Legistar: 170098

DISTRICT 5 and 6

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

___X___ Resolution or Ordinance (Blue) ___X___ 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: February 22, 2017 (COW) (B of T) **Date:** March 2, 2017

TITLE: Westmore-Meyers Road Bicycle and Pedestrian Improvements
Preliminary Design (Phase 1) Engineering

SUBMITTED BY: Carl Goldsmith, Director of Public Works

BACKGROUND/POLICY IMPLICATIONS:

Federally funded CIP project that includes roadway resurfacing, safety pavement restriping with buffered bike lanes, pedestrian and trail crossing improvements, and traffic signal modernization.

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: $78,855.05
Project Number: ST-18-01 Westmore Bike/Ped Des. Eng.
Account: MFT Engineering Fund: 420.730.730.75410

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.

Legistar: 170098

To: Scott Niehaus, Village Manager

From: Carl S. Goldsmith, Director of Public Works

Date: February 22, 2017

Subject: Westmore-Meyers Bicycle and Pedestrian Improvements Preliminary Design (Phase 1) Engineering

Westmore-Meyers Road Bicycle and Pedestrian Improvements is a new project included within the current 2017-2026 Capital Improvement Program. The Village secured federal funding for this project through the DuPage Mayors and Managers Conference. The construction project budget is $1,900,000 ($1,423,000 federal funds, $477,000 Village funds), and $190,000 is budgeted for design engineering services with Village funds. The project is scheduled for design in 2017 and construction in 2018.

As part of the completed Bicycle and Pedestrian Master Plan, Westmore-Meyers Road between Roosevelt Road and St. Charles Road is a designated priority project for plan implementation. The Village anticipates constructing all such priority projects by 2018, and this project is based on the intent of the plan recommendations. This roadway segment intersects two regional trails (Illinois Prairie Path and Great Western Trail). The plan identifies converting the existing four lane roadway section into a potentially safer configuration of three lanes including a bi-directional center turn lane and buffered bike lanes. The overall project scope includes roadway resurfacing and other improvements involving trail crossings, pedestrians, and traffic signals.

A Request for Proposal (RFP) was sent to all eligible firms on the 2017 Design Engineering Shortlist. Chrisopher B. Burke Engineering was determined by the Public Works selection evaluation team to be the most qualified firm. The contract scope and fee for only preliminary design (Phase 1) engineering was negotiated and agreed to by both parties due to current variables within the project. This contract work will be performed for a total engineering fee not to exceed $78,055.05 from the Motor Fuel Tax Fund.

Please present the attached agreement and resolution for the contract to the President and Board of Trustees for their review at their regular meeting of March 2, 2017. If approved, please return two original signed copies of the agreement to Public Works for further processing.

Legistar: 170098

RESOLUTION
R_____17

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 regarding the Westmore-Meyers Bicycle and Pedestrian 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 2nd day of March, 2017.

Ayes;_____

Nays:_____

Absent:_____

Approved this 2nd day of March, 2017.

_____
Keith Giagnorio
Village President

ATTEST:

_____
Sharon Kuderna
Village Clerk

VILLAGE OF LOMBARD
CONTRACT

CONTRACT DOCUMENT NUMBER ST-18-01

This agreement is made this 2nd day of March, 2017, between and shall be binding upon the VILLAGE of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Christopher B. Burke Engineering, Ltd., 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 (Phase 1) Engineering Services for Westmore-Meyers Road Bicycle and Pedestrian Improvements

1. This contract shall embrace and include all the applicable contract documents listed below as if attached hereto or repeated herein:

   a. VILLAGE'S Request for Qualifications for Short-List for Engineering Services Dated October 28, 2016

   b. ENGINEER'S Project Proposal Dated January 25, 2017

   c. ENGINEER'S Scope Proposal Submittal Dated February 17, 2017

   d. 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 the Village President, and the ENGINEER have hereunto set their hands this 2nd day of March, 2017.

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:

Christopher B. Burke Engineering, Ltd.

