

DISTRICTS # 1

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: Scott Niehaus, Village Manager

DATE: February 18, 2021 (COW) (B of T) **Date:** March 3, 2022

TITLE: Charles Lane Basin Improvements
Professional Engineering Services

SUBMITTED BY: David Gorman, P.E., Assistant Director of Public Works *DRG*

BACKGROUND/POLICY IMPLICATIONS:

Contract for engineering services to design functional and aesthetics improvements to the Charles Lane storm water basin.

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: \$67,942.00
Project Number: SS 18 01 Charles Lane Basin Improvements
CIP Budget Amount: \$30,000
Funding from 3 existing program budgets
Account: SS 18 01 Charles Lane Basin Improvements
 Water/Sewer Capital Reserve Fund: 520.790.715.75420 (\$30,000.00)
 RM PROG 12 Catch Basin Cleaning
 Water/Sewer Capital Reserve Fund: 520.790.715.75420 (\$31,000.00)
 RM PROG 06 Underground Structure Maintenance
 Water/Sewer Capital Reserve Fund: 520.790.715.75420 (\$6,942.00)

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: Scott Niehaus, Village Manager
 Through: Carl Goldsmith, Director of Public Works
 From: David Gorman, P.E., Assistant Director of Public Works
 Date: February 18, 2022
 Subject: Charles Lane Basin Improvements
 Professional Engineering Services

Attached are the contract, resolution, and fee schedule for engineering services related to the design of the Charles Lane Basin Improvements.

Background

Located on the west side of Finley Road between Hickory Street and Charles Lane, the Charles Lane Basin is a 7.75-acre wetland stormwater detention that serves approximately 470 acres containing roughly 1,600 homes. The objective of the project is to improve overall stormwater operations, facility maintenance, and neighborhood aesthetics. The proposed design shall integrate stormwater quality, streambank protection, and flood control. The design will also utilize the natural drainage system to minimize maintenance.

The scope of work includes the removal of the center manhole and the perimeter fence. The scope also includes the installation of flared end sections, outlet grates, and a sidewalk along the west side of Finley Road. As a result of an extensive discussion with the selected consultant, the project scope is more robust than had been originally identified in the CIP. By extending the existing berm along the west side of Finley Road northward to abut the residential development localized flooding along Finley Road will improve. Additionally, removing the eastern berm of the Charles Basin will provide fill material for that berm extension.

Permitting agency coordination will be critical to the constructability and budget of the project. Agencies anticipated to be involved with the project include the Illinois Department of Natural Resources, US Army Corps of Engineers, Illinois Environmental Protection Agency, Kane/DuPage Soil and Water Conservation District, and DuPage County Stormwater Management.

Award

Public Works recently sent out a request for qualifications for the new Municipal Engineering Services Short List. The selection process is compliant with the Brooks Act, (Public Law 92-582), also known as Qualifications Based Selection (QBS), which establishes the procurement process by which architects and engineers are selected. An evaluation committee comprised of multiple Public Works Divisions ranks the qualifications and proposals. Those combined results formulate the selections.

The Charles Lane Basin Improvement Project was the target project for the request for proposals. The Consultant demonstrating to be the “most qualified” for the Charles Lane Basin project was automatically included as part of the seven-firm shortlist. A submittal for the Charles Lane project was not mandatory as part of the shortlisting process. However, to submit on the Charles Lane project, firms were required to submit a statement of qualification for the Municipal Engineering Services.

Engineering Resource Associates (ERA) of Warrenville, was selected as the most qualified firm for the Charles Lane Basin project. The scope and fee were negotiated with ERA and agreed to by both parties. The not-to-exceed fee for engineering services is \$67,942.00. Additional monies shall be drawn from two Recurring Maintenance Programs (Catch Basin Cleaning and Underground Structure Maintenance).

Please present this item to the President and Board of Trustees at their regular meeting on March 3, 2022. If approved, please return one original signed copy to Public Works for further processing.

R E S O L U T I O N
R _____ 22

**A RESOLUTION AUTHORIZING SIGNATURE OF
PRESIDENT AND CLERK ON AN AGREEMENT**

WHEREAS, the Corporate Authorities of the Village of Lombard have received a Contract between the Village of Lombard, and Engineering Resources Associates, Inc., regarding engineering services related to the Charles Lane Basin Improvements 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 Contract.

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 Contract as attached hereto.

SECTION 2: That the Village Clerk be and hereby is authorized to attest said Contract as attached hereto.

Adopted this 3rd day of March 2022.

Ayes: _____

Nays: _____

Absent: _____

Approved this 3rd day of March 2022.

Keith Giagnorio
Village President

ATTEST:

Elizabeth Brezinski
Village Clerk

Exhibit A

Legistar: 220059



VILLAGE OF LOMBARD CONTRACT

CHARLES LANE BASIN IMPROVEMENT PROJECT CONTRACT DOCUMENT NUMBER SS 18 01

This Contract is made this 3rd day of March 2022, between and shall be binding upon the VILLAGE of Lombard, an Illinois Municipal Corporation hereinafter referred to as the "VILLAGE" and Engineering Resources Associates, 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 outlined in the Contract documents:

Charles Lane Basin Improvements - Professional Engineering Services

1. This Contract shall embrace and include all applicable contract documents listed below as if attached hereto or repeated herein:
 - a. Request for Qualifications and Request for Proposal (October 9, 2021) consisting of the following:
 - i) Cover Sheet
 - ii) Table of Contents
 - iii) Solicitation Letter
 - iv) General Provisions
 - v) Special Provisions/Request for Qualifications
 - vi) Request for Proposal
 - vii) Instructions for the Consultant Evaluation Form
 - viii) Instructions for the Statement of Qualifications Forms
 - ix) Appendix A - Sample Contract and Engineer's Certification Form
 - x) Appendix B - Local Government Prompt Payment Act
 - xi) Appendix C - Statement of Qualifications Form and Proposal Form
 - xii) Appendix D - CIP Shortlist Projects
 - xiii) Appendix E - Charles Lane Basin Utility Map
 - b. ENGINEER'S Letter & Scope Dated February 9, 2022
 - c. ENGINEER'S Work Effort and Fee Dated February 7, 2022
 - d. Required Certificates and Signatures and Certificate of Insurance
 - e. Addendum #1, Dated November 11, 2021
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 per 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 Keith Giagnorio, Village President, and the ENGINEER have hereunto set their hands this 3rd day of March 2022.

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:

Engineering Resources Associates, Inc.

Accepted this _____ day of _____, 2022.

Individual or Partnership _____ Corporation _____

By

Position/Title

By

Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 3rd day of March 2022.

Keith Giagnorio, Village President

Attest:

Elizabeth Brezinski, 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)

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 per 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 the Company named above

Subscribed and sworn to
before me this _____
day of _____, 2022.

Notary Public

Hour Summary

Village of Lombard
Charles Lane Basin Improvements Project

Prepared By:
 Engineering Resource Associates, Inc.
 February 7, 2022

PD = Project Director DES = Director of Environmental Services PM = Project Manager PE = Project Engineer DE = Design Engineer ET = Engineering Tech PLS = Professional Land Surveyor FT = Survey Field Technician CT = Cadd Technician ES = Environmental Specialist
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Task	Charge Rate:	Staff Title:	PD	PM	PE3	PE2	PE1	DE	DES	ET	PLS	FT	CT	ES	Hours	Fees	
			\$75.00	\$67.00	\$60.00	\$46.50	\$40.00	\$35.00	\$53.00	\$32.00	\$60.00	\$33.00	\$38.00	\$30.00			
Preliminary Engineering																	
1. Data Acquisition			0	0	0	0	4	0	0	4	0	0	0	0	8	\$288	
2. Wetland Delineation			0	1	0	0	0	0	4	0	0	0	0	24	29	\$999	
3. Topographic Survey			0	1	0	0	0	0	0	0	4	50	0	0	55	\$1,957	
4. Utility Coordination			0	1	0	0	8	0	0	0	0	0	0	0	9	\$387	
5. Base Plans			0	1	0	0	0	0	0	4	0	0	30	0	35	\$1,335	
6. Schematic Design Plans			0	2	0	4	0	0	0	8	0	0	8	0	22	\$880	
7. DuPage County Meetings			0	4	0	2	0	0	0	0	0	0	0	0	6	\$361	
8. Preliminary Design Report			0	4	0	16	0	0	0	0	0	0	0	0	20	\$1,012	
			0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	
Preliminary Engineering Subtotal (Hours and Direct Salary)			0	14	0	22	12	0	4	16	4	50	38	24	184	\$7,219	
Preliminary Engineering Subtotal (Direct Labor Cost with 2.8 Multiplier):																	\$20,213
Direct Costs																	
Mileage																\$150	
Printing																\$150	
Shipping																\$50	
Subtotal, Direct Costs																\$350	
Preliminary Engineering Total:																	\$20,563

