

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**  
**Bids and Proposals**

TO: President and Village Board of Trustees  
FROM: Scott Niehaus, Village Manager  
DATE: February 20, 2014 (COW) (B of T) AGENDA DATE: March 6, 2014  
TITLE: Fuel Dispensing Facility  
SUBMITTED BY: Carl Goldsmith, Director of Public Works *CG*

**RESULTS:**

Date Bids Were Published January 7, 2014 Bidding Closed February 14, 2014  
Total Number of Bids Received 1  
Bid Security Required \_\_\_\_\_ Yes X No  
Performance Bond Required X Yes \_\_\_\_\_ No  
Were Any Bids Withdrawn \_\_\_\_\_ Yes X No  
Explanation:  
Waiver of Bids Requested? X Yes \_\_\_\_\_ No  
If yes, explain: Village sought proposals rather than formal bid process  
Award Recommended to Lowest X Yes \_\_\_\_\_ No  
Responsible Bidder?  
If no, explain:

**FISCAL IMPACT:**

Engineer's estimate/budget estimate \$475,000  
Amount of Award \$32,560 (tasks 1, 2 and 4)

**BACKGROUND/RECOMMENDATION:**

Has Recommended Bidder Worked for Village Previously X Yes \_\_\_\_\_ No  
If yes, was quality of work acceptable X Yes \_\_\_\_\_ No  
Was item bid in accordance with Public Act 85-1295? \_\_\_\_\_ Yes X No  
Waiver of bids - Public Act 85-1295 does not apply X Yes

**REVIEW** (as needed):

Village Attorney XX \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director XX \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager XX \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: All materials must be submitted to and approved by the Village Manager's Office by 4:30 pm, Wednesday, prior to the Board Agenda distribution.**



February 20, 2014

TO: Village President and Board of Trustees

THROUGH: Scott, Niehaus, Village Manager

FROM: Carl Goldsmith, Director of Public Works *CJ*

SUBJECT: Fuel Dispensing Facility

Included in the 2014 CIP is the construction of a new fueling facility to dispense unleaded and diesel fuel to the Village's fleet of 130 pieces of rolling stock. The existing facility is close to 40 years old and has reached its useful life. Maintenance costs and operational issues have been increasing due to the age and location of the existing facility. The existing facility is located in the Public Works Yard and is located in a highly congested area, which makes fueling difficult due to the movement of equipment and operations.

The Village has identified two potential locations for the fuel dispensing facility. Both are located within the Village Complex and would provide a much more efficient and safe operation. Due to the complexity of design and construction of the fueling facility, the Village has chosen to use a design-build approach to the construction of the fuel dispensing facility. The Village has selected the design-build strategy for the following reasons:

**Singular Responsibility** - With both design and construction in the hands of a single entity, there is a single point of responsibility for quality, cost, and schedule adherence. The design-builder is motivated to deliver a successful project by fulfilling multiple parallel objectives, including aesthetic and functional quality, budget, and schedule for timely completion. With design-build, the owner is able to focus on scope/needs definition and timely decision-making, rather than on coordination between designer and builder.

**Quality**- The singularized responsibility inherent in design-build serves as a motivation for quality and proper project performance. The owner's requirements and expectations are documented in performance terms and it is design-build entity's responsibility to produce results accordingly. The design-builder warrants to the owner that it will produce design documents that are complete and free from error. During the construction process, this attention to quality does not end, as the designer becomes the master builder, and manages the construction of the project to completion.

**Cost Savings** - Design and construction personnel, working and communicating as a team, evaluate alternative materials and methods effectively and accurately. Value engineering and constructability are utilized continuously and more effectively when the designers and contractors work as a team during the entire design process.

**Time Savings** -Because design and construction are overlapped, and because bidding periods and redesign are eliminated, total design and construction time can be significantly reduced. With design-build, material and equipment procurement and construction, work can begin before the construction documents are fully completed. The resulting time savings translates into lower costs and earlier utilization of the completed facility.

**Reduced Administrative Burden** - During procurement, the potential exists for design-build to reduce the owner's administrative burden. During actual design and construction, the owner is not required to invest time and money in coordinating and arbitrating between separate design and construction contacts, but rather is able to focus on timely decision making.

**Early Knowledge of Construction Costs** - Construction costs are known far earlier than in other delivery systems. The entity responsible for design is simultaneously estimating construction costs and can accurately conceptualize the completed project. Staged contracting for design-build services affords the owner one or more "go, no-go" decision points during design. The decision to proceed with the project is made before substantial design expenditure and with knowledge of final project cost.

