

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
MARCH 25, 2008 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Contract Award: Professional Engineering Design Services - Inverness Avenue Reconstruction and Rogers Street Resurfacing Projects	✓ Resolution Ordinance Motion Discussion Only	Robin A. Weaver Interim Director of Public Works

SYNOPSIS

A resolution has been prepared to authorize award of a contract for the design of roadway improvements for the projects: Inverness Avenue (Janes Avenue – Belmont Road) and Rogers Street (Main Street – Fairview Avenue) to GC Engineering, Inc. of Downers Grove, Illinois, in the amount of \$38,393.60 and \$44,732.80 respectively.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2007-2012 identified *Top Quality Village Infrastructure & Facilities*. A supporting objective of this goal is *Improved Neighborhood Infrastructure Curbs, Gutters, Streets, and Sidewalks*.

FISCAL IMPACT

The FY08 Capital Improvements Fund budget provides \$60,000 for these projects as follows:

Project	Budgeted Amount	Proposed Contract Amount
Inverness Avenue (Janes Avenue – Belmont Road)	\$25,000	\$38,393.60
Rogers Street (Main Street – Fairview Avenue)	\$35,000	\$44,732.80
Total	\$60,000	\$83,126.40

Staff will monitor the overall Capital Fund to find opportunities to recover the \$23,126.40 difference between the proposed contracts and the budget.

RECOMMENDATION

Approval on the April 1, 2008, consent agenda.

BACKGROUND

This contract is for design engineering services for the referenced projects. The project scopes were presented at a public open house January 29, 2008, and to the Council on February 12, 2008

- Inverness Avenue, Janes to Belmont – This project includes the reconstruction of entire roadway with a component of the sidewalk matrix included. Construction is scheduled for 2009 and will take approximately 6 weeks to complete. Public comments led to extending the project limit to Janes Avenue.
- Rogers Street, Main to Fairview – This project includes full width bituminous surface removal; base course patching of the existing pavement area; curb and gutter removal and replacement where necessary; resurfacing; striping; and minor parkway and sidewalk restoration.

An application for a Local Agency Pavement Preservation (LAPP) grant has been made to the DuPage Mayors and Managers Conference. Construction is scheduled for 2009 and will take two to three months to complete.

In January 2008, staff sought letters of interest and statements of qualifications for engineering services for various 2008 Community Investment Program projects. The request was advertised on the Village's website. Completed responses were received on January 21, 2008 from the following firms:

- GC Engineering, Inc. – Downers Grove IL
- Burns & McDonnell Co., Inc. – Downers Grove, IL
- Engineering Resource Associates, Inc. – Warrenville, IL
- Kimley-Horn & Assoc. – Chicago, IL
- Smith Engineering Co. – McHenry, IL

In accordance with requirements for Qualification Based Selection (QBS), review and assessment of consultants was based upon the following:

1. Related work experience and qualifications to perform the work.
2. Existing work load and ability to complete the work in the time required.
3. Performance on similar work.
4. Understanding of the project.
5. Project approach.

Staff found GC Engineering to be most qualified to perform this work and sought a fee proposal from them for each project. Their proposals were found to be complete but greater than the available budget. Subsequent negotiations led to minor changes in scope, but the fee was found to be justified. GC Engineering is located in Downers Grove and has satisfactorily completed work for the Village in the past.

ATTACHMENTS

Resolution

Agreement

Capital Project Sheets (2)

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND GC ENGINEERING, INC. OF DOWNERS GROVE, ILLINOIS**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois,
as follows:

1. That the form and substance of a certain Agreement (the “Agreement”), between the Village of Downers Grove (the “Village”) and GC Engineering, Inc. of Downers Grove (the “ Company”), for the design of roadway improvements to Inverness Avenue from Janes Avenue to Belmont Road in the amount of \$38,393.60 and for the design of roadway improvements to Rogers Street from Main Street to Fairview Avenue in the amount of \$44,732.80, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____

Village Clerk

AGREEMENT

This Agreement is made this 14th day of MARCH, 2008 by and between GC Engineering, Inc. of Downers Grove, Illinois (or "Consultant") and the Village of Downers Grove, Illinois, an Illinois municipal corporation with offices at 801 Burlington Avenue, Downers Grove, Illinois 60515, ("Village").

