



## InterOffice Memo



**To:** Scott Niehaus, Village Manager  
**From:** David Gorman, P.E., Assistant Director of Public Works *DG*  
**Thru:** Carl Goldsmith, Director of Public Works *CG*  
**Date:** October 5, 2018  
**Subject:** Central Station Reservoir Improvements  
Amendment #2 (Construction Related Support Services)

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Attached, please find a resolution for an engineering services amendment in the amount of \$33,500.00 with Christopher B. Burke Engineering LTD. of Rosemont (CBBEL). The contract amendment fee schedule, which includes the project tasks and associated staff hours, is also included.

This amendment to the agreement will incorporate on-call construction services and shop drawing reviews of the submittals made by the contractor. Work will be associated with the construction of the parking lot, site lighting and the pressure adjusting station/storage building.

Please present this agreement to the President and Board of Trustees for their review and approval at their regular meeting on October 18, 2018.

### Attachments

c: File: WA 17 01

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

**A RESOLUTION AUTHORIZING AN AMENDMENT TO A PROFESSIONAL SERVICES CONTRACT INVOLVING AN INCREASE IN THE DOLLAR AMOUNT OF THE CONTRACT OF \$10,000 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 the dollar amount of the contract by \$10,000 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 Central Reservoir 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 \$33,500.00

**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 \_\_\_\_\_, 2018,  
pursuant to a roll call vote as follows:

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

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

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

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
**Keith Giagnorio**  
**Village President**

ATTEST:

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



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

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

October 3, 2018

Village of Lombard  
1051 S. Hammerschmidt  
Lombard, IL 60148

Attention: Mr. Ray Schwab  
Civil Engineer

Subject: Proposal for Professional Engineering Services  
Central Pressure Adjusting Station (PAS) Construction Engineering  
Services

Dear Ray:

As requested, Christopher B. Burke Engineering, Ltd. (CBBEL) is submitting this proposal for professional engineering services related to the proposed construction of the Central Pressure Adjusting Station (PAS) in Lombard, Illinois. 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 provide limited construction engineering services during the construction of the Central PAS. CBBEL will provide shop drawing review of contractor's equipment submittals, on-call on-site observation, on-call participation at construction progress meetings, participation during start-up and commissioning.

**SCOPE OF SERVICES**

**Task 1 – Shop Drawing Review and Consultation During Construction:** CBBEL will review contractor's submittals for equipment being provided for compliance with the contract plans and specifications. CBBEL will review the submittals and prepare review letter and submit back to contractor. CBBEL will respond to contractor's requests for information (RFI's) during the course of the project.



Task 2 – On-Call Construction Observation and Attendance at Meetings: CBEL will visit the site as requested to observe construction progress and attend construction progress meetings as requested.

**ESTIMATE OF FEE**

Task 1 – Shop Drawing Review (Assume approx. 100 Hrs.)	\$15,000
Task 2 – On-Call Construction Observation and Meetings (Assume approx. 120 Hrs.)	\$18,000
Direct Costs	\$ 500
TOTAL	\$33,500

We will bill you at the hourly rates specified on the attached Schedule of Charges and follow our contract in accordance with the General Terms and Conditions of the Agreement signed February 16, 2017.

Please forward a copy of the approval Board Item upon execution of the contract supplement.

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: \_\_\_\_\_