

InterOffice Memo

To: William T. Lichter, Village Manager
From: David A. Dratnol, P.E., Village Engineer
Date: December 8, 2004
Subject: North Broadway Improvements Project
Resident Engineering

Attached please find a contract and resolution for the resident engineering services for the North Broadway Improvements project.

This selection was made from the Resident Engineering Short List. The short list is comprised of six firms. However, Christopher B. Burke Engineering was not asked to submit, as per the Engineering Division policy of typically not allowing the design firm to perform the construction observation on a project the firm designed. Five firms responded. Upon review, the Engineering Division determined that Burns & McDonnell of Oak Brook is the most qualified firm to serve as resident engineer.

Burns & McDonnell has recently served as resident engineer for the North Avenue and Highland Avenue projects.

The scope and fee were negotiated with Burns & McDonnell and agreed to by both parties.

Please note that Motor Fuel Tax Funds (MFT) will be utilized to pay for Burns & McDonnell's services. IDOT form BLR 4303 is attached. BLR form 4303 is an IDOT Bureau of Local Roads Construction Engineering Services Agreement for Motor Fuel Tax Funds. Form BLR 4103 is also attached. This form is an IDOT Resolution for Improvement by Municipality under the Illinois Code. This form will be used in lieu of the regular Village resolution.

Please present this agreement and resolution to the President and Board of Trustees for their review at their regular meeting of December 16, 2004. If approved, please have five signed copies of BLR 4103 returned to Engineering for further processing. The consultant will submit four signed originals of form BLR 4303. Once Engineering has received the originals, they will be forwarded for signatures.

DD/jg

cc: File: ST-04-05