

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: April 26, 2010 (COW) (B of T) **Date:** May 6, 2010

TITLE: Illinois Route 53 Storm Water Pump Station
Phase 1 (Preliminary) Design Engineering

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

BACKGROUND/POLICY IMPLICATIONS:

Preliminary Engineering Design services for alleviating storm water concerns at the Illinois Route 53 Storm Water Pump Station.

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: Not-To-Exceed \$78,795.00
WSCapRsveFd: \$78,795.00
Account#: 7901.809500
HTE Project Number: 1026
PW Project Number: SS-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 S. Goldsmith, Director of Public Works *CG by DAD*
From: David A. Dratnol, P.E., Village Engineer *DAD*
Date: April 26, 2010
Subject: Illinois Route 53 Storm Water Pump Station
Phase 1 (Preliminary) Design Engineering

Attached please find a contract, resolution and fee schedule for phase 1 (preliminary) design engineering services for the Illinois Route 53 Storm Water Pump Station. The intent is to determine the scope of work and cost of improvements to the storm water pump station. Staff will then move forward with phase 2 engineering.

This project was included as the target project in the determination of the Hydraulic and Hydrology Engineering Short-List for the next two (2) years. Seven firms responded to the Request for Qualifications; five (5) firms were short-listed. Baxter & Woodman was determined to be the most qualified firm for this project.

The scope and fee were negotiated with Baxter & Woodman and agreed to by both parties. The project consists of obtaining and/or performing background information, such as wetland delineation and topographic survey, analyzing existing storm water conditions, and formulating/designing preliminary engineering solutions. The resultant Preliminary Design Report (PDR), which will be developed with input from Village Staff, will make recommendations concerning pump and motor replacements, electrical and SCADA improvements, grit chamber/secondary screening, a stand-by generator, and site improvements. This work will be performed for a not-to-exceed phase 1 design engineering services fee of \$78,795.00. The engineering costs will be paid for using the Water and Sewer Capital Reserve Fund.

Please present this agreement and resolution to the President and Board of Trustees for their review at their regular meeting of May 6, 2010. If approved, please return one original signed copy to Public Works-Engineering for further processing.

DAD/fsk

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 Illinois Route 53 Storm Water Pump Station 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 6th day of May, 2010.

Ayes: _____

Nays: _____

Absent: _____

Approved this 6th day of May, 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 SS-10-01

This agreement is made this the 6th day of May, 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:

The preparation and delivery of preliminary engineering design documents (Phase 1) for the Route 53 Storm Water Pump Station Improvements.

1. This contract shall embrace and include all of the applicable contract documents listed below as if attached hereto or repeated herein:
 - a. Design Engineering Request for Qualifications (dated January 25, 2010) consisting of the following:
 - i) Cover Sheet
 - ii) Table of Contents
 - iii) General Provisions
 - iv) Special Provisions
 - b. ENGINEER'S Statement of Qualifications (dated February 12, 2010)
 - c. Madison St./IL Rt. 53 Intersection Improvements Request for Proposal (dated January 25, 2010)
 - d. ENGINEER'S Proposal (dated February 12, 2010)
 - e. ENGINEER'S Minutes from an April 9, 2010 Meeting
 - f. ENGINEER'S Work Effort and Fee Schedule Letter (dated April 15, 2010)
 - g. 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.

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)

Illinois Route 53 Storm Water Pump Station 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: _____
Authorized Agent of ENGINEER

Subscribed and sworn to
before me this the _____
day of _____, 2010.

Notary Public

VILLAGE OF LOMBARD, ILLINOIS
ROUTE 53 STORMWATER PUMPING STATION

EXHIBIT *B*

PROJECT DESCRIPTION

This PROJECT will consist of the Preliminary Engineering Design (Phase I) required for the development of Phase II plans, specifications, and cost estimate for the Route 53 Stormwater Pumping Station Improvements in the Village of Lombard, Illinois. The PROJECT will include the preliminary design and Project Development Report for pump and motor replacements, electrical and SCADA improvements, grit chamber/secondary screening, a stand-by generator, and site improvements.

