

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

Resolution or Ordinance (Blue) _____
Waiver of First Requested Recommendations of Boards, Commissions & Committees (Green) _____
Other Business (Pink) _____

X

PRESIDENT AND BOARD OF TRUSTEES

TO:

David Hulseberg, Village Manager *John*

FROM:

August 11, 2009 (COW) (B of T) Date: August 20, 2009

DATE:

Main Street LAPP
Design Engineering

TITLE:

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

BACKGROUND/POLICY IMPLICATIONS:

Design and preparation of plans and specifications for resurfacing Main Street, from St. Charles Road to North Avenue, as a Local Agency Pavement Preservation (LAPP) project.

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: \$158,323.00 CapProjFd
HTE Project Number: 0936
PW Project Number: ST-02-07

Review (as necessary):

Village Attorney X _____
Finance Director X _____
Village Manager X _____
Date 8/11/09
Date 8/12/09

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
 From: David A. Dratmol, P.E., Village Engineer *DA*
 Date: August 11, 2009
 Subject: Main Street LAPP
 Design Engineering

Attached please find a contract, resolution and fee schedule for design engineering services for the Main Street LAPP project.

This selection was made from the current Design Engineering Short List, which consists of five (5) firms. The proposal was sent to and proposals received from all five (5) firms. Upon review, it was determined that Baxter & Woodman of Itasca, is the most qualified firm to serve as design engineer for this project.

The scope and fee were negotiated with Baxter & Woodman and agreed to by both parties. The project consists of resurfacing Main Street from St. Charles Road to just south of North Avenue. Project design will be performed in accordance with Local Agency Pavement Preservation guidelines. Additional design engineering services for underground facility improvements prior to resurfacing is accounted for in an infrastructure improvement line item that may only be utilized if necessary and authorized by staff. Other aspects, such as ADA compliant sidewalks and crosswalks, are also incorporated into the not-to-exceed design engineering services fee of \$158,323.00.

Please present this agreement and resolution to the President and Board of Trustees for their review at their regular meeting of August 20, 2009. 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 Main Street LAPP 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 August, 2009.

Ayes: _____

Nays: _____

Absent: _____

Approved this 20th day of August, 2009.

William J. Mueller
Village President

ATTEST:

Brightie O'Brien
Village Clerk

APPROVAL AS TO FORM:

Thomas P. Bayer
Village Attorney

VILLAGE OF LOMBARD

CONTRACT

CONTRACT DOCUMENT NUMBER ST-02-07

This agreement is made this the 20th day of August, 2009, 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 construction documents for resurfacing of Main Street (St. Charles Road and North Avenue) and related right of way improvement work.

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 11, 2008) consisting of the following:

i) Cover Sheet

ii) Table of Contents

iii) General Provisions

iv) Special Provisions

b. ENGINEER'S Statement of Qualifications (dated January 25, 2008)

c. Main Street LAAP Request for Proposal (dated March 6, 2009)

d. ENGINEER'S Proposal (dated March 13, 2009)

e. ENGINEER'S Work Effort and Fee Schedule Letter (dated March 25, 2009)

f. ENGINEER'S Minutes from a 3/24/09 Meeting

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.

IN WITNESS WHEREOF, the Village of Lombard, Illinois by William J. Mueller, Village President, and the ENGINEER have hereunto set their hands this the 20th day of August, 2009.

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.
Print Company Name

Accepted this _____ day of _____, 2009.

Individual or Partnership _____ Corporation _____

By _____
Position/Title _____

By _____
Position/Title _____

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this the 20th day of August, 2009.

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)
Baxter & Woodman, Inc., having submitted a proposal for:
(Name of Company)

Main Street LAPP 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: _____
Authorized Agent of ENGINEER

Subscribed and sworn to
before me this the _____
day of _____, 2009.

Notary Public

**VILLAGE OF LOMBARD-
St. Charles Road and Main St LAPP Improvements**

SCOPING AND FEE NEGOTIATIONS

Meeting Minutes

A meeting was held at the Lombard Public Works Department on March 24, 2009 between the Village of Lombard staff and Baxter & Woodman, Inc to discuss providing design engineering service for LAPP improvements on St. Charles Road and Main Street. In attendance were the following:

Dave Dratnol, P.E. - Village Engineer, Village of Lombard
Dave Gorman-Assistant Public Works Director, Village of Lombard
Frank Kattisik, Civil Engineer, Village of Lombard
John Ambrose, P.E.-Vice President, Baxter & Woodman, Inc

The Cost Estimate of Consultant Services need to be prepared with a multiplier and not a cost plus fixed fee method, similar to previous agreements for construction engineering services provided by Baxter & Woodman, Inc.

