

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: David Hulseberg, Village Manager

DATE: March 24, 2010 (COW) (B of T) **Date:** April 1, 2010

TITLE: St. Charles Water Main Replacement
Resident Engineering

SUBMITTED BY: David A. Dratmol, P.E., Village Engineer *DAE*

BACKGROUND/POLICY IMPLICATIONS:

Full time construction observation services.

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: \$86,357.44 W/SCapRsv (\$86,357.44)
HTE Project Number: 1022
Account: 7901.755660
PW Project Number: WA-10-01

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: David Hulseberg, Village Manager
Through: Carl Goldsmith, Director of Public Works *CJ*
From: David A. Dratnol, P.E., Village Engineer *DAE*
Date: March 24, 2010
Subject: St. Charles Water Main Replacement
Resident Engineering

Attached please find a contract, resolution and fee schedule for resident engineering services for St. Charles Water Main Replacement.

This selection was made from the current Resident Engineering Short List. The short list is comprised of seven firms. The proposal was sent to six (6) firms. The design firm, Baxter and Woodman of Crystal Lake was not eligible under Public Works Policy. Four (4) firms responded to the request for proposal. Upon review, it was determined that Thomas Engineering Group LLC, is the most qualified firm to serve as resident engineer for this project.

Thomas Engineering Group, LLC is a new Resident Engineering firm to the Village, with Mr. Thomas Gill acting as the Project Manager.

The scope and fee were negotiated with Thomas Engineering and agreed to by both parties. The not-to-exceed fee for resident engineering services is \$86,357.44.

Please present this agreement and resolution to the President and Board of Trustees for their review at their regular meeting of April 1, 2010. If approved, please return one original signed copy to Public Works-Engineering for further processing.

DAD/fsk

c: File: WA-10-01

Village of Lombard
St. Charles Road Water Main Replacement

Exhibit B

Construction Engineering

Local Agency: Village of Lombard

Firm's approved rates on file with IDOT's Bureau of Accounting and Auditing:	
Overhead Rate (OH)	Multiplier 63
Calendar Days	148.34% 2.84

* start work 4/12/2010 to close out 06/16/10
 * 6 Saturdays

Cost Estimate of Consultants Services in Dollars

Tasks	Employee	Man-Hours	Payroll Rate	% of Hours	Total Cost	In-House Direct Costs	Total by Task	% Cost per Task	Total Cost with Multiplier
Administration & Meetings	Thomas Gill	45	\$ 65.00	6.91%	\$ 2,925.00	\$ -	\$ 2,925.00	9.22%	\$ 8,307.00
OBS/Document	Glen Kirchen	418	\$ 47.00	64.21%	\$ 19,646.00	\$ 615.00	\$ 21,701.00	68.40%	\$ 56,409.64
	Dusty Bonnell	48	\$ 26.25	7.37%	\$ 1,260.00	\$ 180.00	\$ 1,220.00	3.85%	\$ 3,354.40
GPS/Observation & Stakeout	Jim Haitisma	40	\$ 29.00	6.14%	\$ 1,160.00	\$ 60.00	\$ 1,220.00	3.85%	\$ 3,354.40
Project Closeout & Rec Draw	Glen Kirchen	100	\$ 47.00	15.36%	\$ 4,700.00	\$ 180.00	\$ 5,880.00	18.53%	\$ 13,528.00
GPS Module						\$ 1,000.00	\$ 5,880.00	18.53%	\$ 13,528.00
Totals		651		100%	\$ 29,691.00	0	\$ 31,726.00	100%	\$ 86,357.44

In-House Direct Costs:
 Vehicle Expenses =
 GPS Module Rental

69 Vehicle Days *
 2 Months @
 \$15/Day/Vehicle=
 \$500/Month=
 \$ 2,035.00

Project Multiplier	
Overhead	1.4834
Direct labor	1.0000
Profit @ 14.5%	0.360093
Total	2.843493
	Say 2.84

Our approved IDOT overhead rate is 1.4834. We propose to use a multiplier of 2.84 for this project

RESOLUTION

R _____ 10

**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 Thomas Engineering Group, LLC regarding the St. Charles Water Main Replacement 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 1st day of April, 2010.

Ayes: _____

Nays: _____

Absent: _____

Approved this 1st day of April, 2010.

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 WA-10-01

This agreement is made this 1st day of April 2010, between and shall be binding upon the VILLAGE of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Thomas Engineering Group, LLC 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 St. Charles Water Main Replacement

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 25, 2010) consisting of the following:
 - i) Cover Sheet
 - ii) Table of Contents
 - iii) General Provisions
 - iv) Special Provisions
 - v) Request for Qualifications Resident Engineering Short-List
 - vi) Instructions Regarding the Consultant Evaluation Form
 - vii) Instructions Regarding the Statement of Qualifications Form
 - viii) Consultant Evaluation Form
 - ix) Statement of Qualifications Form
 - b. Request for Proposal Dated March 1, 2010
 - c. ENGINEER'S Proposal Dated March 16, 2010
 - d. ENGINEER'S Letter Dated March 24, 2010
 - 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 hereunto set their hands this 1st day of April 2010.

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:

Thomas Engineering Group, LLC

Accepted this _____ day of _____, 2010.

Individual or Partnership _____ Corporation _____

By Position/Title

By Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 1st day of April, 2010.

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)

St. Charles Water Main Replacement

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 _____, 2010.

Notary Public