

**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:** April 9, 2019 (B of T) **Date:** April 18, 2019

**TITLE:** South Lombard Sanitary Force Main Relief Sewer Study  
Professional Services Engineering – Baxter & Woodman Consulting  
Engineers

**SUBMITTED BY:** Brian Jack, Utilities Superintendent 

**BACKGROUND/POLICY IMPLICATIONS:**

The Village is seeking recommendations for infrastructure to increase flow capacity to the Glenbard Wastewater Authority SRI (South Regional Interceptor). See enclosed memo dated April 9, 2019.

**FISCAL IMPACT/FUNDING SOURCE**

Total Contract Amount: \$44,810.00  
Account: RM PROG 10 520.790.715.75410  
PW Project Number: SA 19 01

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.



## MEMORANDUM

**To:** Scott Niehaus, Village Manager

**From:** Brian M. Jack, Utilities Superintendent

**Through:** Carl S. Goldsmith, Director of Public Works

**Date:** April 9, 2019

**Subject:** **South Lombard Sanitary Force Main Relief Sewer Study**  
Professional Services – Baxter & Woodman Consulting Engineers

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### Background

The south side of Lombard has seen recent development in the 22nd Street corridor including Yorktown Commons and the proposed redevelopment of the Northern Baptist Seminary property that will increase the sanitary PE (population equivalent) by approximately 400. During the design phase of Yorktown Commons, a capacity analysis of the Yorktown Lift Station and force main was completed by Baxter & Woodman Consulting Engineers. It was determined that an additional sanitary lift station was needed to accommodate the additional flow that the current Yorktown Lift Station could not handle. The additional Yorktown Commons Sanitary Lift Station was completed in 2018 and has increased the sanitary flow into the 22nd Street gravity sewer. Village staff speculates that this increase flow is reaching capacity of the existing gravity sewer and will not be able to support the potential increase flow from further redevelopment in this area

### Short List

Public Works Staff solicited the Design Engineer Short List for professional services in which three (3) of the five (5) firms submitted proposals. Upon review, it was determined that Baxter & Woodman Consulting Engineers of Crystal Lake, IL was the most qualified firm to provide professional engineering services to complete the proposed study.

The Village is seeking recommendations for infrastructure to increase flow capacity to the Glenbard Wastewater Authority SRI (South Regional Interceptor) by incorporating the following items into the scope. Included will be reviewing the existing capacity of the 18 - 24" gravity sanitary sewer along 22<sup>nd</sup> St, the rehabilitation of the existing Yorktown Lift Station Force Main and redundant bypass piping, installation of a new parallel sanitary sewer to the Glenbard Wastewater Authority SRI, and phasing options to complete construction.

The scope and fee was negotiated with Baxter & Woodman and agreed by both parties with an anticipated presentation of recommendations to the Public Works Committee at their July 2, 2019 meeting. Engineering services budget for this study is being submitted for a not-to-exceed professional services contract in the amount of \$44,810.00 and will be provided for in the Water/Sewer Capital Reserve Budget RM PROG 10 Sewer Maintenance & Improvements.

**Recommendations:**

Please present to the Board of Trustees this agreement and resolution to award Baxter & Woodman Consulting Engineers of Crystal Lake, IL a professional services agreement not to exceed \$44,810.00 for the South Lombard Sanitary Force Main Relief Sewer Study.

Please execute signature on the agreement and return two copies to the Utilities Division for further processing.

**R E S O L U T I O N**  
**R \_\_\_\_\_ 19**

**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 Baxter & Woodman Consulting Engineers regarding professional engineering services for the South Lombard Sanitary Force Main Relief Sewer Study 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 18<sup>th</sup> day of April, 2019.

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

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

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

Approved this 18<sup>th</sup> day of April, 2019.