**Improved Risk Management** - Performance aspects of cost, schedule and quality are clearly defined and responsibilities/risks are appropriately balanced (individual risks are managed by the party best positioned to manage that risk). Change orders due to "errors and omissions" are virtually eliminated, because the design-builder had responsibility for developing drawings and specifications as well as constructing a fully-functioning facility.

The Village developed the RFP for the Technical Consulting and Design-Build Services for Fuel Dispensing Facility with four (4) tasks identified:

#### **TASK 1 – PRELIMINARY ANALYSIS**

Complete Fueling Analysis to determine to the anticipated fuel throughput demands, fueling windows, and other related issues.

A comprehensive throughput analysis shall be integrated into the technical design, specifications and plans in terms of including the appropriate equipment specifications, sized to meet the corresponding demands for fuel demonstrated as a result of the Fueling Analysis.

#### **TASK 2 – PRELIMINARY DESIGN**

The Consultant will create a technical set of plans and specifications for the design of a new Fuel Dispensing Facility for each Alternate Site as defined in this RFP. The plans and specifications shall include the underground storage tanks, canopy and fueling facility, connecting new dispenser to card reader, electrical, other connections and appurtenances. These technical specifications and plans will need to be submitted for the purpose of permitting through the Office of the State Fire Marshall and the Village of Lombard.

The CONSULTANT shall prepare a preliminary design including site plans, elevations, pipeline alignments, preliminary construction costs and other relevant information. The VILLAGE will evaluate the preliminary designs and approve the preliminary design to develop into final design for construction. The consultant shall prepare the necessary documents for presentation to the Village of Lombard Plan Commission and Village Board of Trustees.

The specifications set forth the following requirements:

The Fuel Dispensing Facility shall consist and include the following:

1. One 12,000 gal diesel tank, single dispenser with two nozzles and a SS cabinet
  - a. Stainless steel fill riser
  - b. Safe suction pump
  - c. Digital pump counters
2. One 12,000 gal unleaded tank, single dispenser with two nozzles and a SS cabinet
  - a. Stainless steel fill riser
  - b. Safe suction pump
  - c. Digital pump counters
3. Hose, nozzles, hose retrievers
4. Raised fuel island, bollards, canopy and lighting
5. Fuelmaster fuel management system with chipkey (200 keys needed) and wifi capability
  - a. Two meters to record data based upon:
    - i. Hours
    - ii. Mileage
6. Veeder-Root tank monitor SCALD test capable
7. Able to download transactions into fleet software (CFA)

The canopy will be approximately forty (40') feet long by 32' wide. The canopy shall include light emitting diode (LED) light fixtures that feature a cut-off system to minimize impact on adjacent properties and provide a cost efficient system. The basic requirements for the canopy shall be identified in the design drawings including perimeter dimensions, clear height, architecture (profile/color), and code compliance.

### **TASK 3 – CONSTRUCTION SERVICES**

As the construction of the Fuel Dispensing Facility is predicated on the work conducted in Task 1 and Task 2, the Village and Contractor shall negotiate the cost for Task 3 upon acceptance and approval of the design by the Village

The Contractor shall provide, or cause to be provided, all aspects of the construction of the Fuel Dispensing Facility. This shall include, but not be limited to, the construction of driveways, parking facilities, underground storage tanks, pumps, fuel dispensing pumps, fuel management system, fuel island and canopy, landscape screening and signage. The Contractor shall provide all equipment, materials, supplies and labor necessary for the construction of the facility. The Contractor shall be responsible, as part of the work effort, to integrate the fuel management system into the Village's existing fleet tracking software.

The contractor shall also be responsible for the removal of the existing underground storage tanks, fuel island and associated appurtenances to the existing system. The contractor shall prepare all necessary permits for the removal of the existing tanks and system. The contractor shall be responsible for all environmental testing of the site.

### **TASK 4 – CONSTRUCTION MANAGEMENT AND QUALITY ASSURANCE**

The consultant will be responsible for all aspects of construction observation and preparation of as-built drawings.

