

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 14, 2017 BOT DATE: March 2, 2017

TITLE: A RESOLUTION AUTHORIZING THE SIGNATURE OF THE  
VILLAGE PRESIDENT ON A PROPOSAL: Glenbard Wastewater  
Authority - DuPage Forest Preserve District Land Swap

SUBMITTED BY: Carl Goldsmith, Director of Public Works *CG*

BACKGROUND/POLICY IMPLICATIONS:

The Village is seeking to enter into an intergovernmental agreement with the DuPage County Forest Preserve District and the Village of Glen Ellyn for property used in conjunction with the operation of the Glenbard Wastewater Authority. The exchange requires plats of survey and legal descriptions to be prepared for parcels included in the transaction. The Village has received a proposal for the preparation of the legal descriptions and plats of survey. The Village will be reimbursed by the Glenbard Wastewater Authority for the cost of the work.

FISCAL IMPACT/FUNDING SOURCE

\$26,106.78 Water & Sewer Fund (510.270.375.75350)

Review (as necessary):

Village Attorney X \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director X \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager X \_\_\_\_\_ Date \_\_\_\_\_

NOTE: Materials must be submitted to / approved by the Village Manager's Office by 12:00 pm, Wednesday, prior to the Agenda Distribution.

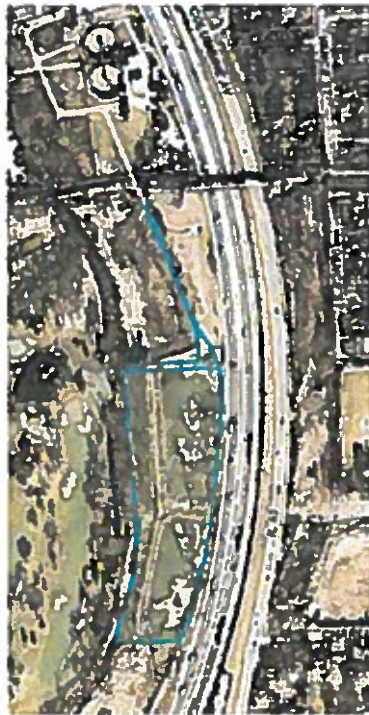


February 14, 2017

TO: Village President and Board of Trustees  
FROM: Carl Goldsmith, Public Works Director *g*  
SUBJECT: Glenbard Wastewater Authority - DuPage Forest Preserve District Land Swap

**Background**

The Village of Lombard executed an Easement Agreement with the DuPage Forest Preserve District in 1966 to provide for the lagoon facilities located immediately south of the CSO facility located off of Hill Avenue. Through the agreement, the Village of Lombard obtained the easement (10.795 acres) from the Forest Preserve District of DuPage County (FPD) in March 1966. The resolution authorizing the granting of the easement (attached) for the construction of sewage disposal facilities was for a term of 50 years, which expired in March 2016 this year. Through the IEPA regionalization of wastewater, which occurred in the late 1970's, the property became associated with the operation of the GWA. The lagoon facilities have been determined essential for the continued operation of the CSO facility. An aerial image below identifies the area subject to the easement.



The Village was notified that the easement agreement had expired and that the DuPage Forest Preserve District was interested in renewing the agreement subject to their Ordinance pertaining

to leases and easements. The terms of the District's policy would require that the Village, through GWA, had two options relative to the renewal of an agreement for the use of the property:

1. Enter into a 20 year License Agreement at a cost of \$26,267.00 per acre. The cost for the 20 year term would be a total of \$283,527.27.
2. Enter into a 99 year Easement Agreement at fair market value as determined by the DuPage Forest Preserve District. The current cost per acre is \$34,000, which is a total of \$367,030.

Given that GWA would be compensating the District for the fair market value of the property and only receiving 99 years of benefit, staff discussed the possibility of the GWA acquiring title to the property for the fair market value. The District was receptive to the sale of the property, but offered another option that would involve the three entities (Lombard, Glen Ellyn and the DuPage County Forest Preserve District) exchanging property. The exchange of properties would require no fiscal resources and would allow GWA to obtain the lagoon property and the District to obtain open space that is consistent with their mission.