A few locations on both Main St and St Charles Rd at various intersections will require additional investigation to determine ADA compliant sidewalks. If additional construction is necessary, this work may be added to the Village's sidewalk program or a stand-alone project to avoid plan review delays with IDOT. Additional man hours will be added for this work. Post note-Manhours for preparing one plat of easement/right-of-way each on St. Charles and Main St will be included in the B&W work effort.

The cross-walk signal on Main St will require LED replacement. A design package will be provided to the Village's maintenance contractor to perform the work.

The Village will decide in the next few days if they will proceed with one, both or none of the LAPP projects this spring. B&W will modify the engineering costs estimates for inclusion into the next Board package. This information is due by noon tomorrow. If the Village Board approves one or both projects, a kick-off meeting will be scheduled in the first week of April.

If there are any corrections to the following minutes or additions please contact John V. Ambrose to discuss.

ROUTE: LOCAL AGENCY: (Municipality/Township/County)
 SECTION: MAIN STREET VILLAGE OF LOMBARD
 PROJECT: MAIN STREET LAPP IMPROVEMENTS
 JOB NO: 090318.40

EXHIBIT C - PRELIMINARY ENGINEERING
 MAIN STREET LAPP IMPROVEMENTS

* RATES APPROVED RATES ON FILE WITH IDOTS
 BUREAU OF ACCOUNTING AND AUDITING:
 OVERHEAD RATE (OR)
 Multiplier 1.48%
 COMPLEXITY FACTOR (R)
 Multiplier 2.84
 CALENDAR DAYS 0

ELEMENT OF WORK	Employee Classification	Man-Hours	Payroll Rate	% of Hours Task	Total Costs	In-House Direct Costs (HDC)	Total Cost with Multiplier	Total Cost By Task	% Cost By Task
MANAGE PROJECT									
	John Ambrose	10	\$65.08	1.01%	\$651.00	\$65.00	\$1,003.84	\$9,852.66	5.22%
	Robert Lenzi	18	\$53.09	1.82%	\$955.60	\$187.00	\$2,715.04		4.53%
	Thomas Slattery	42	\$42.30	4.25%	\$1,777.00		\$5,235.68		0.77%
PRELIMINARY PLANS, SPECIFICATIONS, AND ESTIMATE OF COST									
AGENCY COORDINATION									
	Thomas Slattery	40	\$42.30	4.05%	\$1,692.00	\$28.00	\$4,633.28		4.63%
	Christina Code	16	\$34.66	1.62%	\$555.00	\$55.00	\$899.04	\$7,333.52	0.77%
	Ben David	8	\$38.29	0.81%	\$306.00	\$14.00	\$1,213.32	\$1,213.32	0.17%
DATA COLLECTION									
	Thomas Slattery	10	\$42.30	1.01%	\$423.00		\$1,213.32		0.17%
	Robert Gibbons	50	\$34.82	5.06%	\$1,741.00	\$83.00	\$5,027.44		5.06%
	Andrew Zalel	20	\$44.55	2.02%	\$891.00	\$593.00	\$3,113.44	\$2,356.24	2.02%
	Matthew Pieroli	30	\$26.21	3.04%	\$786.00	\$124.00	\$1,664.24	\$1,664.24	1.12%
	Michael Berg	30	\$19.52	3.04%	\$585.00	\$44.00	\$1,607.04	\$1,607.04	1.12%
	Lean McEnugue	29	\$21.42	2.94%	\$621.00	\$100.00	\$1,807.04	\$1,807.04	1.12%
PRELIMINARY GEOMETRIC PLANS									
	Thomas Slattery	68	\$42.30	6.88%	\$2,876.00		\$8,267.84		6.88%
	Christina Code	60	\$34.66	6.07%	\$2,080.00		\$5,907.20	\$29,961.68	15.13%
	Ben David	90	\$38.29	9.11%	\$3,446.00		\$9,785.54		9.11%
PAVEMENT MARKING PLANS									
	Thomas Slattery	10	\$42.30	1.01%	\$423.00		\$1,201.32		1.01%
	Christina Code	10	\$34.66	1.01%	\$347.00		\$985.48		1.01%
	Ben David	16	\$38.29	1.62%	\$613.00		\$1,740.32	\$3,927.72	2.48%
ADA SIDEWALK COMPLIANCE									
	Thomas Slattery	4	\$42.30	0.40%	\$169.00		\$479.56		0.40%
	Anthony Bianchi	30	\$43.06	3.04%	\$1,292.00		\$3,668.28		3.04%
	Christina Code	11	\$35.15	1.11%	\$387.00		\$1,099.08		1.11%
	Ben David	4	\$30.19	0.40%	\$121.00		\$343.84		0.40%
	Matthew Pieroli	12	\$26.21	1.21%	\$315.00	\$124.00	\$1,018.60	\$7,275.12	4.60%
	Michael Berg	12	\$19.52	1.21%	\$234.00		\$664.56		1.21%
	Thomas Slattery	4	\$42.30	0.40%	\$169.00		\$479.56		0.40%
	Barbara Tobin	4	\$22.64	0.40%	\$91.00		\$258.44	\$798.40	0.47%
GEOTECHNICAL REPORT									
	Christina Code	16	\$34.66	1.62%	\$555.00		\$1,576.20		1.62%
	Ben David	8	\$38.29	0.81%	\$306.00		\$889.04	\$2,445.24	1.54%
PROJECT DETAILS AND STANDARDS									
	Thomas Slattery	20	\$42.30	2.02%	\$846.00		\$2,402.64		2.02%
	Christina Code	30	\$34.66	3.04%	\$1,040.00		\$2,953.50		3.04%
	Barbara Tobin	8	\$22.64	0.81%	\$181.00		\$514.04	\$5,870.28	3.71%
SPECIAL PROVISIONS									
	Thomas Slattery	4	\$42.30	0.40%	\$169.00		\$479.56		0.40%
	Christina Code	8	\$34.66	0.81%	\$277.00		\$786.68		0.81%
	Barbara Tobin	8	\$22.64	0.81%	\$181.00		\$514.04	\$1,780.88	1.12%
QC/QA									
	Robert Lenzi	8	\$53.09	0.81%	\$425.00		\$1,207.00		0.81%
	Mark Dachtelner	8	\$50.50	0.81%	\$404.00		\$1,147.36	\$2,354.36	1.48%
PHASE ONE DOCUMENTATION									
	Thomas Slattery	20	\$42.30	2.02%	\$846.00		\$2,402.64		2.02%
	Ben David	20	\$38.29	2.02%	\$766.00		\$2,175.44		2.02%
	Barbara Tobin	4	\$22.64	0.40%	\$91.00		\$258.44	\$4,836.52	3.05%
PUBLIC INVOLVEMENT									
	John Ambrose	30	\$65.08	3.04%	\$1,952.00	\$14.00	\$5,555.88		3.04%
	Thomas Slattery	30	\$42.30	3.04%	\$1,289.00	\$14.00	\$3,617.96	\$13,528.52	8.54%
	Ben David	40	\$38.29	4.05%	\$1,532.00		\$4,350.88	\$50,000.00	31.58%
INFRASTRUCTURE IMPROVEMENT									
FINAL PLANS, SPECIFICATIONS, AND ESTIMATE OF COST									
	Thomas Slattery	20	\$42.30	2.02%	\$846.00		\$2,402.64		2.02%
	Christina Code	20	\$34.66	2.02%	\$693.00		\$1,968.12		2.02%
	Ben David	40	\$38.29	4.05%	\$1,532.00		\$4,350.88	\$9,235.66	5.83%
	Barbara Tobin	8	\$22.64	0.81%	\$181.00		\$514.04	\$158,323	100.00%
TOTAL		989		100.00%	\$37,840	\$0	\$158,323	\$158,323	100.00%

IN-HOUSE DIRECT COSTS (INCLUDED IN TOTAL COST): \$825
 VEHICLE EXPENSES - TRAVEL, 1500 MI @ \$0.55/MILE \$900
 GPS EQUIPMENT RENTAL \$100
 POSTAGE

Project Multiplier 1.48
 Overhead = 1
 Direct Labor = 1
 Profit @ 14.5% 2.84
 Multiplier = 2.84