The Village submitted the request for proposal (RFP) to five (5) potential bidders for the project. A Pre-Proposal Question & Answer Session was held on January 24, 2014 at 9:00 am. Proposals were due to the Village on February 14, 2014. The Village received one (1) proposal was received. The following table summarizes the proposal results. *Please note the proposal includes pricing for Tasks 1, 2 and 4. Upon the Village accepting the design, the parties will negotiate a contract for Task 3.*

<i>Company</i>	<i>Proposal</i>
Integrity Environmental Services, Inc.	\$32,560
<i>Engineers Estimate</i>	<i>\$57,000</i>

The Public Works Department recommends waiving the competitive bidding and awarding a contract to Integrity Environmental Services, Inc. for Technical Consulting and Design-Build Services for Fuel Dispensing Facility in the amount of \$32,560.

Please present this item to the President and Board of Trustees for their review and approval at their regular meeting on March 6, 2014.



# INTEGRITY

ENVIRONMENTAL SERVICES, INC.

1240 IROQUOIS DRIVE  
SUITE 102  
NAPERVILLE, IL 60563

630-718-9133  
FAX 630-718-9114

February 17, 2014

C-11060

Mr. Carl Goldsmith  
Director of Public Works  
Village of Lombard  
1051 South Hammerschmidt Avenue  
Lombard, Illinois 60148

Dear Mr. Goldsmith:

**Professional Environmental and Civil Engineering Services Proposal  
Technical Consulting and Design-Build Services  
for Fuel Dispensing Facility (PW 14-05)  
Preliminary Analysis (Task 1), Preliminary Design (Task 2),  
and Construction Management (Task 4)  
Public Works Facility  
Village of Lombard  
255 East Wilson Avenue  
Lombard, Illinois**

Integrity Environmental Services, Inc. (IES) and Engineering Resources Associates, Inc. (ERA) are very pleased to have the opportunity to submit this proposal package outlining the professional environmental consulting and civil engineering services we can provide in association with preliminary analysis, preliminary project design services, the preparation of technical specifications and drawings (plans) for construction, and construction/project management for the site preparation, civil construction, underground storage tank (UST) system removal, and UST system installation work at the above referenced Village of Lombard facility.

We wish to thank you in advance for your consideration of this proposal package. We are looking forward to the prospect of working with you, your staff, and the Village on this important project. We also wish to once again introduce our team of highly qualified and experienced professional services firms, as well as the general and UST contractor, that collectively will be responsible for all tasks required to successfully complete this project. We are pleased to inform you that all companies listed below have provided similar services for the Village of Lombard in the past.

**Integrity Environmental Services, Inc.  
(Environmental Engineering/Consulting)  
Naperville, Illinois-**

Responsibilities will include:

- Preliminary analysis and site evaluation, initial kick-off meeting, communications, scheduling discussions, scope of work review, fueling and equipment need discussions and review, applicable data gathering, preliminary UST system removal and UST system installation design, and all other Task 1 items required and as proposed herein.

Mr. Carl Goldsmith  
C-11060  
February 17, 2014  
Page 2

- Preliminary project design for review, development of environmental technical specifications and plans for one (1) or both site options, additional meetings and coordination discussions, additional review of UST system equipment, components and features, permitting assistance, final project design and construction document preparation, including front-end contractual documents, technical specifications, and plans and drawings, contractor bid/pricing review, and all other Task 2 items required and as proposed herein.
- Environmental project and construction management tasks for UST system removal management, excavation soil screening and testing (if requested), applicable regulatory agency reporting (if requested), all UST system installation construction project management, UST system equipment submittal review, inspections, project reporting and documentation, contract administration, project close-out, final acceptance criteria, and all other Task 4 items required and as proposed herein.

Please make special note, IES will provide all insurance requirements and coverage limits defined in the Village's January 7, 2014 Request for Proposal (RFP) document.

**Engineering Resources Associates, Inc.**  
**(Civil Engineering/Consulting)**  
**Warrenville, Illinois**

Responsibilities will include:

- Preliminary analysis and site evaluation, initial kick-off meeting, communications, scheduling discussions, scope of work review for site and civil requirements, updated topographical plan of existing conditions, design development discussions and review, applicable data gathering, preliminary civil design, preliminary engineering design, and all other Task 1 items required and as proposed herein.
- Preliminary project design for review, development of civil technical specifications and plans for one (1) or both site options, additional meetings and coordination discussions, permitting assistance, final project design and construction document preparation, including technical specifications, and plans and drawings, contractor bid/pricing review, and all other Task 2 items required and as proposed herein.
- Civil project and construction management tasks during site and civil work, inspections, project reporting and documentation, contract administration, civil project close-out, including as-built record drawings, and all other Task 4 items required and as proposed herein.

