

DISTRICT 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: David Hulseberg, Village Manager

DATE: April 9, 2013 (COW) (B of T) **Date:** April 18, 2013

TITLE: Terrace View Pond Improvements
Design Engineering Amendment #2

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

BACKGROUND/POLICY IMPLICATIONS:

Compliance with the terms of IGA with the Lombard Park District as it pertains to the proposed stormwater improvements at Terrace View Pond. Keeping local residents educated and informed about the project.

FISCAL IMPACT/FUNDING SOURCE:

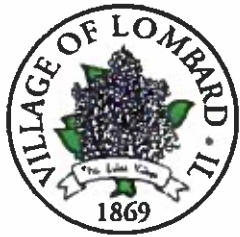
Amendment Amount: \$8,987.84
Total Amended Contract Amount: \$140,831.83 (\$111,069.57 + \$20,774.42 + \$8,987.84)
NWS Project Number: SS 12 03 Phase 1 Design Engineering & Phase 2 Design Engineering
Funding: Water/Sewer Capital Reserve
Account#: 520.790.715

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.

InterOffice Memo



To: David Hulseberg, Village Manager
From: David A. Dratnol, P.E., Village Engineer *DA Dratnol*
Thru: Carl Goldsmith, Director of Public Works *CG*
Date: April 8, 2013
Subject: Terrace View Pond Improvements
Design Engineering Amendment #2

Attached, please find a resolution authorizing a second engineering services amendment with Christopher B. Burke Engineering Ltd. of Rosemont (CBBEL). This agreement provides for additional hours for:

- (A) Creating a multi-slide, automated PowerPoint presentation for the project Public Information Meeting. Prior to and after the public meeting, the presentation will be posted on the Village website. The presentation will remain online during construction of the project and during the initial operation season of the new pumping station.
- (B) Supplemental time for CBBEL to attend and participate in the Public Information Meeting and the pre-bid question and answer session with prospective bidders.
- (C) Adjusting the current Plat of Easements and Legal Descriptions to conform with the appendix references of the Intergovernmental Agreement format as currently agreed to in principal with the Lombard Park District.

The Scope of Work and the Cost Estimate of Engineering Services for the Contract Amendment are attached for reference.

Please present this agreement to the President and Board of Trustees for their review and approval at their meeting on April 18, 2013.

Attachment: Scope of Work
Cost Estimate of Engineering Services

c: File: SS-11-01

H:\PW\PW-Eng\PROJECTS\FY2011\SS-11-01 Terrace View Pond Improvements\Engineering\Contract - Phase 2 (Design)\BoT Memo Amendment #2.doc

RESOLUTION
R _____

A RESOLUTION AUTHORIZING AN AMENDMENT TO A PROFESSIONAL SERVICES CONTRACT INVOLVING AN INCREASE/DECREASE IN THE DOLLAR AMOUNT OF THE CONTRACT OF \$10,000 OR MORE AND/OR EXTENDING/SHORTENING THE TIME IN WHICH THE CONTRACT IS TO BE COMPLETED BY THIRTY (30) DAYS OR MORE

WHEREAS, pursuant to Illinois Compiled Statutes, Chapter 720, Section 5/33E-9, units of local government are required to make specific findings prior to authorizing any amendment relative to a contract which would increase or decrease the dollar amount of the contract by \$10,000 or more, or would extend or shorten the time in which the contract is to be completed by thirty (30) days or more; and

WHEREAS, staff has presented and recommended the proposed amendment to the contract between the Village of Lombard and Christopher B. Burke Engineering Ltd. regarding the Terrace View Pond Improvements project, as attached hereto as Exhibit "A" and made part hereof, (the "Amendment") to the Corporate Authorities of the Village of Lombard; and

WHEREAS, said Amendment attached hereto as Exhibit "A" would increase the dollar amount of the contract by \$8,987.84, when combined with the original agreement and the amendment approved on September 6, 2012 would increase the total dollar amount of the contract to a not to exceed amount of \$140,831.83

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 after reviewing the explanation of staff as to the necessity of and reasons for the Amendment attached hereto as Exhibit "A", the President and Board of Trustees find as follows:

- A. That the circumstances which necessitated said Amendment were not reasonably foreseeable at the time the contract was entered into.
- B. That the basis of the Amendment was not within the contemplation of the contract when the contract was signed.
- C. That it is in the best interests of the Village of Lombard to approve the Amendment in its proposed form.
- D. That to the extent that it may have been necessary to go to bid relative to the work contemplated by said Amendment, bidding is hereby specifically waived as to the Amendment work.