ANTICIPATED SCHEDULE

- | | | |
|----|---|--------------------|
| 1. | Project Kickoff Meeting | May 14, 2010 |
| 2. | Wetland Delineation / Topographic Survey | May 28, 2010 |
| 3. | Analysis / Site Visits / Preliminary Design | July 23, 2010 |
| 4. | Preliminary PDR and Review | August 20, 2010 |
| 5. | Pre-Final PDR and Review | September 3, 2010 |
| 6. | Final PDR | September 24, 2010 |

VILLAGE OF LOMBARD, ILLINOIS
ROUTE 53 STORMWATER PUMPING STATION

EXHIBIT C

SCOPE OF SERVICES

- **MANAGE PROJECT** – Plan, schedule, and control activities to be performed to complete the PROJECT including budget, schedule, and scope. Confer with Village point of contact/staff to clarify scope of work for the PROJECT and to review available data. Prepare and submit monthly invoices and coordinate invoices from subconsultants.

- **PRELIMINARY DESIGN**
 - **MEETINGS** - Attend kick-off meeting with Village staff to review the PROJECT; establish PROJECT criteria and clear lines of communication; and attend up to four progress meetings to review the work in progress, the Project Development Report, and Estimate of Cost prior to submittal to the Village.

 - **DATA COLLECTION**
 - Obtain data of record, including utility atlas pages, maps, construction drawings, and plats of survey to assist with the preparation of preliminary design drawings.
 - Perform wetland delineation.
 - Complete topographic survey.
 - Review structure, electrical, and pump and piping systems with field visit(s).
 - Contact utilities through a J.U.L.I.E. Design Stage Request.
 - Prepare preliminary drawings.

 - **ANALYSIS AND PRELIMINARY DESIGN**
 - Perform a storm sewer and pump capacity analysis, a pump control and electric service analysis, and evaluate the pump/inlet structure for hydraulic function.
 - Review alternatives to provide access to site during flood conditions and bypass pumping during construction.
 - Meet with Village project staff.
 - Prepare preliminary civil, structural, electrical and SCADA designs; with drawings and a checklist of Village standard specifications/special provisions to be used in the final design.

- **PLATS AND EASEMENTS**
 - Obtain up to two (2) title commitment(s) for property(ies) owned by the Village or owned by adjacent owners and required for access/use easement(s).
 - Prepare Plats of Survey, Plats and Descriptions of Easement(s), and Plats and Descriptions of Temporary Construction Easement(s) required to complete the Final (Phase II) Design.

- **PROJECT DEVELOPMENT REPORT**
 - Prepare preliminary, pre-final and final versions of the Project Development Report (PDR), including a summary of design considerations and recommendations.
 - Prepare an initial and subsequent revised Opinions of Probable Construction Cost and of Total Project Costs.
 - Perform a peer and constructability review (QA/QC).
 - Meet with Village project staff to discuss PDR.
 - Revise the PDR as a result of meetings with Village staff.

- **WETLAND REPORT** – Prepare a wetland report based on the wetland delineation and requirements of the Corps of Engineers, IEPA, IDNR and DuPage County.

- **PERMITS** – Investigate the need for various jurisdictional or environmental permits including a Corps of Engineers/IEPA/IDNR Joint Application permit; a separate IDNR floodplain/floodway permit; DuPage County stormwater, wetland or construction in a floodway permit; and an Illinois Tollway Authority permit.