Mr. Carl Goldsmith  
C-11060  
February 17, 2014  
Page 3

**Accurate Tank  
(General and UST System Removal and Installation Contractor)  
North Aurora, Illinois**

Responsibilities will include (to be proposed/bid upon completion of Tasks 1 and 2):

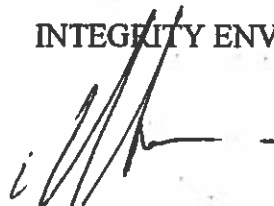
- Preparation of equipment and features submittal packages, OSFM permitting, all construction activities, including pavement removal, existing UST system removal, backfilling, replacement paving (environmental contractor services, as needed/requested), new site construction/site improvements, grading, drainage, and storm sewer work, new UST system installation, system equipment, component, and feature installation, canopy construction, concrete and asphalt work, curb work, project close-out documentation, and all other Tasks 3 items required and as proposed herein.

As noted on the Table of Contents following this cover letter, this proposal package consists of the professional environmental engineering services proposal prepared and submitted by IES (Section 1), the professional civil engineering services proposal prepared and submitted by ERA (Section 2), a partial reference list provided by IES listing recent and past similar UST projects and properties (Section 3), a copy of Addendum No. 1 acknowledgement (Section 4), and a Fee Schedule listing all Task 1, 2, and 4 services to be provided by IES and ERA (Section 5).

Once again, we appreciate the opportunity to submit this proposal package and look forward to working with you and the Village of Lombard on this project. If you agree with the language and fee schedule presented herein, and would like us to conduct this work, prepare and issue a Consultant Agreement or Purchase Order accordingly. We are prepared to begin Task 1 project work upon receiving authorization to proceed.

As always, if you have any questions, please feel free to contact the undersigned at (630) 718-9133.

INTEGRITY ENVIRONMENTAL SERVICES, INC.



Mark J. Ravanese  
President



**PARTIAL REFERENCE LIST**  
(Municipal and Public Projects)

For:

Professional Environmental Engineering Services Proposal  
**Technical Consulting and Design-Build Services**  
**for Fuel Dispensing Facility (PW 14-05)**  
Public Works Facility  
Village of Lombard  
255 East Wilson Avenue  
Lombard, Illinois

Village of Glen Ellyn  
Public Works Facility  
30 South Lambert Road  
Glen Ellyn, Illinois  
Contact: Mr. Julius Hansen,  
Director of Public Works  
(630) 547-5515

UST System Removal and Installation Project Design,  
Engineering, Preparation of Project Specifications, Bidding  
Assistance, Contract Administration, Construction and  
Environmental Project Management, IEPA LUST Program Work,  
and Preparation of OSFM Operations and Maintenance Plan

Kane County Division of Transportation  
Main Fueling Facility  
41W011 Burlington Road  
St. Charles, Illinois  
Contact: Mr. Gary Voss,  
Maintenance and Fleet Supervisor  
(630) 406-7360

Fuel Delivery UST System Upgrade Project Design,  
Engineering, Preparation of Project Specifications, Bidding  
Assistance, Construction Project Management, and Preparation  
of OSFM Operations and Maintenance Plan

**Barrington Community Unit School District 220  
District Maintenance Facility  
Barrington High School  
616 West Main Street  
Barrington, Illinois  
Contact: Mr. Tom Campagna  
Director of Buildings and Grounds  
(847) 842-3410**

UST System Removal and AST System Installation Project  
Design, Engineering, Preparation of Project Specifications,  
Bidding Assistance, Contract Administration, Construction and  
Environmental Project Management, SPCC Plan Preparation,  
and IEPA LUST Program Work

**DuPage County Forest Preserve District  
Alternate Fueling Facility  
Blackwell Forest Preserve Maintenance Site  
29W180 Mack Road  
West Chicago, Illinois  
Contact: Mr. Mike Webster  
Manager of Fleet Services  
(630) 580-7101**

UST System Installation Project Design, Engineering,  
Preparation of Project Specifications, Bidding Assistance,  
Contract Administration, and Construction Project Management

**Lake County Forest Preserve  
Village of Mount Prospect  
Kane County Forest Preserve  
Naperville Park District  
Village of LaGrange Park  
Waukegan Public School District 60  
Village of Carpentersville  
Aurora Township Highway Department  
McHenry County Conservation District  
Berwyn Park District**

**Will County Sheriff's Department  
City of Waukegan  
Village of Glenview  
Village of Vernon Hills  
City of Aurora  
Village of Clarendon Hills  
Joliet Park District  
Argonne National Laboratory  
Will County Highway Department  
Village of Bolingbrook**