WHEREAS, the Village wishes to retain the services of the Consultant for the design of roadway improvements for two projects, being Inverness Avenue (Janes Avenue – Belmont Road) and Rogers Street (Main Street – Fairview Avenue); and

WHEREAS, the Consultant is willing to perform these services for the compensation and in accordance with the terms and conditions described in this Agreement,

NOW, THEREFORE, in consideration of the mutual benefits that will result to the parties in carrying out the terms of this Agreement, it is agreed as follows:

I. Scope of Services

See attached Scope of Services dated 2/15/08.

II. Term of Agreement

- A. The term of this Agreement will be one year from the date of execution by both parties. The controlling date shall be the date of the last signature. The Agreement may be renewed for an additional term upon written agreement of the parties.
- B. The Consultant has developed a preliminary progress schedule which will be revised as the project progresses. As a condition of tender and receipt of a proper invoice, the Village of Downers Grove will pay the fee as defined in the Scope of Services submission dated 2/15/08. Without such attached invoice, payments will not be made.

III. Compensation

A. **Basic Fees:**

The Village will pay the Consultant an amount not to exceed \$83,126.40, which includes \$38,393.60 for the Inverness Avenue Project and \$44,732.80 for the Rogers Street Project. This amount was based upon the services listed in the attached Scope of Services submission dated 2/15/08. The Village will only be billed for services actually performed. This shall include reimbursable non-direct expenses. Any additional work performed in excess of the attached Scope of Services submission dated 2/15/08 that would increase the contract amount must be approved in writing by the Village of Downers Grove prior to commencement.

B. **Reimbursable Non-Direct Expenses:**

These may include support services required to execute the scope of services such as photocopying, messenger/mail and exhibit preparation, etc.

C. **Consultant Invoices:**

The Consultant shall prepare invoices that contain a reference number, the billing period, the classifications and/or names of staff, numbers of hours billed to the project, all reimbursable expenses including reproduction, mailing, and equipment and a total reimbursable amount for the billing period, the original contract amount, the currently approved contract amount, amounts billed to date, amounts received to date, and the contract amount remaining in the contract to date.

D. Prompt Payment Act:

The Village of Downers Grove will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any bill approved for payment must be paid or the payment issued to the Consultant within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Consultant within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.

The Village of Downers Grove shall review in a timely manner each bill or invoice after its receipt. If the Village of Downers Grove determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Consultant requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.

IV. Insurance and Indemnification of the Village

- A. The Consultant shall be required to obtain, from a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, such general liability insurance as will protect the Consultant from claims, at a minimum set forth below which may arise out of or result from the Consultants operations under this agreement and for which the Consultant may legally liable:
1. Claims under workers compensation, disability benefit and other similar employee benefit acts which are applicable to the operation to be performed;
 2. Claims for damages because of bodily injury, occupational sickness or disease, or death of the Consultants employees;
 3. Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Consultants employees;
 4. Claims for damages insured by the usual personal injury liability coverage which are sustained: 1) by a person as a result of an offense directly or indirectly related to employment of such person by the Consultant, or 2) by another person;
 5. Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting there from;
 6. Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
 7. Claims for damages as a result of professional or any other type of negligent action by the Consultant or failure to properly perform services under the scope of the agreement between the Consultant and the Village.
- B. The Consultant shall demonstrate having such insurance coverage for a minimum of \$2 million for professional liability (errors and omissions).

- C. As evidence of said coverages, Consultant shall provide the Village with certificates of insurance naming the Village of Downers Grove as an additional insured and include a provision for cancellation only upon at least 30 days prior notice to the Village of Downers Grove. In addition, the Consultant shall indemnify and hold harmless the Village and its officers, employees and agents from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of negligent action on the part of the Consultant or any sub-consultant to the Consultant under the Consultant's agreement with the Village.

V. General Terms and Conditions

A. Relationship Between the Consultant and the Village

The relationship between the Village and the Consultant is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.

B. Equal Employment Opportunity

In the event of the Consultant's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the consultant may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the consultant agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
2. That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the consultant's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the consultant in its efforts to comply with such Act and Rules and

Regulations, the consultant will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

5. That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
6. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
7. That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subconsultant. In the same manner as with other provisions of this contract, the consultant will be liable for compliance with applicable provisions of this clause by such subconsultants; and further it will promptly notify the contracting agency and the Department in the event any subconsultant fails or refuses to comply therewith. In addition, the consultant will not utilize any subconsultant declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivision or municipal corporations.