Accepted this _____day of_____, 2017.

Individual or Partnership _____ Corporation _____

_____

By Position/Title

_____

By Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 2nd day of March, 2017.

_____

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)

Christopher B. Burke Engineering, Ltd., having submitted a proposal for Westmore-Meyers Bicycle and Pedestrian 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 _____, 2017.

_____
Notary Public

CBBEL will perform the following services in connection with this project.

PHASE I ENGINEERING

Task 1.1 – Project Kickoff Meeting

CBBEL and Alta will attend 2 Kick-Off Meetings; one with Village staff and one with Village Staff and IDOT to discuss the project goals and objectives and collect all pertinent data. At the first meeting the CBBEL Project Team will determine the Village's detailed project requirements, establish primary points of contact, review project procedures and discuss identified project constraints and issues. The second Kick-Off meeting will be conducted with, and at the offices of, IDOT-Local Roads.

CBBEL will prepare meeting notes with action items identified and distribute to the meeting attendees.

Task 1.2 – Data Collection and Review

CBBEL and Alta will collect, examine, review and evaluate data to be utilized for the development of the proposed improvements. This data will include the information tabulated in the Village's RFP, such as utility maps for water, sewer, street lighting and traffic signals; drainage data; electronic copies of the Village's standard contract documents; and Village design details. CBBEL will verify the data provided by the Village as necessary for utilization in design development. We assume the Village will retain their pre-qualified geotechnical consultant to provide pavement cores and CCDD testing.

Alta will conduct a pedestrian audit of the corridor that builds upon previous existing conditions field work and subsequent 2016 Lombard Village-wide Bicycle and Pedestrian Plan recommendations. The 2017 pedestrian audit will take into consideration factors including, but not limited to:

- Land use: including transitions from commercial and institutional land uses to residential uses
- Accident Reports (5 previous years)
- Traffic speed and volume
- Residential and commercial driveways: including pedestrian access and travel across these potential conflict points as well as opportunities to ensure that future bicycle lane striped buffers correspond with driveway access
- Pace Bus service and stops
- Illinois Prairie Path and Great Western Trail crossings
- Nearby schools
- Other factors related to comfort and safety

Alta will document issues that will affect the design of bicycle and pedestrian improvements along the corridor, along with observations that may affect the placement or visibility of pedestrian crosswalks, bus stops, traffic control devices, or signage.

Task 1.3 – Road Diet Analysis

CBBEL will analyze the effects of implementing a road diet with the corridor. The results will be summarized in a memorandum, and include Synchro results, SimTraffic simulation and collected traffic data. The following sub-tasks will be completed during this task:

Concept Road Diet Geometry. CBBEL will draft the road diet lane configurations into MicroStation. Connections with side streets, bike paths, and project termini will be addressed conceptually. The geometry will be finalized base on the results of the below and Task 1.5.

Traffic Analysis. CBBEL will perform an Intersection Capacity Analysis for all signalized intersections within the project limits. **Quality Counts** will conduct 4 hour AM and PM traffic counts at all signalized intersections and both trail crossings. Counts will include pedestrians and bicyclists. The analysis will provide a comparison between existing lane configurations and the proposed roadway diet section. CBBEL will input this data into Synchro software to model the corridor for both the existing conditions and proposed conditions. Using the data collected along with additional field reconnaissance the Team will build the Synchro model that will generally characterize the corridor.

Accident Analysis. CBBEL will review crash statistics and analysis for the latest five (5) years as is currently required by IDOT. This task will also include preparation of Existing/Projected Traffic and Crash Analysis for the initial IDOT and FHWA coordination meetings.

Base Model Preparation. In addition to utilizing the information collected as part of the project survey CBBEL will conduct field reconnaissance of the project area to verify existing roadway characteristics including storage bay lengths, queue lengths at signalized intersections, posted speed limit, adjacent land use and other data relevant to building the Synchro model. CBBEL will observe traffic during AM and PM peak hours during one typical day to aid in calibrating the SimTraffic simulations. CBBEL will build the Synchro base models for AM and PM peak periods using field data collected, peak hour volume counts and signal timing information provided by Lombard.

