



**VILLAGE OF BARTLETT  
ECONOMIC DEVELOPMENT COMMISSION**

**MEETING AGENDA**

**Meeting to be held at:  
BARTLETT VILLAGE HALL  
228 South Main Street, Bartlett, IL  
January 10, 2022 – 7:00 PM**

1. Call to Order
2. Roll Call
3. Approval of the November 8, 2021 meeting minutes
4. Public Comment
5. Banbury Fair BEDA Application
6. Merry & Bright Review
7. New Business
8. Adjournment



**VILLAGE OF BARTLETT**  
**ECONOMIC DEVELOPMENT COMMISSION MINUTES**  
**November 8, 2021**

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**1. CALL TO ORDER**

Commissioner Kubaszko called the regular meeting of November 8, 2021 of the Economic Development Commission (EDC) of the Village of Bartlett to order on the above date at 7:00 PM

**2. ROLL CALL**

**PRESENT:** Commissioners Gorski, Gudenkauf, Kubaszko, LaPorte, Perri, Smodilla

**ABSENT:** Commissioners Erickson, Hughes, Lewensky

**ALSO PRESENT:** Economic Development Coordinator Tony Fradin, Management Analyst Joey Dienberg

**3. APPROVAL OF SEPTEMBER 13, 2021 MEETING MINUTES**

Mr. Dienberg noted that there was a scanning issue with the meeting packet, and that the wrong copy was attached, he displayed the correct meeting minutes on the overhead projector.

Commissioner Perri moved to approve the minutes as shown from September 13, 2021, Seconded by Commissioner Gudenkauf.

**AYES:** Commissioners Gorski, Gudenkauf, Kubaszko, LaPorte, Perri, Smodilla

**NAYS:** None

**ABSENT:** Commissioners Erickson, Hughes, Lewensky

**MOTION CARRIED**

**4. APPROVAL OF OCTOBER 11, 2021 MEETING MINUTES**

Commissioner Smodilla moved to amend the minutes as presented to reflect that the meeting ended at 7:44 PM. Seconded by Commissioner Gorski.

**AYES:** Commissioners Gorski, Kubaszko, LaPorte, Perri, Smodilla

**NAYS:** None

**ABSTAIN:** Commissioner Gudenkauf



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**ECONOMIC DEVELOPMENT COMMISSION MINUTES**  
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**ABSENT:** Commissioners Erickson, Hughes, Lewensky

Commissioner LaPorte moved to approve the amended October 11, 2021 minutes.  
Seconded by Commissioner Gorski

**AYES:** Commissioners Gorski, Kubaszko, LaPorte, Perri, Smodilla

**NAYS:** None

**ABSTAIN:** Commissioner Gudenkauf

**ABSENT:** Commissioners Erickson, Hughes, Lewensky

**5. PUBLIC COMMENT**

NONE

**6. SMALL BUSINESS SATURDAY 2021**

Mr. Fradin stated that Small Business Saturday is an American shopping event held on the Saturday after US Thanksgiving during one of the busiest shopping periods of the year. This year, Small Business Saturday will be on November 27th.

First celebrated in 2010, Small Business Saturday calls to attention the importance of shopping at the small businesses that serve as the backbone of the American economy and our local communities. Each year, Small Business Saturday draws shoppers to main streets across the country with great deals on unique products and services, events that encourage shopping locally, and unique experiences that introduce you to new venues. The idea for this special day is to encourage people to shop small during the post-Thanksgiving weekend and support their local economies. It has become a holiday shopping traditional dedicated to supporting all kinds of businesses — from the corner store, to your favorite local restaurant, to your neighborhood book shop — and everything in between!

Unlike several surrounding municipalities, Bartlett does not have big-box retailers like Target, Wal-Mart, Meijer or Costco, nor does the village have a major shopping mall like Woodfield Mall, Stratford Square or Charlestown Mall.

What Bartlett does have is an interesting mix of small businesses, many of which are sole proprietorships, and several which have opened over the past few years, especially in Streets of Bartlett.

With that in mind, staff has once again requested promotional items from Small Business Saturday at American Express to distribute to small businesses in the downtown area



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including tote bags, stickers, banners, and buttons for them to display between now and the 27th.

Regular participants include the Shoppes at Banbury Fair, Arts in Bartlett, the small retail shops at 138 S. Oak Avenue, Town & Country Gardens, Forever After Antiques & Collectibles, Spin Doctor Cyclewerks, and several independent restaurants throughout town.

We encourage them to participate on their own with giveaways or specials of their own in an effort to encourage local residents to shop small the day after Black Friday. Staff will be promoting Small Business Saturday via multiple posts on the Discover Bartlett Facebook page, Instagram account and website. We are additionally renewing our Business Spotlight series this month, featuring multiple small businesses.

We sent out an email to every business inviting them to participate in Small Business Saturday, which resulted in the aforementioned videos, and we are encouraging them to come up with their own promotions for that day.

As members of the EDC, we request that you share these posts on your own social media and generally urge your contacts to shop small in Bartlett if possible this holiday season.

Commissioner Smodilla asked if village staff have any intentions to send out a Village of Bartlett "Shop Small" artwork for signage as a gentle reminder to those shopping.

Mr. Dienberg stated that an image was sent out with the description that Commissioner Smodilla was describing that the businesses are free to put up in their establishments as well as social media.

Commissioner LaPorte suggested marketing the purchase of gift cards during this time of year. He also stated that he spoke with O'Hare's and that they are willing to host some kind of gift card display if it was put together.

Mr. Fradin agreed.

Commissioner Perri suggested the village bringing out some characters like Mickey Mouse or Big Bird, to bring people out for Small Business Saturday.

Mr. Fradin stated that is a great segway into the next conversation about Merry & Bright, in which the village is bringing some characters to Bartlett.

## **7. MERRY & BRIGHT 2021**

In an effort to create a succinct overall brand for all holiday events throughout Bartlett, partnering with the Bartlett Area Chamber, the Bartlett Park District, the Bartlett Library



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District, Bartlett Rotary Club, and the Bartlett Lions, the village has started the first Merry and Bright celebration. Merry and Bright will bring all of the events, old and new, from all of the different taxing bodies and organizations participating under one concise brand.

Mr. Dienberg then briefly described the new events at the Annual Tree Lighting, the inaugural Cocoa Crawl, and a new interactive online map for a home/business decorating contest. He stated that this event could not be done without the help of our previously mentioned partnering organizations.