What is currently being proposed by the FPD is the following:

- Lombard, Glen Ellyn, GWA and DFP enter into an IGA that conveys the property identified above from the DPC to Lombard. This is the site that was subject to the expired Easement granted to Lombard. The acreage is currently 9.6 acres in size.
- The IGA would further convey the property identified below, from Lombard to DFP. The property is 5.0 acres and is adjacent to the sludge lagoons at GWA facility.



- The IGA would also have the property identified below conveyed from Glen Ellyn to DFP. The property is 4.5 acres.



In order to complete the preparation of the IGA, which will be approved by the three (3) agencies in spring 2017, proper plats of survey and legal descriptions, must be prepared. In regard to the Lombard parcel, a single lot of record exists that is roughly 11.0 acres. Since the agreement only provides for the exchange of 5.5 acres of Village property, the legal description and plat is critical for the exchange.

The Village received a proposal from Jorgensen & Associates, Inc. for the preparation of the surveys and plats. The proposal is in the amount of \$26,106.78. The Glenbard Wastewater Authority will be reimbursing the Village of Lombard for the expenses related to the preparation of the plats and legal descriptions.

**Recommendation**

The staff recommends that the Village Board of Trustees approve a resolution authorizing the Village President to accept a proposal from Jorgensen & Associates, Inc. in the amount of \$26,106.78 for survey work related to the Glenbard Wastewater Authority.

**RESOLUTION**  
**R \_\_\_\_\_ 17**

**A RESOLUTION AUTHORIZING THE SIGNATURE OF**  
**THE VILLAGE PRESIDENT ON A PROPOSAL**

**WHEREAS**, the Corporate Authorities of the Village of Lombard have received a proposal from Jorgenen & Associates, Inc. for the preparation of plats of survey and legal descriptions for the exchange of property between the Village of Lombard, Village of Glen Ellyn and the DuPage County Forest Preserve District 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 proposal as attached hereto.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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

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

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
**Keith T. Giagnorio**  
**Village President**

ATTEST:

\_\_\_\_\_  
**Sharon Kuderna**  
**Village Clerk**

APPROVAL AS TO FORM:

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



**JORGENSEN & ASSOCIATES, INC.**  
**LAND SURVEYORS**  
*Est. 1990*

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February 13, 2017

Mr. Carl S. Goldsmith, P.E.  
Director of Public Works  
Village of Lombard  
1051 South Hammerschmidt Avenue  
Lombard, Illinois 60148

Re: Glenbard Wastewater Authority Survey Proposal

Dear Mr. Goldsmith:

Confirming your email of January 10<sup>th</sup> concerning the referenced project, I submit for your review and approval our proposal to provide the Village of Lombard with Professional Land Surveying services.

**SCOPE OF SERVICES**

We will survey the land associated with PIN's 05-24-100-005 and 05-24-400-006 as depicted on Exhibits D and F, and contained in the provided title commitments for the parcels.

All work will be prepared in accordance with the laws of the State of Illinois and with the 2016 ALTA/ACSM Land Title Survey standards and will include items 1, 4 and 11 from Table A of the Optional Survey Responsibilities and Specifications. Upon completion of the preparation of the ALTA/ACSM Land Title surveys we will provide you with an electronic PDF file and 6 certified copies of each survey.

We will begin this project upon receiving your notice to proceed and complete all work within 60 days of your notice.

We propose to complete this project under a cost plus fixed fee agreement with an upper limit of compensation of \$26,106.78, which includes a fixed fee for profit of \$3,306.10.



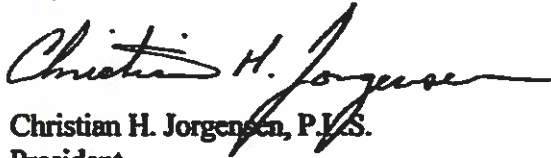
**JORGENSEN & ASSOCIATES, INC.**  
**LAND SURVEYORS**  
*Est. 1990*

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Mr. Carl S. Goldsmith, P.E.  
February 13, 2017  
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I would like to thank you for considering Jorgensen & Associates for this project. We look forward to continuing our working relationship with the Village of Lombard. Should you have any questions, comments or require any further information concerning this proposal, please feel free to call me at (847) 356-3371.