SECTION 2: That having made the findings set forth in Section 1 above, the President and Board of Trustees hereby approve the Amendment attached hereto as Exhibit "A", and direct and authorize the Village President and Village Clerk to execute said Amendment on behalf of the Village.

Adopted this ____ day of _____, 2013,
pursuant to a roll call vote as follows:

Ayes: _____

Nays: _____

Absent: _____

Approved by me this ____ day of _____, 2013.

William Ware
Acting Village President

ATTEST:

Brigitte O'Brien
Village Clerk

SCOPE OF WORK

SUPPLEMENT NO 2

This proposal for engineering and survey services supplements Contract Document No SS-11-01, as Task 8 – Supplement No 2.

Based on our March 26, 2013 conference call with the Village, Christopher B. Burke Engineering, Ltd. (CBBEL) is proposing to provide the following supplemental services in relation to creating a PowerPoint presentation for a Public Meeting, attending Meetings, and revising Plats of Easements.

Task S2.1 –PowerPoint for Public Meeting: CBBEL will create a multi-slide, automated PowerPoint style presentation with voiceover for Village to use during the Public Meeting and post on their Website. CBBEL will provide Village with a draft version for Village review. CBBEL will update the presentation based on Village comments and provide Village with final version.

Task S2.2 – Meetings: CBBEL will attend one Public Meeting and one Pre-Bid Meeting. It is anticipated that 2-3 members of the CBBEL team will attend. CBBEL will provide plan sets for the Meeting and set up and run the PowerPoint presentation. CBBEL will provide a written response to questions generated during the meetings.

Task S2.3 – Revise Plat of Easements: CBBEL will meet with the Village and revise the Plat of Easements into Exhibits and Legal Descriptions, and create additional exhibits as detailed below.

Exhibit A – “Option G” from the Phase I report.

Exhibit B1 – Pond Easement

Exhibit B2 – Storm Pipe Easements

Legal Descriptions relating to Exhibit B1

Legal Descriptions relating to Exhibit B2

115 Crystal Ave Exhibit

**Terrace View Pond Improvements
Cost Estimate - Phase II Engineering Services
Supplement No 2**

	Personnel & Hours											Total Hours	% of Hours	Total Cost
	Project Manager (Eng. VI)	Project Engineer (Eng. V)	Project Engineer (Eng. IV)	Environ Resource (V)	Environ Tech	Survey Manager (Sur. V)	Survey Lead (Sur. IV)	CAD Manager	CAD Technician (Cad II)	Admin				
Rate ¹	\$70.00	\$59.00	\$47.50	\$68.50	\$31.75	\$68.50	\$54.50	\$46.00	\$40.50	\$33.50		46	59.7%	\$1,720.00
Task S2.1 - PowerPoint for Public Meeting	2		4	2	24			0	6	8		4	28.6%	\$1,007.50
Task S2.2 - Meetings	2	4	4	2	6			4				9	11.7%	\$456.50
Task S2.3 - Revise Plat of Easements			2			1	2	4						
Subtotal	4	4	10	4	30	1	2	4	6	12		77	100.0%	\$3,184.00
% of Hours	5.2%	5.2%	13.0%	5.2%	38.0%	1.3%	2.6%	5.2%	7.8%	15.6%				
Total Cost	\$280.00	\$236.00	\$475.00	\$234.00	\$952.50	\$68.50	\$109.00	\$184.00	\$243.00	\$402.00				\$3,184.00
Multiplier	2.76													\$8,787.84
By Others														
Direct Costs														\$200.00
Total Cost														\$8,987.84

¹ Average Rates used in original contract (2011 rates on file with IDOT).