C. Sexual Harassment

Consultant, as a party to a public contract, has a project specific written sexual harassment policy amended so that it:

1. Notes the illegality of sexual harassment;
2. Sets forth the State law definition of sexual harassment;
3. Describes sexual harassment utilizing examples;
4. Describes the Consultant or supplier's internal complaint process including penalties;
5. Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities, and;
6. Describes the protection against retaliation afforded under the Illinois Human Rights Act.

D. Drug Free Work Place

Consultant as party to a public contract, certifies and agrees that it will provide a drug free workplace by:

1. Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the grantee's or consultant'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: abide by the terms of the statement; and 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.

2. Establishing a drug free awareness program to inform employees about: (1) the dangers of drug abuse in the workplace; (2) the grantee's or consultant's policy of maintaining a drug free workplace; (3) any available drug counseling, rehabilitation, and employee assistance programs; (4) the penalties that may be imposed upon employees for drug violations.
3. 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.
4. 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.
5. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted as required by section 5 of the Drug Free Workplace Act.
6. 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.
7. Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

E. Discrimination

Consultant, its employees and subconsultants, agree not to commit unlawful discrimination and agree to comply with applicable provisions of the Illinois Human Rights Act, the Public Works Employment Discrimination Act, the U.S. Civil Rights Act and Section 504 of the Federal Rehabilitation Act, and rules applicable to each. The equal opportunity clause of the Department of Human Rights rules is specifically incorporated herein.

The Americans with Disabilities Act (42 U.S.C. 12101) and the regulations thereunder (28 CFR 35.130)(ADA) prohibit discrimination against persons with disabilities by the State, whether directly or through contractual arrangements, in the provision of any aid, benefit or service. As a condition of receiving this contract, the undersigned vendor certifies that services, programs and activities provided under this contract are and will continue to be in compliance with the ADA.

F. Standard Of Care

Services performed by the Consultant under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Agreement or in any report, opinions, and documents or otherwise.

If the Consultant fails to meet the foregoing standard, Consultant will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct errors and omissions caused by Consultant's failure to comply with the above standard and reported to Consultant within one (1) year from the completion of Consultant's services for the Project.

G. Limitation Of Professional Liability

Village agrees to limit Consultant's liability to Village arising from the Consultant's professional acts, errors or omissions in performing this Agreement, such that the total aggregate liability of Consultant to all those named shall not exceed \$2,000,000 or total fee for the services rendered on this project, whichever is greater.

H. Termination

In the event of the Consultant's nonperformance, breach of the terms of the Agreement, or for any other reason, the Agreement may be canceled, in whole or in part, upon the Village's written notice of default and the Consultant's failure to cure such default within ten days of the notice. The Village will pay the Consultant's costs actually incurred as of the date of receipt of notice of default. Upon termination, the Consultant will deliver all documents and products of whatever kind, and their reproducible originals related to the project, which have been produced to the date of the notice of default.

I. Compliance with Laws

All work under the Agreement must be executed in accordance with all applicable federal, state and local laws, ordinances, rules and regulations.

J. Governing Law

This Agreement will be governed by and construed in accordance with the laws of the State of Illinois. Venue is proper only in the County of DuPage.

K. Successors and Assigns

The terms of this Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party will assign this Agreement in whole or in part without the prior written approval of the other.

L. Waiver of Contract Breach

The waiver by one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof will be limited to the particular instance and will not operate or be deemed to waive any future breaches of this Agreement and will not be construed to be a waiver of any provision except for the particular instance.

M. Amendment

This Agreement will not be subject to amendment unless made in writing and signed by all parties.

N. Indemnification

The Consultant will indemnify and hold harmless the Village and its officers, employees and agents from any and all liability, losses or damages the Village may suffer as a result of claims,

demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of negligent action on the part of the Consultant or any sub-consultants under this Agreement. This indemnification does not apply to liability caused by the Village's own negligence.

P. Severability of Invalid Provisions

If any provisions of this Agreement are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Agreement, but it will be construed as if not containing the invalid provision and the rights or obligations of the parties will be construed and enforced accordingly.

Q. Assignment

The Consultant will not assign or subcontract any portion of this Agreement, unless the Village agrees to the assignment or subcontract in writing. Any assignment will not relieve the Consultant from its obligations or change the terms of this Agreement.

The Consultant will provide a list of key staff, titles, responsibilities, and contact information to include all expected sub consultants.