Operational Analysis. CBBEL will use the Base Model to build the Proposed Model, using the concept road diet conditions (lane widths, storage lengths, etc.) The operations analysis will be presented in report form. CBBEL will also recommend improvement, including optimal signal timing for the proposed conditions. CBBEL will update the report based on Village comments and include the report, Synchro files and traffic counts in the memorandum.

SimTraffic Simulation. CBBEL will use the Synchro models developed above to create simulations using SimTraffic for existing conditions and proposed road diet conditions for both the am and pm peak periods.

Task 1.4 – Bike Lane Intersection, Termini and Path Crossing Design
CBBEL and Alta will develop bicycle and pedestrian facility transitions at the project limits and other intersections along the corridor for which planned facilities or other recommendations were provided.

Specifically, we understand that there will be a need to transition bicycle and pedestrian facilities at the project limits due to the change in roadway context, jurisdiction, and a need to mitigate potential conflicts between people bicycling, walking, and driving. Meyers Road, for instance, is located at the southern end of Westmore-Meyers Road. The corridor, currently owned by DuPage County, was identified in the 2016 Lombard Village-wide Bicycle and Pedestrian Plan as a potential sidepath.

We also understand the need to connect Westmore-Meyers Road to proposed bicycle and pedestrian facilities along east-west streets and the existing shared lane markings/bike lane on Madison Street.

We will identify potential shared use path crossing design ideas and review concepts for consistency with latest best practices in design. Alta's recent work in authoring the January 2017 *Small Town and Rural Multimodal Networks* Guide for the Federal Highway Administration reflects case studies of best practices.

Alta also previously provided high-level concept diagrams within the 2016 Lombard Village-wide Bicycle and Pedestrian Plan to illustrate potential Great Western Trail (near St. Charles Road) and Illinois Prairie Path Trail crossings with Westmore-Meyers Road. Both crossings are located in the northern half of the corridor. Currently, people walking or bicycling along the shared use paths must cross four lanes of traffic to continue using the trail. Each crossing was identified as a high-crash area within the 2016 plan analysis. The plan's public input process highlighted the public's concern about crossing in these locations. Alta will expand upon these previous findings to assist CBBEL in developing shared use path crossing design ideas and concepts.

Task 1.5 – FHWA/IDOT Coordination Meeting
CBBEL will meet with FHWA/IDOT and Village staff to discuss project requirements and seek concurrence on scope of improvements, Phase I processing, and any proposed design variations.

Task 1.6 – Environmental Coordination
CBBEL will perform an initial biological and cultural resource database search via the IDNR "Eco-CAT" website, a formal review of the CERCLIS/UST-LUST/RCRA Special Waste databases, and submit the results to IDOT for processing in accordance with the Environmental Survey Request (ESR) procedures for federally funded projects being coordinated through IDOT-Local Roads.

CBBEL will perform an environmental review of the project corridor, as required as part of the ESR submittal. Trees along the preferred alignment will be located and sized as part of the survey task, and evaluated with respect to species and health as part of this task.

Task 1.7 – Stakeholder Meeting
CBBEL and Alta will host an informal open house informational meeting for specific project stakeholders. CBBEL expects the following stakeholder groups (at a minimum) will be invited to the meeting:

- Public Works Committee
- Board of Trustees
- PACE
- Evanston Bicycle Club
- Other Village Departments

The purpose of the meeting will be to present the proposed improvements and receive input from stakeholders to incorporate into the final design.

Task 1.8 – Preliminary Design Report

It is anticipated this project will be documented via a Phase I PDR, Group II Categorical Exclusion (IDOT-BLR Form 22210). This task includes development of the PDR, and all supporting exhibits, for initial review by the Village of Lombard, and ultimate review by IDOT and FHWA for Phase I Design Approval.

Westmore-Meyers Road Bicycle and Pedestrian Improvements
Contract Document No. ST-18-01
Cost Estimate for Design Engineering Services - Phase 1
February 17, 2017

	Personnel & Hours																		
	Project Coordinator (Eng. VI)	Project Manager (Eng. V)	Project Manager (Eng. IV)	Design Engineer (Eng. III)	Design Engineer (Eng. I/II)	Landscape Architect	Environ Resource (IV)	Water Resource (IV)	Survey Manager (Sur. V)	Survey Lead (Sur. IV)	Project Surveyor (Sur. III)	Project Surveyor (Sur. II)	Staff Surveyor (Sur. I)	CAD Manager	CAD Technician (Cad II)	Admin	Total Hours	% of Hours	Total Cost
Rate	$70.00	$59.56	$46.60	$40.10	$29.63	$48.50	$48.25	$48.60	$70.00	$59.00	$50.50	$35.77	$25.45	$52.13	$42.47	$28.18			
Task 1.1 – Project Kickoff Meeting	4	6														1	11	2.7%	$665.54
Task 1.2 – Data Collection and Review	2	6		16											8	2	34	8.4%	$1,535.08
Task 1.3 – Road Diet Analysis	8	24		40	64												136	33.7%	$5,489.76
Task 1.4 – Bike Lane Intersection, Termini and Path Crossing Design	4	16		16											20		56	13.9%	$2,723.96
Task 1.5 – Environmental Coordination	2		4	26													32	7.9%	$1,377.00
Task 1.6 – Stakeholder Meeting	2	6		16											12	4	40	9.9%	$1,761.32
Task 1.7 – IDOT/FHWA Coordination Meeting	2	4		1											1	1	9	2.2%	$488.99
Task 1.8 – Preliminary Design Report	12	16		32	6										8	10	86	21.3%	$3,934.76
																	0	0.0%	$0.00
																	0	0.0%	$0.00
																	0	0.0%	$0.00
																	0	0.0%	$0.00
																	0	0.0%	$0.00
																	0	0.0%	$0.00
																	0	0.0%	$0.00
Subtotal	36	78	4	147	72	0	0	0	0	0	0	0	0	0	49	18	404		
% of Hours	8.9%	19.3%	1.0%	36.4%	17.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	12.1%	4.5%	100.0%		
Total Cost	$2,520.00	$4,645.68	$194.40	$5,894.70	$2,133.36	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,081.03	$507.24			$17,976.41
Multiplier	2.76																		$49,614.89
By Others (Quality Counts - Traffic Counts)																			$2,240.00
By Others (Alta Planning and Design)																			$26,320.00
Direct Costs (per attached Worksheet)																			$680.16
																			$78,855.06
Total Cost																			

Westmore-Meyers Road Bicycle and Pedestrian Improvements
Contract Document No. ST-18-01
Cost Estimate for Design Engineering Services
February 17, 2017

	Alta Personnel & Hours							
	Principal in Charge Wojciechowski	Project Manager Gustafson	Senior Engineer Howley	Project Planner O'Toole	Project Coordinator Neurauter	Total Hours	% of Hours	Total Cost
Rate [1]	$200.00	$200.00	$138.00	$95.00	$72.00			
Task 1.1 – Project Kickoff Meeting						0	0.0%	$0.00
Task 1.2 – Data Collection and Review	2	12		48	20	82	38.9%	$8,800.00
Task 1.3 –Topographic Survey and ROW Verification						0	0.0%	$0.00
Task 1.4 – Road Diet Analysis							0.0%	$0.00
Task 1.5 – Bike Lane Intersection, Termini and Path Crossing Design	2	16	16	36	16	86	40.8%	$10,380.00
Task 1.6 – Environmental Coordination						0	0.0%	$0.00
Task 1.7 – Stakeholder Meeting	1	24	10	8		43	20.4%	$7,140.00
Task 1.8 – Preliminary Design Report								$0.00
Subtotal	5	52	26	92	36	211		
% of Hours						0.0%		
Total Cost								$26,320.00
Multiplier								
By Others (Alta Planning and Design)								$26,320.00
Direct Costs (per attached Worksheet)								
Total Cost								$26,320.00

