

040026

DISTRICT 4

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: William T. Lichter, Village Manager

DATE: March 10, 2004 (COW) (B of T) **Date:** 3/18/2004

TITLE: Hammerschmidt and Orchard Parking Lot Projects - Resident Engineering
Amendment No. #1

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

BACKGROUND/POLICY IMPLICATIONS:

Please see the attached memo.

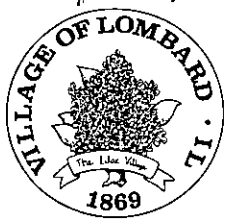
FISCAL IMPACT/FUNDING SOURCE:

THIS ITEM: \$7,473.00 INCREASE
TOTAL CONTRACT: \$52,952.00
PW Proj: ST-04-08
P.O. No.: 048778
HTE Project # 0408
HTE Account ~~7110.809425~~ 8110, 755660

Review (as necessary):

Village Attorney X _____ Date _____
Finance Director X *W. Leonard Flood* _____ Date *03/10/04*
Village Manager X *W. T. Lichter* _____ Date *3/10/04*

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 Memo

To: William T. Lichter, Village Manager
From: David A. Dratnol, P.E., Village Engineer *Drat*
Date: March 10, 2004
Subject: Hammerchmidt and Orchard Parking Lot Projects - Resident Engineering Amendment No. #1

Attached, please find an engineering services amendment with Engineering Resource Associates, Inc. This agreement amends the original design engineering contract to include construction layout services and preparation of record drawings for the proposed improvements.

Please present this agreement to the President and Board of Trustees for their review and approval at their regular meeting on March 18, 2004.

Note: At this time the original amendments are being executed by the engineer. They will be forwarded to the Clerk upon their receipt.

DD/jg

cc: File: ST-04-08

RESOLUTION
R _____ 04

A RESOLUTION AUTHORIZING
AMENDMENT OF A PROFESSIONAL
SERVICES CONTRACT

WHEREAS, the Board of Trustees of the Village of Lombard on December 4, 2003 adopted a resolution authorizing signature of President and Clerk on an agreement between the Village of Lombard and Engineering Resource Associates, Inc.; and

WHEREAS, an amendment to said contract is required to legally bind the parties; and

WHEREAS, Illinois law exempts professional engineering contracts from the requirements of Illinois Compiled Statutes, Chapter 720, Section 5/33E-9 regarding preparation of change orders.

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 President and Village Clerk are hereby directed and authorized to execute an amendment to the contract with Engineering Resource Associates, Inc. substantially in the form and manner of Exhibit "A" attached hereto and made a part hereof.

Adopted this 18th day of March, 2004.

Ayes: _____

Nays: _____

Absent: _____

Approved this 18th day of March, 2004.

ATTEST:

William J. Mueller
Village President

Barbara Johnson
Acting Village Clerk

APPROVAL AS TO FORM:

Thomas P. Bayer
Village Attorney

AGREEMENT TO AMEND A CONTRACT

THIS AGREEMENT made and entered into this 18th day of March, 2004, by and between the **VILLAGE OF LOMBARD** (the "VILLAGE") and **Engineering Resource Associates, Inc** (the "CONSULTANT").

WHEREAS, on December 4, 2003 the VILLAGE and CONSULTANT executed a contract regarding certain engineering services relative to the Hammerschmidt and Orchard Parking Lot Projects; and

WHEREAS, the VILLAGE and CONSULTANT have agreed to increase the amount of work to be performed by the CONSULTANT together with a resultant increase in the limit which the contract sum may not exceed;

NOW, THEREFORE, for and in consideration of the foregoing and various covenants in said agreement and the mutual covenants herein contained, it is agreed by and between the parties as follows:

SECTION 1: The aforementioned contract shall be amended to expand the scope of work as provided for in the CONSULTANT'S letter, revised on February 12, 2004.

SECTION 2: The aforementioned contract shall be amended to show a contract sum not to exceed \$52,952.00.

SECTION 3: All other terms, covenants and conditions of said contract heretofore executed which are not amended or deleted herein shall remain in full force and effect.

IN WITNESS WHEREOF, the VILLAGE and CONSULTANT have caused this document to be signed by duly authorized officers who have set their hands and seals the day and year set forth above.

VILLAGE OF LOMBARD

By: _____
Village President

ATTEST:

By: _____
Acting Village Clerk

and **Engineering Resource Associates, Inc**

By: _____

ATTEST:

By: _____



ENGINEERING RESOURCE ASSOCIATES, INC.
Consulting Engineers & Surveyors

214 West Willow Avenue
Wheaton, Illinois 60187
Phone: (630) 668-5995
Fax: (630) 668-0693

January 21, 2004
Rev. February 12, 2004

Ms. Justine Gembala
Civil Engineer
Village of Lombard
1051 South Hammerschmidt Ave.
Lombard, IL 60148

SUBJECT: Amendment No. 1 (Revised)
Hammerschmidt and Orchard Commuter Parking Lots
Construction Engineering
ERA Project No. 231201

Dear Justine:

In accordance with your request, Engineering Resource Associates, Inc. (ERA) is pleased to submit this revised Amendment No. 1 to our contract for the Hammerschmidt and Orchard Commuter Parking Lots project. The amendment reflects additional scope and fees to provide construction layout services for the proposed improvements. The amendment was revised to remove construction observation from the scope of services.

