate increases over the next 6 years will be required to make these payments. In order to meet the current and future obligations, I would recommend an initial increase of \$0.52 to the sewer rate, effective May 1, 2026, with annual increases over the next five years based on then-current conditions to generate the required revenue.

The average water and sewer bill for 6,000 gallons of water per month in our region is \$78.54. Belvidere's current water and sewer bill per month is \$48.45. The national average is \$129.00.

The \$0.52 increase on sewer will increase the monthly utility bill by \$4.17 to \$52.62, an increase of 9.9%.

401 Whitney Blvd
Belvidere, IL 61008
815-544-9256 Fax: 815-544-4255

Public Works Department

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 4/22/2026
Re: Appleton Road Grade Separation Project - Preliminary Engineering and Environmental Review

The City has received a grant from the Federal Railroad Administration in the amount of \$1,666,279.00 and a grant from IDOT in the amount of \$416,569.75 for the phase I engineering and environmental review of our Appleton Road Grade Separation Project.

Attached to this memo is an agreement with Hampton, Lenzini & Renwick to complete the preliminary engineering and environmental review of this project in an amount not-to-exceed \$2,099,853.00.

I would recommend approval of the agreement with Hampton, Lenzini & Renwick, in the amount not-to-exceed \$2,099,853.00, for the phase I engineering and environmental review of the Appleton Road Grade Separation Project. This work will be paid for from \$2,082,848.70 in grant funds and \$17,004.30 from Capital Fund Line Item #41-5-110-8025.



Hampton, Lenzini and Renwick, Inc.
Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists
www.hlrengineering.com

April 15th, 2026

Mr. Brent Anderson
City of Belvidere
401 Whitney Boulevard
Belvidere, IL 61008

Re: Appleton Road Grade Separation Preliminary Engineering

Dear Mr. Anderson:

We prepared this letter to serve as the agreement between the City of Belvidere (Client) and Hampton, Lenzini and Renwick, Inc. (Consultant) for preliminary engineering services requested relative to the Appleton Road Grade Separation project.

SCOPE OF SERVICES

The Client and Consultant have agreed to a list of Basic Services the Consultant will provide to the Client, listed on the appended Scope of Services, labeled as Exhibit A.

If agreed to in writing by the Client and Consultant, Additional Services shall be provided and shall be labeled as Exhibit B, appended hereto.

Services not set forth above as Basic Services and not listed in Exhibit A of this Agreement are specifically excluded from the scope of the Consultant's services. The Consultant assumes no responsibility to perform any services not specifically listed in Exhibit A, unless agreed to in writing.

All of the above services are to be performed in conformance with the requirements of the Federal Railroad Administration (FRA) and Illinois Department of Transportation.

RESPONSIBILITIES OF CLIENT

It is the Consultant's understanding that the Client will provide the following assistance, information, and related materials relative to the above-described project:

All crash data required for the preparation of our reports
FRA executed agreement
FRA reporting requirements document
Documents outline in Exhibit 2A.1 of this agreement

Information Provided by Others

The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys, and instructions required by this Agreement.

COMPENSATION

Billing Terms

For our services we will be compensated on a cost plus fixed fee basis using the overhead rate and computation method approved by the Illinois Department of Transportation. The not-to-exceed amount will be \$2,099,853.00.

For direct out-of-pocket expenses, we will be reimbursed at our actual cost of the item, subject to the not to exceed figure above.

1707 N. Randall Road
Suite 100
Elgin, IL 60123
Tel. 847.697.6700
Fax 847.697.6753

380 Shepard Drive
Elgin, Illinois 60123-7010
Tel. 847.697.6700
Fax 847.697.6753

380 N. Terra Cotta Road
Unit G
Crystal Lake, Illinois 60012
Tel. 847.697.6700
Fax 847.697.6753

3085 Stevenson Drive
Suite 201
Springfield, Illinois 62703
Tel. 217.546.3400
Fax 217.546.8116

323 West 3rd Street
P.O. Box 160
Mt Carmel, Illinois 62863
Tel. 618.262.8651
Fax 618.263.3327

Mr. Brent Anderson
City of Belvidere
Appleton Road Grade Separation Preliminary Engineering
April 15th, 2026
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Payment Terms

Invoices shall be submitted by the Consultant on a monthly basis, and shall be paid in accordance with the Illinois Local Government Prompt Payment Act.