Commissioner Smodilla gave kudos to staff, stating that event marketing is such a great opportunity for communities like Bartlett. She stated that she is confident that this will bring people to the community and will be a success. She suggested down the road tying Merry & Bright to Shop Small to bring that cohesion together. She also asked for the details for the logistics for the Cocoa Crawl.

Mr. Dienberg stated that is all on the chamber website, and will be emailed out to participants. He also added that staff is working on a variety of videos promoting the events.

Commissioner Gudenkauf added that with the online registration for the cocoa crawl, they will be able to email participants any updates on any details and capture that information for future use.

## 8. NEW BUSINESS

Mr. Fradin stated that there are a variety of industrial projects that are being worked on in all of the parks, and he said to expect industrial developments to be announced in the coming months. He also added that Wingstop is coming to Brewster Creek Shopping Center, as well as a business called "Elevate" filling of the last vacancy in the Streets of Bartlett.

Commissioner Smodilla asked about Cook County hosting a Tax Workshop this month.

Mr. Fradin Stated the County Assessor is hosting this workshop on November 18<sup>th</sup>, and that staff has sent it out to all of the Cook County businesses. He stated that this is the number one question asked by Cook County businesses, and will be a great help to provide those businesses an outlet to answer their questions.

Commissioner Gudenkauf stated that the county asks you provide your information ahead of time so that they can help businesses more specifically at the event.

Commissioner Smodilla stated that she has talked to local Cook County businesses, and have heard many complaints about their property tax bill. She recommended that any businesses that need help with their property taxes attend the event.



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Commissioner Perri stated that this is a problem throughout all of Cook County, and that he has heard of businesses going out of business due to the burden.

Mr. Fradin did add that the Cook County taxes has been a large part of the growth in Brewster Creek Business Park, which is mostly in DuPage County, from large businesses relocating out of Cook County.

There being no further business to discuss, Commissioner Smodilla moved to adjourn the EDC meeting and that motion was seconded by Commissioner Gudenkauf.

**ROLL CALL VOTE TO ADJOURN**


**AYES:** Commissioners Gorski, Gudenkauf, Kubaszko, LaPorte, Perri, Smodilla

**NAYS:** None

**ABSENT:** Commissioners Erickson, Hughes, Lewensky

**MOTION CARRIED**

The meeting was adjourned at 7:58 p.m.

  
Joseph Dienberg  
Management Analyst

## ECONOMIC DEVELOPMENT MEMORANDUM

**DATE:** January 4, 2022  
**TO:** Chairman and Members of the Economic Development Commission  
**FROM:** Tony Fradin, Economic Development Coordinator *TF*  
**RE:** Banbury Fair BEDA application

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**APPLICANTS:** Bruce & Jan Suffern

**BACKGROUND:** Banbury Fair has been the retail anchor of downtown Bartlett for the past thirty-eight years. As the downtown has continued developing and numerous businesses have come and gone, one constant since the early eighties (1983) has been Banbury Fair, which was originally located at the former building at 121 Railroad Avenue and then later expanded and relocated to its current address in 1987, where the Sufferns have owned and operated this highly unique business ever since.

As one of the longest-tenured businesses in the village with two of the oldest building structures in the area, the Sufferns have succeeded in keeping their business viable and timely, having added tenants including a candy store, children's parties, antiques in the barn, small retailers within their own designated areas, a coffee shop and more over the years.

Bruce, Jan, and their associate Sandy Braun have remained nimble and have also sponsored and participated in nearly ever downtown area event including fashion shows, Ladies Nights Out every month, Heritage Days, Small Business Saturday and much more.

Banbury Fair is truly one of the most iconic businesses in the village.

### **BEDA APPLICATION:**

In 2020, the Sufferns decided to upgrade the 120-year-old historic barn on the (adjoining) property and convert it from a barn structure housing antiques into a stand-alone wine and/or food business.

After promoting the opportunity via a widely-publicized video on YouTube and word-of-mouth, Bartlett resident and successful restaurateur Rakesh Chopra began pursuing the potential for redeveloping the barn into an eating and drinking establishment.

The Village Board approved Mr. Chopra's concept for Le P'tit Resto Bar Tapas at its July 20, 2021 meeting including its site plan, special uses for serving liquor, outdoor seating, and live entertainment and a variance for a parking reduction. Some of the preliminary work commenced soon thereafter in preparation for this project.

Because the buildings on the adjoining properties are so old and lack the necessary infrastructure to meet current Building and Health Codes, the project became more costly and numerous upgrades were required.

The main items that requires upgrades for this first phase of the project are plumbing-related and include a massive amount of concrete work, bringing water and sewer to the property from Hickory Avenue, and general plumbing.

The attached proposal from Stark & Son Trenching and from Mark Leffler of Skillcraft Construction includes extensive details on many more items also including non-plumbing items such as soil work, curb repairs, roofing, labor costs around \$40,000 and more.

The grand total for the total project cost is \$242,548 not including the architect and surveyor, which have not been added to the BEDA program as eligible costs. Including those, the cost for phase one of this project is over a quarter-million dollars.

Please note that this first phase does not include complete interior buildout for the tapas lounge/wine bar that will be paid for by Mr. Chopra. Those costs and the associated BEDA application will be submitted by Mr. Chopra at a later date and will be specific to the barn property, which is a separate PIN and will be issued its own address.

#### **RECOMMENDATION:**

This much-anticipated improvement and redevelopment of the Banbury Fair property will set the stage for the next decades of this key business.

Considering the massive investment that is being made in the property for this project and the proven long-term success of the applicants, staff recommends a maximum grant amount of **\$50,000**, to be paid upon completion of the items listed in this application and submittal of proof of payments made.



**Village of Bartlett Economic Development Assistance Application**

**Applicant Information:**

Applicant(s) Name Banbury Fair, Inc.

Applicant(s) Address: 211 West Railroad Ave.

E-Mail Address: jan.suffern@gmail.com

Primary Contact for Project: Bruce Suffern

Cell Phone Number and/or Home Number: 630

Applicant is or will be (check all that apply)  Tenant  Property Owner

Number of Years in Business: 38 Number of Years in Bartlett: 38

Contact Name and Information for Applicant's Agent or Architect (if any):

NA

(Note: if applicant is a tenant, attach a letter from the property owner granting permission for project)

**Property Information:**

Project Property Location/Address: 211 W. Railroad Ave. + 209 S. Hickory Ave.