In December, 2003, the Village of Lombard retained ERA to provide design engineering services for the construction of parking lot improvements at two sites within the central business district. Hammerschmidt Lot includes the construction of a 108 space parking lot on a 1.7 acres site. Orchard Lot includes resurfacing and re-striping of a 38 space existing parking lot. The preliminary engineer's opinion of probable construction cost for this work is approximately \$592,000.

Design of this project is anticipated to be completed in April, 2004. Construction is anticipated to begin in May, 2004 and to be completed by July 16, 2004. The Village of Lombard desires to retain ERA to provide construction layout services for the project.

Scope of Services

Construction layout services will be provided in accordance with the original contract and the current terms and conditions set forth in the current Short-List for Engineering Services dated March 7, 2002.

1. **Meetings/Coordination** - ERA will meet with the Village of Lombard, the

contractors, the testing consultants, and others throughout the contract duration to review progress and discuss anticipated layout needs. This task also includes attendance at the preconstruction conference. This task does not include attendance at weekly construction conferences.

2. **Construction Layout** - ERA will provide comprehensive construction layout services for the projects. This task includes baseline layout, utility staking, curb and gutter staking and other miscellaneous layout as required.
3. **Record Drawings** -Upon final completion, a complete set of as-built record drawings will be prepared for the project. These drawings will show actual constructed conditions including locations and elevations of the completed improvements. One set of reproducible mylar record drawings and a CD containing record drawings in electronic format will be provided to the Village.

Schedule

ERA will provide construction layout services described in this amendment in accordance with the following anticipated project schedule.

Project Initiation	December 15, 2003
Complete Field Survey	December 31, 2003
Complete Base Plans	January 16, 2004
Submit Draft PDR	January 30, 2004
Submit Final PDR	February 16, 2004
Submit 65 % PS&E	March 1, 2003
Submit 95 % PS&E	March 19, 2004
Submit Final PS&E	April 15, 2004
Bid Opening	May 7, 2004
Begin Construction	May 24, 2004
Complete Construction	July 16, 2004
Submit Record Drawings	November 5, 2004

Staffing

We have assigned the following project team members to serve on this project.

Project Director	Rodney A. Beadle, P.E.
Project Manager	Steve Wegner, P.E.
Project Engineer	Phil Kuchler, P.E.
Crew Chief	Adam Burt

Fees

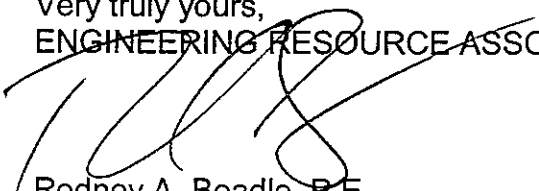
Fees for engineering services described in this amendment are proposed on an cost-plus not to exceed basis. Our multiplier rate for the project is 2.66 times direct hourly rates. Direct costs will be charged at their actual amount with no markup. The following is a summary of proposed fees for this assignment

Original Agreement		
Design Engineering	518 hours	\$45,479
Amendment No. 1		
Construction Layout & Record Drawings	<u>107 hours</u>	<u>\$ 7,473</u>
Revised Totals	625 hours	\$52,952

An hour and fee estimate for this amendment is included on the following page.

We appreciate the opportunity to provide this amendment and we look forward to continuing to work with you on this important project. Please advise if you have any questions or comments.

Very truly yours,
ENGINEERING RESOURCE ASSOCIATES, INC.



Rodney A. Beadle, P.E.
President

RAB/sdh

Village of Lombard
Hammerschmidt and Orchard Parking Lots
Amendment No. 1 - Construction Layout and Record Drawings

Prepared By
 Engineering Resource Associates, Inc.
 10-Feb-04

PM: Project Manager
 PE: Project Engineer
 RI: Resident Inspector
 CC: Survey Crew Chief
 FT: Field Technician
 CT: CADD Technician
 CL: Clerical

Anticipated No. of Working Days 38

TASKS	Rate:	PD	PM	PE	RI	CC	FT	CT	CL	TOTAL HOURS	% OF HRS	TOTAL COST
Amendment No. 1 - Construction Layout												
1. Meetings and Coordination		0	2	0	0	2	2	0	1	7	6.5%	\$208.50
2. Construction Layout		1	2	4	0	24	24	8	0	63	58.9%	\$1,487.00
3. Record Drawings		1	2	4	0	8	8	12	2	37	34.6%	\$980.00
Base Agreement Totals			6	8	0	34	34	20	3	107		
% of Hours	1.9%		5.6%	7.5%	0.0%	31.8%	31.8%	18.7%	2.8%		100.0%	
Total Cost	\$140.00	\$315.00	\$184.00	\$0.00	\$782.00	\$646.00	\$530.00	\$58.50				\$2,655.50
Multiplier			2.66									\$7,063.63

Direct Costs (0% Markup)
 Field Supplies (Hubs, Lathe, Photos, etc.) \$150.00
 Mileage 60miles/day x 12 trips x \$0.36/mile \$259.20
 Subtotal Direct Costs \$409.20

Project Grand Totals	2	6	8	0	34	34	20	3	107	\$7,472.83
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