If the Client fails to make payment to the Consultant in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the Consultant.

GENERAL TERMS AND CONDITIONS

Assignment

Neither party to this Agreement shall transfer, sublet, or assign any rights under or interest in this agreement without the prior written consent of the other party. Subcontracting to sub-consultants normally contemplated by the Consultant shall not be considered an assignment for purposes of this agreement.

Authorized Representatives

The Client and Consultant hereby designate their authorized representatives to act on their behalf with respect to the services and responsibilities under this agreement. The following designated representatives are authorized to receive notices, transmit information, and make decisions regarding the Project on behalf of their respective parties.

For the Client:

Name	Mr. Jordan Keck
Title	Director of Public Works
Address	401 Whitney Blvd. Belvidere, IL 61008
Office Phone	815-544-9256
Cell Phone	815-378-9244
E-mail	jkeck@belvidereil.gov

For the Consultant:

Name	Erica Spolar
Title	Principal in Charge
Address	1707 N. Randall Road, Suite 100 Elgin, IL 60123
Office Phone	847-697-6700
Cell Phone	847-997-1211
E-mail	espolar@hlreng.com

Name	Steve Megginson
Title	Project Manager
Address	3085 Stevenson Drive, Suite 201 Springfield, IL 62703
Office Phone	847-697-6700
Cell Phone	217-341-3659
E-mail	smegginson@hlreng.com

Name	Kate Kasch Schulstad
Title	Assistant Project Manager
Address	1707 N. Randall Road, Suite 100

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City of Belvidere
Appleton Road Grade Separation Preliminary Engineering
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	Elgin, IL 60123
Office Phone	847-697-6700
Cell Phone	815-404-0753
E-mail	kkasch@hlreng.com

Changed Conditions

If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the Consultant are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks, or other material terms of this Agreement, the Consultant may call for renegotiation of appropriate portions of this Agreement. The Consultant shall notify the Client of the changed conditions necessitating renegotiation, and the Consultant and the Client shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement, in accordance with the Termination provision hereof.

Consequential Damages

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor the Consultant, their respective officers, directors, partners, employees, contractors, or sub-consultants shall be liable to the other or shall make any claim for any incidental, indirect, or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation, or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract, and breach of strict or implied warranty.

Contractor Insurance and Indemnity Requirements

The Client agrees, in any construction contracts in connection with this Project, to require all contractors of any tier to carry statutory Workers Compensation, Employers Liability Insurance and appropriate limits of Commercial General Liability Insurance (CGL). The Client further agrees to use its best efforts to require all contractors to have their CGL policies endorsed to name the Client, the Consultant, and its sub-consultants as Additional Insureds and to provide Contractual Liability coverage sufficient to insure the hold harmless and indemnity obligations assumed by the contractors. The Client shall use its best efforts to require all contractors to furnish to the Client and the Consultant certificates of insurance as evidence of the required insurance prior to commencing work and upon renewal of each policy during the entire period of construction. In addition, the Client shall use its best efforts to require that all contractors will, to the fullest extent permitted by law, indemnify and hold harmless the Client, the Consultant, and its sub-consultants from and against any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with the Project, including all claims by employees of the contractors.

Corporate Protection

It is intended by the parties to this Agreement that the Consultant's services in connection with the Project shall not subject the Consultant's individual employees, officers, or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against Hampton, Lenzini and Renwick, Inc., a Delaware corporation, and not against any of the Consultant's individual employees, officers, or directors. The waiver contained herein shall not apply to gross negligence or intentional malfeasance by any of Consultant's employees, officers or directors.

