

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 A. Hulseberg, Village Manager

DATE: March 24, 2010 (COW) (B of T) **Date:** April 01, 2010

TITLE: Main Street Lighting - Phase II
Resident Engineering

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

BACKGROUND/POLICY IMPLICATIONS:

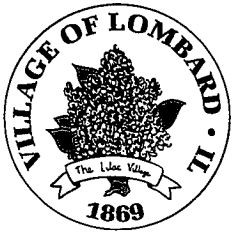
Full time construction observation services.

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: \$108,918.00 CapProjFd
HTE Project Number: 1023
Account: 7110.809425
PW Project Number: M-08-05 B

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 A. Hulseberg, Village Manager
Through: Carl Goldsmith, Director of Public Works *CJ*
From: David A. Dratnol, P.E., Village Engineer *DAD*
Date: March 24, 2010
Subject: Main Street Lighting – Phase II
Resident Engineering

Attached please find a contract, resolution and fee schedule for resident engineering services for Main Street Lighting – Phase II.

This selection was made from the current Resident Engineering Short List. The short list is comprised of six firms. The proposal was sent to five (5) firms. The design firm, Civiltech Engineering of Itasca was not eligible under Public Works Policy. All five (5) firms responded to the request for proposal. Upon review, it was determined that Baxter & Woodman of Crystal Lake, is the most qualified firm to serve as resident engineer for this project.

Baxter & Woodman performed the Resident Engineering services for Olde Towne – East, Phases 3 & 4 and SA217B. Their work has been satisfactory for the Village.

The scope and fee were negotiated with Baxter & Woodman and agreed to by both parties. The not-to-exceed fee for resident engineering services is \$108,918.00.

Please present this agreement and resolution to the President and Board of Trustees for review and approval at their regular meeting of April 01, 2010. If approved, please return two (2) original signed copies to Public Works-Engineering for further processing.

DAD/pfk

c: File: M-08-05
H:\PWPW-Eng\PROJECTS\FY2008\M-08-05 Main Street Street Lighting\Main St Lighting Phase II\RE

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 Baxter & Woodman, Inc. regarding the Main Street Lighting – Phase II 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



VILLAGE OF LOMBARD CONTRACT

CONTRACT DOCUMENT NUMBER M-08-05 B

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 Baxter & Woodman, Inc. 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 Main Street Lighting - Phase II

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 2, 2010
 - c. ENGINEER'S Proposal Dated March 16, 2010
 - d. ENGINEER'S Letter Dated March 22, 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:

Baxter & Woodman, Inc.

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)

Main Street Lighting – Phase II 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 approved 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

VILLAGE OF LOMBARD, ILLINOIS
 MAIN STREET LIGHTING PROJECT PH II-RESIDENT ENGINEERING

EXHIBIT A
 CONSTRUCTION ENGINEERING

Local Agency:
 VILLAGE OF LOMBARD, ILLINOIS
 (Municipality/Township/County)

*Firm's approved rates on file with IDOT's
 Bureau of Accounting and Auditing:
 Overhead Rate (OH) 147%
 Calendar wks 19 weeks
 Multiplier 2.83

* start work 5/17/2010 to close out 09/17/2010
 * 2 Saturdays

Begin 5/10 End FT 7/17/2010 10 weeks 45 hrs wk
 Begin 7/17 End PT 9/21 9 weeks 20 hrs/wk
 Begin 6/1 End 9/1 40 hours

Cost Estimate of Consultant's Services in Dollars

Tasks	Employee Classification	Man-Hours	Payroll Rate	% of Hours task	Total Cost	In-House Direct Costs (IHDC)	Total cost by task	% Cost per task	Total Cost w/Mult
ADMINISTRATION & MEETINGS	John Ambrose	5	\$65.08	0.47%	\$325.40				\$920.88
	Mark Dachstelner	50	\$50.50	4.65%	\$2,525.00	\$80.00	\$ 8,480.15	7.79%	\$7,225.75
	CLERICAL	5	\$23.57	0.47%	\$117.85				\$333.52
OBS/DOCUMENT	Bob Gibbons	400	\$34.82	37.21%	\$13,928.00	\$1,472.00			\$40,888.24
OVERTIME & PART TIME	Bob Gibbons	230	\$34.82	21.40%	\$8,008.60				\$22,664.34
INSPECT PART TIME	Gary Nehls	40	\$48.36	3.72%	\$1,934.40	\$80.00	69,106.93	63.45%	\$5,554.35
DESIGN - RESTATIONING & UTILITY VERIFICATION	ENGINEER	20	\$35.54	1.86%	\$710.80				\$2,011.56
	Tim Beite	20	\$31.88	1.86%	\$637.60		\$3,815.97	3.50%	\$1,804.41
CONSTRUCTION STAKEOUT	SURVEYOR	40	\$26.94	3.72%	\$1,077.60	\$293.00			\$3,342.61
	Mike Hudspeth	25	\$39.16	2.33%	\$979.00		\$ 6,392.22	5.87%	\$3,049.61
SHOP DRAWING REVIEW	Bob Gibbons	40	\$34.82	3.72%	\$1,392.80		\$ 2,770.57	2.54%	\$2,770.57
PROJ CLOSEOUT & REC DRAW	Mark Dachstelner	15	\$50.50	1.40%	\$757.50				\$2,143.73
	Tim Beite	20	\$31.88	1.86%	\$637.60		\$7,888.76	7.24%	\$1,804.41
GIS/GPS	Andy Zalatel	16	\$46.48	1.49%	\$743.68				\$2,104.61
	Matt Pierotti	39	\$26.21	3.63%	\$1,022.19	\$222.00			\$3,114.80
	Jean McElvogue	70	\$21.42	6.51%	\$1,499.40		\$9,462.71	8.69%	\$4,243.30
UTILITY LOCATES (SUE)						\$0.00	\$0.00	0.00%	\$0.00
GPS Module \$500/month						\$1,000.00	\$1,000.00	0.92%	\$1,000.00
TOTALS		1,075		100.00%	\$ 37,375	\$ 3,147	\$ 108,918	100.00%	\$ 108,918

In-House Direct Costs: \$2,147 incl Tolls-added 280 miles @0\$.50
 VEHICLE EXPENSES - TRAVEL & TOLLS, 4,294MI @ \$0.500/MILE = \$1,000
 GPS Module Rental 2-months \$500/Month

Personnel & Hours	% of Hours
Principal	0.47%
Project Manager	6.05%
Secretary	0.47%
RE & GARY	66.05%
Engineer	1.86%
Design-CAD	1.86%
Surveyor	7.44%
CAD	1.86%
GPS/GIS	11.63%
SR Engr-Electrical	2.33%
Total	100.00%

Project Multiplier
 Overhead (see exhibit A) = 1.47
 Direct Labor = 1.00
 Profits @ 0.145% = 0.358
 Multiplier = 2.828

Our approved IDOT overhead rate is 1.47. We propose to use a multiplier of 2.83 for this project