R. Notice

Any notice will be in writing and will be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party at the party's place of business. Notices shall be addressed to designated representatives of both parties as follows:

**Village Manager
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515**

**GC Engineering, Inc.
5200 Main Street, Suite 210
Downers Grove, IL 60515**

S. Conflict of Provisions

In the event there is a conflict between the provisions contained herein and the Scope of Services submission dated 2/15/08, the terms herein shall prevail.

T. Campaign Disclosure

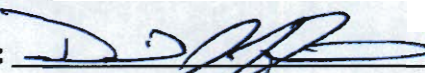
1. Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.
2. The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

3. Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.
4. By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date indicated above.

GC Engineering, Inc.

Village of Downers Grove

By: 

By: _____

Title: Vice President

Title: **Village Manager**

Date: MARCH 14, 2008

Date: _____

CONSULTANT'S CERTIFICATION

Consultant, GC ENGINEERING, INC., hereby certifies that it is not barred from agreeing to this contract for:
Design of roadway improvements for the Inverness Avenue and Rogers Street Projects
 as a result of a violation of either Section 720 ILCS 5/33E-3 and 720 ILCS 5/33E-4 of Article 33E of Chapter 38 of the Illinois Compiled Statutes.

Consultant further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that consultant is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Consultant further certifies that if it owes any tax payment(s) to the Department of Revenue, Consultant has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Consultant is in compliance with the agreement.



By: [Signature]
 Consultant's Authorized Agent

52-2449525
 FEDERAL TAXPAYER IDENTIFICATION NUMBER

Subscribed and sworn to before me this
14th day of March, 2008.

or _____
 NAME

[Signature]
 Notary Public

 Social Security Number

By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.

 Signature Print Name

Bidder/vendor has contributed to a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:
 Name of Contributor: DANIEL J. LOETHS
(company or individual)

To whom contribution was made: SANDACK / NEUSTADT

Year contribution made: 2007/2007 Amount: \$ #50 / #50

[Signature]
 Signature

DANIEL J. LOETHS
 Print Name



Proposed Detailed Engineering Services
Village of Downers Grove 2008 CIP Projects
Inverness Avenue, Ashbrook to Belmont
2008 CIP Project #: ST-003

SCOPE OF SERVICES

HISTORY

GC Engineering was selected by the Village of Downers Grove to complete the design and plan preparation for the reconstruction of Inverness Avenue as part of the 2008 Capital Improvement infrastructure projects. The limits of the project were originally considered to be Inverness Avenue from Ashbrook Place to Belmont Road. However, the Village requested that the limits of the project be extended to include Inverness Avenue from Janes Avenue to Belmont Road. Additionally, an upgraded urban (curb & gutter) cross section, enclosed storm sewer and new sidewalk improvements are now to be included.

SCOPE OF SERVICES

GC Engineering proposes to complete the design and plan preparation for the full reconstruction of Inverness Avenue from Janes Avenue to Belmont Road. The proposed improvements for Inverness Avenue will consist of full depth bituminous pavement reconstruction with new concrete curb and gutter for the length of the project (approximately 1,300 lf). Included in the design will be the construction of concrete sidewalk along one side of Inverness Ave and a new enclosed storm sewer system. The following scope of services is included in conjunction with the proposed recommended improvements:

- 1) Field Survey: GC Engineering will complete topographic survey including pertinent existing features within the Inverness Avenue right-of-way from Janes Avenue to Belmont Road. The survey shall include an approximate 15-foot width of adjacent private property on each side of the roadway right of way. Topographic features will include mailboxes, utility poles, driveways, culverts, headwalls, sidewalks, sump pump outlets, roadways, manholes, catch basins, other visible utilities, trees, bushes and other related items required to complete the design and plan presentation of the proposed reconstruction. GC Engineering will also coordinate with Village staff to collect pertinent as-built plans and utility information.
- 2) Plans, Specifications & Estimates: The roadway design will consist of establishing the proposed horizontal and vertical alignments and the completion of a pavement design to determine the proposed pavement section. The drainage design will consist of computing the runoff for Inverness Avenue given the proposed cross section using the Rational Method. The capacities of storm sewers, culverts, and ditches will be



determined using the appropriate methodologies established in the IDOT Drainage Manual. A new enclosed storm sewer system will be designed to replace the existing ditch section along Inverness Avenue.