Defects in Service

The Client shall promptly report to the Consultant any defects or suspected defects in the Consultant's services of which the Client becomes aware, so that the Consultant may take measures to minimize the consequences of such a defect. The Client further agrees to use its best efforts to impose a similar notification requirement on all

Mr. Brent Anderson
City of Belvidere
Appleton Road Grade Separation Preliminary Engineering
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contractors in its Client/Contractor contract and shall use its best efforts to require all subcontracts at any level to contain a like requirement.

Delays

The Client agrees that the Consultant is not responsible for damages arising directly or indirectly from any delays for causes beyond the Consultant's reasonable control, nor shall the Consultant be deemed in default of this Agreement for such a delay. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; work slowdowns or stoppages; government ordered industry shutdowns; power or server outages; severe weather disruptions or other natural disasters; fires, riots, war, widespread infectious disease outbreaks (including but not limited to epidemics and pandemics), or other emergencies or acts of nature; failure of any government agency or utility to act in timely manner; failure of the Client to furnish timely information or approve or disapprove of the Consultant's services or work product; delays caused by the faulty performance by the Client's or by contractors of any level; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes substantially increase the cost or time required by the Consultant to perform its services in an orderly and efficient manner, the Consultant shall be entitled to an equitable adjustment in schedule and/or compensation.

Entire Agreement

This Agreement, comprising pages 1 through 9, and Exhibit A and Exhibit D, is the entire Agreement between the Client and the Consultant with respect to the Appleton Road Grade Separation Project. It supersedes all prior communications, understandings, and agreements, whether oral or written. Amendments to this Agreement must be in writing and signed by both the Client and the Consultant.

Extension of Protection

The Client agrees that any and all limitations of the Consultant's liability and indemnifications by the Client to the Consultant shall include and extend to those individuals and entities the Consultant retains for performance of the services under this Agreement, including but not limited to the Consultant's officers, partners, and employees and their heirs and assigns, as well as the Consultant's sub-consultants and their officers, employees, heirs and assigns.

Governing Law and Jurisdiction

The Client and the Consultant agree that this Agreement and any legal actions concerning its validity, interpretation, and performance shall be governed by the laws of the State of Illinois without regard to conflicts of law provisions.

It is further agreed that any legal action between the Client and the Consultant arising out of this Agreement or the performance of the services shall be brought in the 17th Judicial Circuit, Boone County Illinois.

Hazardous Materials – Suspension of Services

Both parties acknowledge that the Consultant's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event the Consultant or any other party encounters any hazardous or toxic materials, or should it become known to the Consultant that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of the Consultant's services, the Consultant may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the Client retains appropriate consultants or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

Mr. Brent Anderson
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Indemnification

The Consultant agrees, to the fullest extent permitted by law, to indemnify, and hold harmless the Client, its officials, officers, directors, and employees (collectively, Client) against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Consultant's negligent performance of professional services under this Agreement and that of its sub-consultants or anyone for whom the Consultant is legally liable

The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees, and sub-consultants (collectively, Consultant) against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its contractors, subcontractors, or consultants, or anyone for whom the Client is legally liable.

Neither the Client nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence. Further, neither party shall be obligated to indemnify the other, or their officers, employees, officials, and directors, to the extent the indemnifying party would otherwise be immune or protected from liability for any reason, including but not limited to the Illinois Local Governmental and Governmental Employees Tort Immunity Act.

Mediation

In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project; the Client and the Consultant agree that all disputes between them arising out of or relating to this Agreement or the Project may be submitted to nonbinding mediation unless the parties mutually agree otherwise. Neither party shall unreasonably refuse mediation to resolve disputes arising under this Agreement.

Notice of Delay

If the Consultant becomes aware of delays due to time allowances for review and approval being exceeded, delay by the Contractor, the Client, the Client's consultants, or any other cause beyond the control of the Consultant, which will result in the schedule for performance of the Consultant's services not being met, the Consultant shall promptly notify the Client. If the Client becomes aware of any delays or other causes that will affect the Consultant's schedule, the Client shall promptly notify the Consultant. In either event, the Consultant's schedule for performance of its services shall be equitably adjusted.

Opinions of Probable Construction Cost (Engineer's Estimate)

In providing opinions of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment, or materials, or over market conditions or the Contractor's method of pricing, and that the Consultant's opinions of probable construction costs are made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's opinion of probable construction cost.

Ownership of Instruments of Service

The Client acknowledges the Consultant's construction documents, including electronic files, as instruments of professional service. Nevertheless, the final documents prepared under this Agreement shall become the property of the Client upon completion of services and payment in full of all fees due to the Consultant. The Client shall not reuse or make any modification to the final documents without the prior written authorization of the Consultant. Consultant shall not be liable for any damages, liabilities or cost arising from the unauthorized reuse or modification of the documents.

Quality Control

The Consultant agrees to maintain written quality control procedures for the general guidance of its staff in providing services under this Agreement. Such procedures may be modified by the Consultant from time to time

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as appropriate to the Consultant's professional practice. The Consultant shall utilize these quality-control procedures to the extent practicable in rendering services in accordance with the standard of professional care.

Record Documents

Upon completion of the Work, the Consultant shall compile for and deliver to the Client a reproducible set of Record Documents based upon the marked-up record drawings, addenda, change orders, and other data furnished by the Contractor. These Record Documents will show significant changes made during construction. Because these Record Documents are based on unverified information provided by other parties which the Consultant shall assume will be reliable, the Consultant cannot and does not warrant their accuracy.

Right of Entry

The Client shall provide for the Consultant's right to enter the property owned by the Client and/or others in order for the Consultant to fulfill the Scope of Services included hereunder. Although the Consultant will exercise reasonable care in performing its services, the Client understands that use of testing or other equipment may unavoidably cause some damage, the correction of which is not part of this Agreement.

Severability

If any provision, covenant, agreement or portion of this Agreement or its application to any person, entity or property is held invalid, such invalidity shall not affect the application or validity of any other provisions, covenants or portions of this Agreement, and to that end all provisions, covenants or portions of this Agreement are declared to be severable.

Standard of Care

In providing services under this Agreement, the Consultant will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

Suspension of Services

If the Project or the Consultant's services are suspended by the Client for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, the Consultant shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the Client shall compensate the Consultant for expenses incurred as a result of the suspension and resumption of its services, and the Consultant's schedule and fees for the remainder of the Project shall be equitably adjusted.

If the Consultant's services are suspended for more than ninety (90) days, consecutive or in the aggregate, arising from a breach by Client under this section, the Consultant may terminate this Agreement upon giving not less than five (5) calendar days' written notice to the Client.

If the Client is in breach of the payment terms or otherwise is in material breach of this Agreement, the Consultant may suspend performance of services upon five (5) calendar days' notice to the Client. The Consultant shall have no liability to the Client, and the Client agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the Client. Upon receipt of payment in full of all outstanding sums due from the Client, or curing of such other breach which caused the Consultant to suspend services, the Consultant shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

In the event Consultant suspends services for more than five (5) calendar days, consecutive or in the aggregate, without cause, Consultant shall be liable to Client for any increase in costs or damages suffered by Client arising from such delay.

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Termination

In the event of termination of this Agreement by either party, the Client shall within thirty (30) calendar days of termination pay the Consultant for all services rendered and all reimbursable costs incurred by the Consultant up to the date of termination, in accordance with the payment provisions of this Agreement. Consultant shall, within fifteen (15) calendar days of termination, provide Client with all documents and deliverables prepared by or obtained by Consultant prior to termination whether complete or not. In such event, the section entitled Ownership of Instruments of Service above shall not apply to such documents or deliverables.

The Client may terminate this Agreement for the Client's convenience and without cause upon giving the Consultant not less than seven (7) calendar days' written notice.

Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days' written notice for any of the following reasons:

- Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
- Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party;
- Suspension of the Project or the Consultant's services by the Client for more than ninety (90) calendar days, consecutive or in the aggregate;
- Material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

Third-Party Beneficiaries

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

Unauthorized Changes

In the event the Client, the Client's contractors or subcontractors, or anyone for whom the Client is legally liable makes or permits to be made any changes to any reports, plans, specifications or other construction documents prepared by the Consultant without obtaining the Consultant's prior written consent, Client agrees to waive any claim against the Consultant and to release the Consultant from any liability arising directly or indirectly from such changes.

In addition, the Client agrees to use its best efforts to include in any contracts for construction appropriate language that prohibits the Contractor or any subcontractors of any tier from making any changes or modifications to the Consultant's construction documents without the prior written approval of the Consultant and that further requires the Contractor to indemnify both the Consultant and the Client from any liability or cost arising from such changes made without such proper authorization.

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If this agreement meets with the City of Belvidere approval, please have the proper City officials sign and date same where indicated below and return one (1) copy for our file. If you have questions on any of the above, please call me at our Elgin office.

Yours truly,

HAMPTON, LENZINI AND RENWICK, INC.

A handwritten signature in black ink that reads "Erica Spolar". The signature is written in a cursive, flowing style.

Erica Spolar
Executive Vice President

Enclosure

Mr. Brent Anderson
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ACCEPTANCE

The terms and conditions of this letter agreement are hereby accepted by the City of Belvidere for preliminary engineering services set forth above.

By _____ Date _____
Title _____

ATTEST:

By _____
Title _____

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 4/22/2026
Re: U.S. Department of Transportation
Notice of Funding Opportunity: Consolidated Rail Infrastructure and Safety Improvements Program (CRISI)

The United States Department of Transportation has issued a Notice of Funding Opportunity for their 2026 CRISI Program. The current cost estimate to complete design engineering of this project is \$3,500,000.00. Grant applications are due by 5:00 P.M. on June 22, 2026. Attached to this memo is a proposal from Hampton, Lenzini & Renwick, our certified bridge manager, in the amount of \$4,000.00, to complete the grant application for Phase II Design Engineering Funding. Their work will include an updated cost estimate for the construction of this project.

I would recommend approval of the proposal from Hampton, Lenzini & Renwick, in an amount not-to-exceed \$4,000.00, to complete the FRA CRISI grant application for the Appleton Road Grade Separation Project. This work will be paid for from Line Item #41-5-110-8025.



Local Public Agency Engineering Services Agreement

Using Federal Funds? Yes No

Agreement For

Agreement Type Number

LOCAL PUBLIC AGENCY

Local Public Agency		County	Section Number	Job Number
<input style="width: 380px;" type="text" value="City of Belvidere"/>		<input style="width: 150px;" type="text" value="Boone"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
Project Number	Contact Name	Phone Number	Email	
<input style="width: 150px;" type="text"/>	<input style="width: 200px;" type="text" value="Brent Anderson"/>	<input style="width: 150px;" type="text" value="(815) 544-9256"/>	<input style="width: 250px;" type="text" value="banderson@ci.belvidere.il.us"/>	

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
<input style="width: 360px;" type="text" value="South Appleton Road"/>	<input style="width: 150px;" type="text"/>	<input style="width: 80px;" type="text"/>	<input style="width: 150px;" type="text"/>
Location Termini			<input type="button" value="Add Location"/>
<input style="width: 750px;" type="text" value="NA"/>			<input type="button" value="Remove Location"/>

Project Description

Develop and Coordinate Funding Grant for Phase II Engineering Services

Engineering Funding MFT/TBP State Other

Anticipated Construction Funding Federal MFT/TBP State Other

AGREEMENT FOR

Phase I - Preliminary Engineering Phase II - Design Engineering Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
<input style="width: 280px;" type="text" value="Hampton, Lenzini and Renwick, Inc."/>	<input style="width: 150px;" type="text" value="Steve Megginson"/>	<input style="width: 150px;" type="text" value="(217) 546-3400"/>	<input style="width: 200px;" type="text" value="swmegginson@hlreng.com"/>
Address	City	State	Zip Code
<input style="width: 430px;" type="text" value="3085 Stevenson Drive, Suite 201"/>	<input style="width: 250px;" type="text" value="Springfield"/>	<input style="width: 50px;" type="text" value="IL"/>	<input style="width: 80px;" type="text" value="62703"/>

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge Contractor	A full time LPA employee authorized to administer inherently governmental PROJECT activities Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514)
- EXHIBIT ____ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- HLR Hourly Rate Schedule 2026
- _____
- _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER

shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

- (1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.
- (2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

Percent

Lump Sum

Specific Rate \$4,000 (Maximum Fee \$150,000)

Cost plus Fixed Fee:

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;

- (2) The grantee's or contractor's policy to maintain a drug free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance program; and
- (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Hampton, Lenzini and Renwick, Inc.	36-2555986	\$4,000.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Subconsultant Total		
Prime Consultant Total		\$4,000.00
Total for all work		\$4,000.00

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The Local Public Agency Type of Local Public Agency

By (Signature & Date)

By (Signature & Date)

Local Public Agency Local Public Agency Type Clerk

Title

(SEAL)

Executed by the ENGINEER:

Attest: Prime Consultant (Firm) Name

By (Signature & Date)
 02/03/2026
Title

By (Signature & Date)

Title

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
City of Belvidere	Hampton, Lenzini and Renwick,	Boone	

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

HLR will use the previously developed FRA CRISI and Railroad Crossing Elimination grant applications developed for Phase 1 and 2 to prepare funding applications for future FRA, IDOT, and other applicable grants available for engineering and construction funding. With the proposed fee of \$4,000 will prepare the applications for Phase Phase II Preliminary Engineering for the Appleton Road Project. The applications may consist of the following:

- SF 424 (Application for Federal Assistance)
- Location Maps
- Updated Engineer's Probable Estimate of Cost
- Revised application narratives
- Update Benefit cost analyses
- FRA Statement of Work documentation revisions

Additionally, HLR will request a debrief with the FRA to determine if there are any enhancements needed to create a more competitive application for future FRA grant application submittals.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
City of Belvidere	Hampton, Lenzini and Renwick,	Boone	

**EXHIBIT B
PROJECT SCHEDULE**

Notice to Proceed: February 10, 2026
 - Submit and Coordinate Grant Applications through 2026

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
City of Belvidere	Hampton, Lenzini and Renwick,	Boone	

**Exhibit C
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)

If yes Due date of submittal

Method(s) used for advertisement and dates of advertisement



Hampton, Lenzini and Renwick, Inc.

Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists
www.hlrengineering.com

For our services we will be compensated at the following hourly rates which will be considered payment in full to Hampton, Lenzini and Renwick, Inc. for actual employee time utilized to provide the required services, said rates include overhead and burden costs plus profit. Other out-of-pocket expenses will be reimbursed at our actual cost.

Employee Classification	2026
PRINCIPAL	\$ 245.00
ENGINEER 6	\$230.00
ENGINEER 5	\$ 215.00
ENGINEER 4	\$ 200.00
ENGINEER 3	\$ 185.00
ENGINEER 2	\$ 155.00
ENGINEER 1	\$ 140.00
STRUCTURAL 2	\$ 250.00
STRUCTURAL 1	\$ 215.00
TECHNICIAN 3	\$ 180.00
TECHNICIAN 2	\$ 145.00
TECHNICIAN 1	\$ 120.00
INTERN/TEMPORARY	\$ 80.00
LAND ACQUISITION	\$ 185.00
SURVEY 2	\$ 190.00
SURVEY 1	\$ 135.00
ENVIRONMENTAL 3	\$ 200.00
ENVIRONMENTAL 2	\$ 155.00
ENVIRONMENTAL 1	\$ 120.00
ADMINISTRATION 2	\$ 160.00
ADMINISTRATION 1	\$ 105.00

These rates will remain in effect through December 31, 2026. In the event our services are required after that date, we will submit revised rates to be utilized through December 31, 2027



**Illinois Department
of Transportation**

**Resolution for Maintenance
Under the Illinois Highway Code**

District	County	Resolution Number	Resolution Type	Section Number
2	Boone		Original	26-00000-00-GM

BE IT RESOLVED, by the Council of the City of Belvidere Illinois that there is hereby appropriated the sum of One Million Three-Hundred Thousand and no/100 Dollars (\$1,300,000.00) of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 01/01/26 to 12/31/26.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved 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 City of Belvidere shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Erica Bluege City Clerk in and for said City of Belvidere in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Council of Belvidere at a meeting held on _____.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____, Month, Year.

(SEAL, if required by the LPA)

Clerk Signature & Date

APPROVED

Regional Engineer Signature & Date
Department of Transportation

Memo

To: Mayor and City Council
From: Jordan Keck, Assistant Director of Public Works
Date: 4/22/2026
Re: 2026 Landscape Maintenance Bid Tabulation

The following bids were received for the 2026 landscape maintenance program:

1. Lawn Maintenance Services \$27,990.00
3344 Garden Prairie Road
Garden Prairie, IL 61038

I would recommend approval of the low bid from Lawn Maintenance Services, in the amount of \$27,990.00, for the 2026 landscape maintenance program. This work will be paid for from Street Department Line Items #01-5-310-6002 and #01-5-310-6826.

2025 Price: \$24,916.00
2024 Price: \$23,480.00
2023 Price: \$22,690.00
2022 Price: \$21,775.00
2021 Price: \$23,404.98

Memo

To: Mayor and City Council
From: Jordan Keck, Assistant Director of Public Works
Date: 4/22/2026
Re: 2026 Tree Program Bid Tabulation

The following bids were received for the 2026 Tree Work Program:

- | | |
|--|-------------|
| 1. Minnihan's Tree Service
2785 Garden Prairie Rd
Garden Prairie, IL 61038 | \$54,600.00 |
| 2. Tree Care Enterprises, Inc.
5563 Kilburn Ave
Rockford, IL 61101 | \$59,900.00 |

I would recommend approval of the low bid from Minnihan's Tree Service, in the amount of \$54,600.00, for tree work from May 1, 2026 to April 30, 2027 for the City of Belvidere. This work will be paid for from Forestry Funds.

The unit prices for this contract are as follows:

	2026	2025	2024
1. Tree Removal (6" to 15" Dia)	\$9.00/InDia	\$10.00/InDia	\$22.00/In Dia
2. Tree Removal (Over 15" Dia)	\$44.00/InDia	\$45.00/InDia	\$44.00/In Dia

Memo

To: Mayor and City Council
From: Jordan Keck, Assistant Director of Public Works
Date: 4/22/2026
Re: 2026 Sidewalk Replacement Program

The following bids were received for the City's annual sidewalk replacement program:

Bidder	Amount
1. Globe Construction 1781 W Armitage Ct Addison, IL 60101	\$219,800.00
2. Stenstrom Excavation & Blacktop Group 2422 Center Street Rockford, IL 61108	\$283,550.00
3. O'Brien Civil Works, Inc. 2963 W Mud Creek Rd Mt. Morris, IL 61054	\$330,550.00
4. Alliance Contractors Inc. 1166 Lake Avenue Woodstock, IL 60098	\$377,400.00

I would recommend approval of the low bid from Globe Construction in the amount of \$219,800.00, for the City's annual sidewalk program. The unit prices are \$12.50/sf for removal and replacement of 4" sidewalk and \$13.00/sf for removal and replacement of 6" sidewalk. This work will be paid for from Line Item #01-5-310-6003 and Line Item #41-5-110-7900.

- 2025 unit prices: \$10.25/sf for 4" and \$10.75/sf for 6"
- 2024 unit prices: \$12.00/sf for 4" and \$10.00/sf for 6"
- 2023 unit prices: \$11.00/sf for 4" and \$10.80/sf for 6"
- 2022 unit prices: \$8.10/sf for 4" and \$7.10/sf for 6"
- 2021 unit prices: \$8.15/sf for 4" and \$7.20/sf for 6"