


**DISTRICT - ALL**

**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:** February 10, 2021      (COW) (B of T)      **Date:** April 18, 2021  
**TITLE:** Portable Generator Receptacle Project  
Preliminary Design Engineering (Phase 1)  
**SUBMITTED BY:** Brian Jack, Utilities Superintendent 

**BACKGROUND/POLICY IMPLICATIONS:**

Amendment No. 1 is a net increase of \$11,705.07. This change required more supplemental engineering review and coordination with the portable generator supplier. The amendment is for the additional work performed by Christopher Burke Engineering.

**FISCAL IMPACT/FUNDING SOURCE:**

Current Contract Amount: \$27,596.00  
Amendment #1: \$11,705.07  
Total Revised Contract Amount: \$39,301.07  
PO #: 2021-  
Accounts: Water/Sewer Capital Reserve Funds  
RM PROG 51 – 16 sanitary and storm stations: \$9,364.06  
RM PROG 32 – 4 potable water stations: \$2,341.01  
Account Number: 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.

## MEMORANDUM



**To:** Scott Niehaus, Village Manager  
**From:** Brian Jack, Utilities Superintendent  
**Through:** Carl Goldsmith, Director of Public Works  
**Date:** February 10, 2021  
**Subject:** **Portable Generator Receptacle Project – Contract Amendment 1 Preliminary Design Engineering (Phase 1)**

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Please find enclosed contract amendment one for the current contract related to the Portable Generator Receptacle Project that was approved at the February 6, 2020 BoT meeting. The original contract was to perform an electrical analysis of 20 existing water, sewer, and storm water pumping stations to determine the extent of electrical upgrades to be completed. Each of these sites has a portable generator connection either affixed to the building or the side of a stainless-steel SCADA panel. In 2020, an electrical issue of improper grounding was identified by Christopher Burke Engineering during the Charles Lane generator project and was remedied at that station during the project. The issue of risk of electrical shock due to improper grounding of equipment prompted an inspection of the other stations and was determined that these stations were in need of electrical upgrades.

A grant of approximately \$200,000 from the Rebuild Illinois Capital Plan is anticipated to be awarded to the Village for the material purchase and contractor install portion of this project. Once the grant is awarded, staff will present a contract for the electrical upgrades to the Village Board for construction this summer.

Christopher B. Burke Engineering LTD. of Rosemont completed approximately 75% of the analysis project in 2020. During the process, additional design work was and is necessary to properly design the electrical updates to accept the new portable generator to be purchased in FY2023. These additional design requirements were brought to Burke's attention by Cummins Generators due to existing automatic transfer switches installed at the pump stations that cannot accept the direct current power supplies from the new portable generator. This additional direct current power supply is a new requirement to meet NEC standards for control wiring continuity.

As part of the original contract, Burke Engineering would prepare the Contract Plans to remove existing generator receptacles, replace with new receptacle cabinets, modify wiring within the pump controllers to connect the new receptacle cabinet, and that work required to replace the generator receptacles could be performed by Village Staff. However, based on site visits, and modifications to include the dc power supply, Manual Transfer Switch control, and to ensure that the portable generator could be controlled by the Automatic Transfer Switch, it was determined that additional design effort was required to be performed at each site.

The additional scope and fee are negotiated with CBBEL and pending agreement by both parties. The project scope includes data collection and evaluation, site assessments, preparation of plans and bidding assistance. Both the proposed scope of services and the fee estimate are attached for

**RESOLUTION**  
**R \_\_\_\_\_ 21**

**A RESOLUTION AUTHORIZING AN AMENDMENT TO A PROFESSIONAL SERVICES CONTRACT INVOLVING AN INCREASE/DECREASE IN THE DOLLAR AMOUNT OF THE CONTRACT OF \$10,000 OR MORE AND/OR EXTENDING/ SHORTENING THE TIME IN WHICH THE CONTRACT IS TO BE COMPLETED BY THIRTY (30) DAYS OR MORE**

**WHEREAS**, pursuant to Illinois Compiled Statutes, Chapter 720, Section 5/33E-9, units of local government are required to make specific findings prior to authorizing any change order relative to a contract which would increase or decrease the dollar amount of the contract by \$10,000 or more, or would extend or shorten the time in which the contract is to be completed by thirty (30) days or more; and

**WHEREAS**, staff has presented and recommended the proposed Change Order No.1 to the contract between the Village of Lombard and the Christopher Burke Engineering regarding the Portable Generator Receptacle project, as attached hereto as Exhibit "A" and made part hereof, (the "Change Order") to the Corporate Authorities of the Village of Lombard; and

**WHEREAS**, said Amendment attached hereto as Exhibit "A" would increase the dollar amount of the contract by \$11,705.07.

**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 after reviewing the explanation of staff as to the necessity of and reasons for the Change Order attached hereto as Exhibit "A", the President and Board of Trustees find as follows:

- A That the circumstances which necessitated said Change Order were not reasonably foreseeable at the time the contract was entered into.
- B. That the basis of the Change Order was not within the contemplation of the contract when the contract was signed.
- C. That it is in the best interests of the Village of Lombard to approve the Change Order in its proposed form.
- D. That to the extent that it may have been necessary to go to bid relative to the work contemplated by said Change Order; bidding is hereby specifically waived as to the Change Order work.

**SECTION 2:** That having made the findings set forth in Section 1 above, the President and Board of Trustees hereby approve the Change Order attached hereto as Exhibit "A", and direct and authorize the Village President and Village Clerk to execute said Change Order on behalf of the Village.

Adopted this 18th day of February, 2021, pursuant to a roll call vote as follows:

Ayes:

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Nays:

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Absent:

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Approved by me this 18th day of February, 2021.

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**Keith Giagnorio**  
**Village President**

ATTEST:

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**Sharon Kuderna**  
**Village Clerk**



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

January 26, 2021

Village of Lombard  
Department of Public Works  
1051 S. Hammerschmidt Avenue  
Lombard, IL 60148

Attention: Mr. Luke Sharp  
Water Treatment & Wastewater Pumping Supervisor

Subject: Portable Generator Receptacle Removal and Replacement  
Engineering Fee Work Effort-Supplemental Services  
Village of Lombard  
(CBBEL Project No. 20-0079)

Dear Luke:

Enclosed please find Christopher B. Burke Engineering, Ltd. (CBBEL) Work Effort and Fee Estimate spreadsheet for the supplemental design engineering services for the subject project as requested. This work effort represents the estimated manhours required to complete the Request for Bid plans and specifications. Additional work performed to prepare the plans submitted to-date are listed below:

1. Integration of Cummins portable generator start/stop features. It was determined that an MTS control switch would be required for safety purposes when switching power from permanent generator to portable generator stand-by power. Start/stop control signals from the ATS will be switched to ensure that the permanent generator cannot be started while it is being maintained or disconnected for service. The MTS control switch required additional modifications to existing conduit/cable routing between the existing pump controller cabinet, ATS and permanent generator at those stations with permanent generators.
2. Addition of a dc power supply. Cummins had previously informed the Village that an additional power supply should be installed at any site with a Cummins OTEC model ATS. Since the ATS controls are powered from the permanent generator and would be disconnected when the permanent generator is being maintained and/or disconnected for service. It was determined this could be addressed as part of this project and powered from the portable generator when it is connected. The dc power supply required additional

modifications to existing conduit/cable routing between the existing pump controller cabinet, ATS and permanent generator at those stations with permanent generators.

3. Portable generator control cabinet revisions to incorporate additional receptacles required for the portable generator battery charger and coolant heater connections, as well as integrating the MTS control switch. It was also determined based on site visits performed under Task 1 that the enclosure heights would have to be modified to allow it to be installed between pump controller cabinet intake/exhaust vents at select stations. This required additional coordination with Excel and detail revisions.

CBBEL respectfully requests additional compensation in the amount of \$13,842.94 for additional engineering fees to cover the additional scope and subsequent additional manhours to complete the design project.

Should you have any questions, please do not hesitate to contact me.

Sincerely,



John P. Caruso, PE  
Head, Mechanical/Electrical Engineering Dept.

Encl. Work Effort and Fee Estimate for Design Engineering Services

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**Village of Lombard - Portable Generator Receptacle Replacement Project**  
**Work Effort and Fee Estimate for Supplemental Services**  
 January 26, 2021

Rate	Personnel & Hours							Total Hours	% of Hours	Total Cost
	Project Coordinator (Eng. VI)	Project Manager (Eng. V)	Project Manager (Eng. IV)	Design Engineer (Eng. III)	Design Engineer (Eng. I/II)	Landscape Architect	Admin			
	\$70.00	\$65.98	\$54.41	\$46.70	\$33.08	\$55.50	\$36.28			
Task 4 - Supplemental Services		4	80				6	90	100.0%	\$4,834.40
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
								0	0.0%	\$0.00
Subtotal	0	4	80	0	0	0	6	90		
% of Hours	0.0%	4.4%	88.9%	0.0%	0.0%	0.0%	6.7%	100.0%		
Total Cost	\$0.00	\$263.92	\$4,352.80	\$0.00	\$0.00	\$0.00	\$217.68			\$4,834.40
Multiplier	2.76									\$13,342.94
By Others										\$0.00
By Others										\$0.00
Direct Costs										\$500.00
Total Cost										\$13,842.94