

**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:** William T. Lichter, Village Manager

**DATE:** April 11, 2005 (COW) (B of T) Date: April 21, 2005

**TITLE:** Geotechnical Engineering, Construction Material Testing and Environmental Services Contract

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

**BACKGROUND/POLICY IMPLICATIONS:**

This is a very successful strategic partnership providing high quality services at cost efficient and effective rates. See attached memo for additional information.

**FISCAL IMPACT/FUNDING SOURCE:**

\$50,000/Various Funds

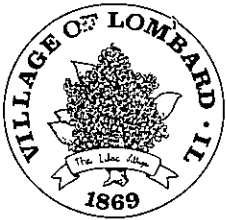
Review (as necessary):

Village Attorney X \_\_\_\_\_ Date \_\_\_\_\_

Finance Director X *ps* \_\_\_\_\_ Date \_\_\_\_\_

*acting* Village Manager X *Leonard J Flood* Date 4/13/05

**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: William T. Lichter, Village Manager *WTL*  
Through: Wes Anderson, P.E., Director of Public Works  
From: David A. Dratnol, P.E., Village Engineer *DD*  
Date: April 11, 2005  
Subject: Geotechnical Engineering, Construction Material Testing and Environmental Services Contract

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Following the Public Works-Engineering consultant selection process, Testing Service Corporation was determined to be the most qualified firm to provide the desired services. Attached are two copies of the Geotechnical Engineering, Construction Material Testing and Environmental Services Contract between the Village of Lombard and Testing Service Corporation (TSC).

The selection process was as follows: Fifteen (15) qualified firms received the Request for Proposals, and seven (7) firms replied. Four (4) staff members (including myself) comprised the evaluation committee. Evaluation criteria consisted of contract terms and conditions, staffing and facilities, quality of reports/references, work effort (fee structure), and proposal content. Utilizing the selection criteria, the committee determined that Testing Service Corporation of Carol Stream (TSC) was the "most qualified" firm.

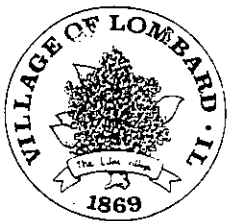
The terms of the contract allow the Village to contract with one engineering firm to perform all services related to geotechnical engineering, construction material testing and environmental services. This agreement helps to establish continuity of service, simplify contracting procedures and reduce Village staff time associated with contract document preparation and administration. Man-hour rates, cost of common testing procedures and terms of contract are included in this agreement. Only the scope of work will need to be negotiated for each individual project. This is done through a work order process. The contract between the Village and TSC is effective for one year with a one-year option to renew.

The Engineering Division has used the services contract format for the past eleven years. It has been a great assistance to the division in the administration of multiple contracts dealing with soil investigations and construction material testing. Environmental testing services have been included with this contract over the past four years.

TSC has been the consultant for this contract over the last nine years.

Engineering is requesting a budget of \$50,000 for services associated with this contract for the next twelve months. Please note that two projects currently under constructions are covered under the previous service agreement (North Broadway and the Highland/Eastgate Traffic Signal). To track contracts, the Finance Department creates a blanket purchase order with separate entries for each job. This will enable the budget to be continuously monitored. Construction material testing and geotechnical engineering are estimated for each project and are included as part of the engineering budget. Environmental services are utilized on an as needed basis.

Please present this item to the President and the Board of Trustees for their review and approval at the next regular meeting on April 21, 2005. Upon approval, please return one fully executed contract to engineering.



RESOLUTION  
R \_\_\_\_\_ 05

**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 Testing Service Corporation regarding the Geotechnical Engineering, Construction Material Testing and Environmental Services Contract 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 21st day of April 2005.

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

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

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

Approved this 21st day of April 2005.

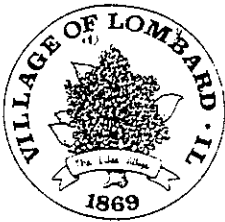
\_\_\_\_\_  
**William J. Mueller**  
Village President

ATTEST:

\_\_\_\_\_  
**Barbara Johnson**  
Dupley Village Clerk

APPROVAL AS TO FORM:

\_\_\_\_\_  
**Thomas P. Bayer**  
Village Attorney



## VILLAGE OF LOMBARD CONTRACT

### CONTRACT DOCUMENT NUMBER M-06-01-G

This agreement is made this 21st day of April, 2005, between and shall be binding upon the Village of Lombard, an Illinois Municipal Corporation hereinafter referred to as the "VILLAGE" and Testing Service Corporation 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:

Geotechnical Engineering, Construction Material Testing and Environmental Services

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

(a) Geotechnical Engineering, Construction Material Testing and Environmental Services Request for Proposal consisting of the following:

- i) Cover Sheet
- ii) Table of Contents
- iii) General Provisions
- iv) Special Provisions
- v) Request for Proposal dated February 1, 2005

(b) ENGINEER'S Proposal Dated February 22, 2005

(c) Required Certificates and Signatures and Certificate of Insurance

(d) ENGINEER'S letter of April 6, 2005

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 21st day of April 2005.

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:

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2005.

Individual or Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

\_\_\_\_\_  
By Position/Title

\_\_\_\_\_  
By Position/Title

Testing Service Corporation

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
William J. Mueller, Village President

Attest:

\_\_\_\_\_  
Barbara Johnson, Deputy Village Clerk

**VILLAGE OF LOMBARD  
ENGINEER'S CERTIFICATION**

\_\_\_\_\_, having been first duly sworn depose and states as follows:  
(Officer or Owner of Company)

Testing Service Corporation, having submitted a proposal for:

Geotechnical Engineering, Construction Material Testing and Environmental Services  
Contract 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 \_\_\_\_\_  
day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Notary Public