*And others...*



**ENGINEERING RESOURCE ASSOCIATES, INC.**  
 Consulting Engineers, Scientists & Surveyors

**ADDITIONAL WORK: AUTHORIZATION TO PROCEED**

Sent via email to ies2001@sbcglobal.net

**DATE:** FEBRUARY 21, 2014

**ERA PROJECT No.:**

**PROJECT NAME:** TECHNICAL CONSULTING AND DESIGN-BUILD  
 SERVICES FOR FUEL DISPENSING FACILITY, VILLAGE OF  
 LOMBARD CONTRACT DOCUMENT NUMBER PW 14-05

**CLIENT:** INTEGRITY ENVIRONMENTAL SERVICES, INC.

**CURRENT CONTRACT AMOUNT:** \$11,700.00

The work described in this Authorization to Proceed is in addition to the scope of work defined in the original contract between Engineering Resource Associates, Inc. (ERA) and Client. ERA will proceed as expeditiously as possible to complete the additional services pending written authorization. This additional work includes the following task(s):

**Description of Work:**

Photometric Plan of LED canopy lighting.

**Reason(s) for Additional Services:**

As requested by the Village of Lombard.

**Type of Billing:** lump sum fixed fee

**Estimated Hours to Complete Additional Work:** 12

**Estimated Additional Contract Amount:** \$ 1,800.00

**By: Engineering Resource Associates, Inc.**

PE, CFM	Jon P. Green	February 21, 2014
<b>Title</b>	<b>Printed Name</b>	<b>Signature</b>
		<b>Date</b>

**By: INTEGRITY ENVIRONMENTAL SERVICES, INC.** (Client)

Agreement to additional services to be provided under the terms and conditions of the existing contract between ERA and Client. I acknowledge that I am authorized to allow ERA to proceed with the work described above.

<b>Title</b>	<b>Printed Name</b>	<b>Signature</b>	<b>Date</b>
--------------	---------------------	------------------	-------------

M:\Proposals and Agreements\Architects & Consultants\IntegrityEnvironmentalServices\PP1402.02  
 (FuelDispensingFacility)\2014-02-21 AWA.docx

VILLAGE OF LOMBARD  
CONTRACTOR'S ACKNOWLEDGMENT OF RECEIPT

FAXED  
11:00A-

ADDENDUM NO. 1  
Technical Consulting & Design-Build Services for Fuel Dispensing Facility  
PW 14-05

CONTRACTOR hereby acknowledges receipt of Addendum No. 1

Company Name.....: INTEGRITY ENVIRONMENTAL SERVICES, INC.\*  
By.....: [Signature]  
Print Name.....: MARK J. RAJASEE  
Position/Title.....: PROJECT MGMT  
Date.....: 2-14-14

Note: This Addendum shall be included with and is considered part of the bid documents. Failure to return this form may result in disqualification of the CONTRACTOR.

Return a copy of this page to the VILLAGE upon receipt. Either via FAX to 630-620-5982, certified mail, or courier. Include this original in your bid.

\* w/ ENGINEERING RESOURCES ASSOC.  
to ACCURITETANK

**VILLAGE OF LOMBARD**  
**PROPOSAL FORM**

Proposal for Contract Document Number PW 14-05. We hereby agree to furnish to the Village of Lombard Technical Consulting and Design-Build Services for Fuel Dispensing Facility in accordance with provisions, instructions, and specifications of the Village of Lombard. The Proposal Form must be signed by an authorized agent. If the CONSULTANT is a corporation, the corporate seal must be affixed.

The successful CONSULTANT will be required to agree to and sign the Village of Lombard contract and CONSULTANT's Certification Form (sexual harassment policy, tax liability, and CDL testing.) They are provided for the CONSULTANT'S information in Appendices 1, & 2.

This Proposal shall be binding for ninety (90) days following the scheduled proposal due date.

### VILLAGE OF LOMBARD PROPOSAL FORM (CONTINUED)

My signature certifies that the Proposal as submitted complies with all terms and conditions as set forth in the Notice of Request For Proposals for Technical Consulting and Design-Build Services for Fuel Dispensing Facility.

I/We hereby certify that I/We am/are authorized to sign as an agent(s) of the firm:

If an individual or partnership, all individual names of each partner shall be signed:

By ..... : \_\_\_\_\_

Print Name ..... : \_\_\_\_\_

Position/Title..... : \_\_\_\_\_

By ..... : \_\_\_\_\_

Print Name ..... : \_\_\_\_\_

Position/Title..... : \_\_\_\_\_

Company Name... : \_\_\_\_\_

Address line 1..... : \_\_\_\_\_

Address line 2..... : \_\_\_\_\_

Telephone..... : \_\_\_\_\_

If a corporation, an officer duly authorized should sign and attach corporate seal

*PLACE CORPORATE SEAL HERE*

By ..... :  \_\_\_\_\_

Print Name ..... : MARC J. RAVANESI

Position/Title..... : PRESIDENT

Company Name..... : Integrity Environmental Services, Inc.

Address line 1..... : 1240 Iroquois Drive

Address line 2..... : Suite 102

Telephone..... : 630.718.9133

Naperville, Illinois 60563

**FEE SCHEDULE**

**Professional Environmental and Civil Engineering Services Proposal  
Technical Consulting and Design-Build Services  
for Fuel Dispensing Facility (PW 14-05)**

**Preliminary Analysis (Task 1), Preliminary Design (Task 2),  
and Construction Management (Task 4)**

**Public Works Facility  
Village of Lombard  
255 East Wilson Avenue  
Lombard, Illinois**

<b><u>Task:</u></b>	<b><u>IES:</u></b>	<b><u>ERA:</u></b>	<b><u>Total Fee:</u></b>
Task 1, Preliminary Analysis=	\$ 4,760	\$ 5,400	\$10,160
Task 2, Preliminary Design =	\$ 6,800	\$ 4,000	\$10,800
Task 3, Construction Services =	N/A	N/A	N/A
Task 4, Construction Management =	<u>\$ 7,500</u>	<u>\$ 2,300</u>	<u>\$ 9,800</u>
Totals =	\$19,060	\$11,700	\$30,760

# VILLAGE OF LOMBARD

## CONTRACT

### CONTRACT DOCUMENT NUMBER (PW 14-05)

This agreement is made this 6<sup>th</sup> day of March, 2014, between and shall be binding upon the Village of Lombard, an Illinois Municipal Corporation hereinafter referred to as the "VILLAGE" and Integrity Environmental Services, Inc. hereinafter referred to as the "CONSULTANT" and its successors.

Witnessed, that in consideration of the mutual promises of the parties delineated in the contract documents, the CONSULTANT agrees to perform the services and the VILLAGE agrees to pay for the following services as set forth in the contract documents:

TASK 1 – PRELIMINARY DESIGN	not to exceed \$ <u>10,160.00</u>
TASK 2 – PRELIMINARY DESIGN	not to exceed \$ <u>12,600.00</u>
TASK 3 – CONSTRUCTION SERVICES	<u>TBD BASED UPON TASKS 1 &amp; 2</u>
TASK 4 – CONSTRUCTION MANAGEMENT	not to exceed \$ <u>9,800.00</u>
TOTAL PROPOSAL	not to exceed \$ <u>32,560.00</u>

*Proposal price in writing:* Thirty-Two Thousand Five Hundred-Sixty Dollars

1. This contract shall embrace and include all of the applicable contract documents listed below as if attached hereto or repeated herein:
  - a. Technical Consulting and Design-Build Services for Fuel Dispensing Facility Request for Proposal consisting of the following:
    - i) Cover Sheet
    - ii) Table of Contents
    - iii) General Provisions
    - iv) Special Provisions
    - v) Addendum No. 1



b. Required Certificates and Signatures and Certificate of Insurance

c. CONSULTANT'S Proposal Dated February 17, 2014

- 2. The VILLAGE agrees to pay, and the CONSULTANT 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 CONSULTANT have hereunto set their hands this 6<sup>th</sup> day of March, 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:

Accepted this 6<sup>th</sup> day of March, 2014.

Individual or Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

---

By \_\_\_\_\_ Position/Title

---

By \_\_\_\_\_ Position/Title

---

Print Company Name

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

---

Keith Giagnorio, Village President

Attest:

---

Sharon Kuderna, Village Clerk

**VILLAGE OF LOMBARD**  
**CONSULTANT'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)

**Technical Consulting and Design-Build Services for Fuel Dispensing Facility to the Village of Lombard,**  
hereby certifies that said CONSULTANT:

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: \_\_\_\_\_

Authorized Agent of CONSULTANT

Subscribed and sworn to

before me this \_\_\_\_\_

day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Notary Public