

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
NOVEMBER 11, 2008 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Request for Amendment to Design Services – Inverness Avenue (ST-003)	Resolution Ordinance ✓ Motion Discussion Only	Robin A. Weaver Interim Director of Public Works

SYNOPSIS

A resolution has been prepared authorizing execution of an amendment to the existing Professional Engineering Services Agreement for additional design work to be performed for the Inverness Avenue Rehabilitation project to GC Engineering (GCE) of Downers Grove, Illinois, in the not-to-exceed amount of \$10,483.20.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2007-2012 identified *Top Quality Village Infrastructure and Facilities*. A high priority policy action for this goal is the *Long Range Plan for Roadway Improvements*.

FISCAL IMPACT

The FY08 Capital Fund budget provides \$25,000 for Professional Services for the Inverness Avenue project. The current contract amount for design for this project is \$38,393.60. Approval of this amendment would increase that amount to \$48,876.80. Approval of this resolution would result in an amendment to the FY08 budget in an amount not-to-exceed \$23,876.80, which would be presented at the end of 2008.

RECOMMENDATION

Approval on the November 18, 2008 consent agenda.

BACKGROUND

On April 1, 2008, the Village Council selected GC Engineering to complete the design and plan preparation for the reconstruction of the Inverness Avenue project. The limits of the project include Inverness Avenue from Janes Avenue to Belmont Road. The scope of the project encompasses the reconstruction of the entire roadway with a component of the sidewalk matrix included. In an effort to reduce potential construction costs, staff has requested that GC Engineering design an alternate plan utilizing ditch drainage in certain areas of the project, rather than curb and gutter. This design would be consistent with the existing road design and would be less expensive to construct. This alternate design will provide staff with the opportunity to compare relative costs and life cycles between the two plans. Construction is scheduled for 2009 and will take approximately 6 weeks to complete.

ATTACHMENTS

Resolution with amended agreement
 CIP sheet

RESOLUTION NO. _____

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

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 Addendum (“Addendum”), between the Village of Downers Grove (the “Village”) and GC Engineering, Inc. (“GCE”) for professional engineering services in connection with the roadway improvements to Inverness Avenue, as set forth in the form of the Addendum 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 Addendum, 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 Addendum.

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

**ADDENDUM TO AN AGREEMENT
BETWEEN THE VILLAGE OF DOWNERS GROVE
AND GC ENGINEERING, INC.**

THIS ADDENDUM dated this 6TH day of November, 2008, by and between the Village of Downers Grove, an Illinois municipal corporation (hereinafter referred to as "Village"), and GC Engineering, Inc (hereinafter referred to as "GCE"), in consideration of the following mutual covenants, terms and agreements, hereby agree to amend the 2008 Engineering Services Agreement ("Agreement") adopted April 1, 2008 as follows:

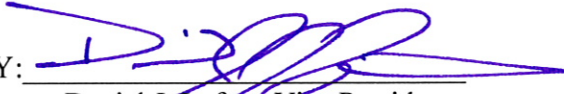
1. The 2008 Scope of Services for the roadway improvements to Inverness Avenue from Ashbrook Place to Belmont Road (CIP Project #ST-003) shall be amended as provided in the Supplemental Scope of Services dated October 6, 2008, attached hereto and incorporated herein by reference as Exhibit A.
2. All terms and conditions of the Agreement and any other addenda shall apply equally to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed as of the day and year first specified above.


VILLAGE OF DOWNERS GROVE

GC ENGINEERING, INC.

BY: _____
Authorized Signature

BY: 
Daniel J. Loftus, Vice President

ATTEST: _____
Signature of Village Clerk

ATTEST: 
Secretary/Treasurer

DATE: _____

DATE: November 6, 2008

**Proposed Professional Engineering Services
Village of Downers Grove 2008 CIP Projects
Inverness Avenue, Ashbrook to Belmont (CIP Project #: ST-003)
Request for First Supplemental Agreement
October 6, 2008**

The following information is intended to describe the extra work performed on, and required to complete, the Inverness Avenue Rehabilitation Professional Engineering 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 were to be included. GCE prepared a fee proposal and a resolution was adopted by the Village Council on April 1, 2008 in the amount of \$38,393.60.

SUMMARY OF EXTRA WORK PERFORMED OR TO BE PERFORMED

Provided below are summaries of extra work required for this project beyond the original scope of the contract. Generally, these additional services are a function of a change in typical cross section and construction activities to be included in this proposed construction. The extra services also include the addition of pedestrian facilities and associated utility relocation not anticipated during initial contract negotiations.

The changes were first proposed to GC Engineering as a result of a Village Staff review of the Pre-Final (90% complete) design plans made as a result of our 08/29/08 submittal.