Estimate

Estimate Date: 2/9/2017

Order Date: 2/9/2017

Bill To: Christopher B. Burke Engineering, Ltd
9575 W. Higgins Road
Rosemont, IL 60018
(847) 823-0500

ORDER NO	ORDER DATE	PROJECT NAME	PAYMENT TERMS	ORDER BY
142274	2/9/2017	Lombard IL	Net 60 Days	Frank Nemes

QTY	DESCRIPTION		TOTAL
14	1-Person Turn Count	160.00	2240.00
	7 Location(s) for time period(s):4:00 PM -- 6:00 PM (Midweek)		
	- 1 -- 1, Lombard, IL		
	- 2 -- 2, Lombard, IL		
	- 3 -- 3, Lombard, IL		
	- 4 -- 4, Lombard, IL		
	- 5 -- 5, Lombard, IL		
	- 6 -- 6, Lombard, IL		
	- 7 -- 7, Lombard, IL		
	7 Location(s) for time period(s):6:00 AM -- 8:00 AM (Midweek)		
	- 1 -- 1, Lombard, IL		
	- 2 -- 2, Lombard, IL		
	- 3 -- 3, Lombard, IL		
	- 4 -- 4, Lombard, IL		
	- 5 -- 5, Lombard, IL		
	- 6 -- 6, Lombard, IL		
	- 7 -- 7, Lombard, IL		
		TOTAL	**2,240.00**

Balances unpaid by end of Payment Term (listed above) will be charged 1.5% interest per month

Quality Counts, LLC
7409 SW Tech Center Dr, STE 150
Tigard, OR 97223
(877) 580-2212
qualitycounts.net

Generated on: 2/9/2017 1:46:15 PM

Westmore-Meyers Road Bicycle and Pedestrian Improvements
Contract Document No. ST-18-01
DIRECT COSTS

Task	In-House		Outside															Outside Totals	Total Direct Costs
	Mileage		Messenger/Fed Ex		81/2 x 11 B/W Copies		81/2 x 11 Color Laser		11x17 B/W copies		Color Inkjet Plots		11x17 Color Laser		Plan Sheet B/W Copies			
	Miles @0.54	Cost	Each @ $25	Cost	Pages @ 0.08	Cost	Pages @ 0.90	Cost	Pages @ 0.12	Cost	Sq Ft @ 2.40	Cost	Pages @ 1.5	Cost	Ea @ 0.80	Cost		
Task 1.1 – Project Kickoff Meeting	32	$17.28		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$17.28
Task 1.2 – Data Collection and Review		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
Task 1.3 – Road Diet Analysis		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
Task 1.4 – Bike Lane Intersection, Termini and Path Crossing Design	64	$34.56		$0.00		$0.00		$0.00		$0.00	24	$57.60		$0.00		$0.00	$57.60	$92.16
Task 1.5 – Environmental Coordination		$0.00		$0.00		$0.00	20	$18.00		$0.00	60	$144.00		$0.00		$0.00	$162.00	$162.00
Task 1.6 – Stakeholder Meeting	96	$51.84		$0.00		$0.00	40	$36.00		$0.00	60	$144.00		$0.00		$0.00	$180.00	$231.84
Task 1.7 – IDOT/FHWA Coordination Meeting	32	$17.28		$0.00		$0.00		$0.00		$0.00	24	$57.60		$0.00		$0.00	$57.60	$74.88
Task 1.8 – Preliminary Design Report		$0.00	2	$50.00	200	$16.00	40	$36.00		$0.00		$0.00		$0.00		$0.00	$102.00	$102.00
0		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
0		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
0		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
0		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
0		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
0		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
0		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$0.00	$0.00
TOTALS:	224	$120.96	2	$50.00	200	$16.00	100	$90.00	0	$0.00		$403.20		$0.00		$0.00	$559.20	$680.16

* Distance to Project Site: Approximately 16 Miles