This Property is (check all that apply): Retail  Restaurant  Office

Other  (explain) Coffee shop, apartment, Barn wine bar

Number of Businesses on Site: 3

Names of Other Businesses on Site: Banbury Fair, Good Bean Coffee House,

+ Le Petit wine bar.

Size of Building (dimensions or total square feet) on print

Stories in building: 2 Parking spaces on property: 4

Last Real Estate Taxes Paid: (626.59) (1267.06) (7403.84)

Property Tax Index Number(s) (PIN): 06-34-408-024-0000/06-34-408-020/

County: Cook  DuPage  Kane  06-34-408-022

**Project Information:**

Total Anticipated Project Cost: \$ 250,233.56

Project Scope: Describe and identify all exterior/interior improvements proposed (Use additional paper if necessary to fully describe proposed project)

Le Petit Bar Tapas Requirements for bathroom facility at The property of Banbury Fair

If approved, estimated project completion date: 2022

**Business Plan:** For new business ventures, please include a two- to five-page business plan. Contact Tony Fradin with questions about the seven elements of a strong plan.

**Please Attach:** Contractor Estimates, Receipts; Copies of both sides of cancelled checks, credit card statements or bank accounts from which materials were purchased and contractors paid; Waivers of Lien

**Application Statement (Read and Sign Below)**

I hereby make application to participate in the Bartlett Economic Development Assistance (BEDA) program. In making this application I understand that the purpose of BEDA is to help encourage and leverage private investment in the Village's business community and help my business bring an underperforming property into more productive use.

I understand that prior to commencing any work, the Village must first approve both my participation and proposed scope of work for the project. Applicants must meet with Economic Development staff prior to paying for improvements in order to review how much, if any, the Village may reimburse for the project.

I understand that all improvements made through the help of BEDA must be in accordance with all Village plans and codes. Moreover, as a condition of approval, I understand the Village may require changes to the scope of work I am proposing. I further understand that any work started or completed prior to approval of the project and my participation in the BEDA program is not eligible for reimbursement.

In making this application, I understand that the BEDA program is competitive, funds are limited and selection for participation is at the sole discretion of the Village of Bartlett. I understand that the Village will review my application and at the Village's discretion may reject or approve my participation in the program. I recognize that a project that enhances the Village's business climate by returning an underutilized property into economic productivity, increases local employment opportunities and includes a larger percentage of private investment than public stands a greater chance of being funded by the Village.

I also understand that if selected for this program, the Village will establish a maximum grant award for the project

I further acknowledge that BEDA operates as a rebate program and, therefore, if selected for participation, Village funds will be disbursed to me at the conclusion of the work, after submittals by me of copies of all bills and satisfactory evidence of their payment, either by lien waivers or bills stamped "Paid" by all contractors. I understand that the actual rebate amount will be calculated at some percentage as recommended by staff in relation to the documented actual costs by me for eligible expenses to complete the agreed upon improvements, up to the maximum grant amount awarded by the Village for the project.

By signing this application, I hereby acknowledge that I have read the above statement and understand these important features about the BEDA Program.

*[Handwritten Signature]*

Applicant Signature

12/30/21

Date



**Return this completed application with attachments to:  
Tony Fradin, Economic Development Coordinator  
Village of Bartlett  
228 S. Main Street  
Bartlett, IL 60103**

**Expenses related to the project “Le Ptit Bar Tapas” requirements for bathroom facility A the property of Banbury Fair.**

- 1. Architect documents for construction by Jakl-Brandels ArchitectsLtd.....\$2685
- 2. Surveying and Engineering services for water and sanitary services by Webster, McGraph and Ahlberg, LTD.....\$4200.
- 3. Fire alarm conduit installation for bathrooms and kitchen extension by Signal-Tek, Inc....\$800
- 4. Demolition of existing building, bringing sewer and waterlines from hickory, concrete work including foundation of building housing bathrooms, concrete and gravel hauling soils, and curb repair. Plumbing, carpentry labor and materials, roofing, fascia, soffit, and gutters for the building. As well as electrical, drywall, tiling, trim and painting. Landscaping, asphalt parking lot repair.  
This work will be provided by Skillcraft, Mark Leffler , contractor.....242,548.56

Total estimated cost for project.....\$250,233.56



# Estimated Costs

Mark Leffler  
December 29, 2021  
29W648 Trinity Ln.  
W. Chicago, IL 60185  
Fax: 630-837-  
7941

708-641-9637

Date:

Insured

Incorporated

Owner: Bruce & Jan Suffern  
Job Location: 211 Railroad Ave  
60103  
Contact: Bruce Suffern  
Phone: 630-363-8606

City: Bartlett

Zip:

Trim	\$	6,000.00
Landscaping	\$	3,000.00
Asphalt Pk. Lot repair	\$	5,000.00
Total	\$	202,123.80
Skillcraft profit/overhead 20%	\$	40,424.76
Total project cost	\$	242,548.56

Mark Leffler

Skillcraft Representative:

“Building Your Dreams”  
THANK YOU FOR CHOOSING SKILLCRAFT CONSTRUCTION!



# Estimated Costs

Mark Leffler  
 December 29, 2021  
 29W648 Trinity Ln.  
 W. Chicago, IL 60185  
 Fax: 630-837-7941

708-641-9637

Date:

Insured

Incorporated

Owner: Bruce & Jan Suffern  
 Job Location: 211 Railroad Ave  
60103

City: Bartlett

Zip:

Contact: Bruce Suffern

Phone: 630-363-8606

Demo of existing building	\$	4,700.00
Bring sewer from Hickory	\$	15,000.00
Bring water from Hickory	\$	15,500.00
Concrete	\$	24,416.80
Concrete (gravel/hauling soils)	\$	2,320.00
Curb/sidewalk repair	\$	1,687.00
Plumbing	\$	36,500.00
Carpentry	\$	25,000.00
Carpentry materials	\$	15,000.00
Roofing, fascia, soffit, gutters	\$	15,000.00
HVAC	\$	5,000.00
Electrical	\$	4,000.00
Dry wall	\$	7,000.00
Tiling	\$	10,000.00

Painting | \$ 7,000.00

Mark Leffler

Skillcraft Representative:

“Building Your Dreams”  
THANK YOU FOR CHOOSING SKILLCRAFT CONSTRUCTION!

