

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: December 20, 2023 (COW) (B of T) **Date:** January 4, 2024

TITLE: Lombard Meadows - Phase IV *(Cherry Lane and Hawthorne Circle)*
Design Engineering

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

BACKGROUND/POLICY IMPLICATIONS:

This project is the full reconstruction (roadway, underground utilities, sidewalk, and streetlights) of Cherry Lane (south of Magnolia Circle to East Wilson Avenue) and Hawthorne Circle. Construction is currently programmed for 2025.

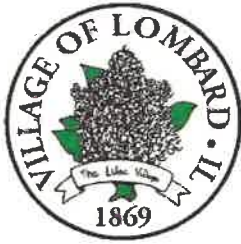
FISCAL IMPACT/FUNDING SOURCE:

Total Contract Amount: \$344,166.27
Project Number: ST 16 03
Account: Capital Project Fund: 410.710.725.75410 (\$231,579.96)
 Water/Sewer Capital Reserve: 520.790.715.75420 (\$112,582.31)
FY 24 CIP Design Budget: \$376,000 (\$253,000 Construction Fund \$123,000 Water/Sewer Fund)

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 S. Goldsmith, Director of Public Works
 From: David Gorman, P.E., Assistant Director
 Date: December 20, 2023
 Subject: Lombard Meadows – Phase IV
 Cherry Lane and Hawthorne Circle
 Design Engineering Contract

The current Capital Improvement Plan (CIP) has the fourth phase of the Lombard Meadows projects programmed for Fiscal Years (FY) 2024 and 2025 (design and construction respectively).

The project scope includes the reconstruction of Cherry Lane from Magnolia Circle to East Wilson Avenue and Hawthorne Circle from Cherry Lane to Lombard Circle. Items of work include full curb and gutter replacement, full depth asphalt pavement (Village Standard), water main replacement (upgrade from 6-inch diameter to 8-inch diameter), stormwater drainage improvements (adding storm sewer to serve the complete length of the roadway), sanitary sewer rehabilitation (possible replacement), sidewalk rehabilitation, and upgrading the street lighting to current Village standard, including LED lighting. The project documents will also include the lining of a water main that runs through an existing easement from Hawthorne Circle to the East Wilson Avenue cul-de-sac.

Civiltech Engineering, Inc. (Civiltech) was chosen to provide design engineering services for this project as they have successfully designed the three previous phases (Chase Lane/Chase Court, Lodge Lane/Lilac Way, and Magnolia Circle) and are very familiar with the entire subdivision. Both parties directly negotiated and agreed to the project scope and fee.

The scope of work encompasses both preliminary and final engineering. Included in the preliminary engineering phase is; a complete topographic survey, evaluation of existing drainage, assessment of underground utility structures, evaluation of sidewalks, design of new water main, evaluation of two different water main lining systems, evaluation of sanitary sewer, and the preparation of a Project Development Report. Final engineering includes preparation of bid documents (plans, specifications, and engineer's cost estimate), utility permitting, and participation in a project public information meeting.

This work will be performed for a total not to exceed the engineering fee of \$344,166.27. The Capital Project and Sewer and Water Capital Reserve will fund the engineering contract. The FY 2024 CIP budgets a total of \$376,000.00 for Design Engineering.

Please present this agreement and resolution for Design Engineering services to the President and Board of Trustees for their review at their regular meeting on January 4, 2024. If approved, please return two original signed copies of the agreement to Public Works-Engineering for further processing.

DG/rgs

R E S O L U T I O N
R _____ 23

**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 Civiltech Engineering Inc. regarding the Lombard Meadows – Phase IV (Cherry Lane and Hawthorne Circle) 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 an 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 4th day of January 2024.

Ayes: _____

Nays: _____

Absent: _____

Approved this 4th day of January 2024.

Keith Giagnorio
Village President

ATTEST:

Elizabeth Brezinski
Village Clerk



VILLAGE OF LOMBARD CONTRACT

CONTRACT DOCUMENT NUMBER ST-16-03

This agreement is made this 4th day of January 2024, between and shall be binding upon the VILLAGE of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Civiltech Engineering Inc. 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:

Design Engineering Services for the
Lombard Meadows – Phase IV Project (Cherry Lane and Hawthorne Circle)

1. This contract shall embrace and include all of the applicable contract documents listed below as if attached hereto or repeated herein:
 - a. Request for Qualifications and Proposals for Shortlists for Municipal Engineering Services (dated October 9, 2021) consisting of the following:
 - i. Cover Sheet
 - ii. Table of Contents
 - iii. Solicitation Letter
 - iv. General Provisions
 - v. Special Provisions/Request for Qualifications
 - vi. Request for Proposal
 - vii. Instructions for the Consultant Evaluation Form
 - viii. Instructions for the Statement of Qualifications Forms
 - ix. Appendix A - Sample Contract and Engineer's Certification Form
 - x. Appendix B - Local Government Prompt Payment Act
 - xi. Appendix C – Statement of Qualifications Form and Proposal Form
 - xii. Appendix D – CIP Shortlist Projects
 - xiii. Appendix E – Charles Lane Basin Utility Map
 - b. ENGINEER'S Statement of Qualifications (dated December 13, 2021)
 - c. ENGINEER'S Scope of Services, Work Effort, and Fee Schedule (dated December 19, 2023)
 - d. 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 per 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 the Village President, and the ENGINEER have hereunto set their hands this 4th day of January 2024.

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:

Civiltech Engineering Inc.

Accepted this _____ day of _____, 2023.

Individual or Partnership _____ Corporation _____

By Position/Title

By Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this the 4th day of January, 2024.

Keith Giagnorio, Village President

Attest:

Elizabeth Brezinski , Village Clerk



VILLAGE OF LOMBARD ENGINEER'S CERTIFICATION

_____, having been first duly sworn depose and states as follows:
(Officer or Owner of Company)

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 per procedures established by the approved 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 according to the
aforementioned rules.

By: _____
Officer or Owner of Company named above

Subscribed and sworn to
before me this _____
day of _____, 2023.

Notary Public



COST ESTIMATE OF CONSULTANT SERVICES

	Personnel & Hours						Total Hours	% of Hours	Labor Cost
	Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer	QC/QA Engineer			
1 Preliminary Engineering Phase	\$86.00	\$72.00	\$50.00	\$40.00	\$50.00	\$86.00			
	11	84	248	246	34	2	625	27.7%	\$31,106.00
2 Design Engineering Phase									
	39	235	537	684	118	16	1629	72.3%	\$81,760.00
Total Labor Cost									\$112,866.00
Multiplier = 2.70									\$304,738.20
Direct Costs and Sub Consultant Expense (See attached calculation)									\$39,428.07
Total Engineering Cost:							2254	100.0%	\$344,166.27



Proposal to Furnish Design Engineering Services
Lombard Meadows Phase 4

Village of Lombard | December 19, 2023

WORKHOURS

Task No.	Task	Personnel & Hours					Total Hours	% of Hours	
		Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer			QC/QA Engineer
A.	Preliminary Engineering Phase								
1	Initial Meeting with Village	2	2	3			7	1.1%	
2	Early Coordination and Data Collection		2	4		2	8	1.3%	
3	Field Survey, Preparation of Base Sheets, and Structure Survey							0.0%	
	Base Sheet Preparation		1	8	24		33	5.3%	
	Field Verification of Survey Data and Project Walk-thru		6	6	6		18	2.9%	
	Utility Structure Inspections			8	8		16	2.6%	
	Project Photolog			2			2	0.3%	
4	Coordination with Geotechnical / Environmental Consultant		2	4			6	1.0%	
5	Design Criteria and Preliminary Design Studies							0.0%	
	Pavement Analysis and Design			4			4	0.6%	
	Preliminary Geometric Design (Horizontal and Vertical)	2	16	56	64		138	22.1%	
	Sidewalk/Pedestrian Facilities and ADA/PROWAG Compliance	1	4	8	16		29	4.6%	
	Geotechnical Study, Pavement Cores and CCDD Compliance		1	2			3	0.5%	
	Condition of Sanitary Sewers and Recommendation		4	12	4		20	3.2%	
	Water Main Replacement and Lining		2	8			10	1.6%	
	Utility Structure Inventory				2		2	0.3%	
	Identification and Evaluation of Problematic Drainage Locations		8	24	8		40	6.4%	
	Inlet Spacing and Storm Sewer Design		8	32	40		80	12.8%	
	Tree Impact Analysis		1	4			5	0.8%	
	Private Utility Investigation and Conflict Assessment		1	4	4		9	1.4%	
	Project Right-of-Way Confirmation and Easement Requirements	1	2	4			7	1.1%	
	Conceptual Street Lighting Design		8		4	32	44	7.0%	
	DuPage County Countywide Stormwater and Flood Plain Ordinance Compliance		2	4	2		8	1.3%	
	Preliminary Quantity Calculations and Estimates of Cost and Time	1	4	40	40		85	13.6%	
	Review Meeting	2	2	3			7	1.1%	
6	Finalize Project Development Report	2	8	8	24		44	7.0%	
	Sub-total Item A	11	84	248	246	34	2	625	100.0%



Proposal to Furnish Design Engineering Services
Lombard Meadows Phase 4

Village of Lombard | December 19, 2023

WORKHOURS CONTINUED

Task No.	Task	Personnel & Hours						Total Hours	% of Hours
		Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer	QC/QA Engineer		
B	Design Engineering Phase								
1	Preliminary and Pre-Final Contract Plans								
	Title Sheet and Index of Sheets (1 sheet)		1		4			5	0.3%
	General Notes and State/Village Standards (2 sheets)		1		2			3	0.2%
	Summary of Quantities (5 sheets)			1	4			5	0.3%
	Existing and Proposed Typical Sections (2 sheets)		2	4	12			18	1.1%
	Alignment, Ties and Benchmarks (1"=50') (1 sheet)		1	2	8			11	0.7%
	Roadway Plan and Profile (1"=20') (5 sheets)	4	32	80	128			244	15.0%
	Construction Staging Plan (1"=50') (1 sheet)		2	16	16			34	2.1%
	Intersection Grading Details (1"=10') (3 sheets)		8	24	16			48	2.9%
	ADA Grading Details (1"=5') (3 sheets)		8	40	24			72	4.4%
	Drainage and Utility Plan and Profile (1"=20') (5 sheets)	4	32	80	128			244	15.0%
	Erosion Control and Landscaping (1"=50') (1 sheet)		2	4	12			18	1.1%
	Cross Sections (1"=10'H : 1"=5'V) (12 sheets)	4	32	80	128			244	15.0%
	Street Lighting General Notes (1 sheet)		2		2	2		6	0.4%
	Street Lighting Plans (1"=20') (5 sheets)		8		24	48		80	4.9%
	Existing Wiring Diagram (1 sheet)		2		4	4		10	0.6%
	Proposed Wiring Diagram (1 sheet)		2		4	12		18	1.1%
	Lighting Details (2 sheets)		2		4	4		10	0.6%
	Construction Details (2 sheets)		2	2	8			12	0.7%
	Special Provisions and Bid Book	1	32	32		6		71	4.4%
	Quantity Calculations			40	40	16		96	5.9%
	Estimate of Construction Cost and Time	1	2			2		5	0.3%
2	IEPA Project Permitting		4	8				12	0.7%
3	Pre-final QC/QA Review	8					8	16	1.0%
4	Submittals and Coordination		16	8	8	8		40	2.5%
5	Utility Company Coordination		4	24	4	4		36	2.2%
6	Public Meeting and Coordination	4	8	24	8			44	2.7%
7	Final QC/QA Review	8					8	16	1.0%
8	QC/QA (99%) and Final (100%) Plans, Special Provisions/Bid Booklet and Estimates								
	Final Plans	4	16	40	80	8		148	9.1%
	Final Special Provisions and Bid Book	1	4	4		2		11	0.7%
	Final Quantity Calculations			16	16	2		34	2.1%
	Final Estimate of Construction Cost and Time		2					2	0.1%
9	Project Bidding		8	8				16	1.0%
	Sub-total Item B	39	235	537	684	118	16	1629	100.0%
	Total Hours:	50	319	785	930	152	18	2254	
	% of Hours:	2.2%	14.2%	34.8%	41.3%	6.7%	0.8%	100.0%	



DIRECT AND SUBCONSULTANT COSTS

ITEM 1 - Printing	
Preliminary Plans	
Village 3 sets X 53 sheets/set X \$0.40/sheet	\$63.60
Utility Co. 4 sets X 53 sheets/set X \$0.40/sheet	\$84.80
Pre-Final Plans	
Village 3 sets X 53 sheets/set X \$0.40/sheet	\$63.60
Utility Co. 4 sets X 53 sheets/set X \$0.40/sheet	\$84.80
Pre-Final Specification Books	
Village 3 books X \$25/book	\$75.00
QC/QA Plans	
Village 3 sets X 53 sheets/set X \$0.40/sheet	\$63.60
Utility Co. 4 sets X 53 sheets/set X \$0.40/sheet	\$84.80
QC/QA Specification Books	
Village 3 books X \$25/book	\$75.00
Final Plans	
Village 3 sets X 53 sheets/set X \$0.40/sheet	\$63.60
Utility Co. 4 sets X 53 sheets/set X \$0.40/sheet	\$84.80
Final Specification Books	
Village 3 books X \$25/book	\$75.00
Total Item 1	\$818.60
ITEM 2 - Shipping	
10 overnight shipping items X \$50/each	\$500.00
Total Item 2	\$500.00
ITEM 3 - Vehicle Expense	
Mileage	
10 trips x 30 miles per trip x \$0.655/mile	\$196.50
Total Item 3	\$196.50
ITEM 4 - Supplemental Topographic Survey	
<i>(to be completed by Jorgensen and Associates, Inc.)</i>	
Total Item 4	\$37,912.97
TOTAL DIRECT EXPENSES:	\$39,428.07