GC Engineering will develop the required Plans, Specifications and Estimates necessary to construct the proposed roadway. It is anticipated that the plans will be let for construction by the Village and will be funded entirely with Village Funds. Therefore, Village CADD, construction details and specification template will be utilized. The following sheets are anticipated for the construction plans:

Title Sheet	1
General Notes/Alignment/Ties	1
Summary of Quantities	1
Typical Cross Sections	1
Maintenance of Traffic	2
Erosion Control Plans	2
Plan and Profile	3
Intersection Details	1
Drainage/Utility	3
Construction Details	2
Cross Sections	4
Landscaping, Signage, Striping Plans	2
Standards	4
TOTAL	27 Sheets

3) Coordination: A thorough documentation of calculations, correspondence, submittals and approvals will be key to the success of this project. GCE will prepare and maintain a log of each milestone submittal, comments received and approval date for each of the above mentioned scope items. For purposes of this Scope of Services it is anticipated that a total of three meetings with the Village will be required. Due to the size of the project and the extent of the hydraulic disturbance, a complete DuPage County Stormwater Permit application will not be necessary. As the Village is a Full Waiver community, it is understood that the maintenance operations permit will be reviewed by Village staff for concurrence with the intent of the ordinance.

END SCOPE OF SERVICES



Proposed Detailed Engineering Services
Village of Downers Grove 2008 CIP Projects
Rogers Street Resurfacing (Main-Fairview)
2008 CIP Project #: ST-023

SCOPE OF SERVICES

HISTORY

GC Engineering was selected by the Village of Downers Grove to complete the design and plan preparation for the rehabilitation of Rogers Street as part of the 2008 Capital Improvement infrastructure projects. The limits of the project include Rogers Street from Highland Street to Fairview Avenue. It is not anticipated that any widening or upgrade to the facility other than the bituminous resurfacing and storm grate replacement will be included.

SCOPE OF SERVICES

GC Engineering proposes to complete the design and plan preparation for the rehabilitation of Rogers Street from Highland Avenue to Fairview Avenue for a total project length of approximately 3,825 feet. The proposed improvements for Rogers Street will consist of milling and resurfacing the existing bituminous surface course and replacing existing storm sewer inlet grates with the Village's current standard grate. It is not anticipated that any additional storm sewer, roadway widening or concrete replacement will be included unless specifically directed by the Village. The following scope of services is included in conjunction with the proposed recommended improvements:

- 1) Field Survey: GC Engineering will complete topographic survey including pertinent existing features within the Rogers Street right-of-way from Highland Avenue to Fairview Avenue. The survey shall include an approximate 15-foot width of adjacent private property on each side of the roadway right of way. Topographic features will include mailboxes, utility poles, driveways, culverts, headwalls, sidewalks, sump pump outlets, roadways, manholes, catch basins, other visible utilities, trees, bushes and other related items required to complete the design and plan presentation of the proposed reconstruction. GC Engineering will also coordinate with Village staff to collect pertinent as-built plans and utility information.
- 2) Plans, Specifications & Estimates: The roadway design will consist of establishing the proposed horizontal and vertical alignments and the completion of a pavement design to determine the proposed pavement section. To the extent they are available; pavement cores will be provided by the Village and are not included in this Scope.



GC Engineering will develop the required Plans, Specifications and Estimates necessary to construct the proposed roadway and associated improvements. It is anticipated that the plans will be let for construction by the Village and will be funded entirely with Village Funds. Therefore, Village CADD, construction details and specification template will be utilized. The following sheets are anticipated for the construction plans:

Title Sheet	1
General Notes	1
Alignment/Ties	1
Summary of Quantities	1
Typical Cross Sections	1
Maintenance of Traffic	2
Erosion Control Plans	3
Plan and Profile	6
Intersection Details	1
Construction Details	6
Cross Sections	4
Landscaping, Signage, Striping Plans	2
Standards/Details	<u>6</u>
TOTAL	31 Sheets

3) Coordination: A thorough documentation of calculations, correspondence, submittals and approvals will be key to the success of this project. GCE will prepare and maintain a log of each milestone submittal, comments received and approval date for each of the above mentioned scope items. For purposes of this Scope of Services it is anticipated that a total of three meetings with the Village will be required. Due to the size of the project and the extent of the hydraulic disturbance, a complete DuPage County Stormwater Permit application will not be necessary. As the Village is a Full Waiver community, it is understood that the maintenance operations permit will be reviewed by Village staff for concurrence with the intent of the ordinance.

