

DISTRICT #1

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: November 25, 2014 (COW) (B of T) **Date:** December 4, 2014

TITLE: Ridge Avenue Drainage Improvement Project
Preliminary Design Engineering (Phase 1)

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

BACKGROUND/POLICY IMPLICATIONS:

Preliminary Engineering Design services concerning the vertical curve (dip in the roadway) in the 900 block of North Ridge Avenue, located in the North Industrial Park.

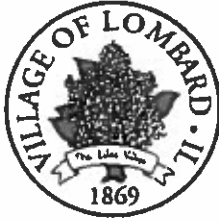
FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: Not-To-Exceed \$51,465.00
Account#: 520.790.715.75420 DES ENG
Project Number: SS-14-04

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 S. Goldsmith, Director of Public Works *CS*
 From: David Gorman, P.E., Assistant Director of Public Works *DG*
 Date: November 25, 2014
 Subject: Ridge Avenue Drainage Improvements
 Preliminary Design Engineering (Phase 1)

Attached please find a resolution, contract and fee schedule for Preliminary Design Engineering services (Phase 1) for the 900 block of North Ridge Avenue. The intent of the work is to determine the most prudent long term solution to “fix” the localized roadway and underground utility settlement which are the source of the localized flooding occurring on Ridge Avenue.

A Request for Proposal (RFP) was sent to the Hydraulic and Hydrology Engineering Short-List. Four of the five firms responded. Baxter & Woodman was determined to be the most qualified firm for the project. Baxter & Woodman has previously performed preliminary engineering for the Route 53 Pump Station Replacement project in 2010 thru 2012 and the design engineering for the Lift Station Improvement project in 2011 thru 2012.

The scope and fee were negotiated agreed to by both parties. The project consists of obtaining and evaluating background information, performing drainage analysis, analyzing the geotechnical conditions, and formulating/designing preliminary engineering solutions to remedy the existing condition of Ridge Avenue. A Preliminary Design Report (PDR) will be submitted for Village staff review and evaluation. The findings will be presented and discussed with the affected property owners on Ridge Avenue. This work will be performed for a not-to-exceed design engineering fee of \$51,465.00. Engineering costs will be paid for using the Water and Sewer Capital Reserve Fund.

Please present this agreement and resolution to the President and Board of Trustees for their review at their regular meeting of December 4, 2014. If approved, please return one original signed copy to Public Works-Engineering for further processing.

DG/rgs

November 24, 2014

Mr. Ray Schwab
Civil Engineer
Village of Lombard
1051 S. Hammerschmidt Avenue
Lombard, Illinois 60148-3926

Subject: Village of Lombard –Ridge Avenue Subsurface Investigation

Dear Mr. Schwab:

Please find the following attached documents that will be included in our Engineering Services Agreement with Village:

- Exhibit C-Village Approved Work Effort, Scope of Services, Time and Expenses, and Fee. The Not to Exceed contract amount is **\$51,465.00**.

Please contact me with any questions you may have. The Baxter & Woodman team looks forward to working with the Village of Lombard again.

Very truly yours,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



John V. Ambrose, PE
Vice President/Regional Manager

VILLAGE OF LOMBARD, ILLINOIS
 RIDGE AVENUE SUBSURFACE INVESTIGATION
 EXHIBIT C

SCOPE OF SERVICES, TIME AND EXPENSES, AND FEE

ROUTE: N. Ridge Avenue
 LOCAL AGENCY: Village of Lombard
 (Municipality/Township/County) DuPage County
 SECTION: OVERHEAD RATE (OH) 159%
 PROJECT: MULTIPLIER 2.97
 JOB NO.: 140928.30 COMPLEXITY FACTOR (R) 0
 REVISED: 11/10/14 CALENDAR DAYS N.A.

* B&W's APPROVED RATES ON FILE WITH IDOT'S
 BUREAU OF ACCOUNTING AND AUDITING:

ELEMENT OF WORK	Employee	Hours	Payroll Rate	% Time by Task	Total Costs	In-House Direct Costs (IHDC)	Total Cost with Multiplier	Total Cost By Task	% Cost By Task
Early Coordination and Data Collection									
Data Collection	Lenzini	4	\$ 55.72	1.02%	\$ 222.88		\$ 662		
	Schug	12	\$ 38.23	3.05%	\$ 458.76		\$ 1,363		
	Botsch	4	\$ 37.07	1.02%	\$ 148.28		\$ 441		
Utility Coordination	Mitchell	4	\$ 45.84	1.02%	\$ 183.36		\$ 545		
	Miller	4	\$ 23.80	1.02%	\$ 95.20		\$ 283		
Coordinate, Bid, & Review Sewer Televising	Muraskus	36	\$ 46.00	9.16%	\$ 1,656.00		\$ 4,919		
	Miller	4	\$ 23.80	1.02%	\$ 95.20		\$ 283		
Topographic Survey, Base Map and Terrain Model	Weilbank	20	\$ 39.87	5.09%	\$ 797.40	\$ 195.00	\$ 2,564		
	Carlton	20	\$ 40.25	5.09%	\$ 805.00		\$ 2,391	\$ 13,451	26.14%
Geotechnical Report									
Coordinate Cores and Borings	Adam James	1	\$ 46.59	0.25%	\$ 46.59		\$ 139		
	Schug	4	\$ 38.23	1.02%	\$ 152.92		\$ 455		
Geotech Report Evaluation	Adam James	24	\$ 46.59	6.11%	\$ 1,118.16		\$ 3,321	\$ 3,915	7.61%
Alternative Analysis									
Utility Alternative Analysis	Lenzini	16	\$ 55.72	4.07%	\$ 891.52		\$ 2,648		
	Adam James	8	\$ 46.59	2.04%	\$ 372.72		\$ 1,107		
	Schug	8	\$ 38.23	2.04%	\$ 305.84		\$ 909		
Roadway/Private Property/MOT Alternative Analysis	Lenzini	4	\$ 55.72	1.02%	\$ 222.88		\$ 662		
	Schug	24	\$ 38.23	6.11%	\$ 917.52		\$ 2,726		
	Botsch	8	\$ 37.07	2.04%	\$ 296.56		\$ 881		
Conceptual Roadway Design (Plan, Profile, Typical XS)	Lenzini	8	\$ 55.72	2.04%	\$ 445.76	\$ 148.00	\$ 1,472		
	Schug	40	\$ 38.23	10.18%	\$ 1,529.20		\$ 4,542		
	Botsch	16	\$ 37.07	4.07%	\$ 593.12		\$ 1,762		
Technical Memorandum	Lenzini	16	\$ 55.72	4.07%	\$ 891.52		\$ 2,648		
	James	24	\$ 46.59	6.11%	\$ 1,118.16		\$ 3,321		
	Botsch	4	\$ 37.07	1.02%	\$ 148.28		\$ 441	\$ 23,119	44.92%
Drainage Analysis									
Existing Basin Data Collection	Adam James	2	\$ 46.59	0.51%	\$ 93.18		\$ 277		
	Mitchell	8	\$ 45.84	2.04%	\$ 366.72		\$ 1,090		
	Botsch	2	\$ 37.07	0.51%	\$ 74.14		\$ 221		
Existing Inlet Capacity and Sewer Analysis	Adam James	2	\$ 46.59	0.51%	\$ 93.18		\$ 277		
	Mitchell	8	\$ 45.84	2.04%	\$ 366.72		\$ 1,090		
	Botsch	2	\$ 37.07	0.51%	\$ 74.14		\$ 221		
Alternative Design Analysis	Adam James	4	\$ 46.59	1.02%	\$ 186.36		\$ 554		
	Mitchell	16	\$ 45.84	4.07%	\$ 733.44		\$ 2,179		

ELEMENT OF WORK	Employee	Hours	Payroll Rate	% Time by Task	Total Costs	In-House Direct Costs (HDC)	Total Cost with Multiplier	Total Cost By Task	% Cost By Task
Preferred Alternative Design Schematic	Adam James	2	\$ 46.59	0.51%	\$ 93.18		\$ 277		
	Mitchell	4	\$ 45.84	1.02%	\$ 183.36		\$ 545		
	Botsch	2	\$ 37.07	0.51%	\$ 74.14		\$ 221	\$ 6,952	13.51%
Meetings/Public Involvement	Lenzini	8	\$ 55.72	2.04%	\$ 445.76	\$ 134.00	\$ 1,458		
	Adam James	12	\$ 46.59	3.05%	\$ 559.08		\$ 1,661		
	Schug	8	\$ 38.23	2.04%	\$ 305.84		\$ 909	\$ 4,028	7.83%
TOTALS		393		100.00%	\$ 17,162.07	\$ 477.00	\$ 51,466.00	\$ 51,466.00	100.00%

IN-HOUSE DIRECT COSTS (INCLUDED IN TOTAL COST):
VEHICLE EXPENSES - DAILY USE, 3 DAYS @ \$65/DAY
VEHICLE EXPENSES - TRAVEL, 240 MI @ \$0.56/MILE
POSTAGE / REPRODUCTION OF DELIVERABLES

Project Multiplier
Overhead = 1.59
Direct Labor = 1.00
Profit @ 14.5% = 0.38
Multiplier = 2.97

R E S O L U T I O N
R _____ 14

**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 Ridge Avenue Drainage Improvement Project (Phase 1) 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 4th day of December, 2014.

Ayes: _____

Nays: _____

Absent: _____

Approved this 4th day of December, 2014.

Keith Giagnorio
Village President

ATTEST:

Sharon Kuderna
Village Clerk



VILLAGE OF LOMBARD CONTRACT

CONTRACT DOCUMENT NUMBER SS 14 04

This agreement is made this 4th day of December 2014, between and shall be binding upon the VILLAGE of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Baxter and Woodman Consulting Engineers 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:

Preliminary Design Engineering (Phase 1) for Ridge Avenue Drainage Improvements

1. This contract shall embrace and include all applicable contract documents listed below as if attached hereto or repeated herein:
 - A. Design Engineering Request for Qualifications (dated December 13, 2013) consisting of the following:
 - i. Cover Sheet
 - ii. Table of Contents
 - iii. General Provisions
 - iv. Special Provisions
 - B. ENGINEER'S Statement of Qualifications (dated February 12, 2010)
 - C. ENGINEER'S Proposal (dated October 16, 2014)
 - D. ENGINEER'S Letter and Work Effort and Fee (dated November 24, 2014)
 - 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 4th day of December 2014.

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:

Baxter and Woodman Consulting Engineers

Accepted this _____ day of _____, 2014.

Individual or Partnership _____ Corporation _____

By Position/Title

By Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 4th day of December, 2014.

Keith Giagnorio, Village President

Attest:

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)

Preliminary Design Engineering (Phase 1) for Ridge Avenue Drainage Improvements 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 _____, 2014.

Notary Public