

**DISTRICT #1 & #4**

**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:** May 11, 2010 (COW) (B of T)      **Date:** May 20, 2010

**TITLE:** North Industrial Park Pavement Rehabilitation Project  
Resident Engineering

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

**BACKGROUND/POLICY IMPLICATIONS:**

Construction observation services for the project.

**FISCAL IMPACT/FUNDING SOURCE:**

Total Contract Amount: \$431,172.00/Capital Project Fund  
HTE Project Number: 1002  
Account: 7110.809425  
PW Project Number: ST-09-06

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 *CG*  
From: David A. Dratnol, P.E., Village Engineer *DAD*  
Date: May 11, 2010  
Subject: North Industrial Park Pavement Rehabilitation  
Resident Engineering

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Attached please find a contract, resolution and fee schedule for resident engineering services for the North Industrial Park Pavement Rehabilitation Project.

This selection was made from the recently established Resident Engineering Short-List. The current Resident Engineering Short-List is comprised of six (6) firms. The proposal was sent to all six (6) firms. Five (5) of the six (6) firms responded. Upon review, it was determined that Baxter & Woodman was the most qualified firm to serve as resident engineer for this project.

Baxter & Woodman has served as the resident engineer on Phases 3 and 4 of the Olde Towne- East projects. They also served as resident engineer for Special Assessment 217B. Currently they are serving as resident engineers on SA 217C, Olde Towne-East, Phase 5 and the Main Street Lighting Project.

The pavement rehabilitation will include the replacement of curb and gutter, asphalt resurfacing and the use of a concrete overlay (ultra thin whitetopping). Given the scope of the improvements and considering that the work is being done in an industrial park, the project will require extensive coordination with all business/property owners. The intent is to minimize the inconvenience and keep periods of inaccessibility to a minimum. In addition to the normal notification process, PW staff and the consultant will use electronic communication (e-mail and Twitter) to keep the affected parties up to date about the status of construction progress and how the work will impact them. 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 \$431,172

Staff recommends award of the resident engineering services contract to Baxter & Woodman in the amount of \$431,172. Please present this agreement and resolution to the Board of Trustees for their review at their regular meeting of May 20, 2010. If approved, please return one original signed copy to Public Works-Engineering for further processing.

DAD/rgs

c: File: ST-09-06  
H:PW/PW-ENG/PROJECTS/FY2009/ST09-06/North Industrial Park/RE Services

**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 North Industrial Park Pavement Rehabilitation 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 20th day of May, 2010.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved this 20th 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 ST-09-06

This agreement is made this 20th 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:

Resident Engineering services for North Industrial Park Pavement Rehabilitation Project

- a. Request for Qualifications and Request for Proposal dated January 25, 2010 consisting of the following:
    - i) Cover Sheet
    - ii) Table of Contents
    - iii) General Provisions
    - iv) Special Provisions
    - v) Request for Qualifications and Proposals for 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 for North Industrial Park Pavement Rehabilitation Project dated March 31, 2010
  - c. ENGINEER'S Proposal Dated April 16, 2010
  - d. ENGINEER'S Letter Dated May 6, 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 20th day of May 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 20th day of May 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)

North Industrial Park Pavement Rehabilitation Project 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

VILLAGE OF LOMBARD, ILLINOIS  
 NORTH INDUSTRIAL PARK (UTW) ROADWAY CONSTRUCTION-RESIDENT ENGINEERING  
 EXHIBIT B  
 CONSTRUCTION ENGINEERING

\*Firm's approved rates on file with IDOT's  
 Bureau of Accounting and Auditing:  
 Overhead Rate (OH) 14.7%  
 Multiplier's 2.83  
 Calendar Days 165 \*OT 2.66

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

\* start work 6/14/2010 to close out 12/17/2010  
 \* 15 Saturdays EM & RP  
 165 Days M-F EM & RP 24wks 165 days final compl  
 20 Days M-F EM-3weeks LT-25 wks

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	24	\$65.08	0.52%	\$1,561.92				\$4,420.23
	Mark Dachstein	255	\$50.50	5.57%	\$12,877.50	\$290.00			\$36,733.33
	Liz Tobin	797	\$16.31	17.42%	\$12,989.07	\$2,350.00	\$ 80,290.93	18.62%	\$39,137.37
OBS & DOCUMENT & PR	Ed Miljares	1136	\$35.32	24.83%	\$40,123.52	\$2,500.00			\$116,049.56
OVERTIME	Ed Miljares	264	\$35.32	5.77%	\$9,324.48				\$24,803.12
OBSERVATION	Ron Priebe	1056	\$35.52	23.08%	\$37,509.12	\$2,475.00			\$108,625.81
OVERTIME	Ron Priebe	264	\$35.52	5.77%	\$9,377.28				\$24,759.74
OBSERVATION-PT	Bob Gibbons	240	\$34.82	5.24%	\$8,356.80	\$1,110.00			\$24,943.56
OBSERVATION-PT	Jim Turner	120	\$43.82	2.62%	\$5,258.40	\$555.00	\$314,618.07	72.97%	\$15,436.27
CONSTRUCTION STAKEOUT	SURVEYOR	150	\$26.94	3.28%	\$4,041.00	\$732.00			\$12,168.03
	SURVEYOR	150	\$26.94	3.28%	\$4,041.00		\$ 23,604.06	5.47%	\$11,436.03
PROJ CLOSEOUT & REC DRAW	Ed Miljares	80	\$35.32	1.75%	\$2,825.60				\$7,996.45
	Mark Dachstein	20	\$50.50	0.44%	\$1,010.00				\$2,858.30
	Tim Bette	20	\$31.88	0.44%	\$637.60		\$12,659.16	2.94%	\$1,804.41
WEB SITE DEV. & IT	Chris S.	0	\$57.43	0.00%	\$0.00				\$0.00
	Shell E.	0	\$25.42	0.00%	\$0.00				\$0.00
<b>TOTALS</b>		<b>4,576</b>		<b>100.00%</b>	<b>\$ 149,943</b>	<b>\$ 10,012</b>	<b>\$ 431,172</b>	<b>100.00%</b>	<b>\$ 431,172</b>

In-House Direct Costs: VEHICLE EXPENSES - TRAVEL & TOLLS, 20,025MI @ \$0.50/MILE = \$10,012 incl \$1.00/day Tolls-added 1102miles @0\$.50

Personnel & Hours	% of Hours
Principal	0.52%
Project Manager	6.01%
Communication and Word Processing	17.42%
RE EM & RP	61.20%
ASST. RE -JT	2.62%
ASST. RE- RG	5.24%
Surveyor	6.56%
CAD	0.44%
IT	0.00%
<b>Total</b>	<b>100.00%</b>

Project Multiplier

OT overhead reduced by 10% of 1.47

Overhead (see exhibit A)	=	Standard Time	OT
Direct Labor	=	1.47	1.32
Profits @ 0.145%	=	1.00	1.00
	=	0.358	0.337
<b>Multiplier</b>	<b>=</b>	<b>2.828</b>	<b>2.657</b>

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

Note\* Jim Turner is a temporary employee with Baxter & Woodman and his overhead rate is less than a standard employee. Jim's actual salary is \$49.25/hr. His 2010 standard hourly billing rate is 124.00/hr. For this project Jim Turner's hourly rate charged to the Village will be \$124.00/2.83=\$43.82/hr