Specifically:

- The proposed improvements were scoped to include a resurfacing of approximately 400 LF of Urban roadway (with Curb and Gutter) and the full reconstruction of approximately 800 LF of roadway to the same typical cross section (with Curb and Gutter). As revised, the proposed improvements no longer include the new proposed Curb and Gutter for the Reconstruction limits.
- The original roadway reconstruction included the installation of new storm sewer within the 800 foot reconstruction limits. The proposed storm sewer was removed from the project requiring the abandonment of the design and plan details for the system in favor of a yet to be designed series of ditches and/or swales.
- The sidewalk that was included in the original scope of services will require review and potential relocation as a result of the introduction of ditches as opposed to a parkway that drained to the roadway storm sewer system.

PROJECT SCHEDULE

The Consultant Agreement established the project completion date of September 1, 2008. This supplement makes necessary revision to this date to facilitate the completion of the revised design and plan preparation prior to December 31, 2008.

CHANGES AND INCREASES TO SCOPE OF SERVICES

The increased effort and change in scope of work for the design and preparation of the plans for the subject project affected one of the three contract work items included in our original Cost Estimate of Consultant Services (CECS). The specific work items and the increased level of work completed are summarized below:

SCOPE ITEM ONE – FIELD SURVEY

It was anticipated and originally scoped that GCE would include survey of topographic features necessary to design a new facility within the existing roadway Right-of Way. Although the proposed improvements have changed, the roadway improvements will still be completed within the existing right-of-way. No additional topographic survey will be required and the net result of these services is an increase of 0 hours.

SCOPE ITEM TWO – PLANS, SPECIFICATIONS AND ESTIMATES

As a result of review and recommendation from the Village, the design of roadway elements (shoulders instead of curb, ditches instead of storm sewer, etc), GCE will be required to review and revise the Plans Specifications and Estimates for the project length. The original plan set included a total of 21 sheets, of which it anticipated that only one will not require modification. The net result of these services is an increase of 124 hours.

SCOPE ITEM THREE - COORDINATION

As a result of the typical cross section and plan revisions required GCE will be required to closely coordinate the modified design with the Village to ensure the intent of the program is being met. It is anticipated that a minimum of two meetings will be required to achieve this task. That being said, GCE is cognizant of budget sensitivity and is willing to complete these services under our previously agreed upon total of 64 manhours. The net result of these services is an increase of 0 hours.

ADDITIONAL LABOR HOUR SUMMARY

Scope Item	Original Hours	Requested Additional	Revised Hours
Topographic Survey	92	0	92
Plans Specifications and Estimates	360	124	484
Coordination *	64	0	64
TOTAL	516	176	692

* Includes 16 hours of QC/QA

Average Hourly Project Rates

Route Inverness Reconstruction
 Contract Number ST003
 County DuPage

Consultant GC Engineering

Date 10/07/08

Sheet 1 OF 2

Payroll Classification	Total Project Rates			QC/QA			Task 1 - Field Survey			Task 2 - PS&E			Task 3 - Coordination			
	Avg Hourly Rates	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
QC/QA Manager	\$48.00	4	3.23%	1.55	0			0			4	3.23%	1.55	0		
Project Manager	\$48.00	16	12.90%	6.19	0			0			16	12.90%	6.19	0		
Project Engineer	\$36.00	24	19.35%	6.97	0			0			24	19.35%	6.97	0		
Senior Engineer	\$36.00	0			0			0			0			0		
Engineer	\$24.00	80	64.52%	15.48	0			0			80	64.52%	15.48	0		
Technician	\$16.00	0			0			0			0			0		
Clerical	\$16.00	0			0			0			0			0		
TOTALS		124	100%	\$30.19	0	0%	\$0.00	0	0%	\$0.00	124	100%	\$30.19	0	0%	\$0.00

**Cost Estimate of
Consultant Services**

Firm GC Engineering Date 10/16/08
 Route Inverness Reconstruction
 Contract Number ST003 - Supplement 1
 County DuPage

ITEM	MANHOURS (A)	PAYROLL (B)	2.8 TIMES PAYROLL (C)	DIRECT COSTS (D)	SERVICES BY OTHERS (E)	TOTAL (C+D+E)	% OF GRAND TOTAL
QC/QA	0	0.00	0.00	0.00		0.00	0.00%
Task 1 - Field Survey	0	0.00	0.00	0.00		0.00	0.00%
Task 2 - PS&E	124	3,744.00	10,483.20	0.00		10,483.20	100.00%
Task 3 - Coordination	0	0.00	0.00	0.00		0.00	0.00%
TOTALS	124	3,744.00	10,483.20	0.00	0.00	10,483.20	100.00%

CAMPAIGN DISCLOSURE CERTIFICATE

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.

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.

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.

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

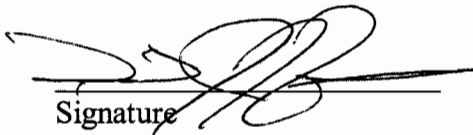
Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: DANIEL J. LOFTUS
(company or individual)

To whom contribution was made: NEUSTADT / SANDACK

Year contribution made: 2007/2007 Amount: \$ 50.00/50.00


Signature

DANIEL J. LOFTUS
Print Name

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:

