

**DISTRICTS # 4**

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
For Inclusion on Board Agenda


    X     Resolution or Ordinance (Blue)      \_\_\_\_\_ Waiver of First Requested  
\_\_\_\_\_ Recommendations of Boards, Commissions & Committees (Green)  
\_\_\_\_\_ Other Business (Pink)

**TO:** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** Scott Niehaus, Village Manager

**DATE:** March 28, 2022 (COW) (B of T)      **Date:** April 7, 2022

**TITLE:** North Grace Street Underground Utility Improvements  
Professional Engineering Services

**SUBMITTED BY:** David Gorman, P.E., Assistant Director of Public Works 

**BACKGROUND/POLICY IMPLICATIONS:**

Contract for the design and preparation of bid documents related to sanitary sewer and water main improvements on North Grace Street from Prairie Avenue to North Avenue.

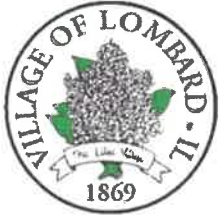
**FISCAL IMPACT/FUNDING SOURCE:**

Total Contract Amount: \$214,320.40  
Project Number: WA 22 02  
CIP Budget Amount: \$239,000 (of the \$292,000 programmed for design)  
Account: WA 22 02 North Grace Street Utility Improvements  
Water/Sewer Capital Reserve Fund: 520.790.715.75420 (\$214,320.40)

Review (as necessary):

Village Attorney X \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director X \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager X \_\_\_\_\_ Date \_\_\_\_\_

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, before the Agenda Distribution.



To: Scott Niehaus, Village Manager  
 Through: Carl Goldsmith, Director of Public Works *CSG by DRG*  
 From: David Gorman, P.E., Assistant Director of Public Works *DRG*  
 Date: March 28, 2022  
 Subject: North Grace Street Utility Improvements

Attached are the resolution, contract, and fee schedule for engineering services related to the North Grace Street Utility Improvements project.

**Background**

As a precursor to the North Grace Street roadway and sidewalk improvements construction project, currently programmed in the CIP for 2027, Public Works needs to assess and rehabilitate the sanitary sewer collection and water distribution systems within the project limits.

Currently, Baxter and Woodman are under contract to identify sources of clear water (downspouts, sump pumps, and foundation drains directly connected to the sanitary sewer system) entering the sanitary sewer system within a significant portion of the North Grace Street area (the area roughly bounded by Prairie Avenue to the south and Pleasant Lane to the north). This includes flow monitoring, smoke testing, reviewing sewer tapes (for the entire project North Grace Street sidewalk and roadway job) and documenting defects, and assessing all sanitary manholes. A summary of the findings report will be generated, whose recommendations will be incorporated into the North Grace Street Underground Utility project.

Concerning the water system, the selected project designer will evaluate the information provided by Public Works staff to assess the extent of the water main rehabilitation/replacement. Another element of the scope will include evaluating trenchless rehabilitation techniques (cured-in-place pipelining and spray lining). Hydrant, valve, and manhole replacement are also included. Lastly, the largest component of the contract will be the preparation of the construction bid documents (plans, specifications, and an engineer’s estimate of cost).

**Award**

The seven firms on the Public Works Engineering Short -List were sent a Request for Proposal. Four proposals were received. Civiltech Engineering, Inc (Civiltech) of Itasca was selected as the “most qualified firm” based on the proposed scope of work, their project experience related to performing similar underground utility improvements work, and the proposed staff. Civiltech was the design engineer for the Roosevelt Road Water Main Lining Project.

The scope and fee were negotiated and agreed to by both parties. The not-to-exceed fee for engineering services is \$214,320.40. Project financing is through the Village’s Water and Sewer Capital Reserve Fund.

Please present this contract to the President and Board of Trustees at their regular meeting of April 7, 2022. If approved, please return one original signed copy to Public Works-Engineering for further processing.

**RESOLUTION**  
**R \_\_\_\_\_ 22**

**A RESOLUTION AUTHORIZING SIGNATURE OF**  
**PRESIDENT AND CLERK ON AN AGREEMENT**

**WHEREAS**, the Corporate Authorities of the Village of Lombard have received a Contract between the Village of Lombard, and Civiltech Engineering, Inc., regarding engineering services related to the North Grace Street Utility Improvements project as attached hereto and marked Exhibit "A", and

**WHEREAS**, the Corporate Authorities deem it to be in the best interest of the Village of Lombard to approve such Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS as follows:

**SECTION 1:** That the Village President be and hereby is authorized to sign on behalf of the Village of Lombard said Contract as attached hereto.