Respectfully submitted,  
Jorgensen & Associates, Inc.

  
Christian H. Jorgensen, P.L.S.  
President

CHI/pt

Enclosure: Exhibits A & B  
Cost Estimate of Consultant's Services  
Manhour Breakdown  
In House Direct Costs

Accepted by: \_\_\_\_\_

Title: Village President

Date: March 2, 2017

U:\Lombard\Glenbard Wastewater Authority\Scope of Services

Project: ALTA/ACSM Land Title Survey  
Section: Glenbard Wastewater Authority  
County: DuPage  
Job No.:

**Exhibit "A"**

**Payroll Burden & Fringe Costs**

	<b><u>% of Direct Productive Payroll</u></b>
Federal Insurance Contributions Act _____	11.37%
State Unemployment Compensation _____	0.97%
Federal Unemployment Compensation _____	0.11%
Workmen's Compensation Insurance _____	0.96%
Paid Holidays, Vacation, Sick Leave, Personal Leave _____	10.79%
Bonus _____	7.01%
Pension _____	0.93%
Group Insurance _____	<u>35.63%</u>
<b>Total Payroll Burden &amp; Fringe Costs</b>	<b>67.77%</b>



Project: ALTA/ACSM Land Title Survey  
 Section: Glenbard Wastewater Authority  
 County: DuPage  
 Job No.:

Exhibit "B"

Overhead and Indirect Costs

	<u>% of Direct Productive Payroll</u>
Business Insurance _____	4.48%
Depreciation _____	12.02%
Indirect wages and salaries _____	38.85%
Reproductive and printing costs _____	0.18%
Office Supplies _____	3.57%
Computer Costs _____	1.98%
Professional Fees _____	2.54%
Telephone _____	1.85%
Fees, license & dues _____	0.98%
Repairs and maintenance _____	0.96%
Business space rent _____	4.92%
Facilities - capital _____	0.66%
Travel - Meals _____	0.08%
Survey Supplies _____	2.80%
Automobile/travel expense _____	1.45%
Miscellaneous Expense _____	0.31%
State Income Tax _____	1.05%
Postage _____	0.20%
Educational & Professional Registrations _____	<u>0.05%</u>
<b>Total Overhead</b>	<b>78.93%</b>

**PAYROLL ESCALATION TABLE  
FIXED RAISES**

FIRM NAME  
PRIME/SUPPLEMENT

Jorgensen & Associates, Inc.  
Prime

DATE 02/13/17  
PTB NO. \_\_\_\_\_

CONTRACT TERM  
START DATE  
RAISE DATE

12 MONTHS  
3/1/2017  
9/1/2017

OVERHEAD RATE  
COMPLEXITY FACTOR  
% OF RAISE

146.70%  
3.00%

**ESCALATION PER YEAR**

3/1/2017 - 8/1/2017  
6  
12

= 50.00%  
= 1.0150

9/2/2017 - 3/1/2018  
6  
12

51.50%

\_\_\_\_\_

1.50%

The total escalation for this project would be:

# PAYROLL RATES

FIRM NAME  
PRIME/SUPPLEMENT  
PSB NO.

Jorgensen & Associates DATE  
Prime

02/13/17

ESCALATION FACTOR 1.50%

CLASSIFICATION	CURRENT RATE	CALCULATED RATE
Principal/Officer	\$46.00	\$46.69
Supervisor, P.L.S.	\$42.00	\$42.63
Survey Party Chief, S.I.T.	\$26.75	\$27.15
Instrument Operator	\$20.75	\$21.06
Cadd Supervisor	\$30.75	\$31.21
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
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		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00

**COST PLUS FIXED FEE  
COST ESTIMATE OF CONSULTANT SERVICES**

FIRM

Jorgensen & Associates, Inc.

