

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

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

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: William T. Lichter, Village Manager

DATE: August 8, 2006 (COW) (B of T) Date: August 17, 2006

TITLE: Westmore-Meyers Road Underground Utility Project
Resident Engineering

SUBMITTED BY: David A. Dratnoi, P.E., Village Engineer *DA*

BACKGROUND/POLICY IMPLICATIONS:

Please see memo.

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: \$182,582.96
HTE Project Number: 0607
Account: Water/Sewer Capital Reserve Fund 7901.755660
PW Project Number: ST-06-03A

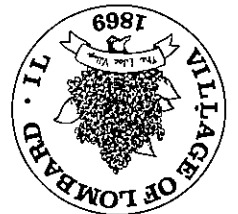
Review (as necessary):

Village Attorney X	Date
Finance Director X <i>[Signature]</i>	8/9/07
Village Manager X <i>[Signature]</i>	8/10/06

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.

Interoffice Memorandum



To: William T. Lichter, Village Manager

Through: Wes Anderson, Director of Public Works
 David A. Dratmol, P.E., Village Engineer

Date: August 8, 2006

Subject: Westmore-Meyers Road Underground Utility Project

Attached please find a contract and resolution pertaining to the resident engineering services for Westmore-Meyers Road Underground Utility Project.

Of the six short listed firms that submitted proposals for this project, the Public Works evaluation team concurred that Burns & McDonnell of Downers Grove is the most qualified firm to serve as resident engineer for the project.

Burns & McDonnell has served as resident engineer for several projects in Lombard. Recent projects include; North Broadway Improvements, Main St. Streetscape and SA 219.

The scope and fee were negotiated with Burns & McDonnell and agreed to by both parties. The not-to-exceed fee for resident engineering services is \$182,582.96.

Please present this agreement and resolution to the President and Board of Trustees for their review at their regular meeting of August 17, 2006. If approved, please have both signed copies returned to Engineering for further processing.

WA/nlh

cc: File: ST-06-03A

H:\PW\W-Eng\PROJECTS\FY2006\ST-06-03 Westmore-Meyers Road Resurfacing\ST-06-03-A Westmore-Meyers Rd. Underground\RB\BOT Memo.doc

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 Burns & McDonnell Engineering Company, Inc. regarding the Westmore-Meyers Road Underground Utility 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 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 17th day of August, 2006.

Ayes: _____

Nays: _____

Absent: _____

Approved this 17th day of August, 2006.

William J. Mueller
Village President

ATTEST:

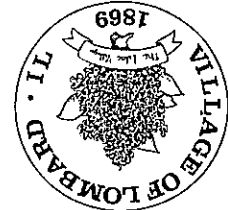
Brigitte O'Brien
Village Clerk

APPROVAL AS TO FORM:

Thomas P. Bayer
Village Attorney

**VILLAGE OF LOMBARD
CONTRACT**

CONTRACT DOCUMENT NUMBER ST-06-03A-RE



This agreement is made this 17th day of August, 2006, between and shall be binding upon the Village of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Burns & McDonnell Engineering Company, 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 Westmore-Meyers Road Underground Utility Project

1. This contract shall embrace and include all of the applicable contract documents listed below as if attached hereto or repeated herein:

a. Request for Qualifications and Request for Proposal (January 18, 2006) consisting of the following:

- i) Cover Sheet
- ii) Table of Contents
- iii) General Provisions
- iv) Special Provisions

- b. Request for Proposal Dated January 18, 2006
- c. ENGINEER'S Proposal Dated July 28, 2006
- d. ENGINEER'S Letter Dated August 8, 2006
- 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 William J. Mueller, Village President, and the ENGINEER have herunto set their hands this _____ day of _____, 2006.

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:

Print Company Name _____

Accepted this _____ day of _____, 2006.

Individual or Partnership _____ Corporation _____

By _____
Position/Title _____

By _____
Position/Title _____

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this _____ day of _____, 2006.

William J. Mueller, Village President

Attest:

Brigitte O'Brien, 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)

Westmore-Meyers Road Underground Utility Project 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.

Subscribed and sworn to before me this _____ day of _____, 2006.

Notary Public

By: _____
Officer or Owner of Company named above

Associate

Randall L. Patchett, P.E.



Burns & McDonnell

Sincerely,

We are very excited about this opportunity to further serve the Village, and appreciate your consideration of Burns & McDonnell for this project. Should you have any questions regarding our proposal or if you need additional information, please do not hesitate to contact me or Steve Linnemann at 630-724-3200.

We have reviewed the level of effort and costs presented in our July 28, 2006 Proposal for Resident Engineering for the Westmore-Meyers Underground Utility Project (Proposal) and propose no changes. We propose to contract for \$182,582.96 as presented on the spreadsheet included in the Proposal. A copy of the spreadsheet is attached for reference.