VILLAGE OF LOMBARD, ILLINOIS
ROUTE 53 STORMWATER PUMPING STATION

EXHIBIT D

SCOPE OF SERVICES, TIME AND EXPENSES, AND FEE

ROUTE
LOCAL AGENCY
(Municipality/Township/County)
SECTION
PROJECT
JOB NO 100143 40

N/A
VILLAGE OF LOMBARD
DuPage County

* B&W'S APPROVED RATES ON FILE WITH IDOT'S
BUREAU OF ACCOUNTING AND AUDITING

OVERHEAD RATE (OH) 147%
MULTIPLIER 2.83
COMPLEXITY FACTOR (R) 0
CALENDAR DAYS N/A

ELEMENT OF WORK	Employee	Hours	Payroll Rate	% Time by Task	Total Costs	In-House Direct Costs (IHDC)	Total Cost with Multiplier	Total Cost By Task	% Cost By Task
MANAGE PROJECT									
PROJECT MANAGEMENT	John Ambrose	4	\$ 65.08	0.69%	\$ 260.32		\$ 737		
	Thomas Puralewski	58	\$ 51.42	8.97%	\$ 2,982.36		\$ 8,441		
	Steve Verseman	8	\$ 51.18	1.37%	\$ 409.28		\$ 1,159		
	Peggy Yarbrow	2	\$ 23.57	0.34%	\$ 47.14		\$ 134	\$ 10,471	13.20%
PRELIMINARY DESIGN MEETINGS									
Kick-off and Progress Meetings	John Ambrose	4	\$ 65.08	0.69%	\$ 260.32	\$ 42.50	\$ 780		
	Thomas Puralewski	16	\$ 51.42	2.75%	\$ 822.72	\$ 42.50	\$ 2,371		
	Steve Verseman	20	\$ 51.18	3.44%	\$ 1,023.20	\$ 212.50	\$ 3,109		
	Chuck Brunner	4	\$ 57.24	0.69%	\$ 228.96	\$ 42.50	\$ 691		
	Oskar Agustinsson	8	\$ 39.93	1.37%	\$ 319.44	\$ 42.50	\$ 847		
	Chris Sosnowski	8	\$ 52.12	1.37%	\$ 416.96	\$ 42.50	\$ 1,223		
	Anthony Bianchin	4	\$ 44.08	0.69%	\$ 176.32	\$ 42.50	\$ 542		
	Peggy Yarbrow	4	\$ 23.57	0.69%	\$ 94.28		\$ 267	\$ 9,930	12.60%
DATA COLLECTION									
EXISTING CONDITIONS	Thomas Puralewski	8	\$ 51.42	1.37%	\$ 411.36		\$ 1,155		
	Steve Verseman	8	\$ 51.18	1.37%	\$ 409.28		\$ 1,159		
	Oskar Agustinsson	2	\$ 39.93	0.34%	\$ 79.86		\$ 227		
	Anthony Bianchin	4	\$ 44.08	0.69%	\$ 176.32		\$ 499	\$ 3,050	3.87%
WETLAND DELINEATION	Steve Verseman	2	\$ 51.18	0.34%	\$ 102.32		\$ 290		
	Tom Ganfield	14	\$ 45.82	2.41%	\$ 641.48	\$ 75.00	\$ 1,861	\$ 2,181	2.77%
TOPOGRAPHIC SURVEY	Steve Verseman	8	\$ 51.18	1.03%	\$ 308.96	\$ 47.50	\$ 917		
	Chris Weitbank	2	\$ 35.55	0.34%	\$ 71.30		\$ 202		
	Matthew Pierotti	12	\$ 26.21	2.08%	\$ 314.52	\$ 47.50	\$ 938		
	Scott Spears	12	\$ 24.70	2.08%	\$ 296.40		\$ 839	\$ 2,806	3.58%