DATE 02/13/17

PSB

Prime

OVERHEAD RATE 1.467

PRIME/SUPPLEMENT

Prime

COMPLEXITY FACTOR

0

DBE DROP BOX	ITEM	MANHOURS (A)	PAYROLL (B)	OVERHEAD & FRINGE BENF (C)	IN-HOUSE DIRECT COSTS (D)	FIXED FEE (E)	Outside Direct Costs (F)	SERVICES BY OTHERS (G)	DBE TOTAL (H)	TOTAL (B-G)	% OF GRAND TOTAL
	(1) Field-Search & Locate Existing Monumentation	196	4,655.00	6,828.89	636.00	1,757.38				13,877.27	53.16%
	(2) Office-Compute Parcel Boundaries	60	2,407.50	3,531.80		861.20				6,800.50	26.05%
	(3) Field-Monument Parcel Boundaries	32	760.00	1,114.92	106.00	287.23				2,268.15	8.69%
	(4) Office-Prepare ALTA/ACSM Land Title Surveys	32	1,119.00	1,641.57		400.28				3,160.86	12.11%
	<b>Subconsultant DL</b>										
	<b>TOTALS</b>	320	8,941.50	13,117.18	742.00	3,306.10	0.00	0.00	0.00	26,106.78	100.00%

DBE 0.00%

# AVERAGE HOURLY PROJECT RATES

**FIRM** Jorgensen & Associates, Inc.  
**PSB** \_\_\_\_\_  
**PRIME/SUPPLEMENT** Prime

DATE 02/13/17  
 SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			(1) Field-Search & Locate Existing Monumentation			(2) Office-Compute Parcel Boundaries			(3) Field-Monument Parcel Boundaries			(4) Office-Prepare ALTA/ACSM Land Title Surveys					
		Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg			
Principal/Officer	46.00	0																	
Supervisor, P.L.S.	42.00	62	19.36%	8.14															
Survey Party Chief, S.I.T.	26.75	114	35.63%	8.53	98	50.00%	13.38	16	50.00%	13.38									
Instrument Operator	20.75	114	35.63%	7.39	98	50.00%	10.38	16	50.00%	10.38									
Cadd Supervisor	30.75	30	9.38%	2.88				10	16.67%	5.13									
		0																	
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<b>TOTALS</b>		320	100%	\$27.94	196	100.00%	\$23.75	60	100%	\$40.13	32	100%	\$23.75	32	100%	\$34.97	0	0%	\$0.00

Project: ALTA/ACSM Land Title Survey  
 Section: Glenbard Wastewater Authority  
 County: DuPage  
 Job No.:

**Manhour Breakdown**

1. Field – Search & Locate Existing Monumentation

- a. Search for monumentation  
14 hours x 2 men = 28 MH
- b. G.P.S. & traverse  
24 hours x 2 men = 48 MH
- c. Locate existing monumentation  
36 hours x 2 men = 72 MH
- d. Located existing topography  
24 hours x 2 men = 48 MH

Sub-total Item #1 196 MH

2. Office – Compute Parcel Boundaries

- a. Compute G.P.S. survey, traverse & input monumentation  
5 hours x 2 men = 10 MH
- b. Research miscellaneous documents  
2 hours x 1 man = 2 MH
- c. Compute parcel boundaries  
48 hours x 1 man = 48 MH

Sub-total Item #2 60 MH

2. Field – Monument Parcel Boundaries

- a. 16 hours x 2 men = 32 MH

4. Office – Prepare ALTA/ACSM Land Title Surveys

a. CAD drafting 20 hours x 1 man =	20 MH
b. Write legal descriptions 3 hours x 1 man =	3 MH
c. Write certificates & notes 5 hours x 1 man =	5 MH
d. QC/QA 4 hours x 1 man =	<u>4 MH</u>
Total All Items	320 MH

Project: ALTA/ACSM Land Title Survey  
Section: Glenbard Wastewater Authority  
County: DuPage  
Job No.:

**Breakdown of  
In House Direct Costs**

Item

1. Field – Search & Locate Existing Monumentation

a. Trips to project site - 12 ea.  
 $\pm 100$  miles/trip x 12 trips =  $\pm 1,200$  miles  
 $\pm 1,200$  miles @ \$0.53/mile = \$ 636.00

3. Field – Monument Parcel Boundaries

a. Trips to project site - 2 ea.  
 $\pm 100$  miles/trip x 2 trips =  $\pm 200$  miles  
 $\pm 200$  miles @ \$0.53/mile = \$ 106.00

Total All Items \$ 742.00