

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, 2019 (COW) (B of T) **Date:** March 7, 2019

TITLE: Emergency Generator Replacement Project
Design Engineering Contract

SUBMITTED BY: Carl Goldsmith, Director of Public Works

BACKGROUND/POLICY IMPLICATIONS:

Electrical design for Police Station and Charles Lane Storm Water Station Emergency Generator Replacement Project

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: Not-To-Exceed \$39,353.00

NWS Project Numbers: Police Department Generator – FM 19 06
Charles Lane Generator – RM PROG 30

Funding Source: Construction Fund & Water/Sewer Capital Reserve
Account#: 430.710.720.75420 (\$19,676.50) & 520.790.715.75420 (\$19,676.50)

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
 From: Carl S. Goldsmith, Director of Public Works *CSG by DRK*
 Date: February 18, 2019
 Subject: Electrical Design for Police Station and Charles Lane Storm Water Station Emergency Generator Replacement Project

Attached please find a resolution, contract, and fee schedule for the Electrical Design for Police Station and Charles Lane Storm Water Station Emergency Generator Replacement Project.

Background

As a commitment to improve and maintain Village owned facilities, a review of the back-up generators was conducted. The Department of Public Works is recommending that the permanent on-site generators at the Police Department and Charles Lane Storm Water Station be replaced. These improvements will assure continued effective operations during power outages. Both generators are funded in the 2019 CIP.

The Police Department generator was installed in 2000 and has reached the end of its useful life. This generator is currently installed on the west side of the Police Department and consists of an outside underbelly diesel tank, which is affixed to the generator unit. The diesel tank will be removed and the old generator will be decommissioned. The new generator will be located outside the building on a new concrete pad allowing improved access for service and maintenance and will rest on top of a belly mounted diesel tank.

The Charles Lane Storm Water Station currently has a portable diesel generator installed at the facility. The new permanent generator will be pad mounted and run on natural gas instead of diesel and the existing portable unit will be relocated and stored at Public Works and will serve as a backup unit. Currently a number of portable generators serve as a back-up to on-site generators. The proposed generators will meet all applicable Environmental Protection Agency (EPA) Emission requirements as required by law. The installation for the generators will be a joint bid in the second or third quarter of 2019.

Public Works sent out a Request for Proposal to Christopher Burke Engineering LTD (CBBEL) seeking design services for the two generators. CBBEL is familiar with the Village requirements and construction contract structure as they have designed generators for lift stations (Fairview) and storm water pump stations (IL Route 53). By utilizing CBBEL, the Police Department and Charles Lane Generator project takes advantage of efficiencies for standardization and cost.

Recommendation

The scope and fee were negotiated with CBBEL and agreed to by both parties. This work will be performed for a not-to-exceed design engineering services fee of \$39,353.00. The engineering costs will be charged to the Water and Sewer Capital Reserve Fund and the Construction Fund.

Please present this agreement and resolution to the President and Board of Trustees for their review at their regular meeting of March 7, 2019. If approved, please return one original signed copy to the Water Treatment and Wastewater Pumping Division for further processing.

RESOLUTION
R _____ 19

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 Christopher B. Burke Engineering LTD., Inc. regarding the Electrical Design for Police Station and Charles Lane Storm Water Station Emergency Generator Replacement 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 7th day of March, 2019.

Ayes: _____

Nays: _____

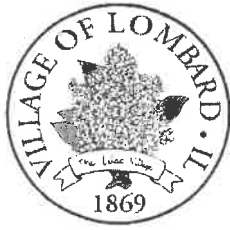
Absent: _____

Approved this 7th day of March, 2019.

Keith T. Giagnorio
Village President

ATTEST:

Sharon Kuderna
Village Clerk



VILLAGE OF LOMBARD CONTRACT

Emergency Generator Replacement Project

(Police Station and the Charles Lane Storm Water Station)

Project Numbers: FM 19 06 & RMPROG 30

This agreement is made this 7th day of March, 2019, between and shall be binding upon the VILLAGE of Lombard, a Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Christopher B. Burke Engineering LTD. hereinafter referred to as the "CONSULTANT" and its successors.

Witnessed, that in consideration of the mutual promises of the parties delineated in the contract documents, the CONSULTANT agrees to perform the services and the VILLAGE agrees to pay for the following services as set forth in the contract documents:

Scope of work includes: Data collection and review, preparations of plans, specification and estimates and assistance with bidding.

