

RESOLUTION
R 47-15

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 Christopher B. Burke Engineering LTD., Inc. regarding the Electrical Design for the Village Hall and Police Department Generator Improvement 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 18th day of June, 2015.

Ayes: Trustee Whittington, Fugiel, Foltyniewicz, Johnston, Pike and Ware


Nays: None

Absent: None

Approved this 18th day of June, 2015.


Keith T. Giagnorio
Village President

ATTEST:


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

May 1, 2015

Revised May 8, 2015

Village of Lombard
1051 S. Hammerschmidt
Lombard, IL 60148

Attention: Mr. Carl Goldsmith
Director of Public Works

Subject: Proposal for Professional Engineering Services
New Generator at Village Hall

Dear Carl:

As requested, Christopher B. Burke Engineering, Ltd. (CBBEL) is submitting this proposal for professional engineering services related to the design of a new stationary standby generator to serve the Village Hall building and generator receptacles to provide a means to connect the Village's portable generators to the Village Hall as well as the Police Department buildings. Below is our Understanding of Assignment, Scope of Services and Estimate of Fee.

UNDERSTANDING OF ASSIGNMENT

CBBEL met with Village staff on April 23, 2015 to discuss the proposed project objectives. The Village would like to replace an existing 120/208 volt, three phase, 400 kW diesel stationary standby generator and 1600 amp Automatic Transfer Switch (ATS) that serves the Village Hall with a new stationary diesel generator and ATS supplied by Cummins. The Village would also like to install provisions for connecting the existing Village owned portable generators to the Village Hall building as well as the Police Department building electric services. Separate individual generator plus to power each building should be provided. CBBEL will design and prepare plans and specifications for bidding the work to install the improvements in spring 2016. CBBEL will assist the Village in soliciting bids for the work and provide part-time construction engineering during construction.

SCOPE OF SERVICES

Task 1 – Data Collection and Review: CBBEL will review the information provided by the Village including ComEd invoices for Village Hall and the Police Department, record drawings of the facilities and utility atlases. CBBEL will visit the site during design to review existing conditions and verify site dimensions.

Task 2 – Preliminary Design Memorandum: This task will include a general description of the proposed facility improvements and will establish design parameters. We are recommending the preparation of the Design Memo so that design parameters and requirements may be established and decided upon prior to performing the detailed design and drawing preparation. One meeting has been assumed for presentation and discussion of the Design Memo. Items specific to the project will be discussed in the Design Memo such as:

- Potential site constraints.
- Proposed location of generator.
- Replacing existing ATS versus reusing.
- Portable generator receptacles at Village Hall and Police Station.

Task 3 – Electrical and Site Design: CBBEL will design the improvements including wire and conduit size, concrete pad (if required), generator size (diesel fueled), and Automatic Transfer Switch (ATS) rating. CBBEL will reuse existing wiring and conduit as much as possible where the National Electrical Code (NEC) allows to reduce project costs.

Task 4 – Preparation of Plans and Specifications: CBBEL will prepare plans and specifications for bidding the improvements. Record drawings of the site and building will be used where applicable. No site survey work is anticipated for this project. CBBEL will submit plans and specifications to the Village for review at Prefinal and Final plan submittals. CBBEL will prepare an opinion of probable construction cost at Prefinal and Final plan submittals.

Task 5 – Assistance During Bidding: CBBEL will assist the Village during the bidding process including attendance at pre-bid meeting, response to contractor RFI's, attendance at bid opening, review and tabulate bids and prepare bid award recommendation letter.

Task 6 – Construction Engineering: CBBEL will provide part-time construction engineering including preconstruction meeting, on-site visits, shop drawing review, review contractor pay requests and contract administration.

ESTIMATE OF FEE

Task 1 – Data Collection and Review 20 Hours @ \$150/Hr	\$ 3,000
Task 2 – Preliminary Design Memorandum 40 Hours @ \$150/Hour	\$ 6,000
Task 3 – Electrical and Site Design 40 Hours @ \$150/Hour	\$ 6,000
Task 4 – Preparation of Plans and Specifications 80 Hours @ \$150/Hour	\$12,000
Task 5 – Assistance During Bidding 20 Hours @ \$150/Hour	<u>\$ 3,000</u>
Subtotal Design & Bidding	\$30,000

Task 6 – Construction Engineering	<u>\$15,000</u>
100 Hours @ \$150/Hour	
TOTAL	\$45,000

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the attached General Terms and Conditions. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are not included in the fee estimate. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. Please note that any requested meetings or additional services are not included in the preceding fee estimate and will be billed at the attached hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.


Sincerely,

Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

JPC/pjb

Encl. Schedule of Charges
General Terms and Conditions

THIS PROPOSAL, SCHEDULE OF CHARGES & GENERAL TERMS AND CONDITIONS
ACCEPTED FOR VILLAGE OF LOMBARD

BY: 
TITLE: Village President
DATE: June 18, 2015