**STARK & SON TRENCHING INC.**

**We Dig America**  
 45WB26 Rohrsen Road  
 HAMPSHIRE, ILLINOIS 60140

**(847) 683-2217**  
**FAX (847) 683-2234**

**PROPOSAL 19937**

TO Mark Leffler Skillcraft Construction, Inc. 29W648 Trinity Lane West Chicago, IL 60185	PHONE	708/641-9637	DATE	12/3/2021
	JOB NAME / LOCATION			
	LePtit Resto Bar Tapas 211 W. Railroad Avenue Bartlett, IL			
JOB NUMBER		JOB PHONE		
m.leffler@comcast.net				

We hereby submit specifications and estimates for:

To install sanitary sewer per plan dated 9/10/2021, including:

- Saw cut, remove and dispose of asphalt on Hickory avenue,
- Excavation and shoring of roadway,
- Install 8" X 8" X 6" wye on existing sewer main,
- 2 - 8" X 8" no-shear mission couplings,
- 130 L.F. 6" PVC SDR 26,
- 2 - 6" clean outs, per code,
- 22 tons CA 7-11 bedding stone,
- 40 tons CA-6 gravel backfill in roadway and sidewalk,
- Remove excess dirt (2 loads) from site;

For the sum of: Fourteen thousand four hundred sixty-two dollars

**\$14,462.00**

To install water service including,

- Saw cut, remove and dispose of asphalt pavement,
- Directional bore roadway
- 1.5" pressure tap on existing water main,
- One (1) 1.5" brass set, corporation, roundway, gate valve, Minneapolis pattern B-box,
- 2 - 1.5" Mueller compression couplings,
- 14 tons CA-6 gravel in roadway,
- 153' - 1.5" K copper;

For the sum of: Fifteen thousand four hundred fifty-four dollars

**\$15,454.00**

Continued...

**We Propose** hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:

dollars (\$)

Payment to be made as follows:

- Cash or bank payout due upon completion of installation.
- Credit cards now accepted, fees may apply 10 days after invoice date.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature



Note: This proposal may be withdrawn by us if not accepted within

30

days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



**STARK & SON TRENCHING INC.**

**We Dig America**  
 45W826 Rohrsen Road  
 HAMPSHIRE, ILLINOIS 60140

**(847) 683-2217**  
**FAX (847) 683-2234**

**PROPOSAL 19937**

TO Mark Leffler Skillcraft Construction, Inc. 29W648 Trinity Lane West Chicago, IL 60185	PHONE 708/641-9637	DATE 12/3/2021
	JOB NAME / LOCATION LePtit Resto Bar Tapas 211 W. Railroad Avenue Bartlett, IL	
	JOB NUMBER m.leffler@comcast.net	JOB PHONE

We hereby submit specifications and estimates for:  
 Continued...

Prices do not include the following:  
 Permit or tap on fees  
 Asphalt or concrete restoration  
 Lawn or Landscape restoration

**We Propose** hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of: \_\_\_\_\_ dollars (\$).

Payment to be made as follows:  
 Cash or bank payout due upon completion of installation.  
 Credit cards now accepted, fees may apply 10 days after invoice date.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature



Note: This proposal may be withdrawn by us if not accepted within **30** days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

**STARK & SON TRENCHING INC.**

We Dig America  
45WB26 Rohrsen Road  
HAMPSHIRE, ILLINOIS 60140

(847) 683-2217  
FAX (847) 683-2234

**PROPOSAL 19938**

TO Mark Leffler Skillcraft Construction, Inc. 29W648 Trinity Lane West Chicago, IL 60185	PHONE	708/641-9637	DATE	12/3/2021
	JOB NAME / LOCATION			
	LePtit Resto Bar Tapas 211 W. Railroad Avenue Bartlett, IL			
JOB NUMBER		JOB PHONE		
		m.leffler@comcast.net		

We hereby submit specifications and estimates for:

To complete excavation for building addition including:

Excavate for 84 L.F. 48" frost wall. Remove and dispose of 70 cubic yards of excess spoils.

Backfill foundation once in place, inspected and approved by proper authorities. Fill all interior and exterior overdigs with granular material to avoid settlement. Supply and place 8" of CA 7-11 stone below slab;

For the sum of: Six thousand nine hundred five dollars

**\$6,905.00**

\*Price does not include LPC 663 for spoil removal.

**We Propose** hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of: \_\_\_\_\_ dollars (\$ \_\_\_\_\_).

Payment to be made as follows:

Cash or bank payout due upon completion of each portion.  
Credit cards now accepted, fees may apply 10 days after invoice date.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature \_\_\_\_\_



Note: This proposal may be withdrawn by us if not accepted within

**30**

days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Demo of existing building	
Bring sewer from Hickory	14,462
Bring water from Hickory	15,454
Concrete	24,416.8
Concrete (gravel/hauling soils)	2,320
Curb/sidewalk repair	1,687
Plumbing	36,500
Carpentry	25,000
Carpentry materials	15,000
Roofing, fascia, soffit, gutters	5,000
HVAC	
Electrical	
Drywall	7,000
Tiling	6,100
Painting	7,000
Trim	6,000
Landscaping	TBD
Ashphalt Pk. Lot repair	TBD
<b>Total</b>	<b>165,939.8</b>
Skillcraft profit/overhead ???	
<b>Total project cost</b>	

\*\*Electrical to be done by others

\*\*HVAC to be done by others

Demo to be done by others

HVAC to be done by others

Electrical to be done by others

\*\*Landscaping not included in estimate. Determined once project reaches point where amount of repair can be estimated.

\*\*Parking lot repair not included in estimate. Determined once project reaches point where amount of repair can be estimated.



# Estimate/Contract

Mark Leffler  
December 29, 2021  
29W648 Trinity Ln.  
W. Chicago, IL 60185  
Fax: 630-837-  
7941

708-641-9637

Date:

Insured

Incorporated

## Sales Contract & Work Order

I / We, the owners of the below stated premises, hereby authorize Skillcraft Construction to furnish all necessary materials, labor, and workmanship (including sub-contractors' if necessary) to construct, install, and complete the improvements pursuant to the following specifications, terms, and conditions:

Owner: Bruce & Jan Suffern

Job Location: 211 Railroad Ave  
60103

City: Bartlett

Zip:

Contact: Bruce Suffern

Phone: 630-363-8606

**Scope of work to be completed:** Construct an addition on the west side of the existing building (barn) at the above stated address to accommodate a seating area, men's bathroom, woman's bathroom, and a scullery area.

See blue prints for details. See addendum for estimated cost breakdown.