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

ATTEST:

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

## **SPECIAL PROVISIONS AND REQUEST FOR PROPOSAL FOR SOUTH LOMBARD SANITARY FORCEMAIN/RELIEF SEWER STUDY**

### **PROJECT INTRODUCTION**

The Village of Lombard is investigating the need to increase the sanitary sewer flow on the south side of Lombard to the Glenbard Wastewater Authority South Regional Interceptor (SRI); specifically along 22<sup>nd</sup> Street via the existing Yorktown force main into the gravity sewer. This study shall determine the capacity constraints of the existing force main and gravity sewer and the proposed increase in sanitary flow from future development along this corridor and the need for additional infrastructure to accommodate current and future flows.

### **BACKGROUND**

The south side of Lombard has seen recent development in the 22<sup>nd</sup> Street corridor including Yorktown Commons and the proposed redevelopment of the Northern Baptist Seminary property that will increase the sanitary PE (population equivalent) by approximately 400. During the design phase of Yorktown Commons, a capacity analysis of the Yorktown Lift Station and force main was completed by Baxter & Woodman Consulting Engineers. It was determined that an additional sanitary lift station was needed to accommodate the additional flow that the current Yorktown Lift Station could not handle. The additional Yorktown Commons Sanitary Lift Station was completed in 2018 and has increased the sanitary flow into the 22<sup>nd</sup> Street gravity sewer. Village staff speculates that this increase flow is reaching capacity of the existing gravity sewer and will not be able to support the potential increase flow from further redevelopment in this area.

### **SCOPE OF SERVICES**

The scope of services sought by the Village shall include the provision of all required labor, materials, and equipment related to the completion of the engineering study. The Village seeks recommendations for infrastructure to increase flow capacity to the Glenbard Wastewater Authority SRI by incorporating the following items into the scope.

1. Review existing flow and capacity for the existing Yorktown Lift Station and 16-inch force main.
2. Reconfiguration of the existing 16" force main connection at the gravity sewer main on 22<sup>nd</sup> Street just west of Highland Avenue.
3. Yorktown force main rehabilitation via lining or open cut means and methods.
4. Installation of a parallel force main along existing Yorktown force main.
5. Review capacity of gravity sewer to SRI.
6. Rehabilitation of existing gravity sewer.
7. Installation of new parallel gravity sewer along the existing 18" sewer on 22<sup>nd</sup> Street to SRI.
8. Incorporate redevelopment of the Northern Baptist Seminary Property and potential added lift station to flow towards SRI.
9. Removal of 701 – 747 E 22<sup>nd</sup> Street properties from the Flagg Creek Sanitary District and direct to potential new lift station to discharge to SRI.
10. Draft and prepare any necessary easements along Convention Way to accommodate existing and potential infrastructure.

11. Coordination with Glenbard Wastewater Authority for the inclusion of the new additional sanitary flow.

Scope shall assume flow monitoring of the existing gravity sewer and force mains with the options for open cut and directional boring options for installation of new force main or gravity sewers.

The ENGINEER will perform or be responsible for the performance of the following services in connection with this project. Tasks may include, but are not limited to:

1. Consultation with the VILLAGE to determine the requirements of the project.
2. Prepare a draft preliminary design report (PDR), including scope and findings.
3. Revise the preliminary PDR based on Village comments.
4. Prepare final PDR including a comprehensive Power Point Presentation for non-technical audience.
5. Present PDR at two or three venues.
6. Submit one (1) original PDR and one (1) electronic pdf file on flash drive.

#### **PROVISIONS BY LOMBARD**

1. Base Map using GIS.
2. Flow data from existing lift stations via the Village's SCADA system.
3. The Baxter & Woodman December 2015 Yorktown Lift Station Capacity Analysis report.
4. Meeting rooms for public hearings or presentations.

\* Any and all information provided by the VILLAGE is for the convenience of the ENGINEER and shall be verified by the ENGINEER.

#### **SELECTION AND PROJECT SCHEDULE**

The selection process will entail multiple steps:

- 1) Issuance of the RFP by the VILLAGE.
- 2) Submittal of written proposals from the ENGINEERS. The submittal shall include the ENGINEER's Project Understanding, Scope of Work, and Project Team information to enable the VILLAGE to determine the Most Qualified Firm (MQF) for this project. The ENGINEER shall provide a detailed and thorough analysis of the project and the scope of work to clearly demonstrate his understanding and insight into the project.
- 3) The VILLAGE's selection committee will review the proposals received and rank the firms in order to determine the MQF for this project.
- 4) The MQF will then be asked to prepare and submit their work effort and fee proposal. The selection committee will review the work effort and fee proposal in conjunction with the ENGINEER's Project Understanding, Scope of Work, Project Team and will meet with the MQF to negotiate the scope of work, the work effort and the fee. If the VILLAGE and the ENGINEER come to agreement over the scope of work, the work effort and the fee, then the VILLAGE will prepare an engineering agreement between the VILLAGE and the ENGINEER for execution by the ENGINEER and VILLAGE. If the VILLAGE and the ENGINEER cannot come to agreement over the scope of work, the work effort and the fee, then the VILLAGE will proceed to negotiate with the second ranked firm.

| <b>Village of Lombard</b>  |                 |                      |                           |                              |                           |
|--|-----------------|----------------------|---------------------------|------------------------------|---------------------------|
| <b>Plan Number: 190393.30</b>  |                 |                      |                           |                              |                           |
| <b>Plan Name: Lombard - South Lombard Sanitary Sewer System Analysis</b> |                 |                      |                           |                              |                           |
| <b>Level</b>   | <b>Emp</b>      | <b>Planned Hours</b> | <b>Planned Labor Bill</b> | <b>Reimbursible Expenses</b> | <b>Total Compensation</b> |
| <b>Overall Project Total</b>   |                 | <b>332</b>           | <b>\$ 44,810</b>          | <b>\$ 155</b>                | <b>\$ 44,965</b>          |
| A Pumping Station Capacities   |                 | 14                   | \$ 1,860                  |                              | \$ 1,860                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank | 8                    | \$ 960                    |                              |                           |
|  | Eric Murauskas  | 4                    | \$ 620                    |                              |                           |
| B Force Main Capacities  |                 | 10                   | \$ 1,240                  | 0.00                         | \$ 1,240                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank | 8                    | \$ 960                    |                              |                           |
| C Survey   |                 | 22                   | \$ 2,480                  | 130.00                       | \$ 2,610                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Shawn Hastings  | 10                   | \$ 1,100                  |                              |                           |
|  | Michael Sweeney | 10                   | \$ 1,100                  |                              |                           |
| D FM Discharge Configuration   |                 | 6                    | \$ 960                    | 0.00                         | \$ 960                    |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Steven Verseman | 4                    | \$ 680                    |                              |                           |
| E Force Main Rehabilitation  |                 | 8                    | \$ 1,000                  | 0.00                         | \$ 1,000                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank | 6                    | \$ 720                    |                              |                           |
| F Force Main Redundancy  |                 | 8                    | \$ 1,000                  | 0.00                         | \$ 1,000                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank | 6                    | \$ 720                    |                              |                           |
| G Sewer Capacities   |                 | 14                   | \$ 1,720                  | 0.00                         | \$ 1,720                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank | 12                   | \$ 1,440                  |                              |                           |
| H Sewer Rehabilitation   |                 | 10                   | \$ 1,240                  | 0.00                         | \$ 1,240                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank | 8                    | \$ 960                    |                              |                           |
| I Sewer Redundancy   |                 | 18                   | \$ 2,400                  | 0.00                         | \$ 2,400                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank | 12                   | \$ 1,440                  |                              |                           |
|  | Steven Verseman | 4                    | \$ 680                    |                              |                           |
| J Options for Northern Baptist   |                 | 12                   | \$ 1,520                  | 0.00                         | \$ 1,520                  |
|  | Shane Firsching | 4                    | \$ 560                    |                              |                           |
|  | Kaitlin Kublank | 8                    | \$ 960                    |                              |                           |
| K Options for Future Redevelopment                                       |                 | 12                   | \$ 1,520                  | 0.00                         | \$ 1,520                  |
|  | Shane Firsching | 4                    | \$ 560                    |                              |                           |
|  | Kaitlin Kublank | 8                    | \$ 960                    |                              |                           |
| L Redirect 701-747   |                 | 14                   | \$ 1,800                  | 0.00                         | \$ 1,800                  |
|  | Shane Firsching | 6                    | \$ 840                    |                              |                           |
|  | Kaitlin Kublank | 8                    | \$ 960                    |                              |                           |
| M FCWRD Coordination   |                 | 12                   | \$ 2,020                  | 0.00                         | \$ 2,020                  |
|  | Shane Firsching | 2                    | \$ 280                    |                              |                           |
|  | Carl Fischer    | 4                    | \$ 720                    |                              |                           |
|  | Kaitlin Kublank | 2                    | \$ 240                    |                              |                           |
|  | Derek Wold      | 4                    | \$ 780                    |                              |                           |

| <b>Village of Lombard</b>  |                  |                      |                           |                              |                           |
|--|------------------|----------------------|---------------------------|------------------------------|---------------------------|
| <b>Plan Number: 190393.30</b>  |                  |                      |                           |                              |                           |
| <b>Plan Name: Lombard - South Lombard Sanitary Sewer System Analysis</b> |                  |                      |                           |                              |                           |
| <b>Level</b>   | <b>Emp</b>       | <b>Planned Hours</b> | <b>Planned Labor Bill</b> | <b>Reimbursible Expenses</b> | <b>Total Compensation</b> |
| N GWA Coordination   |                  | 12                   | \$ 2,020                  | 0.00                         | \$ 2,020                  |
|  | Shane Firsching  | 2                    | \$ 280                    |                              |                           |
|  | Carl Fischer     | 4                    | \$ 720                    |                              |                           |
|  | Kaitlin Kublank  | 2                    | \$ 240                    |                              |                           |
|  | Derek Wold       | 4                    | \$ 780                    |                              |                           |
| O Easements  |                  | 24                   | \$ 3,380                  | 0.00                         | \$ 3,380                  |
|  | Anthony Bianchin | 12                   | \$ 1,860                  |                              |                           |
|  | Shane Firsching  | 4                    | \$ 560                    |                              |                           |
|  | Kaitlin Kublank  | 8                    | \$ 960                    |                              |                           |
| P Analysis of Existing Data  |                  | 40                   | \$ 5,240                  | 0.00                         | \$ 5,240                  |
|  | Shane Firsching  | 8                    | \$ 1,120                  |                              |                           |
|  | Kaitlin Kublank  | 24                   | \$ 2,880                  |                              |                           |
|  | Eric Murauskas   | 8                    | \$ 1,240                  |                              |                           |
| Q Construction Phase 2019 Start  |                  | 6                    | \$ 810                    | 0.00                         | \$ 810                    |
|  | Shane Firsching  | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank  | 3                    | \$ 360                    |                              |                           |
|  | Steven Verseman  | 1                    | \$ 170                    |                              |                           |
| R Construction Phase 2020  |                  | 10                   | \$ 1,340                  | 0.00                         | \$ 1,340                  |
|  | Shane Firsching  | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank  | 6                    | \$ 720                    |                              |                           |
|  | Steven Verseman  | 2                    | \$ 340                    |                              |                           |
| S Construction Phase 2021  |                  | 12                   | \$ 1,580                  | 0.00                         | \$ 1,580                  |
|  | Shane Firsching  | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank  | 8                    | \$ 960                    |                              |                           |
|  | Steven Verseman  | 2                    | \$ 340                    |                              |                           |
| T Memorandum   |                  | 28                   | \$ 3,800                  | 25.00                        | \$ 3,825                  |
|  | Shane Firsching  | 6                    | \$ 840                    |                              |                           |
|  | Kaitlin Kublank  | 16                   | \$ 1,920                  |                              |                           |
|  | Sean O'Dell      | 2                    | \$ 360                    |                              |                           |
|  | Steven Verseman  | 4                    | \$ 680                    |                              |                           |
| U PowerPoint Presentation  |                  | 8                    | \$ 1,000                  | 0.00                         | \$ 1,000                  |
|  | Shane Firsching  | 2                    | \$ 280                    |                              |                           |
|  | Kaitlin Kublank  | 6                    | \$ 720                    |                              |                           |
| V Project Management and Support   |                  | 32                   | \$ 4,880                  | 0.00                         | \$ 4,880                  |
|  | Shane Firsching  | 16                   | \$ 2,240                  |                              |                           |
|  | Steven Verseman  | 12                   | \$ 2,040                  |                              |                           |
|  | Andrew Zaletel   | 4                    | \$ 600                    |                              |                           |

Notes:

1. Baxter & Woodman's multiplier for this and similar projects is 1.675.
2. The multiplier does not include non-labor reimbursable expenses such as mileage, printing, shipping, etc.
3. Baxter & Woodman intends to discuss the project with both the Flag Creek Water Reclamation District (FCWRD) and the Glenbard Wastewater Authority (GWA) because the Village is considering diverting sewage flow currently tributary to the FCWRD and redirecting it to the GWA. Baxter & Woodman works with both the FCWRD and GWA, and is of the opinion there will be no conflicts of interest with open discussions between all of the entities involved in this project.





## VILLAGE OF LOMBARD CONTRACT

### South Lombard Sanitary Force Main/Relief Sewer Study CONTRACT DOCUMENT NUMBER SA 19 01

This agreement is made this 18th day of April, 2019, between and shall be binding upon the VILLAGE of Lombard, a Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Baxter & Woodman, Inc. hereinafter referred to as the "CONSULTANT" and its successors.

Witnessed, that in consideration of the mutual promises of the parties delineated in the contract documents, the CONSULTANT agrees to perform the services and the VILLAGE agrees to pay for the following services as set forth in the contract documents:

Scope of work includes: Data collection and review, preparation of plans, specifications and estimates and bidding assistance.

1. This contract shall embrace and include all of the applicable contract documents listed below as if attached hereto or repeated herein:
  - a) VILLAGE's Request for Qualifications and Proposals for Shortlists for Engineering Services dated October 31, 2016 consisting of the following:
    - i. Cover Sheet
    - ii. Table of Contents
    - iii. General Provisions
    - iv. Special Provisions
    - v. Appendices 1, 2 & 3
  - b) CONSULTANT'S Statement of Qualifications and Proposal dated March 25, 2019
  - c) CONSULTANT'S Work Effort and Fee submittal Dated April 08, 2019
  - d) Required Certificates and Signatures and Certificate of Insurance
2. The VILLAGE agrees to pay, and the CONSULTANT 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.

South Lombard Sanitary Force Main /Relief Sewer Study  
Contract Number: SA 19 01

IN WITNESS WHEREOF, the Village of Lombard, Illinois by Keith Giagnorio, Village President,  
and the CONSULTANT have hereunto set their hands this 11th day of April, 2019.

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:

\_\_\_\_\_  
Print Company Name

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Individual or Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

\_\_\_\_\_  
By Position/Title

\_\_\_\_\_  
By Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 11<sup>th</sup> day of April, 2019.

\_\_\_\_\_  
Keith Giagnorio, Village President

Attest:

\_\_\_\_\_  
Sharon Kuderna, Village Clerk



### VILLAGE OF LOMBARD CONSULTANT'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)

South Lombard Sanitary Forcemain/Relief Sewer Study to the Village of Lombard hereby certifies that said CONSULTANT:

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: \_\_\_\_\_  
Officer or Owner of Company named above

Subscribed and sworn to  
before me this \_\_\_\_\_  
day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public