

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

INFRASTRUCTURE COMMITTEE

**Thursday, February 6, 2020
7:00 P.M. – Committee Room A**

AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes
 - A. Infrastructure Committee of December 5, 2019
3. Public Participation / Presentations
4. Items for Consent
 - A. Ordinance No. 20-O-0001 – Authorizing the Disposal of Surplus Equipment, Stock Inventory, and/or Personal Property Owned By the City Of West Chicago
 - B. Resolution No. 20-R-0002 – A Resolution for Maintenance of Streets and Highways by the City of West Chicago Relating to FY2020 MFT Estimate of Maintenance Costs
 - C. Resolution No. 20-R-0006 – Contract Amendment #1 & First Extension – Classic Landscape, Ltd. for Right-of-Way Maintenance Program
 - D. Resolution No. 20-R-0007 – Layne Christensen Company - Approval of Contract for Professional Services Related to the Rehabilitation of the Pump and Motor Assembly Associated with the City's Well Station No. 8
 - E. Resolution No. 20-R-0008 - Steve Piper and Sons – Contract Award for the 2020 Forestry Maintenance Program
 - F. Approval of the City Administrator's Emergency Purchase of Services to Repair a Watermain Break at 700 E. Roosevelt Road from November 22, 2019 thru December 7, 2019 – Tri-County Excavating
5. Items for Discussion
 - A. Klein Road Bike Path – Wayne Township Road District
6. Unfinished Business
7. New Business
8. Reports from Staff
9. Adjournment

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Ruben Pineda
MAYOR
Nancy M. Smith
CITY CLERK

Michael L. Guttman
CITY ADMINISTRATOR

CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Draft

MINUTES

INFRASTRUCTURE COMMITTEE

December 5, 2019 7:00 P.M.

1. **Call to Order, Roll Call, and Establishment of a Quorum.** Chairman Beifuss called the meeting to order at 7:00 P.M. Roll call found Aldermen James Beifuss, Sandra Dimas, Matt Garling, Alton Hallett, Noreen Ligino-Kubinski, and Jeanne Short present. Alderman Heather Brown was absent.

Staff present included Director of Public Works Robert Flatter, Director of Community Development Tom Dabareiner, and Administrative Assistant Ashley Heidorn. Also in attendance were Stuart Chapman of Municipal Services Associates, Inc., and resident Paul Kubinski.

2. **Approval of Minutes**

A. **Infrastructure Committee Minutes of November 7, 2019.** Alderman Hallett made a motion, seconded by Alderman Dimas to approve the Meeting Minutes of November 7, 2019.

Voting Yea: Aldermen Beifuss, Dimas, Garling, Hallett, Ligino-Kubinski, and Short.
Voting Nay: 0.

3. **Public Participation / Presentations.** None.

4. **Items for Consent.** Alderman Garling requested discussion on Consent Items A and C. **Alderman Dimas made a motion, seconded by Alderman Short to approve:**

- B. Ordinance No. 19-O-0039 – Authorizing the Disposal of Surplus Equipment, Stock Inventory, and/or Personal Property Owned By the City Of West Chicago
- D. Resolution No. 19-R-0065 – Resolution Approving the Policy for Qualifications Based Selection (QBS) for Engineering and Professional Services Involving the Use of Federal, Motor Fuel Tax (MFT), State, or Township Bridge Program (TBP) Funds

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beifuss, Dimas, Garling, Hallett, Ligino-Kubinski, and Short. Voting Nay: 0.

5. Items for Discussion.

4.A. Ordinance No. 19-O-0038 – Amending the Municipal Code, Chapter 15, Article V – Siting Small Cell Antenna/Tower in the Rights-of-Way and Appendix G – Fee Schedule.

Alderman Garling requested clarification on where the small cell antennas would be allowed to be placed in the right-of-way, as he was concerned that there would be requests to install them on the decorative street light poles. Stuart Chapman of Municipal Services, Inc., explained that service providers such as T-Mobile, AT&T, Verizon, etc. are allowed to place them on street lights, power poles, or any other infrastructure in the right-of-way, though there are some restrictions. Mr. Chapman confirmed that the City is allowed to charge an annual fee of \$270.00 per small cell per pole. He further explained that Federal law is being litigated and is subject to change; the State law sunsets in June 2021. He elaborated that municipalities have some control regarding height requirements, placement in historic districts or buildings, and establishment of aesthetic standards if they are generally applicable to other telecommunication providers and they are publically known/published. State and federal regulations have evolved rapidly, requiring the City to update its Ordinance regarding these small cell antennas/towers to assure compliance with current laws. Mr. Flatter explained that as service providers come in and make application, there will be a separate Master Pole Attachment Agreement that will come to Committee to authorize approval of that device on that particular pole. Alderman Beifuss asked about the term of the Master Pole Attachment Agreement. Mr. Chapman indicated that most have an initial five-year term with four or five additional five-year renewable terms; however, Agreements have a termination clause. Mr. Garling asked if there was any reason why this Ordinance had to move forward at this time, again expressing concern that providers will attempt to install these small cells on decorative poles without the establishment of aesthetic standards. Mr. Dabareiner explained that the City's current Code is not legal, and it does not comply with State and Federal requirements; the City is behind and it has to be changed now. Mr. Flatter indicated that these carrier companies are not typically targeting neighborhoods or short, decorative poles, and are instead targeting 30-40 foot tall poles in high density areas (i.e., apartments, malls, shopping districts, etc.). Mr. Garling expressed that he would like to see aesthetic standards developed and incorporated now into the Ordinance for siting of small cell antennas/towers. Mr. Dabareiner indicated that any aesthetic standards established would be a separate document, but he could work with Mr. Chapman on creating these standards. Mr. Chapman also explained that applications can be denied if they do not meet the set standards, and service providers can re-submit applications to meet those standards and/or suggest a new location for placement. Committee agreed that they definitely wanted some aesthetic standards established. Staff recommends approval of the Ordinance to be in compliance now, and the City can work with Mr. Chapman to bring some aesthetic requirements back to Committee that can be further incorporated. **Alderman Garling made a motion, seconded by Alderman Dimas to approve.**

Voting Yea: Aldermen Beifuss, Dimas, Hallett, Ligino-Kubinski, and Short.

Voting Nay: Alderman Garling.

4.C. Resolution No. 19-R-0064 – Resolution Authorizing the Expenditure of Local Funds for Construction Costs Related to the Washington Street Reconstruction Project. Alderman Garling asked why the sidewalk portion of the project cost estimate was roughly 20% more than the initial estimate discussed previously. Mr. Flatter explained that initially he and Thomas Engineering did a quick walk-through to identify those areas with trip hazards and cosmetic issues that needed to be addressed and developed a cost estimate from that. When it came time for a thorough walk-through, they noticed the transition adjacent to driveways was too steep due to the carriage walks so additional curb needed to be replaced to flatten the slopes of the sidewalk transitioning from the driveways, which was not initially assessed. Mr. Flatter also decided to remove the driveway aprons at the old Marathon gas station since it would no longer be there and remove the depressed curb to add in some barrier curb. He also noted that a large portion of this project will be paid for within the original contract amount because the construction did not go as far west as Clara Street as originally planned; IDOT required a separate funding Resolution for the additional sidewalk replacement work. **Alderman Garling made a motion, seconded by Alderman Dimas to approve.**

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beifuss, Dimas, Garling, Hallett, Ligino-Kubinski, and Short. Voting Nay: 0.

6. Unfinished Business. None.

7. New Business.

A. Cancel January 2, 2020, Infrastructure Committee Meeting. There was a consensus by the Committee to cancel the January 2, 2020, Infrastructure Committee Meeting.

8. Reports from Staff.

A. Washington Street Reconstruction Project Update. Mr. Flatter updated the Committee on the Project's progress and indicated the second binder lift was put down. Once the temporary painted pavement markings are applied all lanes will be reopened during winter weather conditions. The Main Street/Fremont Street/Washington Street intersection will be completed in spring/early summer 2020; the surface layer will go down next year.

B. 461 Main Street Stairway Handrail Installation Update. Alderman Beifuss requested an update on the handrail installation at the 461 Main Street stairway. Mr. Flatter explained that Thomas Engineering provided engineering design and specs today, so he will review those early next week and get the project out for bid.

C. Hazards at METRA Station. Alderman Beifuss indicated that the south platform at the METRA station has deteriorated substantially, and it has created tripping hazards. Mr. Flatter noted that staff has taken photos and submitted a very detailed email request to Union Pacific and METRA to address the deficiencies. Unfortunately, it is Union Pacific's responsibility, and the City is limited in its ability to control how quickly they act upon it.

9. Adjournment. At 7:34 P.M., Alderman Ligino-Kubinski made a motion to adjourn, seconded by Alderman Hallett. Motion was unanimously approved by voice vote.

Respectfully submitted,

Ashley Heidorn
Administrative Assistant of Public Works

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Ordinance No. 20-O-0001 – Authorizing the Disposal of Surplus Equipment, Stock Inventory, and/or Personal Property Owned By the City Of West Chicago

AGENDA ITEM NUMBER:4.A.**COMMITTEE AGENDA DATE:** February 6, 2020**COUNCIL AGENDA DATE:** February 17, 2020**STAFF REVIEW:** Robert E. Flatter, P.E., Public Works Director**SIGNATURE****APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE****ITEM SUMMARY:**

City staff has identified surplus equipment, stock inventory, and/or personal property that has no useful life and is no longer useful to the City, has little or no salvage value, and should be properly disposed of (please refer to Ordinance No. 20-O-0001 and Attachment A for additional information).

Therefore, staff is requesting that these items be declared surplus so that they may be traded in, disposed of through auction, disposed of through the City's contractual waste hauler, recycled, or sold to a local scrap dealer for scrap value; in a manner deemed appropriate by the City Administrator, with or without consideration.

ACTIONS PROPOSED:

Adopt Ordinance No. 20-O-0001 for the disposal or sale of surplus equipment, stock inventory, and/or personal property owned by the City of West Chicago.

COMMITTEE RECOMMENDATION:

ORDINANCE NO. 20-O-0001

**AN ORDINANCE AUTHORIZING THE DISPOSAL OR SALE OF SURPLUS EQUIPMENT,
STOCK INVENTORY, AND/OR PERSONAL PROPERTY OWNED
BY THE CITY OF WEST CHICAGO**

WHEREAS, in the opinion of the corporate authorities of the City of West Chicago, it is no longer necessary or useful to or for the best interests of the City of West Chicago, to retain ownership of the surplus equipment, stock inventory, and/or personal property hereinafter described; and,

WHEREAS, it has been determined by the City Council of the City of West Chicago to properly dispose of said surplus equipment, stock inventory, and/or personal property.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, Illinois, in regular session assembled as follows:

SECTION 1. Pursuant to 65 ILCS 5/11-76-4, the City Council of the City of West Chicago finds that the surplus equipment, stock inventory, and/or personal property listed on Attachment A are no longer necessary or useful to the City of West Chicago and the best interests of the City of West Chicago will be served by their disposal.

SECTION 2. Pursuant to said Statute, the City Administrator is hereby authorized and directed to dispose of the aforementioned surplus equipment, stock inventory, and/or personal property in any manner deemed appropriate, with or without consideration.

SECTION 3. All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

SECTION 4. That this Ordinance shall be in full force and effect ten (10) days from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED this 17th day of February 2020.

Alderman J. Beifuss	_____	Alderman L. Chassee	_____
Alderman J. Sheahan	_____	Alderman H. Brown	_____
Alderman A. Hallett	_____	Alderman M. Ferguson	_____
Alderman Birch-Ferguson	_____	Alderman S. Dimas	_____
Alderman C. Swiatek	_____	Alderman M. Garling	_____
Alderman R. Stout	_____	Alderman J. Short	_____
Alderman N. Ligino-Kubinski	_____	Vacant - 7 th Ward	_____

APPROVED as to form: _____
City Attorney

ADOPTED this 17th day of February 2020.

Mayor Ruben Pineda

ATTEST:

City Clerk, Nancy M. Smith

PUBLISHED: _____

ATTACHMENT "A"
LISTING OF SURPLUS ITEMS
ORDINANCE NO. 20-O-0001

[illegible]

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Resolution No. 20-R-0002 – A Resolution for Maintenance of Streets and Highways by the City of West Chicago Relating to FY2020 MFT Estimate of Maintenance Costs

AGENDA ITEM NUMBER:4.B.**COMMITTEE AGENDA DATE:** February 6, 2020**COUNCIL AGENDA DATE:** February 17, 2020**STAFF REVIEW:** Robert E. Flatter, P.E., Director of Public Works**SIGNATURE****APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE****ITEM SUMMARY:**

On December 16, 2019, City Council approved Ordinance No. 19-O-0041 adopting the Annual Budget for the Fiscal Year Ending December 31, 2020, which included the proposed expenditure of Motor Fuel Tax (MFT) funds in the amount of \$932,000.00. MFT funds are budgeted for the purposes of maintaining Streets, Highways, and Rights-of-Way under the applicable provisions of the Illinois Highway Code.

Each year, the Illinois Department of Transportation (IDOT) requires the City of West Chicago to submit for IDOT approval a Resolution (using IDOT Form BLR 14220) for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code, and The Local Public Agency General Maintenance Estimate of Maintenance Costs (BLR 14222). These forms are attached for review and approval.

ACTIONS PROPOSED:

Approve Resolution No. 20-R-0002 authorizing the City Clerk to execute and submit, to IDOT, the attached IDOT Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code form (BLR 14220) and the attached IDOT Local Public Agency General Maintenance Estimate of Maintenance Costs form (BLR 14222), for MFT funding in the amount of \$932,000.00 for FY2020.

COMMITTEE RECOMMENDATION:

RESOLUTION NO. 20-R-0002

A RESOLUTION AUTHORIZING THE CITY CLERK TO EXECUTE AND SUBMIT, TO THE ILLINOIS DEPARTMENT OF TRANSPORTATION, THE ILLINOIS DEPARTMENT OF TRANSPORTATION RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE (BLR 14220), AND THE ILLINOIS DEPARTMENT OF TRANSPORTATION LOCAL PUBLIC AGENCY GENERAL MAINTENANCE ESTIMATE OF MAINTENANCE COSTS (BLR 1422), FOR EXPENDITURES USING MOTOR FUEL TAX FUNDS FOR FY 2020.

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the City Clerk is hereby authorized to execute the Illinois Department of Transportation Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code (BLR 14220), and the Illinois Department of Transportation Local Public Agency General Maintenance Estimate of Maintenance Costs (BLR 14222), and is authorized to submit same to the Illinois Department of Transportation for expenditures using Motor Fuel Tax funds for fiscal year 2020, a copy of which is attached hereto and incorporated herein as Exhibit "A".

APPROVED this 17th day of February 2020

AYES: _____

NAYES: _____

ABSTAIN: _____

ABSENT: _____

Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith



**Resolution for Maintenance
Under the Illinois Highway Code**



Resolution Number	Resolution Type	Section Number
2020-R-0002	Original	20-00000-00-GM

BE IT RESOLVED, by the Council of the City of
Governing Body Type Local Public Agency Type
West Chicago Illinois that there is hereby appropriated the sum of Nine hundred
Name of Local Public Agency
thirty-two thousand and zero cents Dollars (\$932,000.00)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from
01/01/20 to 12/31/20
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of West Chicago
Local Public Agency Type Name of Local Public Agency
 shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Nancy M. Smith City Clerk in and for said City
Name of Clerk Local Public Agency Type Local Public Agency Type
 of West Chicago in the State of Illinois, and keeper of the records and files thereof, as
Name of Local Public Agency
 provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Council of West Chicago at a meeting held on 02/17/20
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 17th day of February, 2020
Day Month, Year

(SEAL)

Clerk Signature

APPROVED

Regional Engineer
Department of Transportation

Date

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Instructions for BLR 14220

This form shall be used when a Local Public Agency (LPA) wants to perform maintenance operations using Motor Fuel Tax (MFT) funds. Refer to Chapter 14 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. This form is to be used by a Municipality or a County. Road Districts will use BLR 14221. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Resolution Number	Insert the resolution number as assigned by the LPA, if applicable.
Resolution Type	From the drop down box, choose the type of resolution: -Original would be used when passing a resolution for the first time for this project. -Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions. -Amended would be used when a previously passed resolution is being amended.
Section Number	Insert the section number of the improvement covered by the resolution.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Resolution Amount	Insert the dollar value of the resolution for maintenance to be paid for with MFT funds in words, followed by the same amount in numerical format in the ().
Beginning Date	Insert the beginning date of the maintenance period. Maintenance periods must be a 12 or 24 month consecutive period.
Ending Date	Insert the ending date of the maintenance period.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Name of Clerk	Insert the name of the LPA Clerk.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day the Clerk signed the document.
Month, Year	Insert the month and year of the clerk's signature.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation representative shall sign and date here upon approval.

