

**CHICAGO EXECUTIVE AIRPORT
AIRPORT RESIDENTIAL SOUND INSULATION PROGRAM
MEETING MINUTES
WEDNESDAY, JUNE 1, 2022
1020 S. PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Welcome and Opening Remarks

Director of Operations and Maintenance, Andrew Wolanik, welcomed everyone and turned the meeting over to Penny Merritt from C&S Companies.

In Attendance: Andrew Wolanik – Director of Operations and Maintenance
 Penny Merritt – C&S Companies, Project Manager
 Jennifer Pfeifer - Recording Secretary

II. Residential Sound Insulation Program (RSIP) Update

A. Penny Merritt, Project Manager, gave the RSIP update:

- Applications have been sent to all residences in the noise contour and 576 applications have been received. If you need an application, please call or email Penny at 847-947-8392 or pmerritt@cscos.com.
- The Pilot Phase consisted of nine single family homes. Construction on the nine homes was completed at the end of April. Treatments included acoustic windows, prime and storm doors and positive air ventilation. There is a one-year workmanship warranty. Manufacturer warranty is handled by the manufacturer. Homeowners have been pleased with the work and product.
- Phase 1 consists of 22 single-family homes. Multi-family homes are not included because less than 30% have applied for testing. Design visits were conducted the week of April 4th and the second design visit with the design package were completed May 2nd through May 5th. The bid documents will be posted mid-June and the contract award will be late-June. Board of Directors approval will be at the July meeting.
- Phase 1 Design visits included the following:
 - Measurements of windows and doors.
 - Developing a floor plan.
 - Taking asbestos & lead samplings.
 - Evaluating possible location for positive air ventilation duct.
- Based upon funding it is anticipated approximately 40 homes will be completed per year.

III. Questions and Answers

How many years will this program last? Penny said there are 2700 potentially eligible residents. To date, regarding the homes that have been pre-tested, 85%-90% have qualified for treatments. It will be a multi-year program.

Will there be out of state workers performing the work? Penny said possibly. The pilot phase contractor's home office is in upstate New York.

How will the bid be publicized? Penny said we publish in the Daily Herald, there will be a link on our website and through DemandStar.

Are there special requirements that the contractor must meet? Yes, they are listed in the bid documents. The documents will be downloadable and viewable. There will be hard copies at the RSIP office and the Airport office for viewing only.

When will the bid documents be available? June 14th.

Did the contractor for the pilot phase complete the work and have they been paid? Penny said yes and spoke about the window and door manufacturers. All homeowners have been happy with the program. She explained the avigation easement that each homeowner is required to sign to receive the treatments to their home. There is no charge to the homeowner. There is also an avigation easement purchase option for homeowners who do not qualify for windows and doors that are within the contour.

Is there a list of contractors that has been developed to contact about the bids? Penny said there is not a list that is notified, contractors must reply to the bid that is posted in the newspaper, online and on DemandStar website.

Is there a connection between the contractor in New York and C&S Companies? C&S has worked with this contractor before, but the agreement is between the contractor and the Airport.

Will C&S Companies be overseeing this entire project? Penny said that C&S has a five-year contract with the Airport, and we are in the third year.

Does C&S also perform the noise testing? C&S oversees the testing, but HMMH does the noise testing.

Is there a compliance officer who speaks to the workers and checks on wages and payroll? There is a construction manager who is out in the field. C&S checks the certified payroll and review it.

Is there a minimum OSHA 10 or OSHA 30 training that must be met? Penny believes that all contractors are OSHA certified.

Someone said that someone was working on the top rung of the ladder. Penny said that did not happen. OSHA was on the job site for the first two or three days and there were no violations.

Was an OSHA report written and is it available online? Yes, there is a report but not online. OSHA was invited to the job site.

John Jarger asked for clarification of the pilot phase and phase 1. Penny explained. John said his organization was very involved in the O'Hare noise project and described what they do. He asked for the process regarding the certified payroll records. Penny said the records go to

Jeff Miller the Executive Director of the Airport. Mr. Jarger wants to be sure that the project is in compliance. He clarified that the subcontractors work for Chicago Executive Airport and Penny, C&S, is the project manager. Penny confirmed that certified payroll is given to C&S for review and then forwarded to the Airport. We are required to follow the Davis Bacon Act.

The next phase will start in Fall? Penny said yes due to some manufacturing delays.

There was discussion about the length of the program and how condo/apartment units are counted.

Penny explained the multi-family testing and qualification process. She said that if some units do not want new windows, they can still replace windows on those that choose to participate. They also work with the condo association and apartment management to ensure the new windows comply with what their requirements are.

Can we contact the contractor who was working when OSHA visited the job site? Yes, Penny gave her contact information, and she will look it up later.

IV. Adjournment

Andrew thanked everyone who attended. The meeting was adjourned at 6:22 p.m.

Respectfully submitted,
Jennifer Pfeifer
Executive Secretary

QUIETERHOME



PROGRAM

Residential Sound Insulation Program
Updates

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Residential Sound Insulation Updates

If you have not submitted your application to date, please contact:

Penny Merritt, Project Manager
204 Industrial Lane
Wheeling, IL 60090
pmerritt@cscos.com
Office: (847) 947-8392
Cell: (713) 213-9790

576
applications
received to
date

Pilot Phase

Pilot Phase consists of 9 single-family homes

- ◆ Construction is complete on all 9 homes
- ◆ The sound insulation treatments included: acoustic windows, prime and storm doors, and positive air ventilation
- ◆ Each property has a one-year workmanship warranty included as part of the Program
- ◆ Manufacturer warranties will continue as defined by each manufacturer
- ◆ Homeowners were very pleased with the product and workmanship

Phase 1

Phase 1 consists of 22 single-family homes

- ◆ Design visits were conducted at each home the week of April 4.
- ◆ 2nd visit/homeowner review of design package visits were completed May 2-4.
- ◆ Tentative bid process mid-June.
- ◆ Tentative contract award late-June.

Phase 1 - Design

- ◆ Design visits included the following:

1

Measurements of windows & doors

2

Developing a floor plan

3

Taking asbestos & lead samplings

4

Evaluating possible location for positive air ventilation duct

What's Next?

Acoustical Testing

- ◆ Testing will be broken up into annual phases:
 - ◆ Anticipated 40 homes/units per year (this is based on funding capabilities)
 - ◆ FAA mandates that 30% of single family homes from each of the categories that have been established, are tested
 - ◆ For multi-family units the same 30% testing mandate is followed
- ◆ Future testing, design and construction will prioritize residential properties closest to the airport first and move outward