

**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:** May 6, 2016 (COW) (B of T) **Date:** May 19, 2016

**TITLE:** IL Route 53 Storm Water Pump Station Improvements  
Resident Engineering Services

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

**BACKGROUND/POLICY IMPLICATIONS:**

Provision of as needed full time construction observation/inspection services for the construction of the IL Route 53 Storm Water Pump Station Improvements project.

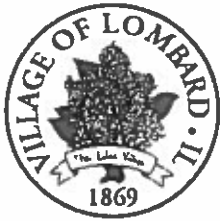
**FISCAL IMPACT/FUNDING SOURCE:**

Total Contract Amount: \$179,523.00  
Total CIP Budget Amount: \$390,900.00  
NWS Project Number: SS 12 01  
Account: RES ENG Water/Sewer Capital Reserve: 520.790.715.75420

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, prior to the Agenda Distribution.



To: Scott Niehaus, Village Manager

Through: Carl Goldsmith, Director of Public Works *CG*

From: David Gorman, P.E., Assistant Director of Public Works *D.G.*

Date: May 6, 2016

Subject: IL Route 53 Storm Water Pump Station Improvements  
Resident Engineering Services

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Attached please find a resolution, contract and fee schedule regarding resident engineering services for the IL Route 53 Storm Water Pump Station Improvements.

This selection was made from the FY 2014/2015/2016 Resident Engineering Short List. The resident engineering short list is comprised of five (5) firms, all five firm were invited to submit.

Two (2) of the five (5) firms submitted proposals and based on the overall numerical rating of the four (4) person evaluation committee, Baxter & Woodman Inc. of Crystal Lake, was rated as the "most qualified" firm.

Baxter & Woodman Inc. has performed Resident Engineering services for many past Village projects; Finley Road Phases 1 and 2, Olde Towne East – Phase 5, Vista Pond Expansion, Lombard Meadows Phase 2 & Circle Avenue and the Fairview Lift Station Improvements project. Baxter & Woodman has proposed the same resident project representative (RPR), who worked on the Fairview Lift Station project.

The scope and fee were negotiated with Baxter & Woodman Inc. and agreed to by both parties. The not-to-exceed fee for resident engineering services is \$179,523.00.

Please present this agreement and resolution to the President and Board of Trustees for their review at their regular meeting of May 19, 2016. If approved, please return one original signed copy to Public Works-Engineering for further processing.

**RESOLUTION**

R \_\_\_\_\_ 16

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

**WHEREAS**, the Corporate Authorities of the Village of Lombard have received an Agreement between the Village of Lombard, and Baxter & Woodman Inc. regarding the IL Route 53 Storm Water Pump Station Improvements project as attached hereto and marked Exhibit "A" and " B ", and

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

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 agreement as attached hereto.

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

Adopted this 19<sup>th</sup> day of May, 2016.

Ayes: \_\_\_\_\_

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

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

Approved this 19<sup>th</sup> day of May, 2016.

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

ATTEST:

\_\_\_\_\_  
**Sharon Kuderna**  
**Village Clerk**



## VILLAGE OF LOMBARD CONTRACT

### CONTRACT DOCUMENT NUMBER SS 12 01

This agreement is made this 19th day of May 2016, between and shall be binding upon the VILLAGE of Lombard, an Illinois Municipal Corporation hereinafter referred to as the "VILLAGE" and Baxter and Woodman 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 set forth in the contract documents:

#### Resident Engineering Services for IL Route 53 Storm Water Pump Station Improvements

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 (December 13, 2013) consisting of the following:
    - i) Cover Sheet
    - ii) Table of Contents
    - iii) General Provisions
    - iv) Special Provisions
    - v) Request for Qualifications and Proposals for Resident Engineering Short-List
    - vi) Instructions Regarding the Consultant Evaluation Form
    - vii) Instructions Regarding the Statement of Qualifications Form
    - viii) Consultant Evaluation Form
    - ix) Statement of Qualifications Form
  - b. Request for Proposal dated February 4, 2016
  - c. ENGINEER'S Proposal Dated March 4, 2016
  - d. ENGINEER'S Letter Dated March 29, 2016 and Work Effort and Fee Dated March 28, 2016
  - 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 in accordance with 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 19th day of May 2016.

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:

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Baxter and Woodman Inc.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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

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By

Position/Title

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By

Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 19th day of May, 2016.

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Keith Giagnorio, Village President

Attest:

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Sharon Kuderna, 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:  
(Name of Company)

IL Route 53 Storm Water Pump Station Improvements – Resident Engineering Services to the Village of Lombard hereby certifies 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 in accordance with procedures established by the approve 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 Company named above

Subscribed and sworn to  
before me this \_\_\_\_\_  
day of \_\_\_\_\_, 2016.

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

VILLAGE OF LOMBARD, ILLINOIS  
 IL. ROUTE 53 STORM WATER PUMP STATION IMPROVEMENTS -RESIDENT ENGINEERING  
 EXHIBIT B

CONSTRUCTION ENGINEERING

Local Agency: VILLAGE OF LOMBARD, ILLINOIS  
 (Municipality/Township/County)

\*Firm's approved rates on file with IDOT's  
 Bureau of Accounting and Auditing:  
 Overhead Rate (OH) 153%  
 Multiplier 2.85  
 Calendar Days 371

\* start work 4/18/2016 to close out 5/1/2017 closeout-as-builts & GIS compl.  
 \* 0 Saturdays JN 33 wks Substantial completion 25hrs/wk average  
 DF 10 wks Final Completion 16hrs/wk average  
 GIS -Asbuilts 2days/8hrs/day

Cost Estimate of Consultant's Services in Dollars

Tasks	Employee Classification	Man-Hours	Payroll Rate	% of Hours task	Total Cost	In-House Direct Costs (IHDC)	Total cost by task	% Cost per task	Total Cost w/Mult
ADMINISTRATION & MEETINGS	John Ambrose	4	\$81.79	0.25%	\$327.16				\$832.41
	Mark Dachsteiner	80	\$55.95	5.09%	\$4,476.00	\$190.50	\$14,507.19	8.08%	\$12,947.10
	Berib Tobin	8	\$27.53	0.51%	\$220.24				\$627.68
	Jeremy Norton	824	\$40.57	52.42%	\$33,429.68	\$3,143.25	\$389.00		\$98,417.84
	Dann Fimbach	280	\$30.90	16.54%	\$8,034.00	\$190.50			\$23,785.90
GIS DATA/ OPERATIONS	Gary Nehls	60	\$49.09	3.82%	\$2,945.40		\$130,788.63	72.85%	\$8,584.89
CONSTRUCTION STAKEOUT	Surveyor	0	\$40.00	0.00%	\$0.00				\$0.00
	Surveyor	0	\$40.00	0.00%	\$0.00				\$0.00
SHOP DRAWING REVIEW	Gary Wall	16	\$50.90	1.02%	\$814.40				\$2,321.04
	Mark Dachsteiner	8	\$55.95	0.51%	\$447.60		\$3,586.70	2.00%	\$1,275.66
PROJ CLOSEOUT & REC DRAW	Jeremy Norton	24	\$40.57	1.53%	\$973.68				\$2,774.99
	Randall Eslick	32	\$42.85	2.04%	\$1,371.20				\$3,907.92
	Mark Dachsteiner	24	\$55.95	1.53%	\$1,342.80				\$3,826.98
	Dann Fimbach	60	\$30.90	3.82%	\$1,854.00		\$15,793.79	8.80%	\$5,283.90
GIS Processing	Andy Zaietel	16	\$53.11	1.02%	\$849.76				\$2,421.82
	Dan Sattler	140	\$26.44	8.91%	\$3,701.60				\$10,549.56
	Peter Ferretti	16	\$40.91	1.02%	\$654.56		\$14,836.87	8.26%	\$1,865.50
<b>TOTALS</b>		<b>1,572</b>		<b>\$1,442</b>	<b>\$</b>	<b>4,413</b>	<b>\$</b>	<b>100.00%</b>	<b>\$</b>

In-House Direct Costs: \$4,413 incl \$417 Tolls-added 725 miles @ 0.575  
 VEHICLE EXPENSES - TRAVEL & TOLLS, 7675MI @ \$0.575/MILE =

Personnel & Hours	% of Hours
Principal	0.25%
Project Manager	7.13%
GIS Processing	10.94%
JN & DF & GN	78.11%
Secretarial	0.51%
Engr	1.02%
Surveyor	0.00%
CAD	2.04%
<b>Total</b>	<b>100.00%</b>

Project Multiplier

Overhead (see exhibit A)	=	Standard Time	tailf avg. composite
Direct Labor	=	1.59	1.53
Profits @ 14.5%	=	1.00	1.00
	=	0.376	0.316*
<b>Multiplier</b>	<b>=</b>	<b>2.966</b>	<b>2.846</b>

Our approved IDOT overhead rate is 1.53. We propose to use a multiplier of 2.85 for all employee hours for this project.