**Estimate Amount:** \$242,548.56 (TWO HUNDRED FORTY TWO THOUSAND FIVE HUNDRED FORTY EIGHT)

**Down payment:** \$60,637.00 (SIXTY THOUSAND SIX HUNDRED THIRTY SEVEN) (25% required)

**Second payment:** \$60,637.00 (SIXTY THOUSAND SIX HUNDRED THIRTY SEVEN) (25% required)

\*Second payment due when water, sewer, and underground plumbing has been completed and passes inspection.

**Third payment:** \$60,637.00 (SIXTY THOUSAND SIX HUNDRED

**\*Third payment is due when rough framing and roofing has been completed and passes inspection**

**Final Payment: Balance due upon completion**

**\*\* Payments and schedule are obligatory unless alternate arrangements have been discussed and agreed upon.**

The endorsement of this agreement shall inure to the benefit of and be considered valid and binding on the heirs, executors, assignees, and successors of the respective parties. In the event of a breach of this contract, contract signee will be held responsible for all attorneys' fees pertaining to the litigation of this contract. No completion date under 45 days will be specified without written approval from Skillcraft. All jobs will be completed in a timely manner. All surplus materials become the property Skillcraft. Skillcraft cannot be held responsible for delays caused by inclement weather, strikes, material shortage, back orders, or "Acts of God." This contract may be terminated at the discretion of Skillcraft. Estimate is subject to change thirty (30) days after the date of submittal.

\_\_\_\_\_  
Signature (contracting party):

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Skillcraft Representative:

"Building Your Dreams"

THANK YOU FOR CHOOSING SKILLCRAFT CONSTRUCTION!

Charles R. Muir, Project Manager  
C 630.291.2725

**Jaki-Brandeis Architects Ltd**  
1800 W Hawthorne Lane - Suite Q  
West Chicago, Ill. 60185

## INVOICE

INVOICE # 21-113  
DATE: SEPTEMBER 13, 2021

**D'licious - Rakesh Chopra**  
Streets of Bartlett - Unit 124  
Bartlett, Illinois

Re: Le Ptit Resto Bar Tapas  
211 W. Railroad Avenue, Bartlett

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Kenneth Brandeis	New Restaurant	Due on receipt	Due on Receipt

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Completion of Construction Documents		\$ 2,000.00
	Additional Work: Second Floor Plan drawing & details required by the Village - 4.5 hours @ \$70/hr. (reduced rate)		\$ 315.00
	Additional Work: Permit application - 2.5 hours @ \$70/hr. (reduced rate)		\$ 175.00
	Blueprinting 6 sets of Architectural & Civil Drawings w/ handling		\$ 195.00
SUBTOTAL			
SALES TAX			

TOTAL \$ 2,685.00

Make all checks payable to Jaki-Brandeis Architects Ltd.



**WEBSTER, MCGRATH & AHLBERG, LTD.**

LAND SURVEYING – CIVIL ENGINEERING – LANDSCAPE ARCHITECTURE

207 S NAPERVILLE ROAD, WHEATON, IL 60187

PH: 630-668-7603 FAX: 630-682-1760 WEB: WWW.WMALTD.COM

**Agreement for Services**

Date: July 15, 2021

To: D’licious – Rakesh Chopra  
 Streets of Bartlett, Unit 124  
 Bartlett, Illinois

Attn: Rakesh Chopra

Re: Surveying and Engineering Services for Proposed Water and Sanitary Services  
 Location: Le Ptit Resto Bar Tapas  
 SWC of 209 S Hickory Ave/211 W. Railroad Ave. in Bartlett, Illinois

Per your request we are pleased to offer the following agreement to provide Surveying and Civil Engineering services for the proposed water and sanitary sewer services to installed at SWC of 209 S Hickory Ave/211 W. Railroad Ave. in Bartlett, Illinois.

**Proposed Surveying and Civil Engineering Services:**

- \$ 2,400.00 **Partial Boundary and Topographic Survey** – Prepare a Partial Boundary and Topographic Survey of the southwest portion of the site with overlap in all directions. Survey to extend from the existing building at 209 S Hickory Avenue to the Hickory Ave ROW up to the existing water and sanitary sewer mains with overlap in all directions.
- \$ 1,800.00 **Final Engineering Plans** – Final Engineering Plans, including an Existing Conditions Plan, Utility Plan, Restoration and Erosion Control Plan, and Construction Details.
- \$ **4,200.00 Total for Surveying and Civil Engineering Services**

This Agreement covers the initial submittal; any revisions or change in scope due to site plan changes shall be under separate contract. The terms of the attached “Standard Provisions of Agreement between Client and Consultant”, which Client hereby acknowledges receiving, are incorporated and made a part of this Agreement. **If you have any questions, please contact Mark Richards at 630-668-7619. If this agreement is satisfactory to you, please return an executed copy to us. The signed copy and a 50% deposit in the amount of \$2,100.- will serve as our agreement and authorization to proceed.**



Sincerely,  
WEBSTER, McGRATH & AHLBERG, LTD.

Signed: *S. Mark Richards* Date: July 15, 2021  
S. Mark Richards, Vice President

CLIENT:

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Printed: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT**

Client and Consultant agree that the following provisions shall be part of their agreement:

1. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of Client and Consultant.
2. This agreement shall not be assigned by either Client or Consultant without the prior written consent of the other.
3. This agreement contains the entire agreement between Client and Consultant relating to the project and the provision of services to the project. Any prior agreements, promises, negotiations or representations not expressly set forth in this agreement are of no force or effect. Subsequent modifications to this agreement shall be in writing and signed by both Client and Consultant.
4. Consultant's waiver of any term, condition, or covenant, or breach of any term, condition, or covenant, shall not constitute the waiver of any other term, condition, or covenant, or the breach of any other term, condition, or covenant.
5. If any term, condition, or covenant of this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this agreement shall be valid and binding on Client and Consultant.
6. This agreement shall be governed by and construed in accordance with the laws of the State of Illinois.
7. Consultant shall only act as an advisor in all governmental relations.
8. All original papers, documents, drawings and other work product of Consultant, and copies thereof, produced by Consultant pursuant to this agreement, except documents which are required to be filed with public agencies, shall remain the property of Consultant and may be used by Consultant without the consent of Client.
9. Client acknowledges that its right to utilize the services and work product provided pursuant to this agreement will continue only so long as Client is not in default pursuant to the terms and conditions of this agreement and Client has performed all obligations under this agreement. Client further acknowledges that Consultant has the unrestricted right to use the services provided pursuant to this agreement as well as all work product provided pursuant to this agreement.
10. Client and Consultant agree to cooperate with each other in every way on the project.
11. Upon Written request, Client shall execute and deliver, or cause to be executed and delivered, such additional instruments, documents, governmental fees and charges which are necessary to perform the terms of this agreement.
12. Consultant makes no representations concerning soil conditions unless specifically included in writing in this agreement and he is not responsible for any liability that may arise out of the making or failure to make soil surveys, or subsurface soil tests, or general soil testing.
13. Client agrees not to use or permit any other person to use plans, drawings, or other work product prepared by Consultant, which plans, drawings, or other work product are not final and which are not signed, and stamped or sealed by Consultant. Client agrees to be liable and responsible for any such use of non-final plans, drawings, or other work product not signed and stamped or sealed by Consultant and waives liability against Consultant for their use. Client further agrees that final plans, drawings or other work product are for the exclusive use of Client and may be used by Client only for the project described on the face hereof. Such final plans, drawings or other work product may not be changed nor used on a different project without the written authorization or approval by Consultant.
14. Consultant has a right to complete all services agreed to be rendered pursuant to this contract. In the event this agreement is terminated before the completion of all services, unless Consultant is responsible for such early termination, Client agrees to release Consultant from all liability for work performed.
15. Client agrees that in performing requested ALTA surveys in accordance with this contract, Consultant agrees to sign the statement on the survey documents as shown below and incorporated herein by this reference. In the event that Consultant is required to sign a statement or certificate which differs from that shown herein, Client hereby agrees to indemnify and hold harmless from any and all liability arising from or resulting from the signing of any statement which differs from the statement contained herein.