Three (3) certified signed originals must be submitted to the Regional Engineer's District office.
Following IDOT's approval, distribution will be as follows:

Local Public Agency Clerk
Engineer (Municipal, Consultant or County)
District



Estimate of Maintenance Costs

Submittal Type **Original**

Local Public Agency	County	Section Number	Maintenance Period Beginning	Ending
City of West Chicago	DuPage	20-00000-00-GM	01/01/20	12/31/20

Maintenance Items

Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
Electrical	I		Energy Charge	ea	1	\$130,000.00	\$130,000.00	\$130,000.00
Street Sweeping	IIA		Solid Waste Disposal	ea	1	\$45,000.00	\$45,000.00	\$45,000.00
Street Improvements	IIB		Maintenance/Repair Contractual	ea	1	\$757,000.00	\$757,000.00	\$757,000.00
Total Operation Cost								\$932,000.00

Estimate of Maintenance Costs Summary

Maintenance	MFT Funds	Other Funds	Estimated Costs
Local Public Agency Labor			
Local Public Agency Equipment			
Materials/Contracts(Non Bid Items)	\$175,000.00		\$175,000.00
Materials/Deliver & Install/Request for Quotations (Bid Items)			
Formal Contract (Bid Items)	\$757,000.00		\$757,000.00
Maintenance Total	\$932,000.00		\$932,000.00

Estimated Maintenance Eng Costs Summary

Maintenance Engineering	MFT Funds	Other Funds	Total Est Costs
Preliminary Engineering			
Engineering Inspection			
Material Testing			
Advertising			
Bridge Inspection Engineering			
Maintenance Engineering Total			
Total Estimated Maintenance	\$932,000.00		\$932,000.00

Remarks

SUBMITTED

Local Public Agency Official

Date

Title

Mayor

County Engineer/Superintendent of Highways

Date

APPROVED

Regional Engineer

Department of Transportation

Date

Instructions for BLR 14222 - Page 1 of 4

NOTE: Form instructions should not be included when the form is submitted

This form is used by all Local Public Agencies (LPAs) to submit their maintenance program and also submit their maintenance expenditure statements. A resolution (BLR 14220) must be submitted and approved by the Illinois Department of Transportation (IDOT) prior to incurring any expenditures. For items required to be bid the estimate of cost must be submitted prior to submittal of required bidding documents. Authorizations will be made based on the resolution and/or the approved contract/ acceptance/request for quotations documents.

The maintenance expenditure statement must be submitted within 3 months of the end of the maintenance period. Maintenance resolutions and estimates submitted for future maintenance periods after that date will not be processed until the delinquent maintenance expenditure statement has been submitted. Only one form needs to be completed per maintenance period, combine all operations on one form.

For additional information refer to the Bureau of Local Roads Manual (BLRS), Chapter 14. For signature requirements refer to Chapter 2, section 3.05(b) of the BLRS Manual

For items being completed for the estimate all materials, equipment, labor and contract amounts are considered estimates. For estimates where LPA equipment is completed, an Equipment Rental Schedule (BLR 12110) must also be submitted for approval. When completing the form for the Maintenance Expenditure all items must be actual amounts spent.

Maintenance	From the drop down choose which type of document is being submitted. Choose Estimate of Cost if an estimate is being submitted, choose Maintenance Expenditure Statement if a maintenance expenditure statement is being submitted.
Submittal	Choose the type of submittal, if this is the first submittal choose original, if revising a previous submittal choose, revised. If adding to a previous submittal choose supplemental.
Local Public Agency	Insert the name of the Local Public Agency.
County	Insert the County in which the Local Public Agency is located.
Maintenance Period Beginning	Insert the beginning date of the maintenance period.
Ending	Insert the ending date of the maintenance period.
Section	Insert the section number assigned to this project. The letters at the end of the section number will always be a "GM".
Maintenance Operations	List each maintenance operation separately
Maintenance Eng. Category	From the drop down choose the maintenance engineering category as it applies to the operation listed to the left. The definitions of the categories can be found in the BLRS Manual Chapter 14, section 14-2.04 Maintenance Engineering Categories are:
Category I	Services purchased without a proposal such as electric energy or materials purchased from Central Management Services' Joint Purchasing Program or another joint purchasing program that has been approved by the District BLRS or CBLRS.
Category II-A	Maintenance items that are not included in Maintenance Engineering Category I or do not require competitive sealed bids according to Section 12-1.02(a) or a local ordinance/resolution.
Category II-B	Routine maintenance items that require competitive sealed bids according to Section 12-1.02(a) or a local ordinance/resolution. Routine maintenance includes all items in the following work categories: snow removal, street sweeping, lighting and traffic signal maintenance, cleaning ditches or drainage structures, tree trimming or removal, mowing, crack sealing, pavement marking, shoulder maintenance limited amounts of concrete curb and gutter repair, scour mitigation, pavement patching, and minor drainage repairs.
Category III	Maintenance items that are not covered by Maintenance Engineering Category I and require competitive bidding with a material proposal, a deliver and install proposal or request for quotations.
Category IV	Maintenance items that are not covered by Maintenance Engineering Category I and require competitive bidding with a contract proposal.

Instructions for BLR 14222 - Page 2 of 4

The instructions listed below only apply to the maintenance estimate of cost. For LPA's using Local Public Agency Labor and/or Local Public Agency Equipment Rental, the estimated amounts are only listed on those specific lines and are not to be included with each operation on the estimate of cost.

Insp Req	From the drop down choose No or Yes as it applies to the maintenance operation listed to the left. Items requiring no engineering inspection should be no.
Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	List the items for each operation on a separate line, grouping items for the same operation together, for the operation listed to the left. If work being done as a contract list work by contractor.
Unit	Insert the unit of measure for the material listed to the left, if applicable
Quantity	Insert the quantity of material for the material listed to the left, if applicable.
Unit Cost	Insert the unit cost of the material listed to the left, if applicable.
Cost	No entry necessary, this is a calculated field. This is the quantity times the unit cost.
Total Maintenance Operation Cost Maintenance	Insert the total of the Maintenance Operation Cost, for items done by a contract insert the estimated contract amount.
Estimate of Maintenance Costs Summary	Under each item listed below, list the amount to of estimated MFT funds to be expended and other funds, if applicable. The total Estimated cost is a calculated field.
Local Public Agency Labor	Insert the estimated amount for LPA labor for all maintenance operations, if applicable.
Local Public Agency Equipment Rental	Insert the estimated amount for LPA equipment rental for all maintenance operations, if applicable.
Materials/Contracts (Non Bid Items)	Insert the estimated amount for materials and/or contracts for items the LPA is not required to bid, if applicable.
Materials/Deliver & Install,	Insert the total amount estimated to be expended on materials/Request for Quotations (Bid Items) deliver and install proposals and/or Request for Quotations. This will be for items required to be bid.
Formal Contracts	Insert the total amount estimated to be expended on formal contracts. This will be for items required to be bid.
Total Estimated Cost	This is a calculated field and will be automatically filled in for each type. This is the sum of all funding for the item.
Total Maintenance Operation Cost	This is a calculated field, no entry is necessary. This is the sum of all items expended on this operation.
Total Maintenance Cost	This is a calculated field, no entry is necessary. This is the sum of all maintenance operation costs.
Maintenance Engineering Cost Summary	Under each item listed below, list under the funding type what the estimated amount to be expended is.
Preliminary Engineering Fee	Insert the amount of funds estimated to be expended for Preliminary Engineering, if applicable.
Engineering Inspection Fee	Insert the amount of funds estimated to be expended for Engineering Inspection, if applicable.
Material Testing Costs	Insert the dollar amount of funds estimated to be expended on material testing costs, if applicable. Insert the amount to be paid from MFT and the amount to be paid with local funds, if applicable.

Instructions for BLR 14222 - Page 3 of 4

Advertising Costs	Insert the dollar amount of funds estimated to be expended on advertising costs, if applicable. Insert the amount to be paid from MFT and the amount to be paid with local funds, if applicable.
Bridge Inspection Costs	Insert the dollar amount of funds estimated to be expended on bridge inspection costs, if applicable. Insert the amount to be paid from MFT and the amount to be paid with local funds, if applicable.
Total Maintenance Engineering	This is a calculated field, no entry is necessary. This is the sum of all maintenance engineering costs listed above.
Totals:	This is a calculated field. It is the total of the estimated maintenance cost plus the estimated maintenance engineering cost.
These instructions apply to the Maintenance Expenditure Statement.	
Maintenance Operation	Type in the name of the maintenance operation for which the amounts to the right will be completed. For a form that was completed as an Estimate of Cost and is now being changed to a Maintenance Expenditure Statement, this field will be completed from the estimate.
Maint Eng Category	From the drop down select the Maintenance Engineering Category that applies to the operation listed to the left.
LPA Labor	For the operation listed to the left insert the amount expended for LPA labor, if applicable.
LPA Equipment Rental	For the operation listed to the left insert the amount expended on LPA equipment rental if applicable.
Materials/Contracts (Non-Bid)	For the operation listed to the left insert the amount expended for materials and/or contracts that was not required to be bid, if applicable.
Materials/Deliver & Install, Request for Quotations (Bid Items)	For the operation listed to the left insert the amount expended using a bidding process for materials, deliver & install and/or request for quotations, if applicable.
Formal Contract	For the operation listed to the left insert the amount expended for items bid using the formal contract process, if applicable.
Total Operation Cost	This is a calculated field, it will sum the amounts expended for the operation listed to the left.
Operation Engineering Inspection Fee	For the operation listed to the left insert the amount of engineering inspection charged for this operation, if applicable.
Total Maintenance	This is a calculated field, no entry necessary. It is the sum of all maintenance operations.
Maintenance Engineering Cost Summary Preliminary Engineering Fee	Insert the dollar amount of funds spent on preliminary engineering for this maintenance section.
Engineering Inspection Fee	Insert the amount of funds expended for Engineering Inspection, if applicable.
Material Testing Costs	Insert the dollar amount of funds spent on material testing costs, if applicable.
Advertising Costs	Insert the dollar amount of funds spent on advertising costs, if applicable.
Bridge Inspection Costs	Insert the dollar amount of funds spent on bridge inspection costs, if applicable.
Total Maintenance Engineering	This is a calculated field, no entry is necessary. This is the sum of all maintenance engineering costs listed above.
Total Maintenance Program Costs	Insert the total cost of the Maintenance and Maint. Engineering. The maintenance amount will be the amount from the Total Cost from the Maintenance Items table. The Maint. Eng will be the Maintenance Engineering Total from above.

Instructions for BLR 14222 - Page 4 of 4

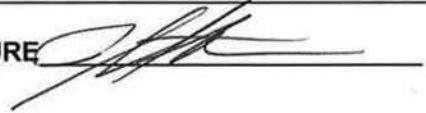
Contributions, Refunds, Paid with Other Funds	Enter the dollar amount of contributions, refunds or amounts paid with other funds for this maintenance section, if applicable, for both maintenance and maintenance engineering.
Total Motor Fuel Tax Portion	These are calculated fields, no entry is necessary. This is the sum of the total cost minus the amount paid with funds other than MFT funds.
Total Motor Fuel Tax Funds Authorized	Insert the total amount of MFT funds authorized for maintenance under the maintenance column, and the total amount of MFT funds authorized for maintenance engineering under the Maint. Engineering column.
Surplus/Deficit	These are calculated fields, no entry is necessary. This is the sum of the Total Motor Fuel Tax funds authorized minus the Total Motor Fuel Tax portion. A positive number will result in a credit to the unobligated fund of the Motor Fuel Tax fund. A negative number means more funds were spent than authorized. If the negative number has a resolution to cover the overage, the item(s) that resulted in the overage have been approved by IDOT, and are covered in the overrun policy, this amount will be authorized. If these conditions are not met, you must contact your District office for guidance.
Certification	Upon submittal of this form as the maintenance expenditure statement the LPA official shall check this box as certification.
End of instructions for Maintenance Expenditure Statement	
Submitted	
Local Public Agency Official	The proper official shall sign, insert their title and date here. For Estimates of Cost covering a Township/Road District the road commissioner shall sign and date as Local Public Agency Official. For Municipalities the municipal official shall sign and date here.
County Engineer/Superintendent of Highways	For County project and/or Township/Road District projects the county engineer/superintendent of highways shall sign here.
Approved	Upon approval the Regional Engineer shall sign and date here. This approval is subject to change based upon a documentation review by the Department.
A minimum of three (3) signed originals must be submitted to the Regional Engineer's District office.	
Following the Regional Engineer's approval, distribution will be as follows:	
Local Public Agency Clerk	
Engineer (Consultant or County Engineer)	
District File	

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Resolution No. 20-R-0006 – Contract Amendment #1 & First Extension – Classic Landscape, Ltd. for Right-of-Way Maintenance Program

AGENDA ITEM NUMBER:4.C.**COMMITTEE AGENDA DATE:** February 6, 2020**COUNCIL AGENDA DATE:** February 17, 2020**STAFF REVIEW:** Robert E. Flatter, P.E., Director of Public Works**SIGNATURE****APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE****ITEM SUMMARY:**

Annually, since 2005, the City has contracted landscape maintenance services for multiple City-owned and maintained rights-of-way and properties at various locations for a period of approximately 30 consecutive weeks. Services include, but are not limited to, mowing, trimming, edging, weed removal, shredded hardwood mulch installation, chemical broadleaf control, fall leaf removal, and lawn fertilization.

On Monday, November 5, 2018, the City Council of West Chicago authorized the Mayor to execute a Contract with Classic Landscape, Ltd. for landscape maintenance services related to the 2019 Right-of-Way Maintenance Program, for an amount not to exceed \$122,505.00. Said contract contains a provision that reads, "The contract may be extend for two (2) additional years through mutual agreement between Bidder and the City of West Chicago for the same unit prices."

On December 16, 2019, Mr. Dan Hund of Classic Landscape, Ltd. submitted a request to extend its 2019 Right-of-Way Maintenance Contract for an additional two years (i.e., for fiscal year 2020 and fiscal year 2021) at 2019 price of \$122,505.00 per year (see attached).

Classic Landscape's performance during fiscal year 2019 was satisfactory. Therefore, it is staff's recommendation that Contract Amendment #1 – First Extension to the 2019 Right-of-Way Maintenance Program Contract be approved for Classic Landscape, Ltd., to provide landscape maintenance services for multiple City-owned and maintained rights-of-way and properties during fiscal years 2020 and 2021, in an amount not to exceed \$122,505.00 per year.

ACTIONS PROPOSED:

Approve Resolution No. 20-R-0006 authorizing the Mayor to execute Contract Amendment #1 – First Extension to the 2019 Right-of-Way Maintenance Program Contract with Classic Landscape, Ltd., to provide landscape maintenance services for multiple City-owned and maintained rights-of-way and properties during fiscal years 2020 and 2021, in an amount not to exceed \$122,505.00 per year.

COMMITTEE RECOMMENDATION:

RESOLUTION NO. 20-R-0006

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE
CONTRACT AMENDMENT #1 & FIRST EXTENSION TO THE 2019 RIGHT-
OF-WAY MAINTENANCE PROGRAM CONTRACT WITH CLASSIC
LANDSCAPE, LTD. FOR RIGHT-OF-WAY MAINTENANCE SERVICES
DURING FISCAL YEARS 2020 AND 2021**

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Mayor is hereby authorized to execute Contract Amendment #1 & First Extension to the 2019 Right-of-Way Maintenance Program Contract, between the City of West Chicago and Classic Landscape, Ltd., for right-of-way maintenance services during fiscal years 2020 and 2021, for an amount not to exceed \$122,505.00 per year, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this 17th day of February 2020.

AYES: _____

NAYES: _____

ABSTAIN: _____

ABSENT: _____

Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith

Robert Flatter

From: Maintenance Division <maintenance@classiclandscapeltd.com>
Sent: Monday, December 16, 2019 11:05 AM
To: Robert Flatter
Cc: Tim Wilcox
Subject: Right of Way Maintenance Program Extension Request
Attachments: Scan0002.pdf

Hello Robert:

Please see the attached request to extend the 2019 Right of Way Maintenance Program for an additional two years.

Kindly reply to email to confirm receipt.

We appreciate the opportunity to with you again in the future.

Thank you,

Dan Hund

Classic Landscape Ltd.

3N471 Powis Road

West Chicago, IL 60185

630-513-1313 x102

maintenance@classiclandscapeltd.com



Classic Landscape Ltd.

3N471 Powis Road - West Chicago, IL 60185

Phone#: 630-513-1313 Fax#: 630-513-9444

www.classiclandscape ltd.com

Estimate

Date
12/16/2019
Proposal #
30075

CITY OF WEST CHICAGO
ATTN: ROBERT E. FLATTER
475 MAIN STREET
WEST CHICAGO, IL 60185

P.O. No.		Project		
Amount	Size	Description	Unit Price	Total
1		EXTEND CURRENT RIGHT OF WAY MAINTENANCE PROGRAM FOR YEAR 2020 WITH SAME UNIT PRICES. GRAND TOTAL BID =	122,505.00	122,505.00
1		EXTEND CURRENT RIGHT OF WAY MAINTENANCE PROGRAM FOR YEAR 2021 WITH SAME UNIT PRICES. GRAND TOTAL BID =	122,505.00	122,505.00

We hereby propose to furnish labor materials in accordance with the above prices and specifications WITH FULL PAYMENT TO BE MADE AT COMPLETION OF JOB. Interest charges of 1.5% per month from date of completion of the unpaid balance will be added after thirty days. Classic Landscape will furnish and install all materials and labor in a workmanship like manner according to standard practices. Any alterations or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, weather, accidents or delays beyond our control. Sod, Trees, Shrubs and Evergreens will be guaranteed for one growing season provided such materials are installed by Classic Landscape paid for by said owner and or their agents and are given proper care and maintenance by said owner. No guarantee on damages done by salt or other acts of negligence.

Total \$245,010.00

*ACCEPTANCE OF PROPOSAL. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. It is understood and agreed that I (we) will pay Classic Landscape, in enforcing any of the provisions of this proposal and incurred in any action brought by Classic Landscape against me (us), and all such costs, expenses and attorney's fees may be included in and form a part of any judgment entered in any proceeding brought on or under this proposal. No retention to be held on job without written consent of Classic Landscape, LTD. *OFFER MAY BE VOIDED IF NOT SIGNED AND RETURNED WITHIN 30 DAYS.*

Customer's Signature _____

Contractor's Signature Tom Hund

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Resolution No. 20-R-0007 – Layne Christensen Company
- Approval of Contract for Professional Services Related to
the Rehabilitation of the Pump and Motor Assembly
Associated with the City's Well Station No. 8

AGENDA ITEM NUMBER:4.D.**COMMITTEE AGENDA DATE:** February 6, 2020**COUNCIL AGENDA DATE:** February 17, 2020

STAFF REVIEW: Robert E. Flatter, P.E., Director of Public Works
Rocky Horvath, Utility Superintendent

SIGNATURE

APPROVED BY CITY ADMINISTRATOR: Michael L. Guttman

SIGNATURE**ITEM SUMMARY:**

The current pump and motor assembly associated with Well Station No. 8, located at 1255 Helena Drive, is a Byron Jackson assembly installed in March of 1988. The Byron Jackson well pump operates at a depth of approximately 343' below ground and is rated to pump approximately 700 gallons per minute (gpm). The 40 HP Byron Jackson Type H submersible motor has a mercury seal versus a mechanical seal. In summer 2019 a decrease was observed in the pump's performance and the well was placed out of service in November 2019 when its performance averaged less than 100 gallons per minute. Byron Jackson assemblies are generally known to last approximately ten (10) to fifteen (15) years before needing inspection and services/rehabilitation. Well Station No. 8's was last serviced in 2005. Due to its history of being a factory-authorized sales and service representative for Byron Jackson pumps and motors (including those containing mercury seals), and its history of servicing the City's Byron Jackson well assemblies, staff solicited a proposal from Layne Christensen Company (Layne) of Aurora, Illinois, to pull and rehabilitate the well assembly at Well Station No. 8 (see attached proposal).

Layne's proposal includes a complete rebuild and rehabilitation of the existing well equipment including a television survey of the well casing. The estimated total for these services is \$68,140.00. One additional item addressed in Layne's proposal is replacement of the well motor, if needed. The existing motor has a mercury seal system that needs to be inspected before reinstallation. If inspection determines the mercury seal has failed and cannot be reused, a factory exchange replacement motor has been quoted at a net cost of \$59,770.00. For a total project cost estimated at \$127,910.00.

Since the well is currently inoperable, City staff recommends the rehabilitation of the well assembly associated with Well Station No. 8 before the start of the peak summer water system demand. Therefore, staff recommends that a professional services contract be awarded to Layne Christensen Company of Aurora, Illinois, related to the rehabilitation of the pump and motor assembly at the City's Well Station No. 8, for an amount not to exceed \$128,000.00.

ACTIONS PROPOSED:

Approve Resolution No. 20-R-0007 authorizing the Mayor to execute a contract with Layne Christensen Company for professional services related to the rehabilitation of the pump and motor assembly at the City's Well Station No. 8 for an amount not to exceed \$128,000.00.

COMMITTEE RECOMMENDATION:

RESOLUTION NO. 20-R-0007

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A
CONTRACT AGREEMENT WITH LAYNE CHRISTENSEN COMPANY
FOR PROFESSIONAL SERVICES RELATED TO THE REHABILITATION
OF THE PUMP AND MOTOR ASSEMBLY ASSOCIATED WITH THE
CITY'S WELL STATION NO. 8**

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Mayor is hereby authorized to execute a Contract Agreement for Professional Services related to the rehabilitation of the pump and motor assembly associated with the City's Well Station No. 8, between the City of West Chicago and Layne Christensen Company, for an amount not to exceed \$128,000.00, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this 17th day of February 2020.

AYES: _____

NAYES: _____

ABSTAIN: _____

ABSENT: _____

Mayor

ATTEST:

City Clerk



Layne Christensen
721 W. Illinois Ave.
Aurora, IL 60506
T 630.897.6941
graniteconstruction.com

December 9, 2019, 2019

City of West Chicago
ATTN: Mr. Rocky Horvath
P.O. Box 488
475 W. Main Street
West Chicago, IL 60185

**RE: Shallow Well No. 8
Byron Jackson Pump No. 881-C-0416**

Rocky:

We are pleased to submit our proposal for the pulling and inspection of the 40 HP Byron Jackson Type H submersible pump installed in your Well No. 8, along with some of the possible repairs and pump design modifications. The Well No. 8 pump has not been pulled for repairs since 2005.

A pump repair of this type is normally performed on a time and material basis with charges for labor and equipment per the attached Work Order Form. We would utilize a Small Pump Service Rig and crew.

Our time estimates for labor are based on being able to pull the pump in a normal fashion.

Once the pump has been pulled and inspected, we can provide updated repair cost estimates before proceeding with any additional work.

From our prior emails and discussions, you also are considering a pump design modification, so that the pump will produce a higher flow rate. You stated that the Well 8 pump will produce 300 GPM with no other wells pumping to the plant, but less than 100 GPM with the other wells running. It would seem that the 700 GPM @ 135' pump design needs an upgrade.

Using the 40psi discharge pressure you've seen, and adding an estimated 100' pumping level, the modified design would be 700GPM @ 192' total head. By adding one (1) additional Byron Jackson 11MQL stage to the existing three (3) stage bowl, we can increase the total head by approximately 50', which would change the design to 700GPM @ 185' total head.....or very close to desired. As stated in our July 24 email, *you might want to run this design past your consulting engineer, to ensure we've included all necessary factors in our calculations.*

The new design increases the motor horsepower to approximately 47 HP. Since the 40 HP Byron Jackson Type H motor is actually a 50 HP motor, you would be fine with reusing the existing motor.

In addition to the bowl assembly rebuilding in our estimated pricing, there would be the cost of the additional 11MQL bowl stage, complete w/ an impeller. At this time, we have in our Aurora, IL stock, good, used all bronze 11MQL bowl components to offer the City, which would be as good, or better, than the existing City bronze bowl components; plus, this affords the City a **significant** savings in cost and delivery time vs. new parts.

WATER RESOURCES

Our estimate for the pulling, inspection, possible repairs & new materials and recommended well television survey, is:

▪ Small Pump Service Rig and 3 Man Crew – Set up, pull, and haul pump to our Aurora, IL yard (Est. 2-1/2 to 3 days)	\$13,500.00
▪ Television survey of well, lump sum	\$1,675.00
▪ Sandblast 8" T&C pipe & bowl for inspection, EST. 6 hrs. @ \$381/hr.	\$2,286.00
▪ Disassemble & inspect all bronze bowl, EST 6 hrs. @ \$190/hr.	\$1,140.00
▪ Complete, routine servicing of the Byron Jackson Type H motor.	\$2,875.00
▪ Rebuild the 3 stage - 11MQL Byron Jackson all bronze bowl assembly	\$4,875.00
▪ New 8" T&C prime steel line pipe, est. 100' @ \$54.00/ft.	\$5,400.00
▪ Epoxy coating of pipe, in & out, 276ft. @ \$28.00/ft.	\$7,728.00
▪ Small Pump Service Rig & 3 Man Crew – Load & remobilize to site; prep BJ motor; reinstall & test pump, & demob (Est. 3 to 3-1/2 days)	\$16,500.00
▪ New Byron Jackson Flat cable, if needed	\$6,531.00
▪ One (1) good, used Byron Jackson 11MQL all bronze bowl stage	\$4,880.00
▪ Miscellaneous Materials	\$750.00
TOTAL ESTIMATED COST	\$68,140.00

If there is an issue with the existing 40HP motor, we would have to ship it back to the Flowserve/Byron Jackson factory for inspection. The worst-case scenario would be the need for a factory exchange, replacement motor; in which case, the City's motor would be traded in and a credit would be applied to the City replacement motor cost. IF NEEDED, this would be an additional, net cost of **\$59,770.00** to the City.

We must also remind you and the City that the 40 HP Byron Jackson Type H submersible motor is equipped with the very successful and unique mercury seal. Our work would include utilization of a Byron Jackson factory-authorized serviceman to complete the several-step procedure at the well site to properly service the motor. The mercury motor seal should be balanced, along with the seal and motor can dewatered in accordance with our exclusive procedure. This will allow the motor to be put in a proper shipping position with the mercury seal secured and will minimize the potential for water entering the windings, which would result in damage to the motor. This servicing would be done outside the well by utilizing a sealed motor service containment module that is transported to the project site to meet the July 1, 2012 IEPA guidelines. To our knowledge, Layne is the only contractor in the country that is currently utilizing this equipment, and of course, **only Layne employs factory-certified servicemen.**

We appreciate the opportunity to submit this proposal and hopefully it meets your favorable response. If you have any questions, please don't hesitate to contact us.

Yours very truly,

Thomas P. Healy
Thomas P. Healy, P.E.
Senior Project Manager
Layne Christensen Company

Michael McDonald
Michael McDonald
Account Manager
Layne Christensen Company

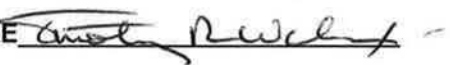


CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Resolution No. 20-R-0008 - Steve Piper and Sons, Inc. –
Contract Award for the 2020 Forestry Maintenance
Program

AGENDA ITEM NUMBER: 4.E.**COMMITTEE AGENDA DATE:** February 6, 2020**COUNCIL AGENDA DATE:** February 17, 2020**STAFF REVIEW:** Timothy Wilcox, Assistant Director of Public Works**SIGNATURE** **APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** _____**ITEM SUMMARY:**

The Forestry Maintenance Program covers contractual trimming and removal of parkway trees. The program is funded to enable completion of a five-year trimming cycle for the whole town, which is the recommended procedure by Arborists. Calendar year 2020 would have been the fifth year of the City's five-year trimming cycle; however, last year City Council voted to reject all bids for the 2019 Forestry Maintenance Program.

The lower of only two bidders for the 2019 Forestry Maintenance Program did not have verifiable experience with tree trimming operations, did not have an Illinois Certified Arborist on staff, and was unable to secure the services of an Arborist to oversee its trimming operations. The only other bid received in 2019 was \$17,182.00 over budget. As a result, staff postponed the trimming portion of the 2019 Forestry Maintenance Program until 2020 since it was too late into the winter season to re-bid the program. However, staff was able to obtain proposals and completed the tree removal portion of the 2019 program.

For the 2020 Forestry Maintenance Program, the request for bids was advertised in the Daily Herald on January 7, 2020 and bids were opened on January 28, 2020. There were six plan holders, but the City received only one bid. Steve Piper & Sons of Naperville, Illinois, submitted a bid of \$64,660.18 (see attached bid tab sheet for additional clarification).

References from other Illinois municipalities were contacted and all had positive responses for performance and services completed by Steve Piper & Sons, Inc.; all indicated that they would use them again. Steve Piper and Sons, Inc. was the lowest responsible bidder for six of the last seven Forestry Maintenance Programs in West Chicago (they did not submit a bid for the 2019 Forestry Maintenance Program due to volume of work to which it had previously committed). City staff was satisfied with all of Piper's past performances.

It is staff's recommendation that a contract be awarded to Steve Piper & Sons, Inc. for services related to the 2020 Forestry Maintenance Program, for an amount not to exceed \$64,660.18. Services related to the above referenced program will be funded from the Capital Projects Fund (08-34-53-4870) in which \$70,000.00 is budgeted in FY2020.

ACTIONS PROPOSED:

Approve Resolution No. 20-R-0008 authorizing the Mayor to execute a contract with Steve Piper & Sons, Inc. of Naperville, Illinois, as lowest responsible bidder, to provide services for the 2020 Forestry Maintenance Program, in an amount not to exceed \$64,660.18.

RESOLUTION NO. 20-R-0008

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT AGREEMENT WITH STEVE PIPER AND SONS, INC. FOR PROFESSIONAL SERVICES RELATED TO THE 2020 FORESTRY MAINTENANCE PROGRAM

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Mayor is hereby authorized to execute a Contract Agreement for Professional Services related to the 2020 Forestry Maintenance Program, between the City of West Chicago and Steve Piper and Sons, Inc., for an amount not to exceed \$64,660.18, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this 17th day of February 2020.

AYES: _____

NAYES: _____

ABSTAIN: _____

ABSENT: _____

Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith

City of West Chicago

Tabulation of Bids

2020 Forestry Maintenance Program

Name and Address of Bidder

Steve Piper & Sons, Inc.
31W320 Ramm Drive
Naperville, IL 60564

Nels J. Johnson Tree Experts, Inc.
912 Pitner Avenue
Evanston, IL 60202

Approved Estimate of Cost

Cashier's Check

No Bid Letter

Date: January 28, 2020 10:00 A.M.

Opened by: Tim Wilcox

Recorded by: Ashley Heidorn

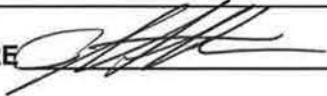
ITEMS	Units	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Tree Removal (15 in./dia or less	in./dia	0.0	\$25.00	\$0.00	\$25.00	\$0.00		
2 Tree Removal (over 15 in./dia)	in./dia	97.5	\$30.00	\$2,925.00	\$36.25	\$3,534.38		
3 Pruning (1 to 10 in./dia)	ea. Tree	1055.0	\$24.00	\$25,320.00	\$14.50	\$15,297.50		
4 Pruning (over 10 in./dia)	ea. Tree	1099.0	\$47.00	\$51,653.00	\$41.70	\$45,828.30		
Total As Read						\$64,660.18	No Bid	
Total As Corrected				\$79,898.00		\$64,660.18		

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Approval of the City Administrator's Emergency Purchase of Services to Repair a Watermain Break at 700 E. Roosevelt Road from November 22, 2019 thru December 7, 2019 – Tri-County Excavating

AGENDA ITEM NUMBER:4.F.**COMMITTEE AGENDA DATE:** February 6, 2020**COUNCIL AGENDA DATE:** February 17, 2020**STAFF REVIEW:** Robert E. Flatter, P.E., Director of Public Works**SIGNATURE** **APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** _____**ITEM SUMMARY:**

On November 22, 2019, the City's 10" diameter watermain broke at 700 E. Roosevelt Road, West Chicago, IL, within the equipment/material storage yard of Grant and Power Landscaping, Inc.. The watermain at this location, which needed to be immediately repaired, is approximately 20' deep, is located in a side yard easement area, directly serves the properties at 700 E. Roosevelt Road and 1425 S. Neltnor Boulevard, and is part of the looped watermain system supplying City water to all incorporated properties southeast of the Roosevelt Road (Illinois Route 38) and Neltnor Boulevard (Illinois Route 59) intersection (including Currier Elementary School). Due to the depth of the watermain, unstable soil conditions, and limitations on City-owned equipment, the City hired Tri-County Excavating to assist with the repair, which occurred between November 22, 2019 and December 7, 2019.

The cost for the watermain repair and restoration totaled \$156,557.94. That portion of work which exceeded the City Administrator's spending authority was related to services provided by Tri-County Excavating, Inc. which totaled \$72,942.10. Please see the attached Memorandum titled "Watermain Repair 700 E. Roosevelt Road", dated January 22, 2020, from Rocky Horvath, Utility Superintendent, for additional details.

Staff will be submitting documents to IRMA to see if this emergency repair is covered via insurance.

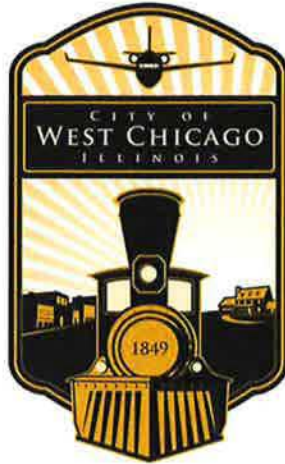
ACTIONS PROPOSED:

Approve the City Administrator's emergency purchase of services to repair the watermain break at 700 E. Roosevelt Road between November 22, 2019, and December 7, 2019, with Tri-County Excavating, Inc., in the amount of \$72,942.10.

COMMITTEE RECOMMENDATION:

DEPARTMENT OF

PUBLIC



WORKS

ROBERT E. FLATTER, P.E.
DIRECTOR
(630) 293-2255
FAX (630) 293-2971

UTILITY DIVISION	293-2255
STREET DIVISION	293-2250
WASTEWATER DIVISION	293-2261
ENGINEERING DIVISION	293-2255

MEMORANDUM

TO: Robert E. Flatter P.E. Public Works Director

FROM: Rocky Horvath Utility Superintendent *R.H.*

DATE: January 22, 2020

RE: Watermain Repair 700 E Roosevelt Road

Below please find the summary report covering the watermain repair conducted at 700 E Roosevelt Road during the period of 11/22/2019-1/10/2020.

I was notified 11/22/2019 at 2:22 a.m. by the on duty Water Treatment Plant Operator (Quinn Covey) that he was losing water from the water distribution system, he had turned on additional pumps and the water system was having a hard time meeting demand. I instructed Mr. Covey to turn on additional pumps and keep me apprised of the situation. At 6a.m. the water system was still not recovering and the water system was using an additional 3600 gallons per minute. Utility staff were dispatched to start looking for a water leak. Around 6:45 a.m. Grant and Power Landscaping at 700 E Roosevelt Road called to inform us there was water bubbling up in their rear equipment yard. Larry Rigler was first onsite and confirmed it was a watermain break. We began the process of throttling down the watermain and calling in JULIE Tickets (To locate utilities). The watermain was throttled down shortly after 8:00a.m.





Taken 11/22/19 at 8:09 a.m. Site of Watermain Break 700 E Roosevelt Road. Water was throttled down at this time.

Based on a previous watermain repair near this site in 2015 staff informed me that we had used a contractor to make repairs due to pipe depth. I contacted Director Robert E. Flatter to inform him of the situation. Mr. Flatter confirmed that we had used a contractor in the past and authorized me to find a company that was available to make needed emergency repairs. I contacted several contractors and Tri-County Excavating was immediately available to make an emergency repair on 11/22/19. Tri-County initially were contracted to provide a machine, operator, and shoring. City staff would make the repairs. JULIE tickets were cleared at 9:08 a.m. and staff determined two water customers would be affected at:

1. 700 E. Roosevelt Road
2. 1425 S Neltor Boulevard

Both addresses were notified of the situation. 1425 S Neltor was vacant and notification was posted on the front door. Tri-County Excavating mobilized their equipment and had it hauled in to the site by semi-truck. After unloading and equipment assembly excavation started at 12:30 p.m.

Excavation was hampered by poor soil conditions, pipe depth, a 2" water service in the excavation, and groundwater. For safety reasons at 12:00 a.m. on 11/23/19 operations were halted to be resumed at 7 a.m. 11/23/19.



Excavation site 11/22/19 at 9:00 p.m. The depth is 18'

On 11/23/19 excavation resumed at 7:15 a.m. We had to deal with the poor soil conditions. The soil in this area was backfill material, saturated with water and extremely unstable. The watermain eventually was found 20' deep and the excavation continued to collapse as we exposed the pipe. It is of note we needed to dig below the watermain to make repairs, placing the final depth at 23'. Due to the amount of water in the excavation at 4:30p.m the decision was made to turn off the water completely and issue a boil order to affected residences. By 5p.m. the excavation area had increased substantially in size. Around 8:00p.m. the watermain was located and trench boxes began to be installed.



11/23/19 at 2:20p.m. The excavation is 40' x30' wide and 18' deep at this point.



Setting trench boxes 8:34 p.m. 11/20/19

At 9:00 p.m. staff identified that a 10' section of the 10" cast iron watermain was cracked and needed to be replaced. As staff uncovered the pipe more of the excavation area began to cave in. The process of sloping around the dig site to limit the soil collapse continued to increase the size of the excavation. By 11:30 p.m. the contractor was at the operational limits of their machine and we could not safely continue to dig. The contractor offered to get a larger machine delivered Monday 11/25/19. At 12:30 a.m. on 11/24/19 operations were halted in order to get more shoring/trench boxes and larger equipment to safely continue.

Operations resumed 11/25/19 at 7:00 a.m. By 2:00 p.m. the watermain had been exposed, trench boxes were set and staff began to replace the bad section of watermain.



Section of watermain removed 11/25/19

Staff had installed a new pipe section by 6 p.m. When water was returned to service to pressure test the repair, another leak was found in the watermain 30' to the west. When exposed this required the installation of a 30" repair sleeve. Due to pipe condition additional repair sleeves were also installed. These repairs were completed around 11:30 p.m. on 11/25/19. During repairs the 2" water service was removed and needed to be reinstalled 11/26/19 before backfilling could occur.



The morning of 11/26/19 City staff reinstalled the 2" water service and backfilling of the excavation site began. Water samples were collected and the watermain was returned to service at 10:30 a.m. The process of backfilling was completed around 2:00 p.m. Staff were cleaning up the jobsite when the watermain broke again 10' east of the initial repair at 3:00 p.m. City staff and the contractor started excavation to determine what and where the new leak was. Around 11:30 p.m. 11/26/19 after several hours of excavation staff identified the watermain had cracked and separated.





Efforts to return the pipe to alignment with the backhoe and mechanical levers failed. At this point further repair options were not guaranteed to be effective. At 1a.m. 11/27/19 the decision was made to replace 60' of watermain. Due to material and equipment availability on the Thanksgiving Holiday Weekend logistically this could not occur until 12/02/19. Both impacted addresses were notified they would be without water and the contractor was authorized to mobilize a full crew to facilitate replacement of the watermain.

On 12/02/19 most of the day was spent making the site safe to perform the work. Additional steel plates and trench boxes were installed. Materials were removed from the site and clean stone fill was brought into the site. On 12/3/19 the process of installing the new watermain commenced (See picture following page). The contractor completed installation the morning of 12/4/19. The watermain was bedded in stone and staff began the process of flushing the watermain. At 12:00p.m. On 12/4/19 the watermain was chlorinated. Over the next two days per state regulations samples were collected to determine if the water was safe and met drinking water standards. Sample results came back safe 12/7/2020. After flushing fire hydrants and opening valves, the morning of 12/9/19 the boil order was lifted to the two impacted addresses and their water service returned to normal. The excavation was filled with stone. The fence and electrical lines connected to the fence were repaired the week of 01/06/2020. Both items had fallen into the excavation during repairs. Itemized repair costs are as follow:

Woodchips (Kramer)-\$400-This material was used to stop semi-trucks from sinking where we were disposing of spoils from the dig site

Chlorinator/Water Samples-\$523

Fence Repair Contractor (Northern Illinois Fence)-\$3,946

Material Hauling/Spoil Removal (Grant&Power)-\$5,735.50

Electrical Repair Contractor (Elliot Electric)-\$5,910

Water loss-1.6 million gallons-(\$3.88 per thousand) - \$6,208

Repair Parts Equipment -\$16,908.10

Stone to Backfill Excavation (Marcott)-\$14,313.66

City Labor (14 Staff members/794 hours total)-\$29,671.58

Excavation Contractor (Tri-County)-\$72,942.10

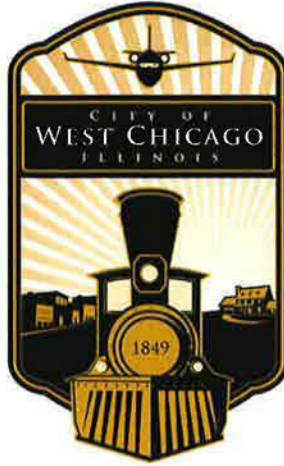
Final Project Cost 01/22/2020

\$156,557.94



DEPARTMENT OF

PUBLIC



WORKS

ROBERT E. FLATTER, P.E.
DIRECTOR
(630) 293-2255
FAX (630) 293-2971

ENGINEERING DIVISION	(630) 293-2255
FACILITIES MANAGEMENT	(630) 293-5865
FLEET MAINTENANCE	(630) 231-1063
UTILITY DIVISION	(630) 293-2255
STREET DIVISION	(630) 293-2250

MEMORANDUM

TO: Michael L. Guttman, City Administrator

FROM: Robert E. Flatter, P.E., Director of Public Works. 

DATE: February 3, 2020

RE: Wayne Township Road District – Coordination Meeting – Klein Road Bike Path

On Thursday, January 16, 2020, at the request of Mr. Martin McManamon, Wayne Township Road District Highway Commissioner, I attended a meeting at the Wayne Township Road District Office in which the topic of discussion was the feasibility of a joint bike path construction project along Klein Road. The following is a summary of discussions held.

Attendance:

- Martin McManamon, Highway Commissioner, Wayne Township Road District
- Todd S. Bright, P.E., Principal/Senior Vice President, TranSystems (Design Engineer)
- Gina M. Trimarco, Senior Professional/Assistant Vice President/Sr. Planner, TranSystems
- Kristy Stone, Assistant Planner, The Village of Bartlett
- Tyler Isham, Management Analyst, The Village of Bartlett
- Jessica Ortega, Landscape Architect Supervisor, DuPage County Forest Preserve District
- Robert E. Flatter, P.E., Director of Public Works, City of West Chicago

Meeting Location, Date & Time:

- January 16, 2020 @ 2:00 p.m.
- Wayne Township Road District Office, 4N230 Klein Road, West Chicago, IL 60185

Handouts:

- Map titled "Wayne Township Bike Plan".
- Summary of costs titled "Klein Road Bikelanes 1/15/2020". Spreadsheet provides estimated timeframe and proportion of project costs based on roadway jurisdictional length.

- DMMC STP Scoring Supplement Form – Roadway Projects.
- IDOT Agreement (DRAFT) – Preliminary Engineering Services Agreement For Federal Participation.

Meeting Minutes:

Following introductions, the meeting began with Mr. McManamon indicating that a few years ago the Road District considered the construction of a bike path along Klein Road within the West Branch Forest Preserve. The Forest Preserve District was not in favor of the bike path on its property. Also, access across the Old Wayne Golf Course presented challenges.

Mr. Bright indicated that the Wayne Township Road District (Road District) will seek Surface Transportation Program (STP) funding. The Road District will be the lead agency. Application will seek funding for Phase II Engineering costs via the Illinois Transportation Enhancement Program (ITEP), Construction Costs via the Surface Transportation Program (STP) as a Transportation Control Measures (TCM) project, and Phase III Engineering costs via ITEP. Mr. Bright then explained the STP application scoring process.

At Mr. Flatter's request, Mr. McManamon explained the proposed bike path project. Mr. McManamon indicated:

- Bike traffic on Klein Road is Wayne Township Road District's number one priority.
- Project includes a resurfacing and widening of Klein Road.
- Klein Road is currently an approximate 20' wide roadway with ditch drainage.
- Project scope is to widen Klein Road to approximately 34' wide to accommodate 5' wide on-street bike lanes on both sides of Klein Road.
- No consideration is given for a single off-street shared use path.
- Project limits will be from Army Trail Road to St. Charles Road, east of Prince Crossing Road near West Branch DuPage River. Proposed on-street bike path will be along Petersdorf Road, Smith Road, Klein Road, and St. Charles Road (see attached map).
- Project will match cross-section of existing roadway.
- Proposed widening will be approximately 4" asphalt over 6" aggregate base course. (*NOTE: Does not meet City's roadway standards*).
- Resurfacing of existing roadway surface course will be accomplished with Heater Scarification (hot in-place recycling) to save cost.

Mr. McManamon indicated that the purpose of the project was to connect the existing path at Petersdorf Road & Army Trail Road to the path along the West Branch DuPage River on St. Charles Road.

Mr. Flatter indicated that he was not previously aware that the project was planned as an "on-street" bike path; he has concerns with safety given speed limit and width of roadway. Mr. Flatter pointed out the existence of paths within the West Branch Forest Preserve and along Fair Oaks Road, and asked if consideration was given to connect Klein Road to these paths. The existing Fair Oaks Road bike path, which was constructed in circa 2016, is a north-south asphalt off-road bike path connecting St. Charles Road, Army Trail Road, Lies Road, and the West Branch Forest Preserve; it is only approximately 0.75 miles east of Klein Road.

Ms. Ortega of the DuPage County Forest Preserve District (FPD) indicated that the FPD has no need for the proposed bike path along Klein Road and as such would not participate in costs associated with such and would not allow the asphalt path to be constructed on FPD property.

Mr. McManamon responded that he wants bike path along Klein Road to address concerns raised while he was campaigning for Commissioner.

Ms. Stone, with the Village of Bartlett, stated that Bartlett also had no idea that the project was planned as an “on-street” bike path; Bartlett believed it to be planned as an “off-street” path.

Mr. Flatter asked for an explanation of estimated costs and percentage breakdown. Mr. Flatter pointed out that the costs shown in the summary of costs titled “Klein Road Bikelanes 1/15/2020” (see attached) represented the City of West Chicago paying 32% when its share of roadway, per lineal feet of project, is only 24%. It appears that the Road District is asking the City to cover a portion of costs originally attributed to the FPD; which said portion is not within West Chicago’s jurisdiction/ROW. Mr. McManamon responded that costs will be reevaluated and the City will only be asked to pay for its portion of roadway improvements.

Mr. Flatter shared with the group that the City does not have funds budgeted in its five-year Capital Projects Fund for the Klein Road Bike Path Project (\$294,614.00 as shown in the summary of costs attached) and staff would need to seek direction from City Council on its desire to allocate funds and participate in said project. Mr. Flatter also shared that the City’s portion of Klein Road was resurfaced in 2012 and does not warrant resurfacing at this time; it is not listed for resurfacing in the City’s current five-year CIP (2020-2025) and likely will not be considered until sometime between 2027-2030. Mr. Flatter then asked if project costs included drainage improvements (culvert extensions, ditch regrading, storm sewer installation, etc.) that likely will also be required. Mr. Bright indicated that the estimate of cost did not include drainage improvements or wetland/flood plain impacts, but agreed that such would likely be required and costs could increase as much as 20%.

Mr. Isham, with the Village of Bartlett, also shared with the group that the Village of Bartlett does not have funds budgeted for the Klein Road Bike Path Project. Staff would need to also seek direction from its Village Board.

Mr. McManamon concluded the meeting by stating that he is flexible with the proposed project timeframe (2020 thru 2023), but needed to know as soon as possible if the City of West Chicago and the Village of Bartlett would participate, as STP funding applications for 2021 thru 2025 are due March 16, 2020.

Summary of Staff’s Recommendation/Concerns:

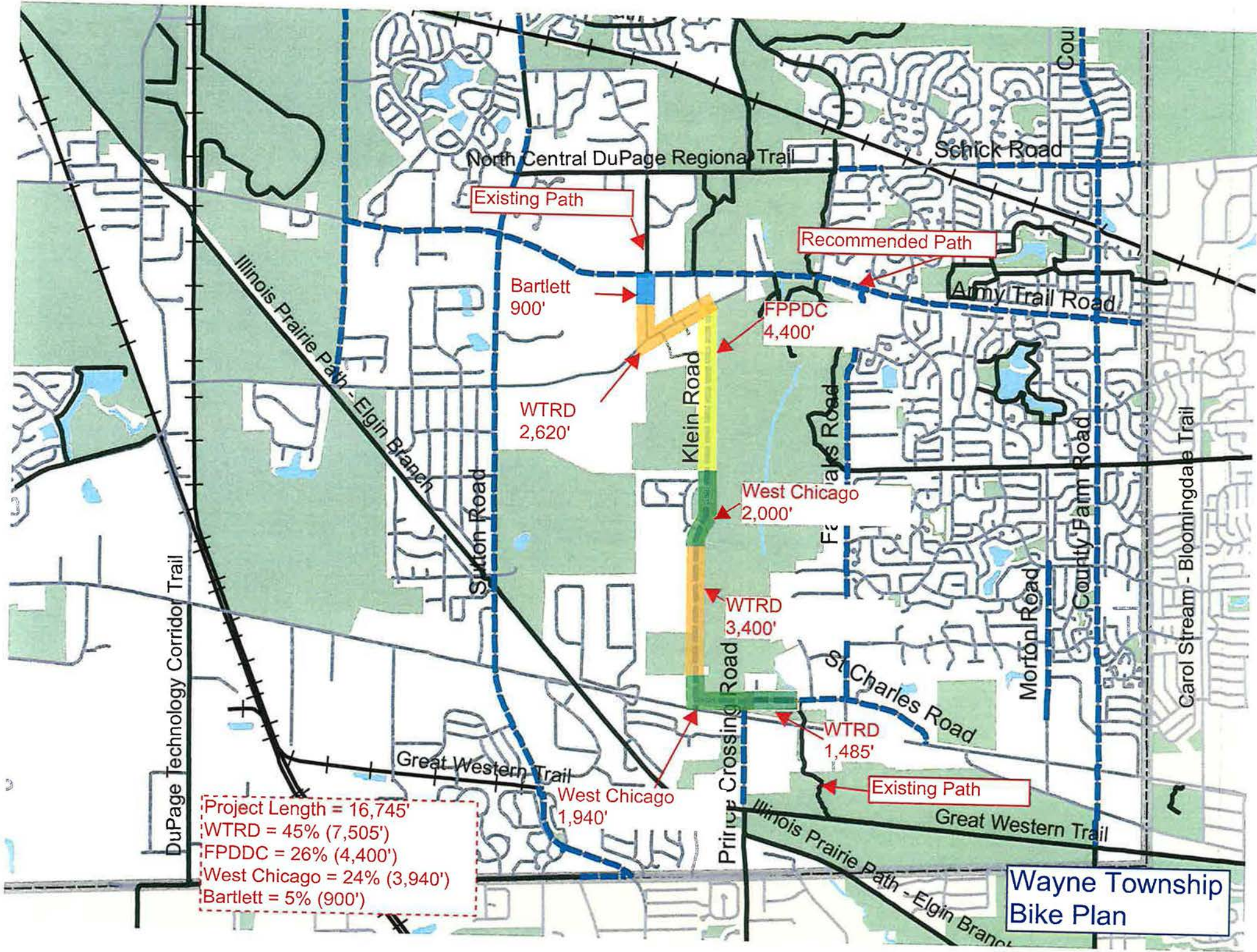
While City staff supports a regional connected trail system, and is currently working on drafting a concept Master Bike Path Connectivity Plan for City Council’s consideration, for many of the reasons identified above, and summarized below, City staff does not support participation of the Road District’s Klein Road Bike Path Project at this time:

- Staff does not see a need to participate in the construction of a north-south bike path that would mirror the existing path along Fair Oaks Road, approximately 0.75 miles east of Klein Road.

- Traffic and vehicular speeds along Klein Road make an “on-street” bike path unsafe.
- Only West Chicago residents that will directly benefit from the proposed bike path are those that reside within the Meadow Wood Subdivision.
- Money is currently not budgeted for said project and funds would need to be taken from future street improvement projects to cover said expense.
- Most cyclist observed riding along Klein Road are mostly considered “Road Riders” who would likely not utilized the proposed bike path anyway.

Consideration of Project Participation from City Council:

As indicated above, the City does not have funds budgeted in its five-year Capital Projects Fund for the Klein Road Bike Path Project. To respond to Mr. McManamon prior to the March 16, 2020 STP application deadline, staff proposes to share information with the Infrastructure Committee on Thursday, February 6, 2020, and seek direction on its desire to allocate as much as approximately \$300,000.00 towards the Township’s project.



Project Length = 16,745'
WTRD = 45% (7,505')
FPDDC = 26% (4,400')
West Chicago = 24% (3,940')
Bartlett = 5% (900')

**Klein Road Bikelanes
1/15/2020**

<u>Proportion of project based on roadway jurisdictional length</u>						<u>Estimated Timeframe & Cost</u>				
	Length	Actual %	WO FP	WO FP %	Cost	Ph. 1 2020	Ph. 2 2022	Const 2023	Ph. 3 2023	ROW NA
WTRD	7,505	45%	10,180	61%	\$ 561,188	\$121,588	\$24,318	\$384,521	\$30,762	\$-
FPDDC	4,400	26%	-	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$-
West Chicago	3,940	24%	5,344	32%	\$ 294,614	\$ 63,832	\$12,766	\$201,867	\$16,149	\$-
Bartlett	900	5%	1,221	7%	\$ 67,298	\$ 14,581	\$ 2,916	\$ 46,112	\$ 3,689	\$-
	16,745	100%	16,745	100%	\$ 923,100					
	3.17 miles									

Following are some very preliminary estimates of cost for this project, based on the similar projects, assuming maximum federal funding is granted:

Item	Total Cost		ITEP (80%)	TCM (75%)	Local Agency
Preliminary Engineering (Ph. 1)	\$ 200,000	8%			\$ 200,000
Design Engineering (Ph. 2)	\$ 200,000	8%	\$ 160,000		\$ 40,000
Construction	\$ 2,530,000	100%		\$ 1,897,500	\$ 632,500
Construction Engineering (Ph. 3)	\$ 253,000	10%	\$ 202,400		\$ 50,600
Right-of-Way	\$ -	0%			
Total	\$ 3,183,000	126%	\$ 362,400	\$ 1,897,500	\$ 923,100
	100%		11%	60%	29%
Total Federal	\$ 2,259,900				
	71%				



DUPAGE MAYORS AND MANAGERS CONFERENCE

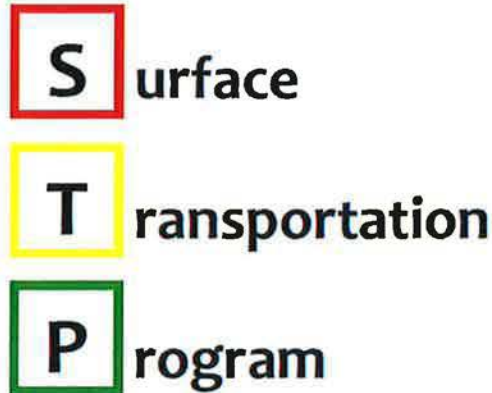
an association of municipalities representing 1,000,000 people

1220 Oak Brook Road
Oak Brook, Illinois 60523
(630) 571-0480
Fax: (630) 571-0484
www.dmmc-cog.org

Founded June 19, 1962

MEMBER MUNICIPALITIES

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Bolingbrook
Burr Ridge
Carol Stream
Clarendon Hills
Downers Grove
Elmhurst
Glen Ellyn
Glendale Heights
Hanover Park
Hinsdale
Itasca
Lemont
Lisle
Lombard
Naperville
Oak Brook
Roselle
Schaumburg
Villa Park
Warrenville
Wayne
West Chicago
Westmont
Wheaton
Willowbrook
Winfield
Wood Dale
Woodridge



DMMC STP Scoring Supplement Form – Roadway Projects

Applications for the FY2021-FY2025 DMMC STP Call for Projects will be submitted through CMAP's eTIP (<https://etip.cmap.illinois.gov/secure/login>). Applicants are also required to fill out this scoring supplement form so that DMMC can score submitted applications. Please contact Daniel Knickelbein at 630-576-9137 or dknickelbein@dmmc-cog.org with any questions.

Applicants should fill out this form if they are submitting a Highway application or a TCM project located on a roadway (signal interconnects, on-street bike/pedestrian facilities, or ITS improvements).

Note: Applications submitted by DuPage County, DuPage County Forest Preserve, or a township must be co-sponsored by a municipality. Municipal co-sponsorship should be demonstrated by a letter of support from one or more affected municipalities and should be uploaded to the eTIP at the time of application submittal.

Project Type: Highway ☐ Signal interconnects (TCM) ☐
On-Street bike/pedestrian (TCM) ☐ ITS improvements (TCM) ☐

1. Safety Improvement (10 Points): Please select all safety countermeasures that will be included as part of the project. The below countermeasures come from CMAP's "Safety Improvement" workbook. If the project will contain safety countermeasures not listed below, please list them in the "Other" category. To view the CMAP Safety Improvement workbook, click [here](#). If a proposed countermeasure is listed NA in the CMAP Safety Improvement Workbook, or is not listed below, a Crash Reduction Factor (CRF) score will be assigned using the Crash Modification Factors Clearinghouse (<http://www.cmfclearinghouse.org>).

Intersection Improvement			
☐	Add left turn lane permissive	Add 2nd turn lane (to existing)	☐
☐	Add protected phase to left turn	Extend turn bays	☐
☐	Raised median	Positive left turn offset- 1 ft. minimum	☐
☐	Add right turn lane		
Improve Signal Timing			
☐	Signalization - install adaptive traffic signal control	Signalization - increase yellow interval and add all red interval	☐
☐	Signal interconnect	All red clearance	☐
☐	Increase yellow time		
Improve Signal Placement Visibility			
☐	Increase to 12-inch lens	Improve visibility of signal heads	☐
☐	Allow RTOR	Add 3-inch yellow retroreflective sheeting to signal back plates	☐
☐	Install mast arm	Add signal (additional primary head)- all lanes have signal	☐
☐	Add bicyclist signal	Replace incandescent traffic signal bulbs with LED	☐
☐	Add pedestrian signal	Improve intersection sight distance	☐
☐	Add pedestrian countdown signal	Add right turn lane on one approach-signal-urban	☐
☐	Add pedestrian island	Add ADA improvements	☐
☐	Change crosswalk striping width	Improve pedestrian crossing-other	☐
☐	Emergency vehicle signal preemption	Install raised pavement markers and striping (through intersection)	☐
Stop Control to Signal			
☐	Convert minor stop to - traffic signal -no left turn lane	Convert minor stop to - traffic signal with left turn lane	☐
☐	Convert from yield signal control to signalized control		
Stop Control Intersection			
☐	Raised median for left turn at 4-way stop	Install median on the minor approach of an unsignalized 3-leg intersection	☐
☐	Install left-turn lane (4-leg intersection) -minor stop	Convert to all-way stop control (from 2-way or yield control)	☐
☐	Install two-way stop-controlled intersections at uncontrolled intersections	Minor stop adds right turn lane on one approach-minor stop rural/urban	☐
☐	Minor stop adds right turn lane on both approach-minor stop rural/urban	Replace left-turns with right-turn/U-turn combination	☐
☐	Provide flashing beacons at stop-controlled intersections	2-way stop only: add left turn lane on both approach-major road	☐
☐	All stop/minor stop add left turn lane on one approach-major road	Install/upgrade larger or additional stop signs or other intersection warning/regulatory signs	☐
General Intersection Countermeasures			
☐	Re align segment/ improve skew angle-4 leg intersection	Convert signal to roundabout	☐
☐	Convert all-way stop controlled intersection to roundabout	Convert minor road stop intersection to roundabout	☐
☐	Signing - install advance street name signs	Simplified information-sign reduction	☐
☐	Install/upgrade signs with new fluorescent sheeting (regulatory or warning)	Divert traffic from high pedestrian areas	☐
☐	Lane channelization -other	Add intersection lighting	☐
Median Improvements			
☐	Install steel median barrier- multi-divided+4-8 lanes	Median treatments - provide a raised median-2 lane at location with access issues	☐
☐	Median treatments - provide a raised median-multi-undivided at location with access issues	Significantly improve median	☐

☐	General-install median	Add glare screen in median	☐
General Roadway Improvements			
☐	Add bike lane	Improve bike lane	☐
☐	Add sidewalk	Improve access management	☐
☐	Install pedestrian bump outs/curb extensions	Install centerline rumble strips/stripes-	☐
☐	Install edge line rumble strips/stripes	Install edge-lines and centerlines- or increase 4 to 6 inch	☐
☐	Install dynamic/variable speed automated-dynamic speed feedback warning signs	Install delineators, reflectors and/or object markers	☐
☐	Curves - install advanced curve speed/warning sign	Install chevron signs on horizontal curves	☐
☐	Increased pavement friction-safety improved where applied	Install curve advance warning signs (flashing beacon)	☐
☐	Improve curve super elevation	Signing - install advance street name signs	☐
☐	Improve RR crossing	Convert 2-lane roadway to 4-lane divided roadway-urban	☐
☐	Convert 2-lane roadway to 4-lane divided roadway-rural	Reduce driveway density by 5 driveways per mile*urban (factor up to 20)	☐
☐	Install lighting on a roadway segment	Install steel guardrail barrier	☐
☐	Install cable barrier in median	Install crash cushions	☐
☐	Install concrete guardrail barrier		
Shoulder Improvements			
☐	Add shoulder where not provided (0-4')	Add shoulder where not provided (4' or greater)	☐
☐	Pave existing shoulder	Prohibit on-street parking	☐
☐	Flatten side slopes	Install guardrail	☐
☐	Apply smart edge		
Change Lane Widths			
☐	Widen lanes 11 to 12 feet	Add lanes by narrowing existing lanes-6 lane freeway	☐
☐	Widen lanes 10 to 11 feet	Add lanes by narrowing existing lanes-multi-lane 4 lanes	☐
☐	Widen lanes 10 to 12 feet	Convert 2 lane roadway to 4 lane divided roadway	☐
Road Diet			
☐	Install two-way left turn lane on two lane road	Road diet (convert 4-lane undivided road to 2-lanes plus turning lane)	☐
☐	Remove through lane (4-lane to 3-lane road diet - small urban area)	Remove through lane (4-lane to 3-lane road diet - large urban area)	☐
☐	Non-freeway: four to five lane conversion (TWLTL)	Convert from two-way to one-way traffic	☐

Other (Please list):

2. Safety Need (10 Points): Safety Need score will be calculated using IDOT Safer Road Index (SRI) scores for roadway segments and intersections. The Lake County Division of Transportation GIS Department has uploaded all IDOT SRI scores to this [link](#). To view SRI data, click on the layer list at the bottom of the webpage and select IDOT Safety Tiers. Applications will be scored using the project location as submitted in the eTIP.

3. Project Readiness (15 Points): Documentation of Phase I engineering status and Right-of-Way certification (if applicable) will need to be submitted for the project to earn points. Please upload correspondence with IDOT BLRS confirming Phase I engineering status and ROW acquisition (if applicable) to the eTIP.

Phase I Status:

No activity ☐ Phase I Kickoff Meeting Held ☐

Phase I Engineering Report (PDR) Draft Submitted to IDOT ☐ Phase I Engineering Complete ☐

ROW Status:

ROW Needed and Not Acquired ☐ ROW Not Needed or ROW Acquired ☐

4. Annual Average Daily Traffic (AADT) (10 Points): AADT will be calculated using IDOT's Getting Around Illinois website. The link to that website can be found [here](#). Applications will be scored using the project location as submitted in the eTIP.

5. Pavement Condition (10 Points): Pavement Condition will be calculated using Pavement Condition Index (PCI) data provided by CMAP. The Lake County Division of Transportation GIS Department has uploaded all CMAP PCI scores to this [link](#). Applications will be scored using the project location as submitted in the eTIP.

6. Local Needs (10 Points): Please select the number of years since the project sponsor has been awarded an STP project through DMMC (HWY or TCM):

0-4 years ☐ 5-7 years ☐ 8-9 years ☐ 10+ years ☐

7. Financial Commitment (10 Points): Please select the percentage of non-DMMC funds (local, state, federal) committed as a percentage of the federally eligible share of total construction and CE costs. If the project contains other federal and state funds, documentation should be uploaded to the eTIP.

25-29 % ☐ 30-39 % ☐ 40-49 % ☐ 50% + ☐

8. Complete Streets Planning Factor (10 Points): Please indicate whether the project sponsor has an adopted Complete Streets policy and if any of the below Complete Streets elements will be included as part of the project. Documentation of an adopted Complete Streets policy should be uploaded to the eTIP.

Complete Streets Policy:

Yes ☐ No ☐

Complete Streets Elements Included in Project:

New minimum 5-foot sidewalk ☐ New conventional or physically protected bike lane ☐

Installation of a new wide outside lane in accordance with IDOT Local Roads Manual ☐

Installation of a new side path ☐

9. Green Infrastructure Planning Factor (10 Points): Please select below whether the project will contain one or more of the following Green Infrastructure elements. Documentation of an adopted Green Infrastructure policy should be uploaded to the eTIP.

Green Infrastructure Policy ☐ Pervious Pavement ☐

Infiltration trench/bioretention cell/bioswale ☐ Vegetated filter strips ☐

One or more engineered stormwater Best Management Practices (BMPs) ☐

10. Freight Planning Factor (5 Points): Points in this category will be awarded based on the location of the project in relation to an area zoned for industrial land use. Documentation of the project's location in relation to an area zoned as industrial should be uploaded to the eTIP.

Project located within ½ mile of area zoned industrial ☐

Project located within 1 mile of area zoned industrial ☐

Project not located within 1 mile of area zoned industrial ☐

Local Public Agency Wayne Township Road District	LOCAL AGENCY	 Illinois Department of Transportation Preliminary Engineering Services Agreement For Federal Participation	CONSULTANT	Consultant TranSystems Corporation
County DuPage				Address 1475 E Woodfield Road, Suite 600
Section TBD				City Schaumburg
Project No. 2000				State IL
Job No. 1				Zip Code 60173
Contact Name/Phone/E-mail Address Martin McManamon 630-231-4923 wtrd@sbcglobal.net				Contact Name/Phone/E-mail Address Todd Bright 847-407-5271 tsbright@transystems.com

THIS AGREEMENT is made and entered into this _____ day of _____, _____ between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT. Federal-aid funds allotted to the LPA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

Project Description

Name Klein Road Bike Path Route 9-2335 Length 3.17 mi Structure No. NA

Termini St. Charles Road at West Branch DuPage River Trail to Army Trail Road at Petersdorf Road

Description Preliminary engineering services for construction of an onstreet bike path.

Agreement Provisions

I. THE ENGINEER AGREES,

- To perform or be responsible for the performance, in accordance with STATE approved design standards and policies, of engineering services for the LPA for the proposed improvement herein described.
- To attend any and all meetings and visit the site of the proposed improvement at any reasonable time when requested by representatives of the LPA or STATE.
- To complete the services herein described within 450 calendar days from the date of the Notice to Proceed from the LPA, excluding from consideration periods of delay caused by circumstances beyond the control of the ENGINEER.
- The classifications of the employees used in the work should be consistent with the employee classifications and estimated man-hours shown in EXHIBIT A. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are indicated in Exhibit A to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
- That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
- That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from the ENGINEER's errors, omissions or negligent acts without additional compensation. Acceptance of work by the STATE will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or for clarification of any ambiguities.
- That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by the ENGINEER and will affix the ENGINEER's professional seal when such seal is required by law. Plans for structures to be built as a part of the improvement will be prepared under the supervision of a registered structural engineer and will affix structural engineer seal when such seal is required by law. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the STATE.
- That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LPA.

9. The undersigned certifies neither the ENGINEER nor I have:
- employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for me or the above ENGINEER) to solicit or secure this AGREEMENT,
 - agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - have not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
 - are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
 - have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
10. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
11. To submit all invoices to the LPA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
12. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the project (Exhibit B).
13. Scope of Services to be provided by the ENGINEER:
- ☒ Make such detailed surveys as are necessary for the planning and design of the PROJECT.
 - ☐ Make stream and flood plain hydraulic surveys and gather both existing bridge upstream and downstream high water data and flood flow histories.
 - ☐ Prepare applications for U.S. Army Corps of Engineers Permit, Illinois Department of Natural Resources Office of Water Resources Permit and Illinois Environmental Protection Agency Section 404 Water Quality Certification.
 - ☐ Design and/or approve cofferdams and superstructure shop drawings.
 - ☐ Prepare Bridge Condition Report and Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types and high water effects on roadway overflows and bridge approaches).
 - ☒ Prepare the necessary environmental and planning documents including the Project Development Report or Environmental Assessment, State Clearinghouse, Substate Clearinghouse and all necessary environmental clearances.
 - ☐ Make such soil surveys or subsurface investigations including borings and soil profiles as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations to be made in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE.
 - ☐ Analyze and evaluate the soil surveys and structure borings to determine the roadway structural design and bridge foundation.
 - ☒ Prepare preliminary roadway and drainage structure plans and meet with representatives of the LPA and STATE at the site of the improvement for review of plans prior to the establishment of final vertical and horizontal alignment, location and size of drainage structures, and compliance with applicable design requirements and policies.
 - ☐ Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
 - ☐ Complete the general and detailed plans, special provisions and estimate of cost. Contract plans shall be prepared in accordance with the guidelines contained in the Bureau of Local Roads and Streets manual. The special provisions and detailed estimate of cost shall be furnished in quadruplicate.
 - ☐ Furnish the LPA with survey and drafts in quadruplicate all necessary right-of-way dedications, construction easements and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

II. THE LPA AGREES,

1. To furnish the ENGINEER all presently available survey data and information
2. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee ☒ CPFF = 14.5%[DL + R(DL) + OH(DL) + IHDC], or
 ☐ CPFF = 14.5%[DL + R(DL) + 1.4(DL) + IHDC], or
 ☐ CPFF = 14.5%[(2.3 + R)DL + IHDC]

Where: DL = Direct Labor
 IHDC = In House Direct Costs
 OH = Consultant Firm's Actual Overhead Factor
 R = Complexity Factor

Specific Rate ☐ (Pay per element)

Lump Sum ☐ _____

3. To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5-409:

☐ With Retainage

- a) **For the first 50% of completed work**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

☒ Without Retainage

- a) **For progressive payments** – Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **Final Payment** – Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum o money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.).
5. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Local Government Professional Services Selection Act 50 ILCS 510, the Brooks Act 40USC 11, and Procurement, Management, and Administration of Engineering and Design related Services (23 CFR part 172). Exhibit C is required to be completed with this agreement.

III. IT IS MUTALLY AGREED,

1. That no work shall be commenced by the ENGINEER prior to issuance by the LPA of a written Notice to Proceed.
2. That tracings, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request, to the LPA or to the STATE, without restriction or limitation as to their use.

3. That all reports, plans, estimates and special provisions furnished by the ENGINEER shall be in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE, it being understood that all such furnished documents shall be approved by the LPA and the STATE before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
4. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this agreement.
5. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the STATE; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
6. The payment by the LPA in accordance with numbered paragraph 3 of Section II will be considered payment in full for all services rendered in accordance with this AGREEMENT whether or not they be actually enumerated in this AGREEMENT.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the STATE, and their officers, agents and employees from all suits, claims, actions or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses to date of the written notice of termination.
9. This certification is required by the Drug Free Workplace Act (30ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the State unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State, as defined in the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- a. Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- b. Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy of maintaining a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- c. Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- d. Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- e. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by,
- f. Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- g. Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

10. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of DOT assisted contracts. Failure by the ENGINEER to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
11. When the ENGINEER is requested to complete work outside the scope of the original AGREEMENT, a supplemental AGREEMENT will be required. Supplements will also be required for the addition or removal of subconsultants, direct costs, the use of previously unspecified staff, and other material changes to the original AGREEMENT.

Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
TranSystems Corporation	43-0839725	\$149,404.53
Sub-Consultants:	TIN Number	Agreement Amount
Hampton, Lenzini and Renwick, Inc.	36-2555986	\$50,356.83
Sub-Consultant Total:		\$50,356.83
Prime Consultant Total:		\$149,404.53
Total for all Work:		\$199,761.36

Executed by the LPA:

Wayne Township Road District

(Municipality/Township/County)

ATTEST:

By: _____

By: _____

Clerk

Title: _____

(SEAL)

Executed by the ENGINEER:

ATTEST:

Todd S Bright

By: _____

By: _____

Title: Project Manager

Title: Senior Vice President

Exhibit A - Southeast Carol Stream Bike Path

Route: Klein Road Bike Path
 Local Agency: Wayne Township Road District
 (Municipality/Township/County)
 Section: TBD
 Project: 2000
 Job No.: 1

*Firms **approved rates** on file with IDOT's
 Bureau of Accounting and Auditing:

Overhead Rate (OH) 151.94 %
 Complexity Factor (R) 0.00
 Calendar Days 450

Method of Compensation:

- Cost Plus Fixed Fee 1 ☒ 14.5% [DL + R(DL) + OH(DL) + IHDC]
 Cost Plus Fixed Fee 2 ☐ 14.5% [DL + R(DL) + 1.4(DL) + IHDC]
 Cost Plus Fixed Fee 3 ☐ 14.5% [(2.3 + R)DL + IHDC]
 Specific Rate ☐
 Lump Sum ☐

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
Coordination	Attached	168	\$ 47.74	\$ 8,020.32	\$ 12,186.07	\$ 457.40		\$ 2,929.93	\$ 23,593.72
Survey	Attached	88	\$ 41.11	\$ 3,617.68	\$ 5,496.70	\$ 26,651.01		\$ 1,321.59	\$ 37,086.98
Prelim Design Studies	Attached	314	\$ 47.36	\$ 14,871.04	\$ 22,595.06	\$ 355.00		\$ 5,432.58	\$ 43,253.68
Environmental Studies	Attached	60	\$ 48.45	\$ 2,907.00	\$ 4,416.90	\$ 24,130.22		\$ 1,061.96	\$ 32,516.08
Preferred Imp Plan	Attached	136	\$ 40.30	\$ 5,480.80	\$ 8,327.53	\$ 260.00		\$ 2,002.21	\$ 16,070.54
Meetings	Attached	156	\$ 44.47	\$ 6,937.32	\$ 10,540.56	\$ 450.00		\$ 2,534.29	\$ 20,462.18
Project Report	Attached	200	\$ 45.01	\$ 9,002.00	\$ 13,677.64	\$ 810.00		\$ 3,288.55	\$ 26,778.19
Totals		1,122		\$ 50,836.16	\$ 77,240.46	\$ 53,113.63	\$ -	\$ 18,571.11	\$ 199,761.36

Hampton, Lenzini & Renwick \$ 50,356.83
 Direct Expenses \$ 2,756.80

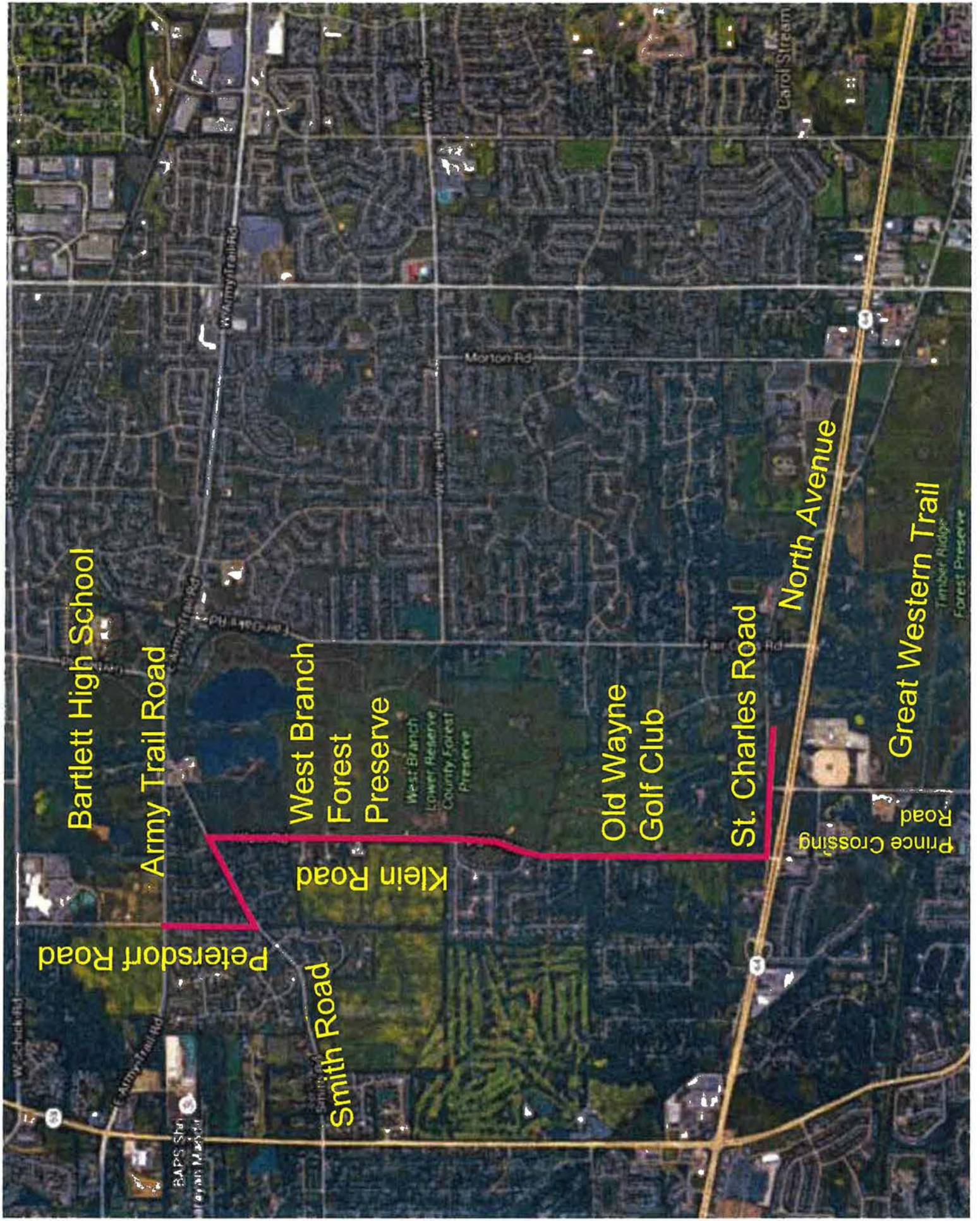
Exhibit C Federal Qualification Based Selection (QBS) Checklist

Local Public Agency Wayne Township Road District
 Section Number TBD
 Project Number 2000
 Job Number 1

The LPA must complete Exhibit C, if federal funds are used for this engineering agreement and the value will exceed \$40,000. The LPA must follow federal small purchase procedures, if federal funds are used and the engineering agreement has a value less than \$40,000.

☒ Form Not Applicable (engineering services less than \$40,000)

1.	Do the written QBS policies and procedures discuss the initial administration (procurement, management, and administration) concerning engineering and design related consultant services? ☐ Yes ☐ No																				
2.	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06(e) of the <i>BLRS Manual</i> ? ☐ Yes ☐ No If no, IDOT's approval date: _____																				
3.	Was the scope of services for this project clearly defined? ☐ Yes ☐ No																				
4.	Was public notice given for this project? ☒ Yes ☐ No Due date of submittal: _____ Method(s) used for advertisement and dates of advertisement: _____																				
5.	Do the written QBS policies and procedures cover conflicts of interest? ☐ Yes ☐ No																				
6.	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment? ☐ Yes ☐ No																				
7.	Do the written QBS policies and procedures discuss the method of evaluation? ☐ Yes ☐ No <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Criteria for this project</td> <td style="width: 10%;">Weighting</td> <td style="width: 33%;">Criteria for this project</td> <td style="width: 10%;">Weighting</td> </tr> <tr> <td>_____</td> <td>_____ %</td> <td>_____</td> <td>_____ %</td> </tr> <tr> <td>_____</td> <td>_____ %</td> <td>_____</td> <td>_____ %</td> </tr> <tr> <td>_____</td> <td>_____ %</td> <td>_____</td> <td>_____ %</td> </tr> <tr> <td>_____</td> <td>_____ %</td> <td>_____</td> <td>_____ %</td> </tr> </table>	Criteria for this project	Weighting	Criteria for this project	Weighting	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %
Criteria for this project	Weighting	Criteria for this project	Weighting																		
_____	_____ %	_____	_____ %																		
_____	_____ %	_____	_____ %																		
_____	_____ %	_____	_____ %																		
_____	_____ %	_____	_____ %																		
8.	Do the written QBS policies and procedures discuss the method of selection? ☐ Yes ☐ No Selection committee (titles) for this project: _____ _____ Top three consultants selected for this project in order: 1) _____ 2) _____ 3) _____ If less than 3 responses were received, IDOT's approval date: _____																				
9.	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation? ☐ Yes ☐ No																				
10.	Were negotiations for this project performed in accordance with federal requirements? ☐ Yes ☐ No																				
11.	Were acceptable costs for this project verified? ☐ Yes ☐ No ☐ LPA will rely on IDOT review and approval of costs.																				
12.	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval? ☐ Yes ☐ No																				
13.	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, record retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)? ☐ Yes ☐ No																				



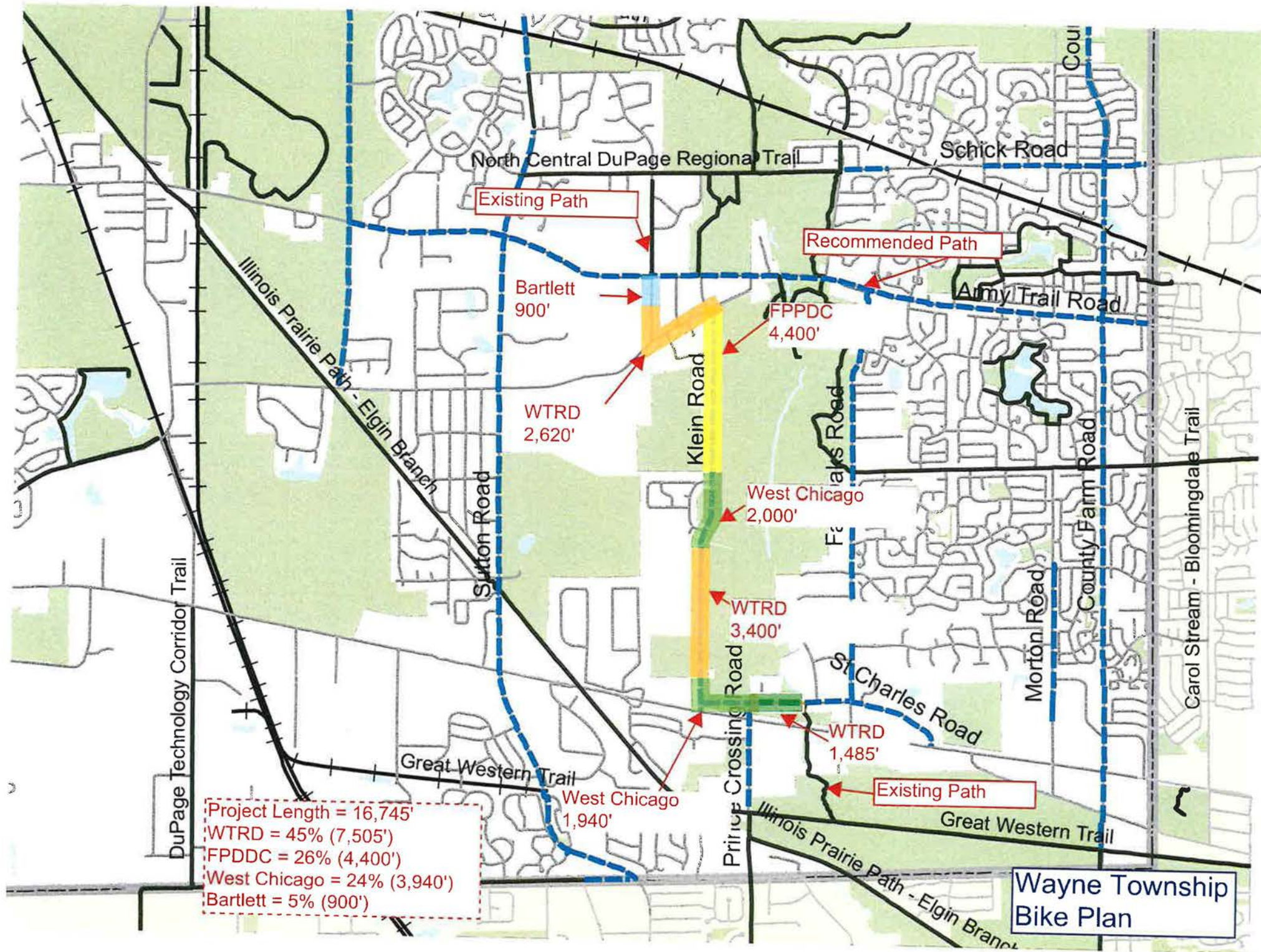


EXHIBIT A

SCOPE OF ENGINEERING SERVICES

Klein Road Bike Path

Type of Funding: Federally Eligible

Preliminary Engineering Services

Preliminary Engineering Services for the Klein Road Bike Path between St Charles Road at West Branch DuPage River Tail to Army Trail Road at Petersdorf Road; a total distance of 16,745 feet (3.17 miles). The project includes widening the roadway shoulders and resurfacing the roadway to accommodate a new on road bike facility.

Phase I - Preliminary Engineering

1. Project Coordination, Management and Data Collection

- A. Obtain the following information from the appropriate agencies: existing roadway and bikeway plans, ridership and user data, right-of-way data, National Wetland Inventory Maps, crash reports (for the 5 most recent years), public and private utility atlases, existing vehicle and bicycle/pedestrian traffic counts, bench mark and survey datum information.
- B. Obtain aerial photography at 1"=50' scale for use in the preliminary design studies, environmental survey request, and at public meetings.
- C. Summarize data collection elements in tables, exhibits, and/or maps for use throughout the duration of the project including, Project Location Map and Typical Sections.
- D. Conduct site visit, perform general site survey, and take pictures of project features. Prepare a log of photographs for use by project team during engineering.
- E. Provide project administration; prepare monthly invoicing and monthly project status reports. Assume 12-month duration.
- F. Prepare three funding applications (STP, CMAQ & ITEP).
- G. Provide QA/QC reviews.

2. Field Surveys (By Subconsultant: Hampton, Lenzini & Renwick, Inc.)

- A. Conduct phase I drone survey based on the English system including the establishment of horizontal and vertical controls based on published benchmarks. The survey will include phase I level topography, cross sections, surface utilities, drainage, and trees. Cross sections to supplement and check the drone data in vegetated areas. Field work would take place without leaves on the trees.
- B. Review County GIS to verify existing right-of-way at six locations.
- C. Conduct a drainage survey to obtain invert elevations, direction of flow, outfalls, pipe sizes, and condition and size of the structures.
- D. Conduct a survey of delineated wetland boundaries identified in the environmental studies.
- E. Conduct sign survey.
- F. Supplemental Survey. Estimate two days.
- G. Download topographic survey and cross sections for use in the preliminary design studies.
- H. Create project base files, digital terrain model, project design files, project centerline and stationing for use in cross section, alignment, and profile studies. Preliminary plan and profile sheets will be prepared at a scale of 1"=50'.

3. Preliminary Design Studies

- A. Establish horizontal and vertical geometrics and develop typical sections for path based on design criteria.
 - B. Prepare preliminary plans, profile, and working cross sections.
 - C. Conduct a cross section analysis along the trail to verify the right-of-way needs, grading limits, and feasibility of widening the existing shoulders for the new bike lanes.
 - D. Determine if fill in the floodplain will occur with this project.
 - E. Prepare concepts to increase bridge railing height to meet IDOT Bike Lanes on Highway Structure requirements (42-3.03(e)). The existing bridge will not be replaced and preliminary bridge and hydraulic reports will not be required.
 - F. Identify potential utility conflicts and culvert extension locations.
 - G. Evaluate intersection striping needs for the side street crossings.
 - H. Identify signing and pavement markings requirements. Current MUTCD, AASHTO and IDOT policies will be followed.
 - I. Summarize right-of-way needs, construction costs and environmental impacts (community, floodplain, wetland, and tree).
4. **Environmental Studies (By Subconsultant: Hampton, Lenzini & Renwick, Inc.)**
- A. Prepare an Environmental Survey Request Form (ESRF) to obtain biological resource and cultural resource reviews and signoffs for the project study limits.
 - B. Prepare wetland delineations, investigations, and report.
 - C. Upon completion of the wetland delineation and report, Wetland Impact Evaluation Forms will be prepared and submitted to IDOT for review and approval.
 - D. Submit the wetland delineation report to the Corps of Engineers for Jurisdictional Determination and permit authorization, outlining permitting requirements.
 - E. Perform a Preliminary Environmental Site Assessment (PESA).
 - F. Conduct a tree survey and summarize in a memorandum.
 - G. Summarize the environmental studies and incorporate into the Project Report.
 - H. Identify required permits. Pre-application meetings and permit applications will be prepared in Phase 2.
5. **Preferred Improvement Plan**
- A. Based on design studies, environmental studies, and public input, prepare the Preferred Improvement Plan for the path meeting District and IDOT requirements. Develop the Preferred Improvement Plan on topographic survey mapping.
 - B. Prepare typical sections for the proposed improvements.
6. **District, IDOT and Public Meetings**
- The work tasks below include pre-meeting preparation, attendance and preparation of meeting minutes. Minutes (draft and final) will be distributed via email.
- A. Conduct a Kick-off meeting with the District and IDOT to discuss goals and objectives of the project. (1 meeting)
 - B. Conduct meetings with the District throughout project duration to present design studies, preferred plan, and discuss the project schedule. (3 meetings)
 - C. Conduct meetings with other project stakeholders including Village of Bartlett, City of West Chicago and Forest Preserve District of DuPage County. (3 meetings)
 - D. Attend FHWA/IDOT Coordination meetings to present the Preferred Improvement Plan, obtain approval of proposed design, and any design variances. It is anticipated the District would also attend the meeting. (1 meeting)
 - E. Conduct a Public Informational Meeting to present project need, Preferred Improvement Plan, environmental impacts, project costs, and schedule. The public meeting will be conducted (per District and IDOT requirements) in an open house format. Work in coordination with the District to prepare all notifications, handouts, presentation text, exhibits, and minutes. The District will be responsible for costs of rental of meeting space, publication notices and postings. A slide show presentation is not anticipated.

7. Project Report

- A. Prepare a Draft Project Report following IDOT Project Development Report (PDR) Categorical Exclusion Group 1 (BLR Form 22211) requirements. The PDR will summarize the preliminary engineering efforts including data collection, coordination documentation, alternatives analysis, and Preferred Improvement Plan.
- B. Prepare a preliminary estimate of cost based on the Preferred Improvement Plan.
- C. Submit the Draft PDR for District and IDOT concurrent reviews.
- D. Revise and submit the Final PDR based on review comments. Incorporate the Public Meeting documentation into the Final PDR, including a disposition of public comments.
- E. Submit the Final PDR to the District and IDOT for Design Approval.
- F. Prepare Design Approval request notices for publication by the District.

Assumptions:

- 1. Right-of-way plats & legals, appraisals and negotiations are not anticipated.
- 2. Geotechnical investigations will be conducted in Phase 2.

AVERAGE HOURLY PROJECT RATES

FIRM
PTB-ITEM#
PRIME/SUPPLEMENT

TranSystems Corporation
180-1
Prime

DATE 11/26/2019

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Coordination			Survey			Prelim Design Studies			Environmental Studies			Preferred Imp Plan		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineer 5 (E5)	70.00	0.0																	
Engineer 4 (E4)	70.00	82.0	7.31%	5.12	12	7.14%	5.00				18	5.10%	3.57	18	26.67%	18.67			
Engineer 3 (E3)	59.72	104.0	9.27%	5.54	24	14.29%	8.53				80	25.48%	15.22						
Engineer 2 (E2)	46.59	490.0	43.67%	20.35	80	47.82%	22.19	44	50.00%	23.30	110	35.03%	16.32	20	33.33%	15.53	58	42.65%	19.87
Engineer 1 (E1)	35.62	446.0	39.75%	14.16	52	30.95%	11.02	44	50.00%	17.81	108	34.39%	12.25	24	40.00%	14.25	78	57.35%	20.43
Planner 5 (P5)	60.00	0.0																	
Planner 4 (P4)	60.00	0.0																	
Planner 3 (P3)	45.28	0.0																	
Architect 5 (AR5)	60.00	0.0																	
Architect 4 (AR4)	60.00	0.0																	
Architect 3 (AR3)	58.78	0.0																	
Architect 2 (AR2)	40.96	0.0																	
Architect 1 (AR1)	35.31	0.0																	
Environmental Scientist 4 (SC4)	60.00	0.0																	
Industry Specialist 3 (IS3)	54.24	0.0																	
Industry Specialist 2 (IS2)	39.92	0.0																	
Construction Services 4 (CS4)	52.56	0.0																	
Construction Services 3 (CS3)	41.31	0.0																	
Technician 5 (T5)	60.00	0.0																	
Technician 3 (T3)	36.72	0.0																	
Technician 1 (T1)	20.75	0.0																	
Administrative 3 (A3)	50.96	0.0																	
Administrative 2 (A2)	38.28	0.0																	
Administrative 1 (A1)	25.19	0.0																	
		0.0																	
		0.0																	
		0.0																	
TOTALS		1122.0	100%	\$45.16	168.0	100.00%	\$46.74	88.0	100%	\$41.11	314.0	100%	\$47.36	60.0	100%	\$48.45	136.0	100%	\$40.30

AVERAGE HOURLY PROJECT RATES

FIRM
PTB-ITEM#
PRIME/SUPPLEMENT

TranSystems Corporation
180-1
Prime

DATE 11/26/2019
SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Meetings			Project report														
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineer 5 (E5)	70.00																		
Engineer 4 (E4)	70.00	14	8.97%	6.28	24	12.00%	8.40												
Engineer 3 (E3)	59.72																		
Engineer 2 (E2)	46.59	82	52.56%	24.49	96	48.00%	22.36												
Engineer 1 (E1)	35.62	80	38.46%	13.70	80	40.00%	14.25												
Planner 5 (P5)	60.00																		
Planner 4 (P4)	60.00																		
Planner 3 (P3)	45.28																		
Architect 5 (AR5)	60.00																		
Architect 4 (AR4)	60.00																		
Architect 3 (AR3)	58.78																		
Architect 2 (AR2)	40.96																		
Architect 1 (AR1)	35.31																		
Environmental Scientist 4 (SC4)	60.00																		
Industry Specialist 3 (IS3)	54.24																		
Industry Specialist 2 (IS2)	39.92																		
Construction Services 4 (CS4)	52.56																		
Construction Services 3 (CS3)	41.31																		
Technician 5 (T5)	60.00																		
Technician 3 (T3)	36.72																		
Technician 1 (T1)	20.75																		
Administrative 3 (A3)	50.96																		
Administrative 2 (A2)	38.28																		
Administrative 1 (A1)	25.19																		
TOTALS		156.0	100%	\$44.47	200.0	100%	\$45.01	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00

**Klein Bike Path
Wayne Township Road District
Direct Cost Summary**

				<u>Outside</u>	<u>In-House</u>
1	<u>Project Coordination & Data Collection</u>				
	Vehicle Days	0 vehicle @	0 days @ \$ 65.00 per day		\$ -
	Mileage	1 trips @	30 miles @ \$ 0.58 per mile	\$ 17.40	
	Letter Size Copies	10 sheets @	10 copies @ \$ 0.10 per sheet	3 submittals \$ 30.00	
	Color Copies	5 sheets @	10 copies @ \$ 1.00 per sheet	3 submittals \$ 150.00	
	Full Size Copies	10 sheets @	10 copies @ \$ 0.80 per sheet	3 submittals \$ 240.00	
	Mylar	0 sheets @	0 copies @ \$ 9.00 per sheet	0 submittals \$ -	
	FedEx / Messenger		1 deliveries @ \$ 20.00 per delivery	\$ 20.00	
	Legal Notices & Advertising				
			Subtotals	\$ 457.40	\$ -
2	<u>Field Surveys</u>				
	Vehicle Days	0 vehicle @	0.0 days @ \$ 65.00 per day		\$ -
	Mileage	6 trips @	30 miles @ \$ 0.58 per mile	\$ 104.40	
	Letter Size Copies	0 sheets @	0 copies @ \$ 0.10 per sheet	0 submittals \$ -	
	Color Copies	0 sheets @	0 copies @ \$ 1.00 per sheet	0 submittals \$ -	
	Full Size Copies	0 sheets @	0 copies @ \$ 0.80 per sheet	0 submittals \$ -	
	Mylar	0 sheets @	0 copies @ \$ 9.00 per sheet	0 submittals \$ -	
	FedEx / Messenger		0 deliveries @ \$ 20.00 per delivery	\$ -	
	Legal Notices & Advertising				
			Subtotals	\$ 104.40	\$ -
3	<u>Preliminary Design Studies</u>				
	Vehicle Days	0 vehicle @	0 days @ \$ 65.00 per day		\$ -
	Mileage	0 trips @	30 miles @ \$ 0.58 per mile	\$ -	
	Letter Size Copies	75 sheets @	10 copies @ \$ 0.10 per sheet	1 submittals \$ 75.00	
	Color Copies	10 sheets @	10 copies @ \$ 1.00 per sheet	1 submittals \$ 100.00	
	Full Size Copies	20 sheets @	10 copies @ \$ 0.80 per sheet	1 submittals \$ 160.00	
	Mylar	0 sheets @	0 copies @ \$ 9.00 per sheet	0 submittals \$ -	
	FedEx / Messenger		1 deliveries @ \$ 20.00 per delivery	\$ 20.00	
	Legal Notices & Advertising				
			Subtotals	\$ 355.00	\$ -
4	<u>Environmental Studies</u>				
	Vehicle Days	0 vehicle @	0 days @ \$ 65.00 per day		\$ -
	Mileage	0 trips @	0 miles @ \$ 0.58 per mile	\$ -	
	Letter Size Copies	50 sheets @	10 copies @ \$ 0.10 per sheet	2 submittals \$ 100.00	
	Color Copies	10 sheets @	10 copies @ \$ 1.00 per sheet	2 submittals \$ 200.00	
	Full Size Copies	0 sheets @	0 copies @ \$ 0.80 per sheet	0 submittals \$ -	
	Mylar	0 sheets @	0 copies @ \$ 9.00 per sheet	0 submittals \$ -	
	FedEx / Messenger		1 deliveries @ \$ 20.00 per delivery	\$ 20.00	
	Legal Notices & Advertising				
			Subtotals	\$ 320.00	\$ -

**Klein Bike Path
Wayne Township Road District
Direct Cost Summary**

					<u>Outside</u>	<u>In-House</u>
5	<u>Preferred Improvement Plan</u>					
	Vehicle Days	0 vehicle @	0 days @ \$ 65.00 per day			\$ -
	Mileage	0 trips @	0 miles @ \$ 0.58 per mile		\$ -	
	Letter Size Copies	50 sheets @	10 copies @ \$ 0.10 per sheet	1 submittals	\$ 50.00	
	Color Copies	5 sheets @	10 copies @ \$ 1.00 per sheet	1 submittals	\$ 50.00	
	Full Size Copies	20 sheets @	10 copies @ \$ 0.80 per sheet	1 submittals	\$ 160.00	
	Mylar	0 sheets @	0 copies @ \$ 9.00 per sheet	0 submittals	\$ -	
	FedEx / Messenger		0 deliveries @ \$ 20.00 per delivery		\$ -	
	Legal Notices & Advertising					
			Subtotals		\$ 260.00	\$ -
6	<u>Meetings</u>					
	Vehicle Days	0 vehicle @	0 days @ \$ 65.00 per day			\$ -
	Mileage	10 trips @	30 miles @ \$ 0.58 per mile		\$ 174.00	
	Letter Size Copies	10 sheets @	10 copies @ \$ 0.10 per sheet	6 submittals	\$ 60.00	
	Color Copies	2 sheets @	10 copies @ \$ 1.00 per sheet	6 submittals	\$ 120.00	
	Full Size Copies	20 sheets @	1 copies @ \$ 0.80 per sheet	6 submittals	\$ 96.00	
	Mylar	0 sheets @	0 copies @ \$ 9.00 per sheet	0 submittals	\$ -	
	FedEx / Messenger		0 deliveries @ \$ 20.00 per delivery		\$ -	
	Legal Notices & Advertising					
			Subtotals		\$ 450.00	\$ -
7	<u>Project Report</u>					
	Vehicle Days	0 vehicle @	0 days @ \$ 65.00 per day			\$ -
	Mileage	0 trips @	0 miles @ \$ 0.58 per mile			\$ -
	Letter Size Copies	150 sheets @	15 copies @ \$ 0.10 per sheet	2 submittals	\$ 450.00	
	Color Copies	10 sheets @	15 copies @ \$ 1.00 per sheet	2 submittals	\$ 300.00	
	Full Size Copies	0 sheets @	0 copies @ \$ 0.80 per sheet	0 submittals	\$ -	
	Mylar	0 sheets @	0 copies @ \$ 9.00 per sheet	0 submittals	\$ -	
	FedEx / Messenger		3 deliveries @ \$ 20.00 per delivery		\$ 60.00	
	Legal Notices & Advertising					
			Subtotals		\$ 810.00	\$ -
			Totals		\$ 2,756.80	\$ -



Hampton, Lenzini and Renwick, Inc.

Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists
www.hltrengineering.com

Wayne Township Environmental and Survey Scope

Wetland Delineation and Report

HLR will conduct a map review of the project. The following maps and documents will be reviewed prior to conducting the field investigation:

- U.S. Geological Survey Topographic Maps
- National Wetlands Inventory Maps
- DuPage County Wetland Maps
- USDA Soil Survey
- Hydric Soils of the United States
- Regulatory Flood Map

From a cursory map review, it appears that there are five regulatory wetlands and one critical wetland within the project area. The National Wetlands Inventory map shows two riverines and five wetlands along the project corridor. One floodway and three 100-year floodplains are associated with the West Branch of the DuPage River and its tributaries within the project area.

HLR will perform a formal wetland delineation of all potential wetlands identified within the proposed project area. The wetland delineation will be conducted to meet the requirements of Executive Order 11990, "Protection of Wetlands", Section 404 of the Federal Water Pollution Control Act as amended by the Clean Water Act (Corps of Engineers, Section 404 Permit), and Illinois Environmental Protection Agency (IEPA Section 401 Guidelines) regulations. These regulations pertain to the placement of fill or alterations of drainage within wetlands of any type and apply to private as well as publicly owned wetlands. The investigation will meet the requirements of these regulations as well as the requirements of the DuPage County Division of Stormwater Management (DCSM) by identifying the type, functions, and boundary of the involved wetlands.

"Wetlands" are defined by the U.S. Army Corps of Engineers (USACE) for jurisdictional purposes as "those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions" (33 CFR 323.3(c)).

The field investigation will be conducted by our environmental personnel who are experienced in Federal methods for conducting wetland delineations. Our staff will classify and define hydric soils, hydrophytic vegetation, and evidence of hydrology to determine if wetlands are present. The wetland perimeter (s) will be staked and surveyed. Wetland boundary stake locations will be surveyed using a handheld Trimble R1 GNSS receiver.

Wetlands found will be classified according to type using the "Classification of Wetlands and Deep Water Habitats of the United States" by Cowardin. Wetland boundaries will be defined in accordance with the Corps of Engineers Wetlands Delineation Manual: Midwest Region. This includes a soil

investigation to determine the presence or absence of hydric soils and an analysis of the dominant plant species. Field observations will be made on any evidence indicating the hydrology of the area and on water sources that are supporting these wetlands. Functions of these wetlands will be evaluated from field observations.

A wetland delineation report will be prepared summarizing the findings of the fieldwork. Included in the report will be the required wetland delineation data sheets that summarize the findings of the field investigation as well as figures that detail the maps reviewed and current wetland boundaries of the site.

Preliminary Environmental Site Assessment

This scope includes completing a Preliminary Environmental Site Assessment (PESA). HLR will complete the PESA for all properties along Smith Road, Klein Road, and St. Charles Road within the project limits. The PESA will be prepared using historical and geological information. The specific methods used to conduct the assessment are contained in 1) ASTM Standards E1527-13, 2) A Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation Highway Projects (Erdmann et al., 2012), 3) Special Wastes Procedures for Local Highway Improvements (IDOT Local Roads Manual, July 22, 2004), and 4) "IDOT Bureau of Design and Environment Manual (BDE Manual), Section 27-3.03 (b), October 2015). The PESA will include a database search, review of historical records, an on-site evaluation, and review of other project conditions that may give us insight into the existing environmental conditions along the route.

While there are no incidents directly along the project corridor, the intersection of Illinois Route 64 and Klein Road, just south of the project area, has a closed-LUST site on the southwest corner. Within a half mile of the project area, there are seven LUST sites, two voluntary remediation sites and eleven other records of EPA recorded special waste, such as RCRA small quantity generators, air permits, etc.

Once the review has been completed, a written report will be completed and submitted as documentation to the on-site analysis. This report will accompany various site photographs, maps, and the above referenced documentation, which will be utilized to assist the project evaluation and any applicable recommendations.

Tree Survey and Memorandum

A Certified Arborist will conduct a tree survey of all trees 6 inches and greater within the project limits. All trees will be tagged and surveyed. We will identify all trees by type, diameter, health and structure. During the tree survey we will evaluate potential bat habitat. The findings of the tree survey will be summarized in a tree memorandum.

Topographic Survey

The topographic survey will consist of 2 components:

- Component 1 will be a conventional ground survey consisting of a control survey along the proposed corridor establishing horizontal and vertical project control, aerial control points, cross sections at 100' intervals to supplement and check the drone data in vegetated areas (propose

doing this after the drone data has been processed to determine needed areas), profiles of centerline of ditches running perpendicular to the project corridor. This does not include detailing of the bridge or stream at east end of project at West Branch DuPage River Trail.

- Component 2 will consist of a drone survey performed of the proposed corridor after necessary waivers and exemptions are received from the FAA. Data from the drone survey will yield high resolution (less than 2-inch) .tif images and contour/point cloud data (+/- 2 inches) of non-vegetated areas. The above-mentioned cross sections would be used to check and supplement the drone data. Note elevation data derived from drone data is based on stereophotogrammetry, we cannot get elevation data at the bottom of thick vegetation, elevation data in thick vegetated areas could be to top of vegetation.

Final deliverables will be a .tif image file in a .dwg or .dgn format with surface file. 3d linework of following items will be provided on an aerial photograph including pavement (centerline, edge of pavement), back of curbs, shoulders, sidewalks, paths, and centerline of ditches (will not guarantee +/- 2 inches on centerline of ditch info derived from the drone data).

Coordination and Project Administration

This will include coordination with TranSystems and project administration necessary for the project.

**Cost Estimate
Consultant Se**
(Direct Labor Multiple)

Firm Hampton, Lenzini and Renwick, Inc.
Route _____
Section _____
County _____
Job No. _____
PTB & Item _____

Date 11/26/19
Overhead Rate 149.72%
Complexity Factor 0

DBE DROP BOX	ITEM	MANHOURS (A)	PAYROLL (B)	(2.80+R) TIMES PAYROLL (C)	DIRECT COSTS (D)	SERVICES BY OTHERS (E)	DBE TOTAL (C+D+E)	TOTAL (C+D+E)	% OF GRAND TOTAL
	Wetland Delineation and Report	56	2,110.55	5,909.53				5,909.53	11.74%
	PESA	63	1,896.83	5,311.12	415.00			5,726.12	11.37%
	Tree Survey	128	4,348.06	12,174.57				12,174.57	24.18%
	Control	60	2,876.64	8,054.60				8,054.60	16.00%
	Drone Flight	16	767.10	2,147.89				2,147.89	4.27%
	Drone Processing	24	1,150.66	3,221.84				3,221.84	6.40%
	Drafting	80	2,084.40	5,836.31				5,836.31	11.59%
	Field X-Sections	60	2,117.34	5,928.57				5,928.57	11.77%
	Project Coordination and Adminstr	8	484.79	1,357.42				1,357.42	2.70%
	TOTALS	495	17,836.37	49,941.83	415.00	0.00	0.00	50,356.83	100.00%

DBE 0.00%

BDE 3606 Template (Rev. 10/31/16)

Route
Section
County
Job No.
PTB/Item

Date 11/26/19Sheet 1 OF 1

Payroll Classification	Avg Hourly Rates	Total Project Rates			Wetland Delineation and Repo			PESA			Tree Survey			Control			Drone Flight		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	\$70.00	0																	
Engineer 6	\$60.60	70	14.14%	8.57										30	50.00%	30.30	8	50.00%	30.30
Engineer 5	\$53.48	0																	
Engineer 4	\$50.37	0																	
Engineer 3	\$43.37	0																	
Engineer 2	\$35.22	0																	
Engineer 1	\$28.11	50	10.10%	2.84				50	79.37%	22.31									
Technician 3	\$42.84	0																	
Technician 2	\$36.46	0																	
Technician 1	\$26.05	97	19.60%	5.11	4	7.14%	1.86	5	7.94%	2.07	8	6.25%	1.63						
Intern/Temporary	\$14.34	0																	
Land Acquisition	\$43.20	0																	
Survey 2	\$43.89	0																	
Survey 1	\$35.29	98	19.80%	6.99										30	50.00%	17.64	8	50.00%	17.64
Environmental 2	\$45.12	104	21.01%	9.48	36	64.29%	29.01	8	12.70%	5.73	60	46.88%	21.15						
Environmental 1	\$23.87	76	15.35%	3.67	16	28.57%	6.82				60	46.88%	11.19						
Administrative 2	\$43.02	0																	
Administrative 1	\$21.82	0																	
Structural 2	\$66.29	0																	
Structural 1	\$52.08	0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
TOTALS		495	100%	\$36.65	56	100%	\$37.69	63	100%	\$30.11	128	100%	\$33.97	60	100%	\$47.94	16	100%	\$47.94

Route
Section
County
Job No.
PTB/Item

Date 11/26/19

Sheet 2 OF 1

Payroll Classification	Avg Hourly Rates	Drone Processing			Drafting			Field X-Sections			Project Coordination and Admin								
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	\$70.00																		
Engineer 6	\$60.60	24	100.00%	60.60							8	100.00%	60.60						
Engineer 5	\$53.48																		
Engineer 4	\$50.37																		
Engineer 3	\$43.37																		
Engineer 2	\$35.22																		
Engineer 1	\$28.11																		
Technician 3	\$42.84																		
Technician 2	\$36.46																		
Technician 1	\$26.05				80	100.00%	26.05												
Intern/Temporary	\$14.34																		
Land Acquisition	\$43.20																		
Survey 2	\$43.89																		
Survey 1	\$35.29							60	100.00%	35.29									
Environmental 2	\$45.12																		
Environmental 1	\$23.87																		
Administrative 2	\$43.02																		
Administrative 1	\$21.82																		
Structural 2	\$66.29																		
Structural 1	\$52.08																		
TOTALS		24	100%	\$60.60	80	100%	\$26.05	60	100%	\$35.29	8	100%	\$60.60	0	0%	\$0.00	0	0%	\$0.00