1. This contract shall embrace and include all of the applicable contract documents listed below as if attached hereto or repeated herein:
 - a) VILLAGE's Request for Qualifications and Proposals for Shortlists for Engineering Services dated October 31, 2016 consisting of the following:
 - i. Cover Sheet
 - ii. Table of Contents
 - iii. General Provisions
 - iv. Special Provisions
 - v. Appendices 1, 2 & 3
 - b) CONSULTANT'S Statement of Qualifications and Proposal dated December 5, 2016
 - c) CONSULTANT'S Work Effort and Fee submittal Dated February 4, 2019
 - d) Required Certificates and Signatures and Certificate of Insurance
2. The VILLAGE agrees to pay, and the CONSULTANT 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.

Emergency Generator Replacement Project
Project Numbers FM 19 06 & RMPROG 30

IN WITNESS WHEREOF, the Village of Lombard, Illinois, and the Contractor have each hereunto caused this Contract to be executed by their respective duly authorized representatives this 7th day of March 2019.

If an individual or partnership, the individual or all partners shall sign or, if a corporation, an officer(s) duly authorized shall sign.

Print Company Name

Individual or Partnership _____ Corporation _____

Accepted this _____ day of _____, 2019.

By

Position/Title

By

Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

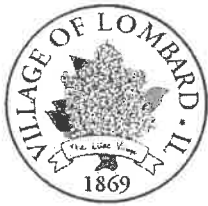
Accepted this 7th day of March, 2019.

Keith Giagnorio, Village President

Attest:

Sharon Kuderna, Village Clerk

Generator Replacement for the Police Station & Charles Lane Pond Facility
Project Numbers FM 19 06 & RMPROG 30



VILLAGE OF LOMBARD CONSULTANT'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)

Police Station & Charles Lane Generator Replacement to the Village of Lombard hereby certifies that said CONSULTANT:

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 _____, 2019.

Notary Public



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

February 4, 2019

Village of Lombard
1051 S. Hammerschmidt
Lombard, IL 60148

Attention: Mr. Ray Schwab
Civil Engineer

Subject: Proposal for Professional Engineering Services
Village of Lombard Police Station and Charles Lane Pond Generators

Dear Ray:

As requested, Christopher B. Burke Engineering, Ltd. (CBBEL) is submitting this proposal for professional engineering services related to the design of improvements at the existing Village of Lombard Police Station and Charles Lane Pond Pump Station. Below is our Understanding of the Assignment, Scope of Services and Estimate of Fee.

UNDERSTANDING OF THE ASSIGNMENT

CBBEL understands the Village would like an engineering consultant to design and prepare plans and specifications for bidding of an exterior, concrete pad mounted standby generator to be installed at each of the Village of Lombard Police Station and the Charles Lane Pond Stormwater Pump Station. The unit at the Police Station will most likely be diesel fueled and the unit at Charles Lane Pond will most likely be natural gas fueled.

The standby generators will be mounted to a concrete pad and be housed in weatherproof, sound attenuated, manufacturer standard painted steel enclosures. There is an existing generator at the Police Station that will require removal and salvage.

SCOPE OF SERVICES

Task 1 – Data Collection and Review: CBBEL will meet with Village staff on-site to determine existing conditions and collect any pertinent data. CBBEL will review record drawings (if available) and information provided by the Village. CBBEL's Water Resources Department will review maximum pumping capacity permitted at Charles Lane and size gen set accordingly.

Task 2 – Preparation of Plans, Specifications and Estimates: CBBEL will prepare Contract Documents consisting of bidding documents, contract agreement, technical specifications and design drawings for the project as described in the Understanding of the Assignment. The drawings will include a site plan, demolition plan, plan view and sections detailing the work to be performed. The drawings will also include a one-line diagram of the standby

generator automatic transfer switch and controls, and details of site specific equipment. Technical specifications will be prepared for all equipment to be included in the project. CBBEL will prepare an opinion of probable construction cost for the generator improvements at each site.

Task 3 – Assistance with Bidding: CBBEL will assist the Village with advertising the project, attend a pre-bid conference, respond to bidders' questions, issue clarifying addenda as required in response to bidders' questions, attend the bid opening, review and tabulate the bids received for conformance with the bidding requirements, and make a recommendation for award of the project.

ESTIMATE OF FEE

Task 1 – Data Collection and Review	\$ 7,628.00
Task 2 – Preparation of Plans, Specifications and Estimates	\$28,177.00
Task 3 – Assistance with Bidding	\$ 3,048.00
Direct Costs	<u>\$ 500.00</u>
TOTAL	\$39,353.00

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the attached General Terms and Conditions. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are not included in the fee estimate. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. Please note that any requested meetings or additional services are not included in the preceding fee estimate and will be billed at the attached hourly rates.

Please sign and return one copy of this proposal as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,

Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

JPC/pjb

Encl. Schedule of Charges
General Terms and Conditions

THIS PROPOSAL, SCHEDULE OF CHARGES & GENERAL TERMS AND CONDITIONS
ACCEPTED FOR VILLAGE OF LOMBARD

BY: _____
TITLE: _____
DATE: _____