- ◆ Minutes of the August 7, 2006 Project Scoping and Negotiation Meeting; and
- ◆ Cost spreadsheet for the Underground and Road Resurfacing components of the Project.

Per your request at the Project Scoping and Negotiation meeting for the Westmore - Meyers Road Underground Utility Resident Engineering Project (Project) held at the Department of Public Works on August 7, 2006 please find attached:

Dear Mr. Dratnol:

Supplemental Information for Proposal to Provide Resident Engineering Services for the Westmore - Meyers Road Underground Utility Project

David Dratnol, P.E.
Village Engineer
Village of Lombard
1051 S. Hammerschmidt Avenue
Lombard, Illinois 60148-3926

August 08, 2006



**Westmore-Meyers Road Underground Utility Project
Resident Engineering
Contract Document Number ST-06-03-A**

**Minutes from Project Scoping Meeting
August 7, 2006**

Time: The meeting began at 11:00 A.M.

Place: Village of Lombard, Public Works Department

Attendees:

Dave Dratnol, Village of Lombard
Ray Schwab, Village of Lombard
Nick Hatfield, Burns & McDonnell
Steve Linnemann, Burns & McDonnell
Randy Patchett, Burns & McDonnell
Colin Campbell, Burns & McDonnell

A project scoping meeting was held at the Village of Lombard Public Works Department for the Westmore-Meyers Road Underground Utility Resident Engineering Project. The following is a summary of items discussed during the meeting.

Proposal Review and Project Scope:

- It is understood that Colin Campbell will lead the resident engineering efforts on the project and be supported in the field by Jon Meyer and Trevor McIntyre. Jon will assist Colin in start-up of the project. Trevor will provide support to Colin and Jon on an as needed basis.
- BMCD also confirmed that Mr. Campbell will receive appropriate office support to assist him in project close out of other assignments that he is currently completing for the Village of Lombard.
- The basis of the contract will be for Burns & McDonnell to provide full-time resident engineering under the assumption that the contractor will complete underground utility installation on April 15, 2007. Burns & McDonnell understands that contractor means and methods may result in the project being expedited or completed in a different manner than that may result in the underground utility installation being completed prior to April 15, 2007. Burns & McDonnell's level of effort and other direct costs will be commensurate with the schedule and means and methods incorporated by the contractor.
- The cost included in the July 28, 2006 proposal for providing full-time resident engineering services was reviewed. All parties concluded that the level of effort, fee and other direct costs were reasonable.

Contracting:

The following documents will comprise the contract:

- The Village's request for qualifications and BMCD's Statement of Qualifications;
- The Village's Request for Proposal and BMCD's July 28, 2006 proposal;
- Project Approach and the Scope of Work included in the July 28, 2006 proposal;
- Work Effort and Total Costs for contractor completion of underground utility information on April 15, 2007; and
- Village of Lombard Westmore-Meyers Road Underground Utility Resident Engineering Project Scoping Meeting Minutes.



Village of Lombard
Westmore-Meyers Road Underground Utility Project
July 28, 2006
Contractor Elects to Provide Underground Work Through April 15, 2007

Rate*	Resident Eng. C. Campbell Jon Meyer	Survey C. Hawthorn	Administrative Assistance Various Level 5	Auto Cad Support Various Level 9	Inspection T. McIntyre	Materials G. Salinas	Project Director M. Polta	Total Hours	% of Hours	Total Cost
				48				52	2.7%	\$974.72
								4	0.2%	\$129.76
								39	2.0%	\$1,265.16
								91	4.7%	\$2,952.04
					0			1397	71.7%	\$45,318.68
								276	14.2%	\$8,339.04
								56	2.9%	\$1,438.08
								9	0.5%	\$405.00
								24	1.2%	\$978.40
								1948		
								1731		
								88.9%		
								56		
								2.9%		
								48		
								2.5%		
								80		
								0.04		
								0		
								0.00		
								24		
								24		
								9		
								0.5%		
								1948		
								100.0%		
										\$61,600.88
										2.80
										\$10,100.00
										\$182,582.96

* Rate = total cash compensation for employee

*** Hourly Truck Rates
 0 to 2 Hrs. = \$0
 2.5 to 6.5 Hrs. = \$18
 7 to 8 Hrs. = \$36

**1 Rental unit with extended infinite package @ \$125.00 X 8 = \$1,000.00

**1 Rental unit with minimum infinite package for emergency @ \$50.00 X 5 = \$250.00

Total = \$1,250.00

Expense Breakdown
 211.13 Days @ \$36.00 \$7,600.50
 Vehicle Expenses \$0.00
 Survey (Verification) \$75.00
 Survey Supplies \$75.00
 Office Supplies \$1,000.00
 Photos \$1,250.00
 Mobile Communications** \$100.00
 Postage / Repro

TOTAL OF DIRECT COSTS

\$10,100.50

