

**Village of Orland Park
FY2019 Budget
Summary of Discretionary Requests**

Account Description	Dept	Narrative	Requested Amount	Amount Proposed by VM	Amount Not Proposed by VM
General Fund -					
Interfund Transfer Out - Open Lands Fund	Non Dept	Open Lands - Security Gates @ Nature Center	9,000	9,000	-
Interfund Transfer Out - Open Lands Fund	Non Dept	Stellwagen Farm - Security Gates	12,000	-	12,000
Training & Education	BIS	ESRI Annual Conference - GIS Manager (includes travel expenses)	5,000	5,000	-
Training & Education	BIS	Tyler Technologies Annual Conference - CTO (includes travel expenses)	12,000	3,000	9,000
Training & Education	BIS	Cisco Bootcamp - Jr. IT Administrator (includes travel expenses)	2,500	2,500	-
Training & Education	BIS	Tyler Technologies Power User Training (on-site)	5,000	5,000	-
Online Services	BIS	Adobe Creative Cloud License - 2 DS	2,400	-	-
Online Services	BIS	Auto-CAD License - DS	1,575	1,575	-
Online Services	BIS	Select Survey Software - Rec	1,560	1,560	-
Online Services	BIS	Google Earth Pro Subscription - DS	400	400	-
Online Services	BIS	Constant Contact Subscription - PIO	1,890	1,890	-
Online Services	BIS	Chemical Safety Management Software Subscription	12,898	12,898	-
Computer Hardware	BIS	Laptops (Desktop PC Replacements) - 8 PW, 3 Rec, 3 HR	24,528	-	24,528
Computer Hardware	BIS	Desktop PC Replacements - 2 Fin, 20 Police, 8 BIS	60,000	20,000	40,000
Computer Hardware	BIS	24" Monitors - 6 DS, 1 PW, 3 Rec, 2 Finance, 3 Parks, 2 PIO	8,580	5,148	3,432
Computer Hardware	BIS	Miscellaneous Hardware Replacements	20,000	-	20,000
Computer Hardware	BIS	SnapScanners - 3 PW	1,263	1,263	-
Computer Hardware	BIS	Field Printer for Inspectors using Tyler Technologies	450	450	-
Computer Hardware	BIS	Dual Monitor Stands	1,200	1,200	-
Computer Hardware	BIS	Tablet Storage Cabinet - 1 Rec, 1 PW, 1 DS	750	750	-
Computer Hardware	BIS	Payment Kiosk @ CC for Municipal Court	1,680	1,680	-
Computer Hardware	BIS	Indoor Wireless Access Points (10 Units)	1,800	1,800	-
Computer Hardware	BIS	Rugged Windows 10 Laptop - 2 Rec fieldwork	2,390	2,390	-
Computer Hardware	BIS	27" Monitor for Plan Reviews - 2 DS, 1 PW	1,689	1,689	-
Computer Hardware	BIS	Outdoor Wireless Access Points - 1 Parks, 2 PW, 2 Centennial Complex	6,300	3,500	2,800
Computer Hardware	BIS	MacBook Pro w/Accessories - PIO	4,410	-	4,410
Electronic Equipment/Supplies	BIS	Lenel ID Cards	2,000	2,000	-
Computer Software	BIS	PC Operating System Upgrade - Win 7 to Win 10 (20 - 30 units)	6,000	6,000	-
Computer Software	BIS	MS SQL Client Licenses for GIS Platform - 10 Licenses	5,000	5,000	-
Window Cleaning	BM	Additional Fall Window Cleaning	2,940	2,940	-
Engineering Services	DS	Traffic Counts	10,000	-	10,000

**Village of Orland Park
FY2019 Budget
Summary of Discretionary Requests**

Account Description	Dept	Narrative	Requested Amount	Amount Proposed by VM	Amount Not Proposed by VM
Engineering Services	DS	Miscellaneous surveys, traffic evaluations, plat development, preliminary environmental site planning and reviews	15,000	10,000	5,000
Autos & Trucks	PW	Miscellaneous Paint & Body Repairs	10,000	10,000	-
Equipment	PW	2-Way Radio Replacements (12 outdated)	4,500	4,500	-
Equipment	Veterans	Additional Panels for Veterans Wall	11,000	11,000	-
Part-Time Staffing	SE	Part-Time Staffing - Fun in the Park	242	242	-
Entertainment Services	SE	Entertainment - Fun in the Park	1,000	1,000	-
Porta John Rental	SE	Porta-John Rental - Fun in the Park	125	125	-
Other Supplies	SE	Miscellaneous Supplies - Fun in the Park	200	200	-
Part-Time Staffing	SE	Part-Time - Movies in the Park	340	340	-
Other Services	SE	Movie Licenses - Movies in the Park	1,200	1,200	-
Other Supplies	SE	Miscellaneous Supplies - Movies in the Park	200	200	-
Total General Fund			\$ 271,010	\$ 137,440	\$ 131,170
Museum Fund -					
Training & Travel	Museum	Training and Conferences w/Related Travel	1,500	-	1,500
			\$ 1,500	\$ -	\$ 1,500
Recreation and Parks Fund -					
Signs	Parks	Park Identification Signs - 2 sites	15,000	3,000	12,000
Total Recreation and Parks Fund			\$ 15,000	\$ 3,000	\$ 12,000
Water and Sewer Fund -					
Well & Storage Facilities	PW	Elevated Tank Exterior Washing	16,000	16,000	-
Other Supplies	PW	Hydrant Markers	5,000	5,000	-
Water Meter Repair Parts	PW	Smart Point Upgrade MXUs	120,000	120,000	-
Total Water and Sewer Fund			\$ 141,000	\$ 141,000	\$ -
Total Discretionary Requests			\$ 428,510	\$ 281,440	\$ 144,670

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Open Lands Operating Grant					
Strategic Plan Goals: Economic Development <input checked="" type="checkbox"/> Downtown Development <input checked="" type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Development Services					
Description/Justification: In addition to the operating grant received from the Village, the Open Lands Commission Board is requesting the following: --\$9,000 for installation of two (2) security gates at the Nature Center entrances					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-0000-491290	Inter-fund Transfers			\$9,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$9,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Stellwagen Farm Operating Grant					
Strategic Plan Goals: Economic Development <input checked="" type="checkbox"/> Downtown Development <input checked="" type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Development Services					
Description/Justification: In addition to the operating grant the Stellwagen Farm receives from the Village, the Stellwagen Board is requesting the following: --\$12,000 for the installation of two (2) gates to secure the pasture area					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-0000-491290	Inter-fund Transfers			\$12,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$12,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Team Training - BIS Administration of Current Services and Platforms					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: To properly train staff for the continued support of the Village's systems and functions, BIS is requesting the following training: <ol style="list-style-type: none">1. GIS – ESRI Annual Conference in California \$5,000 to include Travel, Hotel, Meals, Cost of Conference.2. Tyler Technology Annual Conference for 4 Power Users \$12,0003. Tyler Technology Power User Training \$5,000 for 3-4 employees (remote)4. Cisco CCNP Certification boot camp \$2,500 (local)					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-429100	Training and Education		\$24,500	\$24,500
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$24,500

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Adobe Cloud License					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: Adding two (2) additional licenses for the Development Services department allowing them to create/edit drawings, forms for the permitting process and other ongoing day to day activities. Original request – 2 DS					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-442850	Online Services	2	1,200	2,400
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$2,400

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Auto-CAD License - DS					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: Adding one (1) Auto CAD licenses for the Development Services Senior Project Engineer department allowing them to create/edit drawings, forms for the permitting process and other ongoing day to day activities.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-442850	Online Services	1	1,575	1,575
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,575

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Select Survey Software - Rec					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: Recreation request Select Survey Software for resident survey responses for online surveys, pop-ups, and advanced reporting around the programs provided by the Recreation department.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-442850	Online Services	1	1,560	1,560
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,560

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Google Earth Pro Subscription - DS					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: Development Services uses along with our GIS uses Google Earth's basic version and would like to enhanced features from Google Earth Pro for external facing projects and collaboration.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-442850	Online Services	1	400	400
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$400

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Constant Contact Subscription - PIO					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: The PIO has been increasing their community outreach communication and that has increased the number of emails being sent. The need to increase the Constant Contact subscription as well as to brand to the PIO.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-442850	Online Services	1	1,890	1,890
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,890

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology
Title: BIS Requests 2019_VMO_SaaS SDS (Formerly MSDS) Software
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>
Requesting Department: Village Manager
Description/Justification: <p>The Village's Safety Team has identified OSHA's Global Hazard Communication Standard Safety Data Sheets (SDSs) (29 CFR 1910.1200(g)) as a village-wide compliance initiative for 2019. The federal regulations, revised in 2012, require manufacturers to provide SDSs for each chemical in a consistent user-friendly, 16-section standardized format. Employers must maintain SDSs for each hazardous chemical they use. SDSs must be made available to all employees at the workplace or readily available when requested by an employee. Employers must provide copies of SDSs to employees upon request. SDSs include information such as the properties of each chemical; the physical, health, and environmental health hazards; protective measures; and safety precautions for handling, storing, and transporting the chemical.</p> <p>The village's current system of providing information required under the federal regulations is outdated, inconsistently maintained, and not compliant to meet the federal regulations under 29 CFR 1910.1200(g). Village departments responsible for managing this requirement have not fully nor consistently converted older MSDS sheets to SDSs throughout all village departments to meet the revised 2012 requirements.</p> <p>The Safety Team is seeking funds to implement a technology solution along with a written village-wide SOP for village chemical attainment to meet the federal regulations, ensure consistency across the organization, provide immediate access to the SDSs, ensure the most current versions are automatically updated, and most importantly educate employees on the safety precautions required for the safe use of each chemical in the workplace. It is estimated that there could be up to 2,000 different chemicals used throughout the village. A technology solution would create a centralized inventory all the various chemicals throughout the village and provide instant access electronically and on mobile devices to all staff and to first responders for any chemical related incidents.</p>

Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-442850	Online Services	1	12,898	12,898
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$12,898

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Laptops (Desktop PC Replacements) - 8 PW, 3 Rec, 3 HR					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: As we continue to push mobility, remote access to the network for increased productivity the BIS team is looking to replace a small number of users' desktops with laptops and associated hardware. The cost per all hardware is \$1752/user.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	14	1752	24,528
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$24,528

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Desktop PC Replacements					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: Replacement PC's across multiple Village departments for PC's that are >5yrs old. The cost per all hardware is \$2000/user. Original request – 2 Finance, 20 Police, 8 BIS					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	1	60,000	60,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$60,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: 24" Monitors					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: Additional monitors to increase productivity by Village department. The cost per all hardware is \$429/user. Original request – 6 DS, 1 PW, 3 Recreation, 2 Finance, 3 Parks, 2 PIO					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	17	429	8,580
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$8,580

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: BIS Discretionary Hardware and Software for one off projects					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: BIS is frequently asked to provide services that are not or have not been approved as part of the annual budget process. Typically what happens is there is a need to implement an idea within the calendar year and we have to take from another project's funding to accomplish the implementation. In 2019 we would like to have a discretionary funding source that would be used for these one-off with the approval of the VM for any amount bring requested. This typically is a mix of hardware and software together to accomplish the one off project.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware		10,000	10,000
Choose an item.	010-1600-460130	Computer Software		10,000	10,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$20,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: SnapScanners - 3 PW					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: With the increased use of PCard for day to day supply purchasing in PW, there are long line when staff are entering and scanning receipts. Add in new scanners at the stations will increase productivity and reduce long wait times. The cost per hardware is \$421/user.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	3	421	1,263
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,263

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Field Printer for Inspectors using Tyler Technologies					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: While inspectors are in the field at times there is a need to print via Bluetooth an inspection report, memo, and/or drawing to leave at the site in addition to an electronic email. This capability will allow for timelier follow up by not having to come back to the office to perform the print function to then be mailed or brought back out to the site. The cost per hardware device is \$500.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	1	450	450
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$450

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Dual Monitor Stands					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: We have been deploying dual monitors and look to deploy more in 2019 and with that effort the base of the monitors takes up a good amount of desk space. Have a dual monitor stand reduces/eliminates the base footprint on the user's desk. The cost per hardware device is \$40.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	30	40	1,200
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,200

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Tablet Storage Cabinet - 1 Rec, 1 PW, 1 DS					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: Assets need to be accounted for and charged overnight. To better perform these tasks is to have centralized storage and power station the storage cabinet will provide. These cabinets can store up to 15 devices safely. The cost per hardware cabinet is \$250.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	3	250	750
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$750

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Secondary Payment Kiosk - CC for Municipal Court					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: As the Village looks to reduce credit card processing fees for the municipal violation fees an additional self-service kiosk at the Civic Center is requested to shorten lines and wait times. The cost per hardware combination is \$1680 for the touchscreen, software and base.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	1	1,680	1,680
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,680

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Wireless Access Points - Indoor (10 Units)					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: As the BIS team increases the Wi-Fi coverage at all facilities the need to purchase more equipment is requested. This equipment is centrally configured, monitored and managed. The cost per hardware unit is \$190.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	10	180	1,800
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,800

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Rugged Windows 10 Laptop - 2 Rec fieldwork					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: The Recreation department is increasing the sales for various products at the time of the event and is requesting ruggedized tables to manage the credit card processing activity while connected securely to ActiveNet. The cost per hardware unit is \$1195.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	2	1195	2,390
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$2,390

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: 27" Monitor for Plan Reviews					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: The 27" monitors will allow for improved viewing of architecture drawings while at the user desk in addition to the exiting monitor. The cost per hardware unit is \$563.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	3	563	1,689
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,689

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Wireless Access Points - Outdoor - 1 Parks, 2 PW, 2 Centennial Complex					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: As we have more users capable of using a mobile phone/device while working outside of our main facilities BIS would like staff to connect to the Village's Wi-Fi network; by pulling up to a building or area without the need to enter the building. This also reduces time commuting from the vehicle as well as reduces the need to use our limited pool of minutes with our mobile carrier, allowing better cost containment. The cost per device \$700. Original request – 1 Parks, 4 PW, 3 Centennial Ballfields, 1 Ice Rink					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	9	700	6,300
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$6,300

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: MacBook Pro, software w/Accessories - PIO					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: The PIO staff consistently uses the Apple iPhone to edit video and marketing material. To improve quality and productivity of this activity, BIS is requesting a hardware bundle that is part of Apple ecosystem. The cost per bundle is \$4410.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	1	4,410	4,410
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$4,410

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: Lenel ID Cards - HR					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: HR annually replaces/adds new employees' card reader badges for a multitude of reasons. BIS is requesting a stock inventory for 2019 of about 285 cards. The cost per card \$7.00.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1600-460110	Computer Hardware	285	7.00	2,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$2,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: BIS Request Upgrade PC Operating System from Windows 7 to Windows 10					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: Microsoft ended mainstream support for Windows 7 on January 13, 2015, but extended support won't end until January 14, 2020, but we need to prepare to update 20 - 30 PC's in 2019 in advance of the 2020 date.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$6,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Technology					
Title: BIS Request 10 Additional MS SLQ Client License for the GIS platform					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: MIS					
Description/Justification: As the GIS environment is being taxed with more users and also Tyler Technology map/parcel/asset data there is the need to increase the number of MS SQL client licenses for the GIS database platform.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$5,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Window Washing – 2 nd Yearly Cleaning					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Public Works					
Description/Justification: The inside and outside of the village building windows are contracted for being cleaned one time each year. A second cleaning each year will enhance and beautify the buildings look and feel for visitors and employees.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-1700-442920	Window Cleaning	1	2,940	2,940
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$2,940

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Engineering Services					
Strategic Plan Goals: Economic Development <input checked="" type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Development Services					
Description/Justification: Engineering Services is requesting a total of \$25,000 for FY2019. Funds are being requested as follows: \$10,000 for 2019 Traffic Count Data; \$15,000 for miscellaneous surveys, traffic evaluations, plat development, preliminary environmental site planning, and reviews.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-2004-432500	Engineering Services			\$25,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$25,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Paint & Body Repairs					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: Public Works					
Description/Justification: Steel dump body restorations. Outsourced sandblasting/patching and repainting of dump bodies can restore the look and functionality of the steel dump bodies in the truck fleet.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-5006-443400	Auto/Truck repair/maintenance	1	\$10,000	\$10,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$10,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Replacement Equipment					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: Public Works					
Description/Justification: Replacement of mobile radios (20 years old) mounted in Vehicles and Larger equipment for Internal Village communication in lieu of cell phone usage.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-5006-460180	Equipment	12	\$375	\$4,500
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$4,500

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Additional Panels for Veterans Wall					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Officials					
Description/Justification: Additional panels for the Veterans Wall - two (2) Gem Mist 52x8x28 inch granite panels, polished and installed. Provides ability to add 352 additional names. Cost = \$5,500/per panel. Cost of engraving @ \$90 per name = \$31,680. Revenue @\$250/name = \$88,000. Net revenue = \$46,320.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	010-8100-460180	Equipment	2	5,500	\$11,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$11,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Fun in the Park					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Recreation					
Description/Justification: The Recreation Department would like to add summer children's events in 2019. In 2018 all summer children's events were eliminated. Fun in the Park. Free children's event with DJ, entertainer, games/activities within an Orland Park, Park. Costs include: DJ, Entertainer, Supplies, porta-potty and staffing (detailed below).					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
Recreation & Parks	010-9450-442450	Entertainment Services	1	1,000	1,000
Recreation & Parks	010-9450-460290	Other supplies	1	200	200
Recreation & Parks	010-9450-444550	Porta John Rental	1	125	125
Recreation & Parks	010-9450-410130	Special Events Staff	2	85	170
Recreation & Parks	010-9450-410130	Building Attendants	2	36	72
Choose an item.					
				Total:	\$1,567

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Movie in the Park					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Recreation					
Description/Justification: The Recreation Department would like to add summer children's events in 2019. In 2018 all summer children's events were eliminated. Movies in the Park: Two free family movies on the big screen at Crescent Park during the summer months. The Recreation Department owns the equipment to show the movie. Costs include: movie licensing, misc. supplies and staffing (detailed below).					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
Recreation & Parks	010-9450-429200	Dues & Licenses	2	600	1,200
Recreation & Parks	010-9450-460290	Other supplies	2	100	200
Recreation & Parks	010-9450-410130	Part-time staff	2 for 2 dates	170	340
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,740

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Business Travel					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: Officials					
Description/Justification: Various museum organizations and the State (Conference on Illinois History) host conferences, which consists of history and preservation-themed lectures and panels. These conferences assist with professional development and allow people in the field to meet and talk about challenges, changes, etc. Next year, I am hoping to give a presentation on behalf of Orland Park at the Conference on Illinois History in Springfield and attend either the Illinois Association of Museums conference, American Association for State and Local History, or American Alliance of Museums conference. These are great conferences to learn about grant opportunities, collections care, planning and designing exhibits, and how to get the community more involved with museums and programs. However, some of the larger conferences are held out of state and large institutions.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	028-0000	Business Travel- Conference on IL History, Springfield, IL	1	250	250
General Fund	028-0000	Business Travel- IAM, AAM, or AASLH Conference	1	1,250	1,250
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$1,500

Enter the Project code (if any) associated with this request: SP-9011

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Signage Logo Replacement-5 to 10 Park ID signs					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Parks					
Description/Justification: Replacement signage for Park ID signage that are in a state of disrepair incorporating the new Village Logo- Centennial Park entrance (two sided), Doogan, Grasslands, Bill Young, Treetop					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	283-4003-461500	General Signage			15,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$15,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Elevated Tank Exterior Washing					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: Public Works					
Description/Justification: Over the course of several years, our Elevated Tanks are exposed to a variety of environmental conditions that degrade their appearance and shorten the life expectancy of their protective coatings. To combat these conditions, it is recommended to periodically clean the exterior of the Elevated Tanks. The process involves an application of detergent to kill mold and mildew and loosen the dirt and grime that cling to the paint surface. After an adequate application, the surface is rinsed from the top down utilizing high pressure water. Depending on site conditions, cleanings typically last between 3 to 6 years before the process has to be repeated. To spread costs, typically two (2) of our seven (7) Elevated Tanks are cleaned each year.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
Water & Sewer	031-6002-443900	Well & Storage Facilities	1	16,000.00	\$16,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$16,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Hydrant Markers					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input type="checkbox"/> High Performing Organization <input checked="" type="checkbox"/>					
Requesting Department: Public Works					
Description/Justification: Hydrant markers simplify the process of locating hydrants in tall vegetation, deep snow and in emergency situations in both daylight and at night. Markers are also helpful to distinguish Village hydrants from adjacent municipalities and other water providers. Additionally, the Mokena Fire Protection District, which services some areas within the Village, requires that all hydrants under their jurisdiction be equipped with markers.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
General Fund	031-6002-460290	Other Supplies		\$5,000	\$5,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$5,000

Enter the Project code (if any) associated with this request: [Click here to enter text.](#)

Choose an item.



2019 BUDGET REQUEST FORM

REQUEST INFORMATION

Type of Request: Discretionary					
Title: Additional Smart Point Upgrade MXUs					
Strategic Plan Goals: Economic Development <input type="checkbox"/> Downtown Development <input type="checkbox"/> Quality of Life <input checked="" type="checkbox"/> High Performing Organization <input type="checkbox"/>					
Requesting Department: Public Works					
Description/Justification: Upgrading of the current MXU meter reading equipment to the Smartpoint meter reading equipment will allow greater utilization of the latest technology provided by Sensus Flexnet radio network. The conversion to the new Smart Points will allow the meters to connect to the radio network for reading and other communications such as possible failure or tampering. The Upgrading of the current MXU meter reading equipment to the Smartpoint meter reading equipment will allow greater utilization of the latest technology provided by Sensus Flexnet radio network. The conversion to the new Smart Points will allow the meters to connect to the radio network for reading and other communications such as possible failure or tampering. To expedite the conversion the Public Works Department has prepared a potential four-year program for changing the current MXU's to the new Smart Points. The additional funding is needed for the conversion to occur within the four year program. The Village as completed 18,000 MXU upgrades over the past few years and have 5400 left to complete the Smart Point upgrade in 2019. The additional funding is needed for the conversion to occur within the four year program. This will complete the conversion in FY19.					
Fund Name	Account Number	Account Title	Quantity	Amount	Total Amount
Water & Sewer	031-6002-464300	Water Meter Repair Parts		\$120,000	\$120,000
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
Choose an item.					
				Total:	\$120,000