SITE VISITS/VERIFY STRUCTURES	Steve Verseman	16	\$ 51.18	2.75%	\$ 818.56	\$ 95.00	\$ 2,412		
	Chuck Brunner	4	\$ 57.24	0.69%	\$ 228.96	\$ 47.50	\$ 696		
	Oskar Agustinsson	4	\$ 39.93	0.80%	\$ 159.72		\$ 453		
	Anthony Bianchin	8	\$ 44.08	1.03%	\$ 352.64	\$ 47.50	\$ 996		
	Michael Becker	6	\$ 33.09	1.37%	\$ 198.54		\$ 561	\$ 5,107	6.48%
UTILITY CONTACTS	Steve Verseman	4	\$ 51.18	0.69%	\$ 204.64		\$ 580		
	Oskar Agustinsson	4	\$ 39.93	0.69%	\$ 159.72		\$ 453		
	Peggy Yarbrow	2	\$ 23.57	0.34%	\$ 47.14		\$ 134	\$ 1,167	1.48%
CAD FOR SURVEY	Michael Becker	8	\$ 33.09	1.37%	\$ 264.72		\$ 750	\$ 750	0.95%
ANALYSIS AND PRELIMINARY DESIGN									
CAPACITY ANALYSIS	Thomas Puralewski	4	\$ 51.42	0.69%	\$ 205.68		\$ 593		
	Steve Verseman	8	\$ 51.18	1.37%	\$ 409.28		\$ 1,159	\$ 1,742	2.21%
PUMP CONTROL ANALYSIS	Steve Verseman	4	\$ 51.18	0.69%	\$ 204.64		\$ 580		
	Oskar Agustinsson	8	\$ 39.93	1.37%	\$ 319.44		\$ 905	\$ 1,485	1.88%
PUMP/INLET EVALUATION	Thomas Puralewski	4	\$ 51.42	0.69%	\$ 205.68		\$ 583		
	Steve Verseman	16	\$ 51.18	2.75%	\$ 818.56		\$ 2,317		
	Chuck Brunner	2	\$ 57.24	0.34%	\$ 114.48		\$ 324		
	Oskar Agustinsson	2	\$ 39.93	0.34%	\$ 79.86		\$ 227	\$ 3,451	4.38%
BYPASS PUMPING	Thomas Puralewski	2	\$ 51.42	0.34%	\$ 102.64		\$ 292		
	Steve Verseman	4	\$ 51.18	0.69%	\$ 204.64		\$ 580		
	Oskar Agustinsson	2	\$ 39.93	0.34%	\$ 79.86		\$ 227	\$ 1,099	1.39%
CIVIL DESIGN	Steve Verseman	24	\$ 51.18	4.12%	\$ 1,227.84		\$ 3,475	\$ 3,475	4.41%
STRUCTURAL DESIGN	Chuck Brunner	10	\$ 57.24	1.72%	\$ 572.40		\$ 1,620	\$ 1,620	2.06%
ELECTRICAL DESIGN	Oskar Agustinsson	10	\$ 39.93	1.72%	\$ 399.30		\$ 1,131	\$ 1,131	1.44%
SCADA	Steve Verseman	2	\$ 51.18	0.34%	\$ 102.32		\$ 290		
	Chris Sosnowski	8	\$ 52.12	1.37%	\$ 416.96		\$ 1,180	\$ 1,470	1.87%
DRAWINGS	Michael Becker	18	\$ 33.09	2.75%	\$ 595.44		\$ 1,698	\$ 1,498	1.90%
PLATS AND EASEMENTS									
PLATS AND EASEMENTS Title Commitment(s)	Steve Verseman	2	\$ 51.18	0.34%	\$ 102.32		\$ 290		
	Anthony Bianchin	16	\$ 44.08	2.75%	\$ 705.28	\$ 1,000.00	\$ 2,996		
	Peggy Yarbrow	2	\$ 23.57	0.34%	\$ 47.14		\$ 134	\$ 3,420	4.34%
PROJECT DEVELOPMENT REPORT									
OPINION OF PROBABLE COST	Steve Verseman	8	\$ 51.18	1.37%	\$ 409.28		\$ 1,159		