**SECTION 2:** That the Village Clerk be and hereby is authorized to attest said Contract as attached hereto.

Adopted this 7th day of April 2022.

Ayes; \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved this 7th day of April 2022.

\_\_\_\_\_  
**Keith Giagnorio**  
**Village President**

ATTEST:

\_\_\_\_\_  
**Elizabeth Brezinski**  
**Village Clerk**

# Exhibit "A"

Legistar: 220118



## VILLAGE OF LOMBARD CONTRACT

### NORTH GRACE STREET UTILITY IMPROVEMENTS CONTRACT DOCUMENT NUMBER WA 22 02

This Contract is made this 7th day of April 2022, between and shall be binding upon the VILLAGE of Lombard, an Illinois Municipal Corporation hereinafter referred to as the "VILLAGE" and Civiltech Engineering, Inc., hereinafter referred to as the "ENGINEER" and its successors.

Witnessed, that in consideration of the mutual promises of the parties delineated in the Contract Documents, the ENGINEER agrees to perform the services and the VILLAGE agrees to pay for the following services as outlined in the Contract documents:

#### Engineering Services for the North Grace Street Utility Improvements project

1. This Contract shall embrace and include all applicable contract documents listed below as if attached hereto or repeated herein:
  - a. Request for Qualifications and Request for Proposal (October 9, 2021) consisting of the following:
    - i) Cover Sheet
    - ii) Table of Contents
    - iii) Solicitation Letter
    - iv) General Provisions
    - v) Special Provisions/Request for Qualifications
    - vi) Request for Proposal
    - vii) Instructions for the Consultant Evaluation Form
    - viii) Instructions for the Statement of Qualifications Forms
    - ix) Appendix A - Sample Contract and Engineer's Certification Form
    - x) Appendix B - Local Government Prompt Payment Act
    - xi) Appendix C - Statement of Qualifications Form and Proposal Form
    - xii) Appendix D - CIP Shortlist Projects
    - xiii) Appendix E - Charles Lane Basin Utility Map
  - b. Addendum #1, Dated November 11, 2021 (RFQ & Charles Lane Basin project)
  - c. Request for Proposal Dated January 26, 2022
  - d. ENGINEER'S Letter, Scope Work Effort, and Fee dated March 25, 2022
  - e. Required Certificates and Signatures and Certificate of Insurance
2. The VILLAGE agrees to pay, and the ENGINEER agrees to accept as full payment for the services, which are the subject matter of this contract per the General Provisions.
3. This Contract represents the entire agreement between the parties and may not be modified without the written approval of both parties.

IN WITNESS WHEREOF, the Village of Lombard, Illinois by Keith Giagnorio, Village President, and the ENGINEER have hereunto set their hands this 7th day of April 2022.

If an individual or partnership, all individual names of each partner shall be signed, or if a corporation, an officer duly authorized shall sign here:

\_\_\_\_\_  
Civiltech Engineering, Inc.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Individual or Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

\_\_\_\_\_  
By \_\_\_\_\_ Position/Title

\_\_\_\_\_  
By \_\_\_\_\_ Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 7th day of April 2022.

\_\_\_\_\_  
Keith Giagnorio, Village President

Attest:

\_\_\_\_\_  
Elizabeth Brezinski, Village Clerk

**VILLAGE OF LOMBARD  
ENGINEER'S CERTIFICATION**

\_\_\_\_\_, having been first duly sworn depose and states as follows:  
(Officer or Owner of Company)

\_\_\_\_\_, having submitted a proposal for the  
(Name of Company)

North Grace Street Utility Improvements, Contract Document Number WA 22 02 to the Village of Lombard, hereby certifies when applicable under Federal, State, County or municipal code, that said ENGINEER:

1. has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A) (4).
2. is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, or if it is:
  - a. it is contesting its liability for the tax or the amount of tax per procedures established by the approved Revenue Act; or
  - b. it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.
3. is in full compliance with the Federal Highway Administration Rules on Controlled Substances and Alcohol Use and Testing, 49 CFR Parts 40 and 382 and that

\_\_\_\_\_  
(Name of employee/driver or "all employee drivers")  
is/are currently participating in a drug and alcohol testing program pursuant to the  
aforementioned rules.

By: \_\_\_\_\_  
Officer or Owner of the Company named above

Subscribed and sworn to  
before me this \_\_\_\_\_  
day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Notary Public