

040259

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
For Inclusion on Board Agenda

\_\_\_\_\_ Resolution or Ordinance (Blue) \_\_\_\_\_ Waiver of First Requested  
\_\_\_\_\_ Recommendations of Boards, Commissions & Committees (Green)  
\_\_\_\_\_ X \_\_\_\_\_ Other Business (Pink)

**TO:** PRESIDENT AND BOARD OF TRUSTEES

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

**DATE:** June 9, 2004 (COW) (B of T) **Date:** 06/17/2004

**TITLE:** FY2005 and 2006 Engineering Short-Lists

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

**BACKGROUND/POLICY IMPLICATIONS:**

(See attached memorandum.)

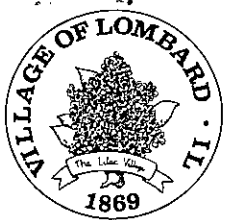
**FISCAL IMPACT/FUNDING SOURCE:**

(None)

Review (as necessary):

Village Attorney X \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director X \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager X *William T. Lichter* Date *6/10/04*

**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:** William T. Lichter, Village Manager  
**From:** David A. Dratnol, P.E., Village Engineer *DA Dratnol*  
**Date:** June 9, 2004  
**Subject:** FY2005 and 2006 Engineering Short-Lists

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As part of the qualification based selection process for professional services, the Engineering Division of the Public Works Department has completed the selection process for the FY2005 and FY2006 Engineering Short-lists. Three short-lists have been established based on the type of work involved: Roadway Improvements, Hydraulics and Hydrology, and Resident Engineering. The firms included on each short-list have been determined to be the best qualified to perform the work included in the particular category. When the Village requires engineering services, PW Engineering will request proposals from the short-listed firms. By prequalifying firms, PW Engineering is able to streamline the selection process by not having to repeat the "determination of qualified firms" each time professional services are necessary.

The following paragraphs describe the type of work included in each short-list category:

Roadway Improvements: This category includes preliminary and final design phase services for roadway improvement or reconstruction projects, grind and overlay projects and other miscellaneous related projects such as parking lots. The work may include, or consist of, modifications to existing underground utilities or construction of new facilities. The analysis, design and preparation of construction documents for traffic signals (including intersection design studies), pedestrian crossing signals and street lighting is also included in this category.

Hydraulics and Hydrology: This category includes storm water and sanitary sewer modeling and analysis, storm water retention / detention facilities analysis and design. SCADA, pump station related work and water distribution system related work is included in this category. Pump station related work may include analysis, modeling and design related services for storm water, sanitary sewer and water distribution pump stations, including modifications to existing facilities, design of replacement facilities or entirely new facilities.

Resident Engineering: This category consists of construction related engineering (phase 3) services including, but not limited to, resident engineering, construction staking, construction inspection / observation and preparation of record drawings. The types of construction projects are similar to the types of projects described in the other short-list categories. As a quality control measure, the firm that prepares the construction documents is not typically allowed to also perform the resident engineering.

The **Roadway Improvements Short-List** consists of the following six firms (listed in alphabetical order):

**Bollinger Lach & Associates, Inc.**  
**Christopher B. Burke Engineering, LTD.**  
**Burns & McDonnell Engineering Company, Inc.**  
**Civiltech Engineering, Inc.**  
**Engineering Resource Associates**  
**Smith Engineering**

The **Hydraulics & Hydrology Short-List** consists of the following five firms:

**Baxter & Woodman Consulting Engineers**  
**Christopher B. Burke Engineering, LTD.**  
**Burns & McDonnell Engineering Company, Inc.**  
**Engineering Resource Associates**  
**V3 Infrastructure Services, Ltd.**

The **Resident Engineering Short-List** consists of the following six firms:

**Bollinger Lach & Associates, Inc.**  
**Christopher B. Burke Engineering, LTD.**  
**Burns & McDonnell Engineering Company, Inc.**  
**Civiltech Engineering, Inc.**  
**Smith Engineering**  
**V3 Infrastructure Services, LTD.**

The Roadway Improvements short-list and the Resident Engineering Short-List include six firms rather than the customary five firms. Because of the volume of work programmed for the next two years, and the small difference in rating between the fifth and sixth firms, PW Engineering elected to expand these two lists.

Please present this for information to the President and Board of Trustees at their next regularly scheduled meeting. Staff will be available to discuss the selection process and to answer any questions.