	Chuck Brunner	2	\$ 57.24	0.34%	\$ 114.48		\$ 324		
	Oskar Agustinsson	2	\$ 39.93	0.34%	\$ 79.86		\$ 227		
	Peggy Yarbrow	2	\$ 23.57	0.34%	\$ 47.14	\$ 25.00	\$ 159	\$ 1,689	2.37%
PEER / CONSTRUCTABILITY REVIEW	Lyle Hammar	2	\$ 66.84	0.34%	\$ 133.68		\$ 323		
	Craig Mitchell	2	\$ 52.83	0.34%	\$ 105.66		\$ 298	\$ 621	0.79%
PRELIMINARY DESIGN REPORT	John Ambrose	2	\$ 65.08	0.34%	\$ 130.16		\$ 369		
	Thomas Puralewski	8	\$ 51.42	1.37%	\$ 411.36		\$ 1,185		
	Steve Verseman	40	\$ 51.18	6.87%	\$ 2,046.40		\$ 5,792		
	Chuck Brunner	4	\$ 57.24	0.69%	\$ 228.96		\$ 648		
	Oskar Agustinsson	8	\$ 39.93	1.37%	\$ 319.44		\$ 905		
	Michael Becker	4	\$ 33.09	0.69%	\$ 132.36		\$ 375		
	Peggy Yarbrow	8	\$ 23.57	1.37%	\$ 188.56	\$ 50.00	\$ 584	\$ 9,830	12.49%
WETLAND REPORT									
WETLAND REPORT	Steve Verseman	2	\$ 51.18	0.34%	\$ 102.32		\$ 290		
	Tom Ganfield	16	\$ 45.82	2.75%	\$ 733.12		\$ 2,075		
	Michael Becker	4	\$ 33.09	0.69%	\$ 132.36		\$ 375		
	Peggy Yarbrow	2	\$ 23.57	0.34%	\$ 47.14		\$ 134	\$ 2,874	3.65%
PERMITS									
U.S. C.o.E. / IEPA / INDR	Thomas Puralewski	2	\$ 51.42	0.34%	\$ 102.64		\$ 292		
	Steve Verseman	8	\$ 51.18	1.37%	\$ 409.28		\$ 1,159		
	Tom Ganfield	4	\$ 45.82	0.69%	\$ 183.28		\$ 519	\$ 1,970	2.50%
INDR - EcoCAT	Steve Verseman	4	\$ 51.18	0.69%	\$ 204.64		\$ 580	\$ 580	0.74%
DuPAGE COUNTY	Thomas Puralewski	2	\$ 51.42	0.34%	\$ 102.64		\$ 292		
	Steve Verseman	6	\$ 51.18	1.03%	\$ 306.96	\$ 42.50	\$ 912		
	Tom Ganfield	10	\$ 45.82	1.72%	\$ 458.20	\$ 75.00	\$ 1,372		
	Bill Blecke	8	\$ 55.05	1.37%	\$ 440.40		\$ 1,247		
	Peggy Yarbrow	2	\$ 23.57	0.34%	\$ 47.14	\$ 25.00	\$ 159	\$ 3,982	5.05%
ILLINOIS TOLLWAY AUTHORITY	Thomas Puralewski	2	\$ 51.42	0.34%	\$ 102.64		\$ 292		
	Steve Verseman	3	\$ 51.18	0.52%	\$ 153.48		\$ 435		
	Tom Ganfield	3	\$ 45.82	0.52%	\$ 137.46		\$ 390	\$ 1,117	1.42%
TOTALS		582		100.00%	\$ 27,103.16	\$ 2,046.00	\$ 78,786	\$ 78,786	100.00%

IN-HOUSE DIRECT COSTS (INCLUDED IN TOTAL COST)
VEHICLE EXPENSES - TRAVEL, 1500 MI @ \$0.50/MILE
GPS EQUIPMENT RENTAL
POSTAGE

\$1,945
50
\$100

Project Multiplier
Overhead = 1.47
Direct Labor = 1.00
Profit @ 14.5% = 0.36
Multiplier = 2.83