

DISTRICTS 1 & 4

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 6, 2017 (COW) (B of T) **Date:** February 16, 2017

TITLE: Central Station Reservoir Improvements
Preliminary Design Engineering (Phase 1)

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

BACKGROUND/POLICY IMPLICATIONS:

Preparation of preliminary design engineering documents related to the improvement of the Central Station Reservoir facility including the potential for increasing storage and improving distribution throughout the Village's water network.

FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: \$125,839.55
FY 2017 CIP Budget Amount: \$248,000.00
WSCapRsveFd: \$125,839.55
Account#: 520.790715.75420
NWS Project Number: WA 17 01

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 *CG*
From: David Gorman, P.E., Assistant Director of Public Works *DG*
Date: February 6, 2017
Subject: Central Reservoir and Pump Station Improvements|
Preliminary Design Engineering (Phase 1)

Attached please find a contract, resolution and fee schedule for preliminary design engineering services related to the Central Reservoir and Pump Station Improvements Project. The intent of the preliminary design process is to assemble a decision matrix and an accompanying report that evaluates the practicality and effectiveness of rehabilitating the current facility versus relocating the water storage facility to a new site. Results of the preliminary design report will be presented to the Public Works Committee with their recommendation to be presented to the Board of Trustees. Once a decision is reached regarding the preferred alternative, PW-Engineering staff will negotiate a final design contract for preparation of contract documents to build the project. That agreement will be forward to the Board of Trustees for final approval.

This project was included as the target project in the determination Design Engineering Short-List for the next three (3) years. Seven firms responded to the Request for Qualifications; five (5) firms were short-listed. Christopher B. Burke Engineering LTD., (CBBEL) of Rosemont was determined to be the most qualified firm for this project.

The scope and fee were negotiated with CBBEL and agreed to by both parties. The project scope includes data collection and evaluation, site assessments, preparation of the preliminary design report and formal presentation at a public or committee meeting. Both the proposed scope of services and the fee estimate are attached for reference. This work will be performed for a not-to-exceed preliminary design engineering services fee of \$125,839.55. The funding source for engineering costs as identified in the current CIP is the Water and Sewer Capital Reserve Fund.

Please present this resolution and contract to the President and Board of Trustees for their review at their regular meeting of February 16, 2017. If approved, please return one original signed copy to Public Works-Engineering for further processing.

Attachments: Scope of Services (Dated 02/02/2017)
Fee Schedule (Dated 02/02/2017)

DG/rgs

R E S O L U T I O N
R _____ 17

**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. regarding the Central Station Reservoir 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 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 16th day of February, 2017.

Ayes; _____

Nays: _____

Absent: _____

Approved this 16th day of February, 2017.

Keith Giagnorio
Village President

ATTEST:

Sharon Kuderna
Village Clerk



VILLAGE OF LOMBARD

CONTRACT

CONTRACT DOCUMENT NUMBER WA-17-01

This agreement is made this the 16th day of February, 2017, between and shall be binding upon the Village of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Christopher B. Burke Engineering Ltd. 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 set forth in the contract documents:

The preparation and delivery of preliminary engineering design documents for the Central Station Reservoir Improvements project.

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 Proposals for Shortlists for Engineering Services (dated October 31, 2017) consisting of the following:
 - i. Cover Sheet
 - ii. Table of Contents
 - iii. General Provisions
 - iv. Special Provisions
 - v. Request for Proposal for Design Engineering Services for the Central Station Reservoir Improvements
 - b. ENGINEER'S Statement of Qualifications (dated December 5, 2016)
 - c. ENGINEER'S Proposal (dated December 5, 2016)
 - d. ENGINEER'S Scope of Services (dated February 2, 2017)
 - e. ENGINEER'S Work Effort and Fee Schedule Letter (dated February 2, 2017)
 - f. Required Certificates and Signatures and Certificate of Insurance
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 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.

IN WITNESS WHEREOF, the Village of Lombard, Illinois by Keith Giagnorio, Village President, and the ENGINEER have hereunto set their hands this the 16th day of February 2017.

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:

Christopher B. Burke Engineering LTD.
Print Company Name

Accepted this _____ day of _____, 2017.

Individual or Partnership _____ Corporation _____

By

Position/Title

By

Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this the 16th day of February, 2017.

Keith Giagnorio, Village President

Attest:

Sharon Kuderna, 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)

Central Station Reservoir Improvements 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 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: _____
Authorized Agent of ENGINEER

Subscribed and sworn to
before me this the _____
day of _____, 2017.

Notary Public

**CENTRAL RESERVOIR IMPROVEMENTS
PRELIMINARY DESIGN REPORT**

PROPOSED SCOPE OF SERVICES

February 2, 2017

Task 1 – Project Meetings and Data Collection: Christopher B. Burke Engineering, Ltd. (CBBEL) will review Record Drawings provided by the Village of existing facilities, including Central Reservoir and Pump Station, North Avenue Standpipe and Pump Station Facility, Village Water Main Atlas, and Village Water Model.

Task 2 – Site Assessment of Existing Central Reservoir Facility: CBBEL will review the existing reservoir assessment report prepared by others, prepare independent opinion of probable construction cost for rehabilitation of the existing reservoir and pump station. CBBEL will provide options including renderings of repurposing the site in lieu of rehabilitation of the facility. CBBEL will address the relocation of the existing St. Charles Road street lighting controller.

Task 3 – Site Assessment of Existing North Avenue Water Facility: CBBEL will review Record Drawings, plats of survey, water atlases, etc. of the existing North Avenue Water Facility to address proposed siting of a new water standpipe; review the existing pump station and address possible replacement or rehabilitation; review existing site appurtenances such as existing water main, fencing, asphalt drives, etc.; and review proposed layout for new facilities and/or rehabilitated facilities, including new standpipe pump station and Water Department storage garage, laboratory and maintenance facility. CBBEL will review options for alternate location of the Village water sales services which is currently administered from Central Reservoir. CBBEL will review the Village's existing water model and input the alternatives being proposed to determine any adverse hydraulic impacts.

Task 4 – Preliminary Design Report (PDR): CBBEL will prepare a PDR summarizing and detailing the findings in Tasks 1 – 3.

Task 5 – Presentation at Public Meeting: CBBEL will present the findings from the PDR to the Village Board and/or public meeting and provide visual aids such as renderings, exhibits, preliminary plans and opinions of probable construction costs for the proposed improvements. CBBEL will solicit information and/or meet with downtown business groups and stakeholders to discuss the improvements to the Central Reservoir property.

Task 6 – Final PDR: From the results of Task 5, CBBEL will finalize the PDR and use it as a guide to move onto final design of the proposed facilities, improvements, renovations, removals, etc.

JPC/pjb

Village of Lombard - Central Reservoir and Pump Station Improvements
Fee Estimate - Phase II Engineering Services
February 2, 2017

	Personnel & Hours											Total Hours	% of Hours	Total Cost		
	Project QA/QC (Eng. VI)	Project Manager (Eng. VI)	Project Engineer (Eng. V)	Project Engineer (Eng. IV)	Design Engineer (Eng. III)	Landscaping Architect	CAD Manager	CAD Technician				Admin				
Task 1 - Project Meetings and Data Collection	2	20											8	70	7.3%	\$3,283.28
Task 1.1 - Data Review	2	20											8	70	7.3%	\$3,283.28
Task 2 - Existing Central Reservoir Facility & Site Assessment														0	0.0%	\$0.00
Task 2.1 - Review Existing Central Reservoir	1	8											8	33	3.4%	\$1,607.44
Task 2.2 - Existing Central Reservoir Pump Station Facility	1	8											8	33	3.4%	\$1,607.44
Task 2.3 - Re-purpose Site Options	1	16											8	105	10.9%	\$4,722.16
Task 3 - North Ave. Water Facility Site Assessment	1												0	0.0%	\$0.00	
Task 3.1 - Proposed Reservoir/Tank Site Review	1	8											8	17	1.8%	\$866.56
Task 3.2 - Review Existing North Avenue Pump Station	1	8											8	33	3.4%	\$1,607.44
Task 3.3 - Proposed Pump Station Parameters	1	16											8	41	4.3%	\$2,167.44
Task 3.4 - Review of Site Appurtenances & Options (Fencing, Auxiliary Water Sales, Water Dept Garage)	1	16											8	57	5.9%	\$2,856.08
Task 3.5 - Existing Site Access	1	8											8	65	6.7%	\$3,003.76
Task 3.6 - Water Modeling for Proposed Conditions	1	8											8	57	5.9%	\$2,707.12
Task 3.7 - Proposed Watermain Improvements	1	8											8	57	5.9%	\$2,321.36
Task 4 - Preliminary Design Report (PDR)	4	24											24	84	8.7%	\$4,246.48
Task 4.1 - Preparation of Exhibits and Preliminary Plans		8											8	80	8.3%	\$3,335.12
Task 4.2 - Preparation of Proposed Design and Construction Schedule		4											4	32	3.3%	\$1,448.04
Task 5 - Presentation at Public Meeting	2	8											8	34	3.5%	\$1,678.88
Task 5.1 - Presentation at Stakeholders Meeting (Downtown Business Group)	2	8											8	18	1.9%	\$1,068.00
Task 6 - Finalize Preliminary Design Report	4	16											16	76	7.9%	\$3,562.40
Subtotal	27	212	40	288	16	260	64	963	0	48	0	48	963	100.0%	\$0.00	
% of Hours	2.8%	22.0%	4.2%	30.7%	1.7%	27.0%	6.6%	100.0%	0.0%	5.0%	0.0%	5.0%	100.0%			\$45,412.88
Total Cost	\$1,860.00	\$14,840.00	\$2,269.20	\$13,562.72	\$610.08	\$7,940.40	\$2,944.00	\$125,339.55	\$0.00	\$1,358.48	\$0.00	\$1,358.48	\$125,339.55			\$125,339.55
Multiplier	2.76															
By Others																\$500.00
Direct Costs																\$125,839.55
Total Cost																\$125,839.55