State of Illinois)  
County of Du Page)ss

TO:

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS," JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS IN 2005, AND INCLUDES ITEMS \_\_\_\_\_ AND \_\_\_\_\_ OF TABLE A THEREOF. PURSUANT TO THE ACCURACY STANDARDS AS ADOPTED BY ALTA AND NSPS AND IN EFFECT ON THE DATE OF THIS CERTIFICATION, UNDERSIGNED FURTHER CERTIFIES THAT IN MY PROFESSIONAL OPINION, AS A LAND SURVEYOR REGISTERED IN THE STATE OF ILLINOIS, THE RELATIVE POSITIONAL ACCURACY OF THIS SURVEY DOES NOT EXCEED THAT WHICH IS SPECIFIED THEREIN.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

BY: \_\_\_\_\_

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. \_\_\_\_\_

LICENSE EXPIRES: NOVEMBER 30, 20\_\_

WEBSTER, McGRATH & AHLBERG, LTD.

207 SOUTH NAPERVILLE ROAD

WHEATON, ILLINOIS 60187

630-668-7603

16. If the scope of services to be provided by Consultant pursuant to the terms of this agreement include the preparation of grading plans but exclude construction staking services, Client acknowledges that such services normally include coordinating civil engineering services and the preparation of

as-built drawings and Client will be required to retain such services from another Consultant or pay Consultant pursuant to this agreement for such services as extra work in accordance with Paragraph 26.

17. Consultant shall be entitled to immediately, and without notice, suspend the performance of any and all of its obligations pursuant to this agreement if Client files a voluntary petition seeking relief under the United States Bankruptcy Code or if there is an involuntary bankruptcy petition filed against Client in the United States Bankruptcy Court, and that petition is not dismissed within fifteen (15) days of its filing. Any suspension of services made pursuant to the provisions of this paragraph shall continue until such time as this agreement has been fully and properly assumed in accordance with the applicable provisions of the United States Bankruptcy Code and in compliance with the final order of judgment issued by the Bankruptcy Court.

18. This agreement shall not be construed to alter, affect or waive any lien or stop notice right which Consultant may have for the performance of services pursuant to this agreement. Client agrees to separately provide to Consultant the present name and address of the record owner of the property on which the project is to be located. Client also agrees to separately provide Consultant with the name and address of any and all lenders who would loan money on the project and who are entitled to receive a preliminary notice.

19. If payment for Consultant's services is to be made on behalf of Client by a third-party lender, Client agrees that Consultant shall not be required to indemnify the third-party lender, in the form of an endorsement or otherwise, as a condition of receiving payment for services.

20. If Client fails to pay Consultant within sixty (60) days after invoices are rendered, Client agrees Consultant shall have the right to consider such default in payment a material breach of this entire agreement and, upon written notice, the duties, obligations, and responsibilities of Consultant under this agreement are terminated. In such event Client shall promptly pay Consultant for all fees, charges, and services provided by Consultant.

21. All fees and other charges will be billed monthly and shall be due at the time of billing unless otherwise specified in this agreement.

22. Client agrees that the periodic billings from Consultant to Client are correct, conclusive, and binding on Client unless Client within thirty (30) days from the date of receipt of such billing, notified Consultant in writing of alleged inaccuracies, discrepancies, or errors in the billing.

23. Client agrees to pay a monthly late payment charge, which will be the lesser of, one and one half percent (1.5%) per month or a monthly charge not to exceed the maximum legal rate, which will be applied to any unpaid balance commencing thirty (30) days after the date of the original billing.

24. If Consultant pursuant to this agreement produces plans, specifications, and other documents and/or field work and such plans, specifications, and other documents and/or field work are required by one or more governmental agency, and one or more such governmental agency changes its ordinances, policies, procedures or requirements after the date of this agreement any additional office or field work thereby required shall be paid for by Client as extra work.

25. In the event of any increase of costs due to the granting of wage increases and/or other employee benefits to field or office employees due to the terms of any labor agreement, or rise in the cost of living, during the lifetime of this agreement such percentage increase shall be applied to all remaining compensation.

26. Client agrees that if Client requests services not specified pursuant to the scope of services description within this agreement, Client agrees to pay for all such additional services as extra work.

27. In the event that any staking is destroyed, damaged or disturbed by an act of God or parties other than Consultant, the cost of re-staking shall be paid for by Client as extra work. Client acknowledges that the design work performed pursuant to this agreement is based upon field and other conditions existing at the time of preparation of Consultant's work. Client further acknowledges that field and other conditions may change by the time project construction occurs and clarification, adjustments, modifications and other changes may be necessary to reflect changed field or other conditions. If the scope of services pursuant to this agreement does not include construction staking services by Consultant for this project, or if subsequent to this agreement Client retains other persons or entities to provide such services, Client acknowledges that such services will be performed by others and that Client will defend, indemnify, and hold Consultant harmless from any and all claims coming from or resulting from the performance of such services by other persons or entities except claims caused by the sole negligence or willful misconduct of Consultant, and from any and all claims arising from or resulting from clarifications, adjustments, modifications or other changes which may be necessary to reflect changed field or other conditions except claims caused by the sole negligence or willful misconduct of Consultant.

28. Client shall Pay the cost of checking and inspection fees, zoning and annexation application fees, assessment fees, soils engineering fees, soils testing fees, aerial topography fees, and all other fees, permits, bond premiums, title company charges, blueprints and reproductions, and all other charges not specifically, covered by the terms of this agreement.

29. In the event all or any portion of the work prepared or partially prepared by Consultant be suspended, abandoned, or terminated, Client shall pay Consultant for all fees, charges, and services provided for the project, not to exceed any contract limit specified herein. Client acknowledges that if the project work is suspended and restarts, there will be additional charges due to suspension of the work which shall be paid for by Client as extra work.

30. Client acknowledges and agrees that if Consultant provides surveying services, which services require the filing of a Record of Survey, that all of the costs of filing the Record of Survey will be paid by Client as extra work in accordance with Paragraph 26.

31. Consultant is not responsible for delay caused by activities or factors beyond Consultant's reasonable control, including but not limited to delays by reason of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of Client to furnish timely information or approve or disapprove Consultant's work promptly, faulty performance by Client or other contractors or governmental agencies. When such delays beyond Consultants reasonable control occur, Client agrees Consultant is not responsible for damages nor shall Consultant be deemed to be in default of this agreement.

32. Consultant shall not be liable for damages resulting from the actions or inactions of governmental agencies including, but not limited to, permit processing, environmental impact reports, dedications, general plans and amendments thereto, zoning matters, annexations or consolidations, use or conditional use permits, project or plan approvals, and building permits.

33. In the event that Client institutes a suit against Consultant, either directly by complaint or by way of cross complaint including a cross-complaint for indemnity, for alleged negligence, error, omission, or other failure to perform, and if Client fails to obtain a judgment in Client's favor, the lawsuit is dismissed, or if judgment is rendered for Consultant, Client agrees to pay Consultant all costs of defense, including attorneys' fees, expert witness fees, court costs, and any and all other expenses of defense. Client agrees such payments shall be made immediately following dismissal of the case or upon entry of judgment.

34. If any action at law or equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this agreement, the prevailing party shall be entitled to reasonable attorneys' fees, which fees may be set by the court in the same action or in a separate action brought for that purpose, in addition to any relief to which he may be entitled.

35. Client agrees that in the event Client institutes litigation to enforce or interpret the provisions of this agreement, such litigation is to be brought and adjudicated in the appropriate court in the County in which Consultants principal place of business is located, and Client waives the right to bring, try or remove such litigation to any other county or judicial district.

36. Consultant makes no representation concerning the estimated quantities and cost figures made in connection with maps, plans, specifications, or drawings other than that all such figures are estimates only and Consultant shall not be responsible for fluctuations in cost factors.

37. Client acknowledges that Consultant is not responsible for the performance of work by third parties including, but not limited to, the construction contractor and its subcontractors.

38. Consultant makes no warranty, either expressed or implied, as to his findings, recommendations, plans, specifications, or professional advice except that the work was performed pursuant to generally accepted standards of practice in effect at the time of performance.
39. Estimates of areas provided under this agreement are not to be considered precise unless Consultant specifically agrees to provide the precise determination of such areas.
40. In the event the Client agrees to, permits or authorizes changes in the plans, specifications, reports and documents prepared by Consultant pursuant to this agreement, which changes are not consented to in writing by Consultant, Client acknowledges that the changes and their effects are not the responsibility of Consultant and Client agrees to release Consultant from all liability arising from the use of such changes and further agrees to defend, indemnify and hold harmless Consultant, its officers, directors, principals, agents and employees from and against all claims, demands, damages or costs arising from the changes and their effects.
41. Client acknowledges that the design work performed pursuant to this agreement is based upon field and other conditions existing at the time of preparation of Consultants work. Client further acknowledges that field and other conditions may change by the time project construction occurs and clarification, adjustments, modifications, discrepancies or other changes may be necessary to reflect changed field or other conditions. If the scope of services pursuant to this agreement does not include on-site construction review, construction management supervision of construction of engineering structures, or other construction supervision for this project or if subsequent to this agreement Client retains other persons or entities to provide such services, Client acknowledges that such services will be performed by others and Client will defend, indemnify and hold Consultant harmless from any and all claims arising from or resulting from the performance of such services by other persons or entities except claims caused by the sole negligence or willful misconduct of Consultant; and from any and all claims arising from or resulting from clarifications, adjustments, modifications, discrepancies or changes necessary to reflect changed field or other conditions, except claims caused by the sole negligence or willful misconduct of Consultant.
42. Client agrees that in accordance with generally accepted construction practices, construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property; that this requirement shall be made to apply continuously and not be limited to normal working hours, and Client further agrees to defend, indemnify and hold Consultant harmless from any and all liability, real or alleged, in connection with the performance of work on this project, excepting liability arising from the sole negligence of Consultant.
43. In the event Client discovers or becomes aware of changed field or other conditions which necessitate clarification, adjustments, modifications or other changes during the construction phase of the project, Client agrees to notify Consultant and engage Consultant to prepare the necessary clarifications, adjustments, modifications or other changes to Consultant's work before construction activities commence or further activity proceeds. Further, Client agrees to have a provision in this construction contract for the project which requires the contractor to notify Client of any changed field or other conditions so that Client may in turn notify Consultant pursuant to the provisions of this paragraph.
44. Client agrees to limit Consultant's liability to Client and to all contractors and subcontractors on the Project, due to professional negligence, acts, errors or omissions to the limit of Consultant's liability insurance.
45. Consultant hereby states and Client hereby acknowledges that Consultant has no professional liability insurance for claims arising out of the performance of or failure to perform professional services, including, but not limited to the preparation of reports, designs, drawings and specifications, related to the investigation, detention, abatement, replacement, use or specification, or removal of products, materials, or process containing asbestos, asbestos cement pipe, and/or hazardous waste materials. Accordingly, the Client hereby agrees to bring no claim for negligence, breach of contract, indemnity or otherwise against the Consultant, its principals, employees, and agents if such claim, in any way, would involve the Consultants services for the investigation, detection, replacement, use or specification, or removal of products, materials or processes containing asbestos, asbestos cement pipe, and/or hazardous waste materials. Client further agrees to defend, indemnify and hold harmless Consultant, its officers, directors, principals, employees and agents from any asbestos and/or hazardous waste material related claims that may be brought by third parties as a result of the services provided by the Consultant pursuant to this agreement except claims caused by the sole negligence or willful misconduct of the Consultant.
46. Client acknowledges that Consultants scope of services for this project do not include any work related in any way to asbestos and/or hazardous waste; should Consultant or any other party encounter such materials on the job site, or should it in any other way become known that such materials are present or may be present on the job site or any adjacent or nearby areas which may affect Consultants work, Consultant may, at its option, terminate work on the project until such time as Client retains a specialist contractor to abate and/or remove the asbestos and/or hazardous waste materials and warrant that the job site is free from any hazard which may result from the existence of such materials.
47. Client agrees that the Consultant shall not undertake any of the responsibilities of the Contractor, Subcontractors or Contractor's Superintendent and that the Consultant shall not advise on, issue directions relative to or to assume control over any aspect of the means, methods, techniques, sequences or procedures of construction unless such advice or directions are specifically required by the Contract Documents and that the Consultant shall not advise or issue directions regarding or assume control over safety precautions and programs in connection with the work. The Engineer shall not have authority over or responsibility for safety precautions and programs incident to the work of Contractor(s) or any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor(s) furnishing and performing the work. When authorized by the Client the Consultant may issue instruction or work orders to the Contractor as the Clients authorized representative, but such representation shall in no sense make the Engineer a party to the contract between the Client and the Contractor.

December 26, 2021

Proposal#: 211205

REF: Fire Alarm Conduit Installation

Mr. Bruce Suffern  
Banbury Fair  
211 W Railroad Ave, Bartlett, IL-60103

Phone: (630) 363 8606  
Fax:  
Email:brucesuffern@gmail.com

Dear Mr. Bruce Suffern

Signal-Tek Inc. is pleased to provide the following quote for the Fire Alarm Conduit installation for the bathrooms and kitchen area extension.

JCI will pull the wires and install the devices.

Work Scope:

1. Provide and install:
  - a) 3/4" conduit Red Colored approximately 120 Ln.ft
  - b) 6 Junction Boxes, cover plates and device plates Red Colored.
2. All work to be performed professionally, any waste material shall be removed from the facility.
3. Proposed amount includes Material and Labor.

Should you have any questions please feel free to contact me.

Sincerely  
Davar Qureshi

An amount of \$800.00 is proposed to carry out the work inclusive of all taxes

Agreement (authorization required for the contract approval) :

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Full Name

\_\_\_\_\_  
Phone

- Quote valid for one month from the issued date • 50% deposit required prior to start the work • Delivery time is approximately 5 to 7 business days
- Signal-Tek is not liable for misuse, abuse and/or illegal use of the equipment supplied • No additional work will be performed apart from this quotation
- Physical damage, tampering, abusing, modifying voids the warranty

**COMMERCIAL & RESIDENTIAL ELECTRICAL SERVICES, INSTALLATION & MAINTENANCE**

STRUCTURED CABLING ACCESS CONTROL VIDEO SURVEILLANCE ALL HIGH & LOW VOLTAGE APPLICATIONS

Page 1 of 1

Demo of existing building	4,700
Bring sewer from Hickory	15,000
Bring water from Hickory	15,500
Concrete	24,416.8
Concrete (gravel/hauling soils)	2,320
Curb/sidewalk repair	1,687
Plumbing	36,500
Carpentry	25,000
Carpentry materials	15,000
Roofing, fascia, soffit, gutters	15,000
HVAC	5,000
Electrical	4,000
Drywall	7,000
Tiling	10,000
Painting	7,000

Trim	6,000
Landscaping	3,000
Asphalt Pk. Lot repair	5,000
Total	202,123.8
Skillcraft profit/overhead 20%	40,424.76
Total project cost	242,548.56



*Over 100 Years of Service to Our Clients*

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LAND SURVEYING – CIVIL ENGINEERING – LANDSCAPE ARCHITECTURE  
207 S NAPERVILLE ROAD WHEATON IL 60157  
TEL 630-668-7619 FAX 630-682-1760 WEB WWW.WMA.IL.COM

**Agreement for Services**

Date: July 15, 2021  
To: D'liscious – Rakesh Chopra  
Streets of Bartlett, Unit 124  
Bartlett, Illinois  
Attn: Rakesh Chopra  
Re: Surveying and Engineering Services for Proposed Water and Sanitary Services  
Location: Le Ptit Resto Bar Tapas  
SWC of 209 S Hickory Ave/211 W. Railroad Ave. in Bartlett, Illinois

Per your request we are pleased to offer the following agreement to provide Surveying and Civil Engineering services for the proposed water and sanitary sewer services to installed at SWC of 209 S Hickory Ave/211 W. Railroad Ave. in Bartlett, Illinois.

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- \$ 1,800.00 **Final Engineering Plans** – Final Engineering Plans, including an Existing Conditions Plan, Utility Plan, Restoration and Erosion Control Plan, and Construction Details.
- \$ 4,200.00 **Total for Surveying and Civil Engineering Services**

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# Memorandum

**To:** Scott Skrycki, Assistant Village Administrator  
**From:** Joey Dienberg, Management Analyst  
**Date:** January 6, 2022  
**Re:** Merry & Bright 2021 Recap

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## **Background:**

In an effort to create a succinct overall brand for all holiday events throughout Bartlett, partnering with the Bartlett Area Chamber, the Bartlett Park District, the Bartlett Library District, Bartlett Rotary Club, and the Bartlett Lions, the village hosted the first *Merry and Bright* celebration. Merry and Bright brought all of the events, old and new, from all of the different taxing bodies and organizations participating under one concise brand.

## **Recap:**

The first year of the program was undoubtedly a success. At the Holiday Tree Lighting, there were a projected 2,000 people in attendance. The event featured a meet & greet with characters from *Frozen*, lit up holiday cars, a carriage ride through the downtown, beautiful downtown lighting, carolers from Arts in Bartlett, branded merchandise and even a marriage proposal in the gazebo. Over 40 gallons of cocoa were consumed, over 1,500 cookies from Rebecca's Cakes by Design were given out as well as 600 hot dogs by the Dogfather. The same success can be attributed to the sold-out Cocoa Crawl, which saw over 190 "crawlers" visiting 25 different Bartlett businesses. Staff is giving out 3 gift cards to individuals selected in a random drawing to a business of their choice. There was also a holiday decorating contest for both businesses and residents in which first place went to Town & Country Gardens for the business category.

Staff will be conducting surveys and having a post event meeting to further improve these events in future years.