END SCOPE OF SERVICES

2008-2012 CAPITAL PROJECT SHEET

Proj. #: ST-003

Project Description: Inverness Avenue, Ashbrook to Belmont

Project Lead: Michael D. Millette Dept.: Public Works

Fund: 220 Program: 342 Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W	Maint.	Expan.	New	Low	Medium	High	OVERALL
Rating:		X			X			2

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	Future Yrs	TOTAL
Professional Services	25,000	15,000					40,000
Land Acquisition							-
Infrastructure Improvements		375,000					375,000
Building Improvements							-
Machinery and Equipment							-
Other/Miscellaneous							-
TOTAL COST	25,000	390,000	-	-	-	-	415,000

Funding Source(s)	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	Future Yrs	TOTAL
220-Capital Improvements Fund ▼	25,000	390,000					415,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	25,000	390,000	-	-	-	-	415,000

1. Briefly Describe and provide justification for this Capital Project Request.

Reconstruction of Inverness between Ashbrook and Belmont. A component of the sidewalk matrix will be bid with this project.

2. Describe the project status and completed work.

Design will start in 2008 with construction scheduled for 2009.

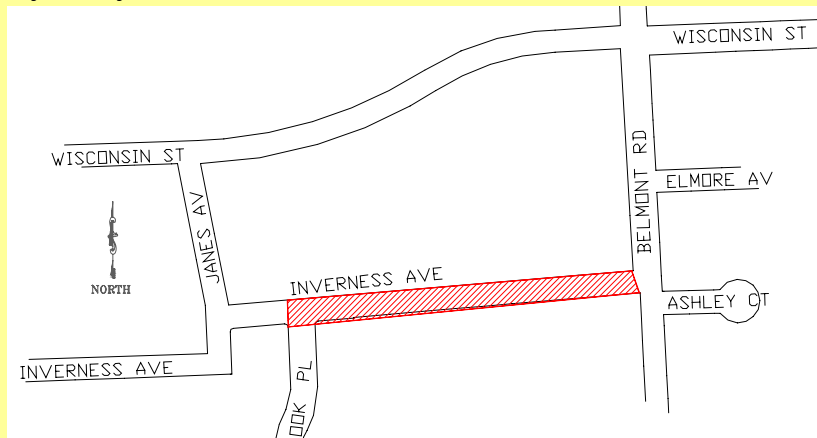
3. Describe any anticipated grants related to the project.

None

4. What impact will the project have on annual operating expenses? Please quantify and describe.

	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	Future Yrs	TOTAL
Projected Operating Expenses	-	-	-	-	-	-	-

Map and/or pictures of Project/Project Area:



2008-2012 CAPITAL PROJECT SHEET

Proj. #: ST-023

Project Description: Rogers Street Resurfacing (Main - Fairview)

Project Lead: Michael D. Millette Dept.: Public Works

Fund: 220 Program: 342 Project Type: New Project/Expansion Changed
 Replacement Maintenance

Priority Setting Factors:	H/S/W	Maint.	Expan.	New	Low	Medium	High	OVERALL
Rating:				X			X	2

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	Future Yrs	TOTAL
Professional Services	35,000	13,000					48,000
Land Acquisition							-
Infrastructure Improvements		412,000					412,000
Building Improvements							-
Machinery and Equipment							-
Other/Miscellaneous							-
TOTAL COST	35,000	425,000	-	-	-	-	460,000
Funding Source(s)	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	Future Yrs	TOTAL
220-Capital Improvements Fund ▼	35,000	136,600					171,600
Grants/Other Sources, Anticipated ▼		288,400					288,400
▼							-
▼							-
TOTAL FUNDING SOURCES	35,000	425,000	-	-	-	-	460,000

1. Briefly Describe and provide justification for this Capital Project Request.

This project includes the resurfacing of Rogers Street from Main Street to Fairview Avenue.

2. Describe the project status and completed work.

New project in FY 2008.

3. Describe any anticipated grants related to the project.

An application for a Local Agency Pavement Preservation (LAPP) grant has been made to the DuPage Mayor's and Manager's Conference.

4. What impact will the project have on annual operating expenses? Please quantify and describe.

	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	Future Yrs	TOTAL
Projected Operating Expenses	-	-	-	-	-	-	-

Map and/or pictures of Project/Project Area: