

**VILLAGE OF DOWNERS GROVE**  
**REPORT FOR THE VILLAGE COUNCIL MEETING**  
**FEBRUARY 14, 2012 AGENDA**

<b>SUBJECT:</b>	<b>TYPE:</b>	<b>SUBMITTED BY:</b>
Resident Engineering Services for the Knottingham Subdivision Road Reconstruction & Water Main Replacement Project	Resolution Ordinance ✓ Motion Discussion Only	Nan Newlon, P.E. Director of Public Works

**SYNOPSIS**

A motion is requested to award a contract for Resident Engineering services for the Knottingham Subdivision Road Reconstruction and Water Main Replacement project to Engineering Resource Associates, Inc. of Warrenville, Illinois, in the amount of \$174,576.80 plus a 10% contingency in the amount of \$17,457.68 for a total of \$192,034.18.

**STRATEGIC PLAN ALIGNMENT**

The goals for 2011 to 2018 include *Top Quality Infrastructure*.

**FISCAL IMPACT**

The adopted FY12 budget provides for \$200,000 in the Capital Projects Fund for professional resident engineering services for this project.

**RECOMMENDATION**

Approval on the February 21, 2012 Consent Agenda.

**BACKGROUND**

This contract is for resident engineering services for the Knottingham road reconstruction project. The scope of the project includes the reconstruction of streets, the replacement of watermain, and the installation of traffic calming measures within the Knottingham subdivision, including Queens Court, Rohrer Drive, Sherwood Court, Elizabeth Lane, Marie Drive, Knottingham Lane, and Bambridge Drive.

The Resident Engineer (RE) will act as an extension of the Village's Engineering Division, and will provide the construction observation, documentation, and oversight necessary for this project. The RE will report directly to one of the Village's Staff Engineers, and will ensure that the project is constructed to the design specifications. The RE will coordinate construction phasing to minimize negative impacts on adjacent residents. The RE, along with Village staff, will interact with residents to address their concerns. Engineering Resource Associates has the ability to add personnel on an as-needed basis, such as an additional inspector or surveyor when multiple tasks are being performed at one time. These services are necessary for this project, as the project is very large, requires full-time engineering oversight, and is scheduled to run the full construction season. With the volume of capital project work to be completed in 2012, the Village's full-time engineering staff will be dedicated to other projects.

The Village posted a request for a Statement of Qualifications for this project in December 2011. The six most qualified submitters were interviewed and four firms were determined to be most qualified for this project. All four qualified firms submitted proposals. ERA's proposal included the lowest cost for the services described. Staff recommends award of this contract to Engineering Resource Associates based upon review of their project approach, scope of services, and the experience of their staff engineers who will perform as on-site resident engineers. Engineering Resource Associates has satisfactorily completed similar projects for the Village and for other municipalities including the Villages of Lombard, Berkley and Lisle.

**ATTACHMENTS**

Professional Services Agreement

Capital Project Sheets ST-011 & WA-032

Consultant Evaluation



## REQUEST FOR QUALIFICATIONS / PROPOSAL (Professional Services)

Name of Proposing Company: Engineering Resource Associates, Inc.

Project Name: Knottingham Reconstruction Resident Engineering (R.E.)  
Services

Proposal No.: ST-011 & WA-032

Statement of Qualifications Due: Friday, January 13, 2012 @ 10:00 A.M. – Public Works  
Pre-Proposal Conference: Not Required

**Required of Awarded Contractor:**

Certificate of Insurance: Yes

Legal Advertisement Published: Friday, December 30, 2011

This document consists of 30 pages.

Return **original, one duplicate copy, and an electronic copy (.pdf)** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

SCOTT VASKO, P.E.  
STAFF ENGINEER  
VILLAGE OF DOWNERS GROVE  
5101 WALNUT AVENUE  
DOWNERS GROVE, IL 60515  
PHONE: 630/434-6804  
FAX: 630/434-5495  
[www.downers.us](http://www.downers.us)

Village of Downers Grove

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Public Works Facility, 5101 Walnut Avenue, Downers Grove, IL 60515.

**SPECIFICATIONS MUST BE MET AT THE TIME THE PROPOSAL IS DUE.**

The Village Council reserves the right to accept or reject any and all proposals, to waive technicalities and to accept or reject any item of any proposal.

The documents constituting component parts of this contract are the following:

- I. REQUEST FOR QUALIFICATIONS
- II. REQUEST FOR PROPOSALS
- III. TERMS & CONDITIONS
- IV. DETAILED SPECIFICATIONS
- V. PROPOSER'S RESPONSE
- VI. PROPOSAL/CONTRACT FORM

**DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT.** Proposers MUST submit an original, and 2 additional copies (one in electronic format) of the total proposal. Upon formal award of the proposal, this RFP document shall become the contract. The successful Proposer will receive a copy of the executed contract.



## I. REQUEST FOR QUALIFICATIONS

### 1. GENERAL

- 1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Statement of Qualifications (SOQ) documents up to **Friday, January 13, 2012 @ 10:00 A.M.**
- 1.2 SOQs must be received at the Village of Downers Grove by the time and date specified. SOQs received after the specified time and date will not be accepted and will be returned unopened to the Proposer.
- 1.3 SOQs shall be sent to the Village of Downers Grove, ATTN: SCOTT VASKO, P.E., in a sealed envelope marked "SEALED SOQ". The envelope shall be marked with the name of the project, date, and time set for receipt of SOQs.

### 2. STATEMENT OF QUALIFICATIONS

- 2.1 The prospective Firms must have particular expertise in municipal road reconstruction and water main construction in order to fully and properly act on the Village's behalf in all activities related to design, permitting, and construction of the project. These Firms must have in-house design capabilities and have a staffed office located within 150 miles of the Village. **In order to be considered for this project, interested Firms must submit the following information as its Statement of Qualifications (SOQ) based on the scope of the project as described in Section IV. Price proposals are not to be submitted with the initial SOQ. The Village will request price proposals from selected qualified firms. (If sub-consultants/contractors are proposed, similar detailed information must be provided for each entity). One original and two copies of the SOQ (one copy to be in the form of a .pdf file on a CD) shall be submitted in an 8 ½ x 11 format and be organized as follows:**

- Company Background
  - i. Number of years in business
  - ii. Officers of Company
  - iii. Annual Volume of Similar Work
  - iv. Current Capacity
  - v. Listing of existing suits, claims, or pending judgments
- Services Provided In-House
  - vi. Design Services
  - vii. Construction Services (Include applicable equipment list)
- Similar Project Experience
  - viii. Provide detailed information regarding three (3) similar projects performed by the submitting firm within the past five (5) years. Include client contact information for all projects.
- Proposed Project Team – identify a project manager with qualifications. The individuals proposed must be utilized on all Village projects unless an alternate is approved in writing by the Village.

- 2.2 The SOQ shall be succinct, and directly relevant to this project. Maximum number of pages

## Village of Downers Grove

for Firm generated SOQ shall be 20 single sided or 10 double sided. Double sided printing is allowable and encouraged. Only those persons planned to be directly involved with this project should be listed as the proposed project team. Also, please identify the physical location of the project team members.

- 2.3 SOQs shall become the property of the Village. The Village will maintain confidentiality of all received SOQs, and not disclose information provided by prospective Firms with any other Firm, nor with the selected Firm, unless otherwise required to be disclosed pursuant to the Freedom of Information Act.
- 2.4 Short List Selection  
Upon receipt of the SOQs, Village Staff will review the qualifications of each firm and shall select a short list of approximately 3 to 5 firms. **Specific service and fee proposals shall then be solicited from only these selected firms. Please see Section IV.2. below.**

## **II. REQUEST FOR PROPOSALS**

### **1. GENERAL**

- 1.1 Proposals shall be submitted in an 8.5x11 format. They shall be succinct, and directly relevant to this project. Approximate number of pages shall be 20 (not including those within this document to be submitted). Double-sided printing is encouraged.
- 1.2 Proposal forms shall be sent to the Village of Downers Grove, ATTN: SCOTT VASKO, P.E., in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of proposals.
- 1.3 All Proposals must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting the Proposal. Telephone, email and fax proposals will not be accepted.
- 1.4 By submitting the Proposal, the Proposer certifies under penalty of perjury that they have not acted in collusion with any other Proposer or potential Proposer.

### **2. PREPARATION OF PROPOSAL**

- 2.1 It is the responsibility of the Proposer to carefully examine the specifications and proposal documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services. **DO NOT SUBMIT A PROPOSED CONTRACT. UPON ACCEPTANCE BY THE VILLAGE, THIS RFP DOCUMENT SHALL BECOME A BINDING CONTRACT.**
- 2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of proposals. All changes or interpretations of the specifications shall be made by the Village in a written addendum to the Village's proposers of record.

## Village of Downers Grove

- 2.3 In case of error in the extension of prices in the Proposal, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.
- 2.4 All costs incurred in the preparation, submission, and/or presentation of any proposal including any proposer's travel or personal expenses shall be the sole responsibility of the Proposer and will not be reimbursed by the Village.
- 2.5 The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.
- 3. MODIFICATION OR WITHDRAWAL OF PROPOSALS**
- 3.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature or name of the person authorized for submitting a proposal, provided that it is received prior to the time and date set for the proposal opening. Telephone, email or verbal alterations of a proposal will not be accepted.
- 3.2 A Proposal that is in the possession of the Village may be withdrawn by the Proposer, up to the time set for the proposal opening, by a letter bearing the signature or name of the person authorized for submitting proposals. Proposals may not be withdrawn after the proposal opening and shall remain valid for a period of ninety (90) days from the date set for the proposal opening, unless otherwise specified.
- 4. RESERVED RIGHTS**
- 4.1 The Village reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of proposal will not be waived.

### **III. TERMS AND CONDITIONS**

#### **1. VILLAGE ORDINANCES**

- 1.1 The successful Proposer will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

#### **2. USE OF VILLAGE'S NAME**

- 2.1 The Proposer is specifically denied the right of using in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.

#### **3. INDEMNITY AND HOLD HARMLESS AGREEMENT**

- 3.1 To the fullest extent permitted by law, the Proposer shall indemnify, keep and save harmless the Village and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence or from the reckless or willful misconduct of the Proposer, its employees, or its subcontractors, and the Proposer shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. This Agreement shall not be construed as requiring the Proposer to indemnify the Village for its own negligence. The Proposer shall indemnify, keep and save harmless the Village only where a loss was caused by the negligent, willful or reckless acts or omissions of the Proposer, its employees, or its subcontractors.

#### **4. NONDISCRIMINATION**

- 4.1 Proposer shall, as a party to a public contract:
- 4.1.1 Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
- 4.1.2 By submission of this proposal, the Proposer certifies that he is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11136 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this proposal.
- 4.2 It is unlawful to discriminate on the basis of race, color, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge for military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1264, 42 U.S.C. Secs. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101 et. seq., and The Americans With Disabilities Act, 42 U.S.C. Secs. 12101 et. seq.

#### **5. SEXUAL HARASSMENT POLICY**

- 5.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:

## Village of Downers Grove

- 5.1.1 Notes the illegality of sexual harassment;
- 5.1.2 Sets forth the State law definition of sexual harassment;
- 5.1.3 Describes sexual harassment utilizing examples;
- 5.1.4 Describes the Proposer's internal complaint process including penalties;
- 5.1.5 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
- 5.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

### **6. EQUAL EMPLOYMENT OPPORTUNITY**

6.1 In the event of the Proposer'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 Proposer 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 Proposer agrees as follows:

- 6.1.1 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, sexual orientation, sexual identity 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.
- 6.1.2 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.
- 6.1.3 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 services.
- 6.1.4 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 Proposer'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 Proposer in its efforts to comply with such Act and Rules and

## Village of Downers Grove

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

- 6.1.5 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.
- 6.1.6 That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 6.1.7 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 subcontractor. In the same manner as with other provisions of this contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor 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.

### **7. DRUG FREE WORK PLACE**

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

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 Village's or Proposer'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.

- 7.2 Establishing a drug free awareness program to inform employees about: (1) the dangers of drug abuse in the workplace; (2) the Village's or Proposer'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.
- 7.3 Providing a copy of the statement required above to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

Village of Downers Grove

- 7.4 Notifying the contracting or granting agency within ten (10) days after receiving notice of any criminal drug statute conviction for a violation occurring in the workplace from an employee or otherwise receiving actual notice of such conviction.
- 7.5 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.
- 7.6 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.
- 7.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

**8. PATRIOT ACT COMPLIANCE**

8.1 The Proposer represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Proposer further represents and warrants to the Village that the Proposer and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Proposer hereby agrees to defend, indemnify and hold harmless the Village, and its elected or appointed officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities and expenses (including reasonable attorney's fees and costs) arising from or related to any breach of the foregoing representations and warranties.

**9. INSURANCE REQUIREMENTS**

9.1 Prior to starting the Work, Proposer shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, or for damage to property, including loss of use, which may arise out of operations by the Proposer or subcontractor or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall not be less than the greater of coverages and limits of liability specified below or any coverages and limits of liability specified in the Contract Documents or coverages and limits required by law unless otherwise agreed to by the Village.

Workers Compensation	\$500,000	Statutory
Employers Liability	\$500,000	Each Accident
	\$500,000	Disease Policy Limit
	\$500,000	Disease Each Employee
Comprehensive General Liability	\$1,000,000	Each Occurrence

Village of Downers Grove

	\$1,000,000	Aggregate <i>(Applicable on a Per Project Basis)</i>
Commercial Automobile Liability	\$500,000	Each Accident
Professional Errors & Omissions (pursuant to section .9 below)	\$2,000,000 \$2,000,000	Each Claim Annual Aggregate

- 9.2 Commercial General Liability Insurance required under this paragraph shall be written on an occurrence form and shall include coverage for Products/Completed Operations, Personal Injury with Employment Exclusion (if any) deleted, Blanket XCU and Blanket Contractual Liability insurance applicable to defense and indemnity obligations and other contractual indemnity assumed under the Contract Documents. The limit must be on a “Per Project Basis”.
- 9.3 Comprehensive Automobile Liability Insurance required under this paragraph shall include coverage for all owned, hired and non-owned automobiles.
- 9.4 Workers Compensation coverage shall include a waiver of subrogation against the Village.
- 9.5 Comprehensive General Liability, Employers Liability and Commercial Automobile Liability Insurance may be arranged under single policies for full minimum limits required, **or** by a combination of underlying policies with the balance provided by Umbrella and/or Excess Liability policies.
- 9.6 Proposer and any Subcontractors shall have their respective Comprehensive General Liability (including products/completed operations coverage), Employers Liability, Commercial Automobile Liability, and Umbrella/Excess Liability policies endorsed to add the “Village of Downers Grove, its officers, officials, employees and volunteers” as “additional insureds” with respect to liability arising out of operations performed; claims for bodily injury or death brought against the Village by any Contractor or Subcontractor employees, or the employees of Subcontractor’s subcontractors of any tier, however caused, related to the performance of operations under the Contract Documents. Such insurance afforded to the Village shall be endorsed to provide that the insurance provided under each policy shall be **Primary and Non-Contributory**.
- 9.7 Proposer and all Subcontractors shall maintain in effect all insurance coverages required by the Contract Documents at their sole expense and with insurance carriers licensed to do business in the State of Illinois and having a current A. M. Best rating of no less than A-VIII. In the event that the Proposer or any Subcontractor fails to procure or maintain any insurance required by the Contract Documents, the Village may, at its option, purchase such coverage and deduct the cost thereof from any monies due to the Proposer or Subcontractor,



## Village of Downers Grove

or withhold funds in an amount sufficient to protect the Village, or terminate this Contract pursuant to its terms.

- 9.8 All insurance policies shall contain a provision that coverages and limits afforded hereunder shall not be canceled, materially changed, non-renewed or restrictive modifications added, without thirty (30) days prior written notice to the Village. Renewal certificates shall be provided to the Village not less than five (5) days prior to the expiration date of any of the required policies. All Certificates of Insurance shall be in a form acceptable to the Village and shall provide satisfactory evidence of compliance with all insurance requirements. The Village shall not be obligated to review such certificates or other evidence of insurance, or to advise the Proposer or Subcontractor of any deficiencies in such documents, and receipt thereof shall not relieve the Proposer or Subcontractor from, nor be deemed a waiver of the right to enforce the terms of the obligations hereunder. The Village shall have the right to examine any policy required and evidenced on the Certificate of Insurance.
- 9.9 If the Work under the Contract Documents includes design, consultation, or any other professional services, Proposer or the Subcontractor shall procure, maintain, and pay for Professional Errors and Omissions insurance with limits of not less than \$2,000,000 per claim and \$2,000,000 annual aggregate. If such insurance is written on a claim made basis, the retrospective date shall be prior to the start of the Work under the Contract Documents. Proposer and all Subcontractors agree to maintain such coverage for three (3) years after final acceptance of the Project by the Village or such longer period as the Contract Documents may require. Renewal policies during this period shall maintain the same retroactive date.
- 9.10 Any deductibles or self-insured retentions shall be the sole responsibility of the Insured. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Village, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
- 10. CAMPAIGN DISCLOSURE**
- 10.1 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.
- 10.2 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.
- 10.3 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.
- 10.4 By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain

## Village of Downers Grove

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.

### **11. SUBLETTING OF CONTRACT**

- 11.1 No contract awarded by the Village shall be assigned or any part sub-contracted without the written consent of the Village Manager. In no case shall such consent relieve the Contractor from their obligation or change the terms of the contract.

### **12. TERM OF CONTRACT**

- 12.1 The term of this contract shall be as set forth in the Detail Specifications set forth in Section III below. This contract is subject to the Village purchasing policy with regard to any extensions hereof.

### **13. TERMINATION OF CONTRACT**

- 13.1 In the event of the Proposer's nonperformance, breach of the terms of the Contract, or for any other reason, including that sufficient funds to complete the Contract are not appropriated by the Village, the Contract may be canceled, in whole or in part, upon the Village's written notice to the Proposer. The Village will pay the Proposer's costs actually incurred as of the date of receipt of notice of default. Upon termination, the Proposer 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.

### **14. BILLING & PAYMENT PROCEDURES**

- 14.1 Payment will be made upon receipt of an invoice referencing Village purchase order number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village 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 Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer 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.
- 14.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Proposer 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.
- 14.3 Please send all invoices to the attention of Scott A Vasko, PE, Downers Grove Public Works, 5101 Walnut Avenue, Downers Grove, IL 60515.

### **15. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE**

- 15.1 The relationship between the Village and the Proposer is that of a buyer and seller of

Village of Downers Grove

professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.

**16. STANDARD OF CARE**

16.1 Services performed by Proposer under this Contract 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 Contract, or in any report, opinions, and documents or otherwise.

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

16.3 For Professional Service Agreements (i.e. Engineer, Proposer): Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) construction means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contractor(s') failure to perform its work in accordance with contract documents.

**17. GOVERNING LAW**

17.1 This Contract will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of laws provisions. Venue is proper only in the County of DuPage and the Northern District of Illinois.

**18. SUCCESSORS AND ASSIGNS**

18.1 The terms of this Contract 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 Contract in whole or in part without the prior written approval of the other. The Proposer will provide a list of key staff, titles, responsibilities, and contact information to include all expected subcontractors.

**19. WAIVER OF CONTRACT BREACH**

19.1 The waiver by one party of any breach of this Contract 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 Contract and will not be construed to be a waiver of any provision except for the particular instance.

**20. AMENDMENT**

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

Village of Downers Grove

**21. NOT TO EXCEED CONTRACT**

21.1 The contract price is a “not-to-exceed” cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties in the same manner by which the original contract was approved.

**22. SEVERABILITY OF INVALID PROVISIONS**

22.1 If any provisions of this Contract are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Contract, 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.

**23. NOTICE**

23.1 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 the Village as follows:

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

And to the Proposer as designated in the Contract Form.

**24. COOPERATION WITH FOIA COMPLIANCE**

24.1 Contractor acknowledges that the Freedom of Information Act may apply to public records in possession of the Contractor or a subcontractor. Contractor and all of its subcontractors shall cooperate with the Village in its efforts to comply with the Freedom of Information Act . 5 ILCS 140/1 et.seq.

## **IV. DETAIL SPECIFICATIONS**

### **1. SCOPE OF SERVICES**

#### **1.1 General Scope of Services**

Provide, to the satisfaction of the Village, qualified personnel to adequately perform the requirements stated herein. The prospective RE shall have particular expertise in Phase III services including construction administration and construction management services, especially with regard to residential reconstruction projects.

- A. The RE will act as the primary agent and representative of the Village in order to help ensure that the project is completed according to the contract documents within the currently approved project budget and schedule.
- B. The RE will be responsible for assisting the Village, advising on and assisting with coordination of three primary phases including:
  - 1) Pre-construction
  - 2) Construction
  - 3) Post Construction/Project Closeout

The RE shall develop a detailed plan that includes the consultant's budget for each of the three primary phases and their associated task.

- C. The RE shall establish and implement procedures for, and maintain coordination of activities and communication on behalf of the Village and between the Village, the Engineer, Geotechnical Engineer, and the Contractor.

#### **1.2 Pre-construction Services**

Ascertain the standard practices of the Village and become familiar with the contract documents, which will include the contract between the Village and the Contractor and any supplements thereto, the Standard Specifications and current addenda thereto, the plans for the construction project and approved changes thereto.

- 1. Prepare Conformed Bid Documents: Prior to the Village's issuance of a Notice to Proceed for the work, the RE shall conform the drawings and specifications to include all modifications to the documents that were included in any addenda issued to bidders. The Village will print copies as necessary for use by the construction contractor and the Village.
- 2. Prepare project files, Quantity and IDR Books: The RE will prepare project files approved by the Village Engineer utilizing Village forms or IDOT forms as may be required, and make copies of Pay Request and Change Order Forms, and Quantity Book and IDR templates.

**Note:** The consultant shall provide a proposed schedule through the closeout phase to

## Village of Downers Grove

include number of personnel and numbers of hours by individuals that are proposed to be dedicated to the project and during what time periods. It is expected that at least one qualified RE shall be on site monitoring activities from Notice to Proceed to substantial completion. It is recognized that more site observation and inspection may be required in the earlier through the middle part of the construction project than in the later stages. Prospective Consultants may identify a proposed site visit schedule to address these conditions and cost effectiveness.

4. Prepare Change Management Plan: All scopes involve some level of change as a project proceeds. A change management plan is a system of documenting issues and agreements that may deviate from the original scope of services. For each project, a simple spreadsheet-based decision log will be utilized to document decisions affecting the services. Any changes in scope and budget will be agreed to in writing before RE proceeds with the change.
5. Prepare Status Reports and Pay Estimates: Keep the Village informed of the construction progress and budget status during monthly project manager meetings. Estimates will be issued monthly.

### 1.3 Construction Services

This task includes providing RE services during construction, including those tasks listed below. The RE is required to provide on-site resident engineering services as explicitly specified below.

1. Provide on-site representation to accurately document and record by measure and/or computation, all quantities of materials used on the construction project in accordance with the specifications and standard practice of the Village recorded in a Quantity Book (provided by Village). Records of such measurements and computations shall include construction surveys, construction layout and staking measurements, preparing and submitting daily inspection reports (provided by Village), and quality control reporting throughout the entire construction process as the Village's representative. The aforementioned items will be kept in permanent form and become part of the construction project records.

**Note:** The Village's Project Manager will make available the necessary plans, specifications, copy of the contract, and other guides and instructions to permit the RE to accomplish their prescribed duties to the same standards required of the Village's own forces.

2. Construction Schedule: Monitor the development and maintenance of the construction schedule by the Contractor, and maintain and update the overall project schedule as necessary.
3. Weekly Meetings: Conduct regular weekly meetings with the Contractor and other appropriate project team members including, without limitation, the Village's Project Manager, to coordinate and maintain the construction process.

## Village of Downers Grove

4. RFI (Requests for Information): Review and coordinate all RFIs from the Contractor for timely response. Review and monitor all supplemental instructions and directives for potential impact on the Project budget and schedule.
5. Pay Requests: Generate all applications for payment (on form provided by Village), perform all necessary computations, receive all certified payroll and waivers of lien, and make recommendation to the Village for payment.
6. Reports: Provide a monthly update report (1-2 Pages) to the Village that summarizes the status of the Project costs and schedule.
7. Change Orders: Review change orders submitted by the Contractor(s) for appropriateness and accuracy for signature by the RE and recommend acceptance and/or payment of such changes to the Village.
8. Submittals: Review contractor submittals for conformance to the contract documents and make recommendation to accept, accept as noted, reject, or resubmit.
9. Punch Lists: Develop with the Village's Project Manager and Contractor construction punch lists for all areas of the Project. Monitor implementation and completion of all punch list items.
10. Project Diary: Document and maintain all project records either electronically or by hand throughout the construction process in a Project Diary.
11. Advice and Assistance: Provide advice and assistance to the Village in resolving construction issues, claims, and disputes prior to the engagement of legal counsel (excluding legal advice).
12. Respond to Contractor Questions: Prepare responses to the contractor on behalf of the Village when a RFI is submitted to the RE. The RE shall log, respond, and maintain a file for each RFI response.
13. Prepare Design Clarifications: When, in the judgment of the Village, the intent of the design requires clarification, the RE shall prepare sketches and/or written statements to clarify such intent.
14. Prepare Request for Change (RFC): For changes to the contract documents necessary because of unforeseen conditions, changes requested by the Village or changes necessary to incorporate a feature of the design, the RE shall prepare drawings, sketches and/or specifications for the change in a RFC format selected by the Village. The RFC will be sent to the Contractor for preparation of a change order proposal.

The RE shall then assist the Village in review of the Contractor's proposal and provide a recommendation.

## Village of Downers Grove

15. Testing: RE shall schedule geotechnical and material testing services with the Village's material testing consultant for tracking and obtaining all necessary certifications of materials used in the work.

**Note:** Sampling frequencies for inspection and testing will be as prescribed by the specifications and instruction furnished by the Village and no variation will be permitted except upon written order of the Village. The Village will require qualified QC/QA engineers and inspectors to be on the project site upon request by the Proposer, so that adequate sampling for inspection and testing can be performed in a timely manner on each contract item to determine acceptance of the work in compliance with the contract plans and specifications and the standard practices of the Village.

16. Record Drawings (a.k.a. as-builts): Coordinate with contractor on record drawings for all construction work completed until completion of the project and any other miscellaneous functions necessary for properly administering the contract documents. Redline record drawings shall be submitted to the Village and shall be reviewed and approved by the Village.

**Note:** All records shall be submitted to the Village's Project Manager and become the property of the Village. All measurements, records, record drawings and final pay estimate calculations are due not later than four weeks after completion of construction.

17. Equipment, Transportation and Communication: Furnish and possess **on site**, all necessary field survey equipment (i.e. tripod, level, grade rod, 100' tape, etc.) required for inspection of the Contractor's work. Furnish own mode of transportation to and from project sites. Furnish own communication facilities (i.e. cell phones and/or two-way radios) and any safety equipment as required by the Village. These items will be considered "tools of the trade" and no additional compensation will be made for them.

18. Field Office: Contract documents include a bid item for an Engineer's field.

### 1.4 Post Construction/Project Close-out Services

This task includes assisting the Village during the project close-out process by providing the following services:

1. Contract Documents: Manage the close-out of the Project; punch list completion and receipt and documentation of all final lien waivers and other close-out documents, such as record drawings.
2. Project Accounting: Close-out the Project accounting and provide the final status of the Project budget.
3. Project File Box: Obtain on behalf of Village, and turn over to Village's Project Manager, plans, specifications, letters of acceptance, and all documentation pertaining to the Project, **neatly organized** in new, legal size, heavy duty, quality, dustproof Banker's



Village of Downers Grove

Box(es).

**2. PROPOSAL**

2.1 Village Staff will contact those Firms on the short list directly and request a proposal abiding by this Section of the RFQ/RFP. **This RFP/RFQ is the contract between the prospective Firm and the Village. You must submit this entire RFQ/RFP document with your proposal. DO NOT SUBMIT A PROPOSAL UNTIL SPECIFICALLY REQUESTED TO DO SO. THE INITIAL SUBMITTAL TO THE VILLAGE SHALL BE THE SOQ ONLY.**

2.2 Quantity and Format

One original and two copies of the Proposal (one copy to be in the form of a .pdf file on a CD) shall be submitted in an 8 ½ x 11 format and be organized as follows:

- Cover Letter (optional)
- Project Understanding/Approach
- Project Organizational Chart
- Proposed Project Schedule
- Proposed Overall Not-To-Exceed Cost

The Proposal shall be succinct, and directly relevant to this project. Maximum number of pages for Firm generated proposal information shall be 20 single sided or 10 double sided. Double sided printing is allowable and encouraged. Only those persons planned to be directly involved with this project (listed in the SOQ) should be included.

2.3 Deadline and Proposal Disposition

The exact deadline for Proposals is not known at this time. Village Staff will inform those Firms on the short list of the proposal deadline once known. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer. Proposals shall become the property of the Village. The Village will maintain confidentiality of all received Proposals, and not disclose information provided by prospective Firms with any other Firm, nor with the selected Firm, unless otherwise required to be disclosed pursuant to the Freedom of Information Act.

2.4 Fees

The Village prefers the method of compensation for professional services to be based on hourly-charged personnel rates plus expenses, with a Total “Not To Exceed” cost.

Please submit an estimate of hourly personnel requirements to complete the scope of services outlined in your Proposal, a list of current hourly rates and a total “Not To Exceed” cost for providing the proposed services to the Village. This “Not To Exceed” cost shall include deliverables and reimbursable expenses, such as postage, delivery service, printing, etc. The Village shall be invoiced monthly. **Additional compensation above and beyond the “Not to Exceed” cost (i.e. change orders) will not be considered without a significant change in project scope.**

## Village of Downers Grove

### 2.5 Firm Selection

Firm Selection will be based on the following:

- Approach to organizing and understanding of the project
- Responsiveness to requirements, terms, timeliness and conditions for performance of the project
- Familiarity with Village of Downers Grove policies and preferences
- Recognition of items related to project, including identification of design elements, and processes that will ultimately result in a quality, streamlined project
- Overall Not-to-Exceed Total Cost

### 2.6 Pre-Proposal Field Review

Prior to submitting a Proposal, each prospective Firm shall make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the full performance of this project and to verify any representations made by the Village upon which the prospective Firm will rely. These investigations shall be limited to public property only. The monetary expenses incurred as a result of conducting these investigations shall be borne by the prospective Firm and shall not be the responsibility of the Village.

## 3. **PROJECT DELIVERABLES**

### 3.1 General

The RE shall be required to submit, on a regular basis or from time to time, depending on the particular project, certain statements, reports, evaluations, opinions or other similar submissions as a part of RE services and responsibilities as delineated herein and as required as a result of subsequent procedures developed in conjunction with the Village covered under the agreement for RE services with the Village.

All items submitted by the RE to the Village as part of the services on behalf of the Village shall become the sole property of the Village.

### 3.2 Format and Quantity

The RE shall produce all deliverables compatible with, at minimum, Microsoft Office products including Microsoft Word, Excel, Project 2000, and AutoCAD 2010.

Unless otherwise agreed to in advance by the Village, and excluding drawings, plans, diagrams, samples and similar items, all deliverables shall be in an 8 ½ x 11 portrait format. Landscape format can be used to facilitate a more clear presentation of the information at the RE's discretion.

Documents originally produced in or provided to the RE in a legal, 8 ½ x 14 format need not be further reduced or modified. Larger exhibits should, if possible, be provided in an 8 ½ x 11 format by employing a tri-folded 11 x 17 format insert.

All plans, drawings, diagrams and similar items shall be delineated at a commonly recognized and used engineering scale and shall include north orientation, if applicable, as well as the drawn scale in both a written and graphic form.

## Village of Downers Grove

### 3.2 Digital Photo Documentation

In addition to read-only compact discs of photo documentation, two sets of comprehensive project photo documentation submitted in support of observation reports, weekly status meetings, monthly status reports or other shall be provided in three-ring binders and annotated appropriately.

### 3.3 Final turnover of RE's Documents

In addition to properly and chronologically organized hard-copy submissions, the Resident Engineer shall submit two (2) sets of read only compact disk(s) with all executed and received deliverables compatible with, at a minimum, Microsoft Word, Excel, , Microsoft Project 2000, and AutoCAD 2010.

## 4. **CONTACTS**

All questions concerning the project and/or submittal should be directed to:

Scott Vasko, P.E.  
Village of Downers Grove  
5101 Walnut Avenue  
Downers Grove, Illinois 60515  
Phone 630-434-6804, Fax 630-434-5495

**LOCATION MAP**



**V. PROPOSER'S RESPONSE TO RFP (Professional Services)**

**(Selected Firm shall insert fee proposal here. DO NOT insert a form contract. This RFQ/RFP document including detail specs and Proposer's response will become the contract with the Village.)**



## Statement of Qualifications

**ENGINEERING RESOURCE ASSOCIATES, INC.**  
Consulting Engineers, Scientists & Surveyors

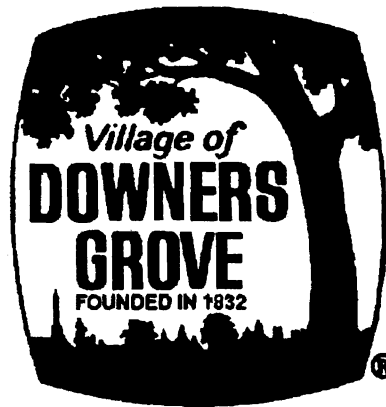


# **Knottingham Reconstruction Resident Engineering (R.E.) Services**

Proposal No.: ST-011 and WA-032

Prepared for:

## **Village of Downers Grove**



January 13, 2012

[www.eraconsultants.com](http://www.eraconsultants.com)



# **ENGINEERING RESOURCE ASSOCIATES, INC.**

**Consulting Engineers, Scientists & Surveyors**

January 13, 2012

Mr. Scott Vasko, PE  
Staff Engineer  
Village of Downers Grove - Public Works  
5101 Walnut Avenue  
Downers Grove, IL 60515

**SUBJECT: Statement of Qualifications - Knottingham Reconstruction  
Resident Engineering (R.E.) Services (ST-011 and WA-032)**

Dear Scott:

Engineering Resource Associates, Inc. (ERA) is pleased to submit this statement of qualifications for the Village of Downers Grove's Knottingham Reconstruction Resident Engineering Services project. Our statement was prepared in accordance with the request for qualifications and our experience on similar projects.

ERA is a full-service civil engineering, structural engineering, environmental science and surveying firm that has provided resident engineering services to municipal, county and state agencies. Over the past 22 years, we have completed numerous successful roadway and infrastructure construction projects throughout Illinois.

The following is a summary of some of the primary advantages that ERA will provide to the Village of Downers Grove:

- **Municipal Resident Engineering Experience** – ERA has a 22 year history of providing resident engineering services for roadway reconstruction and parking lot improvement projects for municipal clients throughout Illinois. Projects have been performed in residential neighborhoods, central business districts, industrial and commercial districts, and along major transportation corridors. Our staff has specialized experience working with residents, business owners, commuters, public officials and other project stakeholders to address their concerns, answer their questions and accommodate their needs. We advocate stakeholder involvement and participation from early in preliminary design through to final construction.
- **Public Involvement** – The majority of ERA's roadway, infrastructure and water resource projects over the past 22 years have been designed and constructed for municipal clients. These projects have been located in residential neighborhoods, business and industrial districts and within downtown shopping districts. Our staff has specialized experience working with residents, business owners, commuters, public officials, permitting agencies and other stakeholders to address their concerns, answer their questions and accommodate their needs. We advocate stakeholder involvement and

**Warrenville**  
3s701 West Avenue, Suite 150  
Warrenville, IL 60555  
T 630.393.3060  
F 630.393.2152

**Geneva**  
501 West State Street, Suite 203  
Geneva, IL 60134  
T 630.262.8689  
F 630.262.8698

**Chicago**  
10 South Riverside Plaza, Suite 1800  
Chicago, IL 60606  
T 312.683.0110  
F 312.474.6099

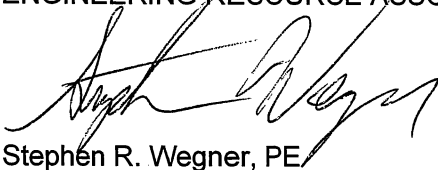
**Champaign**  
3002 Crossing Court  
Champaign, IL 61822  
T 217.351.6268  
F 217.355.1902

participation early in pre-construction through to final project closeout.

- **Staff Experience** – As detailed in our statement, ERA's project team has extensive experience providing comprehensive services on similar assignments. The following is a summary of years of experience and tenure at ERA for the primary members of our project team.
  - Project Manager: Steve Wegner, PE – 29 years/18 at ERA
  - Project Director: Rod Beadle, PE – 28 years/22 at ERA
  - Resident Engineer: Brian Dusak, PE – 10 years/10 at ERA
  - Resident Engineer: Dan Matter, PE – 11 years/4 at ERA
  - Resident Inspector: Rick Tanner – 34 years/22 at ERA
  - Resident Inspector: Andy Johnson – 29 years/19 at ERA
  
- **Downers Grove Knowledge and Experience** – ERA has extensive history of working with the Village of Downers Grove. Our knowledge of Village of Downers Grove standards and our close working relationship and familiarity with staff will contribute to the ultimate success of this assignment.

We appreciate the opportunity to submit this statement and we trust it meets with your approval. We look forward to working with the Village of Downers Grove on this and future assignments. Please contact me at (630) 393-3060 if you have any comments or questions.

Very truly yours,  
ENGINEERING RESOURCE ASSOCIATES, INC.



Stephen R. Wegner, PE  
Principal / Project Manager







## COMPANY BACKGROUND

---

### *Engineering Resource Associates, Inc.*

#### Number of Years in Business

- 22 – ERA was founded in March 1990

#### Officers of the Company

- Rodney A. Beadle, PE, CFM – President/Founder
- Stephen R. Wegner, PE – Principal
- John F. Mayer, PE, CFM – Principal
- Jon P. Green, PE, CFM – Principal
- John A. Fraunhoffer, PE, SE – Director of Structural Engineering
- Susan M. Beadle – Secretary

#### Annual Volume of Similar Work

- In 2011, ERA had gross billings of approximately \$3,150,000. Nearly 75% (\$2,362,500) was performed for municipal clients. Of that work, over 50% (\$1,181,250) involved similar elements as the Knottingham Reconstruction Resident Engineering Services including design and construction engineering for roadway and infrastructure improvements.

#### Current Capacity

- Our current staff includes 27 professionals including registered engineers, structural engineers, surveyors, technicians and environmental scientists. We have been fortunate to maintain a steady workload throughout 2011. We have plenty of available equipment and staff capacity available to complete the Knottingham Reconstruction Resident Engineering Services in accordance with the proposed project schedule and the Village of Downers Grove's needs.

#### Listing of Existing Suits, Claims, or Pending Judgments

- ERA is only involved in one suit involving a private client that owes an outstanding balance for work performed on a proposed development in Lisle, Illinois (ERA vs. TR3/Newman).



ENGINEERING RESOURCE ASSOCIATES, INC.



## SERVICES PROVIDED IN-HOUSE

---

### Transportation & Infrastructure

- Roadway and Pavement Design
- Parking Lot Design
- Water System Analysis and Design
- Sanitary Sewer System Analysis and Design
- Streetscape Design
- Bridge Condition Analysis
- Structural Bridge and Culvert Design
- Traffic Signal Design
- Street and Ornamental Lighting Design
- Traffic and Parking Studies

### Stormwater & Floodplains

- Stormwater and Watershed Studies
- Storm Sewer Design and Analysis
- Detention/Retention Facility Design
- Stormwater Utility Assistance
- Floodplain/Floodway Modeling and Permitting
- FEMA Map Revisions and Amendments
- Levee Accreditation and Design
- IDOT Location Drainage Studies
- Bridge and Culvert Hydraulic Reports
- Stormwater Permitting and Permit Review Services

### Surveying / Construction Services

- Route and Topographic Surveys
- Land and Boundary Surveys
- Plats of Subdivision, Annexation, Easements, etc.
- Construction Administration
- Construction Documentation
- Construction Layout and Staking
- GIS Mapping Development and Database Management

### Construction Services Equipment List

- Trimble 5600 DR200 Robotic Total Stations
- Trimble R8 RTK GPS
- Trimble VRS Network GPS
- Trimble TSC2 Data Collectors
- Sokkia Auto levels
- Sokkia Laser levels

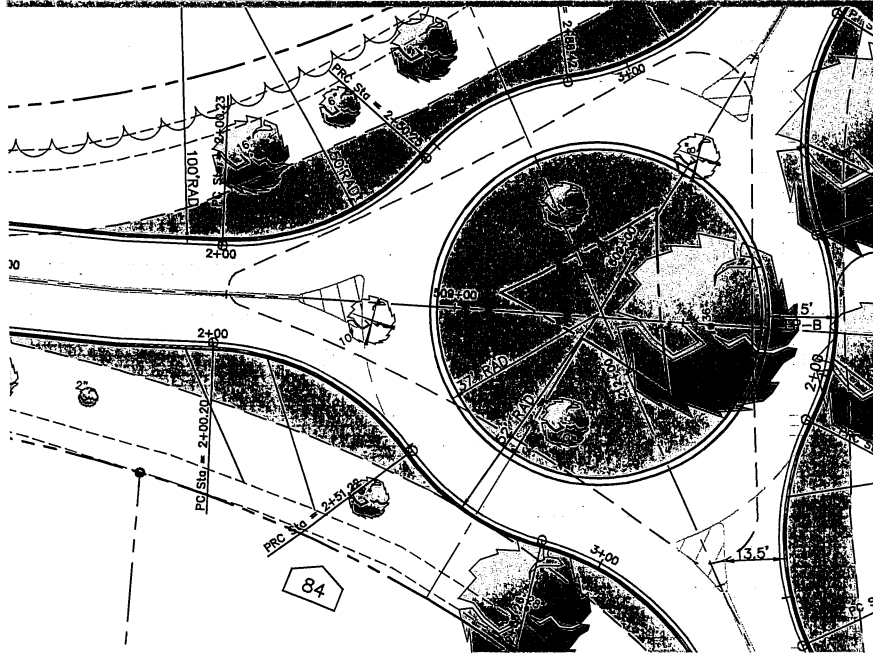
### Environmental

- Wetland and Riparian Delineation
- Permitting and Mitigation Design
- LEED and Green Infrastructure Certification and Design
- Streambank and Shoreline Restoration and Stabilization Design
- Best Management Practices Design
- Ordinance and Manual Preparation
- Environmental Permitting and Permit Review Services



# Village-Wide Street and Infrastructure Improvement Programs

Village of Glen Ellyn, Illinois



For over 17 years, ERA has provided Phase I, II and III engineering services on numerous roadway and infrastructure projects for the Village of Glen Ellyn. ERA was instrumental in helping the Village alleviate localized flooding and drainage issues throughout the Village. The roadway projects typically included improving the storm sewer system, sometimes with construction of detention ponds, water main replacements or extensions and sanitary sewer replacement or lining along with sanitary service replacement.

- **North Main Basin and Ellyn Avenue | \$1.9 million**  
ERA provided Phase III engineering services for the reconstruction of HMA and PCC roadways, storm sewers, sanitary sewers, and water main facilities within a residential and high school neighborhood.
- **Forest - Hillside Reconstruction | \$1.1 million**  
ERA provided Phase III engineering services for reconstruction and resurfacing of roadways, storm sewers, sanitary sewers, and water main facilities.
- **Raintree Renovation Project | \$1.6 million**  
ERA provided Phase III engineering services for the replacement of approximately 8,000 feet of watermain of which 2,300 feet was directionally bored, and the grind and overlay of approximately 1,200 feet of pavement.

ERA has designed or overseen the construction of:

- Over four (4) miles of High-Early PCC pavement
- Over five (5) miles of HMA pavement replacement
- Over six (6) miles of HMA pavement rehabilitation including enhanced resurfacing
- Over eight (8) miles new water main
- Over 10 miles of new storm sewers
- Approximately five (5) miles of new sanitary sewer mains
- Over two (2) miles of sanitary sewer lining

#### Project Reference

Robert J. Minix, PE  
Village of Glen Ellyn  
Public Works Department  
30 South Lambert Road  
Glen Ellyn, IL 60137  
(630) 469-6756



**ENGINEERING RESOURCE ASSOCIATES, INC.**  
Consulting Engineers, Scientists & Surveyors

[www.eraconsultants.com](http://www.eraconsultants.com)

Warrenville | Geneva | Chicago | Champaign

# Oak Avenue and Potter Street Water Main Replacement

City of Wood Dale, Illinois



For over 10 years, ERA has provided Phase I, II and III engineering services on numerous residential roadway and infrastructure projects for the City of Wood Dale. ERA was instrumental in helping the City convert over six (6) miles of rural cross section roadways to the City standard urban cross section. These projects typically included replacing the existing ditch drainage with curb and gutters with new storm sewers, new sidewalks and required storm water management facilities. To ensure positive drainage the existing roadway was lowered up to two feet, this required the lowering of the existing water main to maintain proper cover. Four of the projects utilized Motor Fuel Taxes (MFT) funds and several permits from IDOT were required for work in the Irving Park Road (IL 19) Right-of-Way.

ERA's two most recent projects for the City of Wood Dale include a water main replacement project and storm water study. The Oak Avenue and Potter Street Water Main replacement consisted of the design and construction observation of replacing approximately 2,000 feet of 8" diameter water main along Oak Avenue and Potter Street. Because of the number of conflicts in the roadway and the number of trees in the parkway, the water main along Oak Street was directionally-bored.

The storm water study examined the causes of flooding along Cedar Street south of Spring Oaks Drive during moderate and heavy rainfalls. The neighborhood experiences structural damage as well as making the roadway impassable due to flooding. ERA will evaluate various alternates to reduce the extent of the flooding, determine the associated costs for each alternate and present our findings to the City Board.

In addition to reconstruction projects, ERA has worked with the City on their annual roadway maintenance projects, storm water drainage studies, storm sewer projects, water main replacement projects and sanitary lining and replacement projects and the design of a salt dome. One of these projects required the horizontal drilling of a sanitary sewer main under the Milwaukee District West Line Rail Road.

## ERA Project Management

Stephen R. Wegner, PE | Project Manager  
Rodney A. Beadle, PE, CFM | President / Project Director

## Project Reference

John Kramer | Director of Public Works  
City of Wood Dale  
404 N. Wood Dale Road  
Wood Dale, IL 60191  
Phone: (630) 787-3765 | Email: jkramer@wooddale.com

## Project Highlights

- Over four (4) miles of High Early PCC
- Analyzed existing pavement
- Over 6 miles of roadway reconstruction and rehabilitation
- Approximately 14,000' of new storm sewer
- Approximately 14,000' of new water main
- Approximately 6,500' of new sanitary sewer
- Approximately 7.5 miles of new sidewalks
- Use of recycled material
- Stormwater management facilities
- Location drainage studies

**Oak Avenue and Potter Street  
Water Main Replacement  
Construction Cost:  
\$643,000**



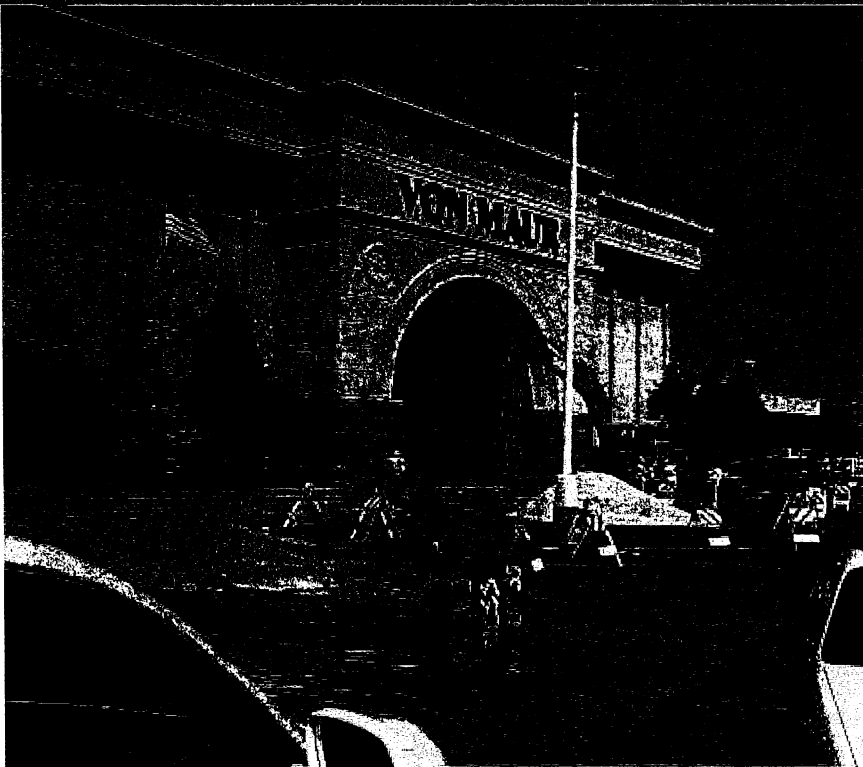
**ENGINEERING RESOURCE ASSOCIATES, INC.**  
Consulting Engineers, Scientists & Surveyors

[www.eraconsultants.com](http://www.eraconsultants.com)

Warrenville | Geneva | Chicago | Champaign

# Yorktown Water Main, Phase II

Village of Lombard, Illinois



## Project Highlights

- Innovative project scheduling to minimize impacts to businesses
- Over 2.5 miles of new ductile iron water main and hydrants
- Pavement repairs
- Traffic control and project staging

## Additional Lombard Experience

- SA 217: Lombard Lagoons - \$8.3 million
- Olde Towne East Infrastructure Improvements - \$3.8 million
- Lombard Hills East Infrastructure Improvements - \$6.5 million
- Addison Avenue Reconstruction - \$1.9 million
- Highland Avenue Improvements - \$2.1 million

ERA provided construction engineering and layout services for the Village of Lombard's Yorktown Water Main, Phase II Improvement project. This completed the public phase of providing new and improved service to the mall and surrounding properties. The project included over 2.5 miles of new ductile iron water main of various sizes ranging from 8" to 20" installed using the open cut method.

ERA's staff addressed several challenges throughout the project's duration. Service reconnections were performed at night to minimize impacts to the retail businesses. Project staging was divided into three phases in which the contractor was required to complete the preceding phase before continuing with the next. Extra care was taken when working near the existing main due to its fragility.

### ERA Project Management

Stephen R. Wegner, PE | Principal / Project Manager  
Rodney A. Beadle, PE, CFM | President / Project Director

### Project Reference

Ray Schwab | Civil Engineer  
Village of Lombard Public Works Department  
1051 South Hammerschmidt Avenue  
Lombard, IL 60148  
Phone: (630) 620-5740 | Email: schwabr@villageoflombard.org

**Construction Cost (Date): \$1.6 million**



**ENGINEERING RESOURCE ASSOCIATES, INC.**

Consulting Engineers, Scientists & Surveyors

[www.eraconsultants.com](http://www.eraconsultants.com)

Warrenville | Geneva | Chicago | Champaign



## PROPOSED PROJECT TEAM

---

### *Knottingham Reconstruction Resident Engineering Team*

Engineering Resource Associates, Inc. (ERA) has successfully provided resident engineering and construction inspection services for numerous municipal clients throughout Northeastern Illinois. ERA's project experience includes roadway and infrastructure projects situated in residential neighborhoods and commercial districts. We have developed a solid reputation for delivering projects on-time and within budget. Through experience on a wide variety of projects we have developed a strong ability to lead public coordination efforts to keep business owners, residents, and commuters informed and to incorporate their concerns into the projects.

#### **Stephen R. Wegner, PE | Principal / Project Manager**

With over 29 years of professional engineering experience, Steve Wegner has served as Project Manager on construction and resident engineering projects for numerous municipalities, counties, and state agencies throughout Illinois. He will serve as the Project Manager for this project and will be present at every weekly meeting at a minimum.

Steve's portfolio of construction and resident engineering projects for roadways typically include storm sewer system improvements, water main replacement and extensions, sanitary sewer replacement and lining, and sanitary service replacement. Since many of these projects are situated within residential neighborhoods, Steve has developed innovative and cost-effective solutions that satisfy the needs of project owners and stakeholders, and address potential obstacles that might arise during construction.

Steve has established long-term relationships with several municipal clients. He possesses excellent communication skills while interacting with project owners and stakeholders. He regularly attends public informational meetings about projects, and conducts on-site face-to-face meetings with impacted residents. **Resume included.**

Mr. Wegner recently served as Project Manager for the Village of Glen Ellyn's Parkside/Summerdale Roadway and Infrastructure Improvements. The APWA Chicago Metro Chapter's Suburban Branch recognized that project as the 2010 Project of the Year.

Steve recently served as Project Manager on these transportation projects:

- Hawthorne Corridor Improvements Project – Village of Glen Ellyn
- Oak Avenue and Potter Street Water Main Replacement – City of Wood Dale
- Water System Rehabilitation and Water Main Replacement – Village of Lisle
- Levee Accreditation and Maintenance Improvements – City of Elmhurst
- Maple Avenue Water Main Replacement – Village of Lisle





## PROPOSED PROJECT TEAM

---

- York Township Water Main Improvements – DuPage County
- Thunderbird Bridge Deck Replacement over Klein Creek – Village of Carol Stream
- St. Charles Road Reconstruction – Village of Berkeley

### **Brian J. Dusak, PE, CFM | Resident Engineer**

With over 10 years of professional engineering experience, Brian Dusak serves as a resident engineer/resident inspector on a wide-range of construction projects. He has served in this capacity for the reconstruction of residential roadways, downtown streetscape enhancements, bridge and culvert construction, water main rehabilitation and improvements, as well as federally-funded recreational trails. Project elements have included the installation of new street lights and traffic signals, construction layout, and the removal of contaminated soils.

Brian is well-versed with the documentation required for a wide range of federal, state, and local funding sources. His specialized training includes IDOT's Documentation of Contract Quantities Course. He will serve as the Resident Engineer for this project and will be in charge of all documentation. **Resume included.**

Brian's recent project experience includes:

- Western Avenue Infrastructure and Streetscape Enhancements – City of Lake Forest
- 91st Street LAPP Resurfacing Project – Village of Burr Ridge
- Rockwell Street Realignment – City of Warrenville
- Illinois Route 72 Streetscape – Village of West Dundee
- Black and Timberline Drive Traffic Signals – City of Joliet
- Waukegan Road Streetscape – City of Lake Forest
- Berwyn Arterial Lighting Project – City of Berwyn
- 22nd Street Streetscape and Lighting Project – Village of Oak Brook
- DuPage River Trail Phase II and III Engineering – Plainfield Park District
- Illinois Prairie Path Geneva Spur and Great Western Trail Connector – City of West Chicago





## PROPOSED PROJECT TEAM

---

### **Richard Tanner | Resident Engineer / Resident Inspector**

Richard Tanner serves as senior engineering technician for the design and construction of transportation and infrastructure projects. With over 34 years of experience in the engineering field. Duties include resident engineer, construction layout and surveying.

Rick is registered/certified with IDOT for: Documentation, ICORS, Construction Inspection, ArcView 9.3 Training and Autodesk University. As a Senior Design Technician, Rick is responsible for creating construction plans and specifications. As a Resident Engineer / Inspector for municipal projects, he is responsible for layout, inspections, and payment to contractor. He has extensive interaction with residents, business owners, contractors, and municipal staff. In addition, he has strong knowledge of IDOT procedures and requirements. **Resume included.**

### **Andrew M. Johnson | Resident Inspector**

With over 29 years, Andy Johnson serves as a Resident Inspector on a wide variety of surveys and for construction layout projects.

Andy works with numerous types of surveys including ALTA-ASCM, boundary, construction, control, hydrographic, judicial, route, subdivision, topographic and wetland delineation for state, county and municipalities throughout Illinois as well as residential and commercial clients. His construction layout experience includes location and offsets for basic lines, buildings, curb, roadway, underground utilities services, right-of-way, sidewalks, easements, streetlighting/traffic signals and watermain. **Resume included.**



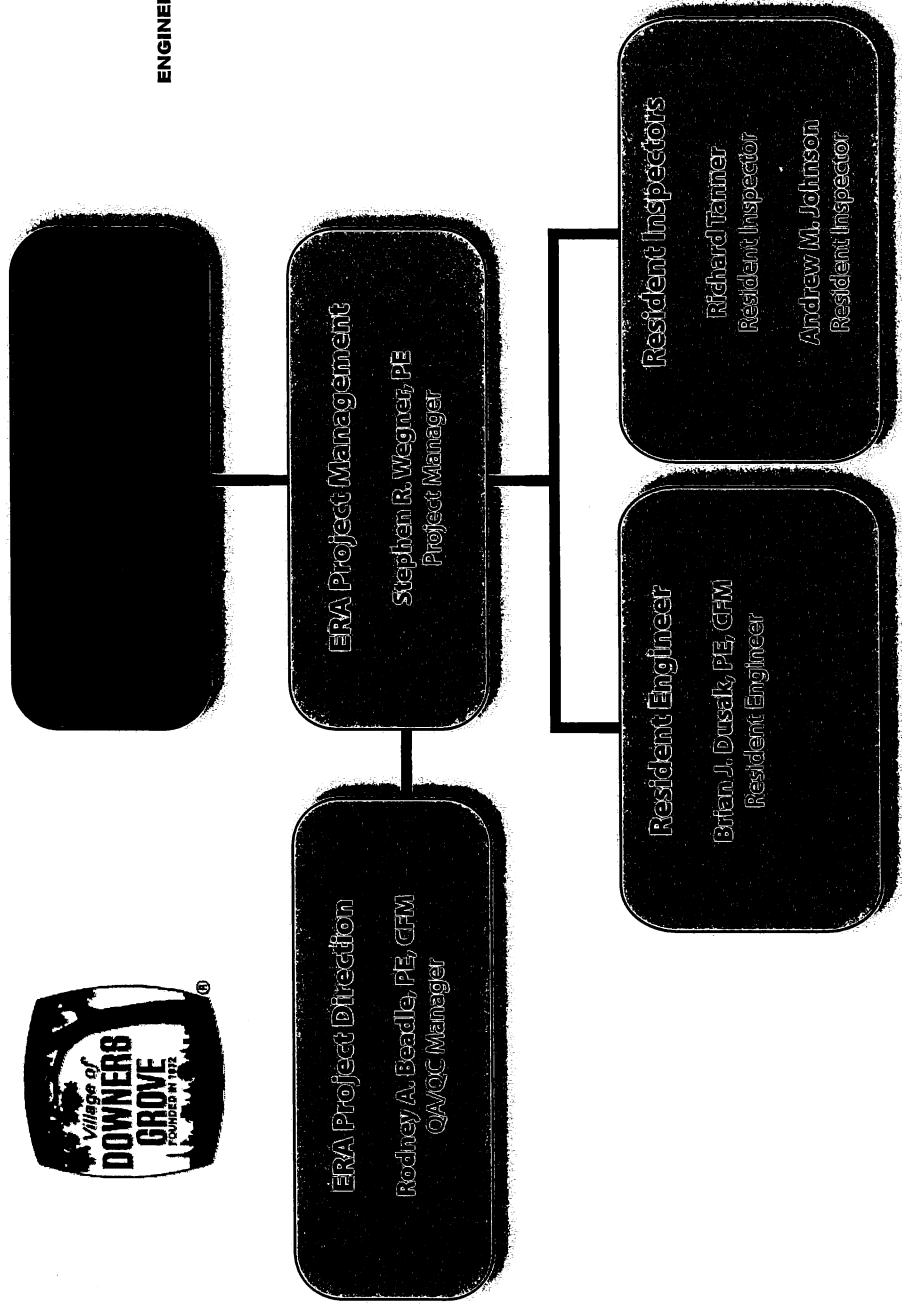


# Knotttingham Reconstruction Resident Engineering Team Chart

Proposal No.: ST-011 and WA-032



**ENGINEERING RESOURCE ASSOCIATES, INC.**  
Consulting Engineers, Scientists & Surveyors  
[www.eraconsultants.com](http://www.eraconsultants.com)





**Stephen R. Wegner, PE**  
Project Manager / Principal

With over 29 years of professional engineering experience, **Steve Wegner** has served as Project Manager for the design and construction of award-winning transportation and infrastructure improvement projects for local municipalities, counties, and state agencies throughout Illinois.

Through his knowledge with each phase of the engineering process, Steve has established long-term relationships with municipal clients. His expertise has proven invaluable by identifying innovative and cost-effective alternatives during design, and by anticipating potential obstacles that might arise during construction. Steve possesses excellent communication skills while interacting with project owners and stakeholders. He regularly attends public informational meetings about projects, and conducts on-site face-to-face meetings with impacted residents.

**Education/Registration**

- Bachelor of Science  
Civil Engineering  
University of Illinois – 1983
- PE - IL - 062-044445

**Areas of Expertise**

- Phase II and III engineering
- IDOT, IEPA and IDNR standards and permitting requirements
- Preparation of plans, specifications and estimates

**Years of Experience**

- 29 years, 18 with ERA

**Featured Experience**

**York Township Water Main Improvements  
DuPage County, Illinois | Project Manager**

Project Manager for the installation of approximately 7,655 feet of various diameter water main within York Township located in DuPage County. Extensive coordination is required with other design engineering firms to create a single set of construction documents for this multiple-phase project.

**Representative Projects:**

**St. Charles Road Reconstruction, Berkeley, IL** – Project Manager for the construction coordination with the Village of Berkeley, IDOT District 1, and the Field Inspector. Project elements include new water main and storm sewer, roadway reconstruction, new street lighting, construction layout, new traffic signals and removal of contaminated soils.

**Charlotte Street Reconstruction, Lombard, IL** – Project Manager for the roadway reconstruction of one block in downtown Lombard. Job included 500 feet of new watermain and services, watermain quality storm sewer, new sanitary main and services. Job considerations included maintaining access to the businesses and a 200 unit condo association whose only access was within the construction limits. Additionally, Lombard Central Fire Station was located within the project limits. Received letters of appreciation from the fire chief and condo association.

**Lisle Water Main Replacement, Lisle, IL** – Project Manager for the replacement of an existing 12" diameter water main (approximately 1,900 feet in length) along the Middleton Avenue right-of-way corridor between Schwartz Avenue and Dorset Avenue. The water main was installed under the East Branch of the DuPage River and connects into the existing water mains on Dumoulin Avenue and River Drive. The project impacted the River Dumoulin Levee located on both sides of the river.

**Valley View Estates Subdivision, Downers Grove, IL** – Project Manager for Phase I and Phase II engineering services for the reconstruction of the Valley View Estates residential subdivision. The project included the replacement of over 1.1 miles of HMA pavement to replace a failing Pozzolan base pavement. The project also included the installation of over 1,000 feet of storm sewer and the replacement of 6,000 feet of existing water main.

**Lambert Farms Infrastructure Improvements, Glen Ellyn, IL** – Project Manager for project involving providing new sanitary sewers, storm sewers, and water mains for a subdivision that was served by wells and septic fields. The proposed storm sewers were designed to provide storage for future expansion of the roadways. The sanitary sewer design included force main replacement and rehabilitation of lift station. ERA analyzed stormwater design and storage for future roadway widening.



**Professional Experience**

- **Engineering Resource Associates, Inc.**  
Principal / Project Manager  
(1994-Present)
- **Collins Engineers, Inc.**  
Project Engineer / Diver  
(1990-1994)
- **DuPage County Division of Transportation**  
Senior Civil Engineer  
(1986-1990)
- **Holmes & Narver**  
Structural Engineer  
(1985-1986)
- **Sargent & Lundy**  
Structural Engineer  
(1983-1984)

**Professional Affiliations**

- American Council of Engineering Companies

**North Main Basin and Ellyn Avenue Improvements, Glen Ellyn, IL** – Project Manager for complete road reconstruction of the North Main Basin area and Ellyn Avenue near downtown Glen Ellyn. Improvements included the reconstruction of over 4,000 feet of bituminous pavement, 1,000 feet of PCC pavement, sidewalks, driveways, storm sewer, watermain and sanitary sewer replacement, sanitary sewer lining and televising evaluation.

**Hobson Valley Water System Improvements, DuPage County, IL** – Project Manager for the fast track design of a water main for two subdivisions in unincorporated DuPage County. The project consisted of installing over 10,500 feet of new 8-inch and 12-inch water main. The project also included the horizontal directional drilling of a 12-inch main over 800 feet that passed under a drainage ditch. This project was funded by a Special Service Area.

**Elmhurst Levee Accreditation and Maintenance Improvements, Elmhurst, IL** – Project Engineer responsible for preparing contract documents for the construction of the rehabilitation of an existing levee in Elmhurst. Also oversaw the resident engineering services for the project.

**Gundersen Drive/West Street Roadway Improvements, Carol Stream, IL** – Project Manager for the reconstruction of a roadway situated within an industrial park and a residential neighborhood. A vegetated swale was utilized to meet DuPage County BMP and storage requirements.

**Parkside-Summerdale Roadway and Infrastructure Improvements, Glen Ellyn, IL** – Project Manager for the reconstruction project located within the Village of Glen Ellyn. Project involves the storm sewer, water main, lining of existing sanitary sewer, road reconstruction and resurfacing within a residential neighborhood. Project awarded APWA 2010 Project of the Year.

**North Dundee Relief Sewer, Glencoe, IL** – Project Manager for the Phase I, II and III engineering services for the installation of a storm sewer designed to carry the 100-year storm through a residential neighborhood. The project required an IDOT permit and easements from some of the residents.

**Thunderbird Bridge Deck Replacement over Klein Creek, Carol Stream, IL** – Project Manager for the Phase II and III engineering services for the replacement of a two span, pre-stressed deck beam structure over Klein Creek. The schedule was accelerated because the bridge is located a quarter mile from a school and was in such poor condition that traffic was limited to one side.

**Special Assessment 217: Lombard Lagoons, Lombard, IL** – Project Manager for the reconstruction of 8,500 feet of residential roadways. Project also includes new storm sewers, new sanitary sewers and storm water detention. Project was phased over several years.





**Brian J. Dusak, PE, CFM**  
Resident Engineer

**Brian Dusak** serves as a Design/Project Engineer on transportation, infrastructure and drainage engineering projects. Mr. Dusak has been involved with multiple developments which included infrastructure and drainage improvements and communication with municipalities and permitting agencies. He also serves as a Resident Engineer on municipal infrastructure projects.

**Education/Registration**

- Bachelor of Science  
Civil Engineering  
University of Illinois – 2004
- PE - IL - 062-062144
- CFM – IL-06-00304

**Areas of Expertise**

- Transportation projects including roadway design and bridge construction
- Bike trail design by incorporating AASHTO and BDE criteria
- Preliminary engineering and preparation of plans, specifications and estimates for governmental transportation and infrastructure projects
- Permitting process of federal, state and local permitting agencies

**Special Training**

- IDOT, Documentation of Contract Quantities Course  
December 2008 (09-0054)

**Years of Experience**

- 10 years, 10 with ERA

**Featured Experience**

**DuPage River Trail Improvements**

**Plainfield Park District, Illinois | Resident Engineer**

Resident Engineer for the construction of a pedestrian bridge and a mile-long bike trail along the DuPage River. Project is funded through the American Recovery and Reinvestment Act (ARRA) of 2009. Tasks include coordinating with IDOT Bureau of Local Roads, IDOT Bureau of Materials, Federal Highway Administration, and Village of Plainfield to ensure compliance with all local and federal requirements.

**Representative Projects:**

**91<sup>st</sup> Street LAPP Project**, Burr Ridge, IL – Resident Supervisor for a Local Agency Pavement Preservation (LAPP) project. The project included the resurfacing of approximately 2,560 feet of roadway with the Village of Burr Ridge's municipal limits. Also responsible for all documentation required using ICORS.

**York Township Water Main Improvements**, DuPage County, IL – Design Engineer for the installation of approximately 7,655 feet of various diameter water main within York Township located in DuPage County. Extensive coordination is required with other design engineering firms to create a single set of construction documents for this multiple-phase project.

**St. Charles Road Reconstruction**, Berkeley, IL – Resident Inspector of the St. Charles Road project for the Village of Berkeley. Project elements include new water main and storm sewer, roadway reconstruction, new street lighting, construction layout, new traffic signals and removal of contaminated soils.

**2011 Water Main Rehabilitation**, Lisle, IL – Project and Resident Engineer for the installation of approximately 2,000 feet of various diameter water main within the Village of Lisle. Project included directionally drilling under levees and the East Branch of the DuPage River.

**West Dundee Streetscape Project**, West Dundee, IL – Resident Supervisor for an American Recovery and Reinvestment Act of 2009 (ARRA) project. This project included the construction and installation of 12, 25-foot-long pre-cast concrete planters, the installation of new benches and trash receptacles, the removal of existing bluestone pavers, and the installation of new brick pavers along Illinois Route 72 in downtown West Dundee. Also responsible for all documentation required using ICORS for the project.

**Raintree Water Main Renovation**, Glen Ellyn, IL – Resident Inspector for a water main replacement and street rehabilitation project. Approximately 8,000 feet of water main was replaced, of which, 2,300 feet was directionally-bored. The grind and overlay consisted of approximately 7,200 feet of pavement.



**Professional Experience**

- **Engineering Resource Associates, Inc.**  
Project Engineer/  
Resident Engineer  
(2004-Present)
- **Engineering Resource Associates, Inc.**  
Engineering Intern  
(2002, 2003)

**Professional Affiliations**

- American Public Works Association (APWA) – Fox Valley Education Committee
- Illinois Association of Floodplain and Stormwater Management (IAFSM)
- Institute of Transportation Engineers (ITE)

**22nd Street Beautification Project**, Oak Brook, IL – Design Engineer for a street beautification corridor project along a 0.75 miles of an unmarked IDOT route namely 22nd Street and 0.5 miles of York Road located in the Village of Oak Brook. As a subconsultant to Hitchcock Design Group, ERA provided the engineering plans for a new decorative streetlight system, holiday accent lighting, a gateway sign and grading/utility plans for median improvements. The project was funded through the Illinois Transportation Enhancement Program (ITEP) and a local hotel tax over several years.

**Prairie Path Structure Improvements**, DuPage County, IL – Resident Inspector for the removal and the replacement of seven box culverts along the Illinois Prairie Path and Great Western Trail.

**North Main Basin Resident Engineer**, Glen Ellyn, IL – Resident Inspector of North Main Basin project for Village of Glen Ellyn. Project elements include new water main and storm sewer, sanitary sewer replacement and roadway reconstruction.

**Carpentersville Village Engineering Assistance**, Carpentersville, IL – Engineering Assistant for the Village of Carpentersville. Responsibilities included monitoring commercial construction sites and performing engineering inspections within the public right of way.

**US 45 Realignment**, Rantoul, IL – Design Engineer for the realignment of an intersection in Rantoul, Illinois for the Illinois Department of Transportation - District 5. The project included construction of a new roadway, resurfacing and storm sewer design.

**10<sup>th</sup> Street and Hamilton Street Reconstruction**, Lockport, IL – Design Engineer of a reconstruction project for City of Lockport. Project includes roadway reconstruction, streetscape elements, water main and storm sewer design.

**East Highlands Subdivision Improvements**, Naperville, IL – Design Engineer for Phase I and II engineering services for the reconstruction of approximately 8,000 feet of residential streets. The project included new bituminous pavement, sidewalk, street lighting, new storm sewers and extensions of sanitary sewers and water main.

**Sycamore Lane Storm Sewer Improvements**, Glencoe, IL – Project Engineer for the Phase I, II and III portions of the installation of 800 feet of 36-inch storm sewer to alleviate flooding problems within a subdivision in Glencoe. Other tasks included sanitary sewer installation and water main adjustments.

**Illinois Prairie Path Geneva Spur and Great Western Trail Connector**, West Chicago, IL – Project Engineer for the design and construction of connecting paths between the Great Western Trail and Reed-Kepler Park in the City of West Chicago. The shared-use paths will be designed in accordance with AASHTO and IDOT requirements. Extensive coordination is required with IDOT and FHWA as funding for this project will be received through the Surface Transportation Program (STP).





**Richard Tanner**  
Resident Inspector

*Richard Tanner serves as Senior Engineering Technician for the design and construction of transportation and infrastructure projects. With 34 years of experience in the engineering field. Duties include resident engineer, construction layout and surveying.*

**Education:**

*Elgin Community College  
1978*

**Registration/Certifications:**

**IDOT:**

- *Documentation*
- *ICORS*
- *Construction Inspection*
- *ArcView 9.3 Training*
- *Autodesk University*

**Experience:**

- 1990 - Present  
Engineering Resource  
Associates, Inc.*
- 1987 - 1990  
Pavia-Marting & Co.*
- 1982 - 1987  
Sargent & Lundy Engineers*
- 1981 - 1982  
James J. Benes & Associates,  
Inc.*
- 1980 - 1981  
City of Evanston, IL*
- 1978 - 1980  
H. W. Lochner, Inc.*

**Featured Experience**

**West Dundee Streetscape Project**

**Village of West Dundee, Illinois | Resident Engineer**

Resident Engineer for an American Recovery and Reinvestment Act of 2009 (ARRA) project. This project included the construction and installation of 12, 25-foot long pre-cast concrete planters, the installation of new benches and trash receptacles, the removal of existing bluestone pavers, and the installation of new brick pavers along Illinois Route 72 in downtown West Dundee. Also responsible for all documentation required using ICORS for the project.

**Representative Projects:**

**Hawthorne Corridor Improvements Project, Glen Ellyn, IL** – Senior CAD Technician for Phase I, and Phase II design services for the complete reconstruction of Hawthorne from Ellyn Avenue to the City of Wheaton boundary, along with several intersecting streets. Project includes improvements to the water main, sanitary sewer, and storm sewer systems. Public coordination will be required with multiple government entities and corridor stakeholders to determine final width of the road.

**Barth Pond Shoreline Stabilization, Downers Grove, IL** – Senior CAD Technician for the design of a shoreline stabilization and water quality treatment plan, and the design an ADA accessible path around Barth Pond at Patriots Park. The innovative site design remains sensitive to the pond's intended uses for recreational activities and community flood control, and promotes environmental stewardship.

**Bryant Avenue / Thain's Addition Reconstruction Project, Glen Ellyn, IL** – Designer for Phase II design drawings. The project included the total reconstruction and rehabilitation of over 11,000 feet of HMA and PCC streets.

**Parkside-Summerdale Road Reconstruction Project, Glen Ellyn, IL** – Designer for Phase II design drawings. The project included the total reconstruction and rehabilitation of HMA streets, storm sewer water main, lining of existing sanitary sewer reconstruction of a PCC alley serving business and apartment buildings, and the design of a roundabout for traffic calming. Project was awarded APWA 2010 Project of the Year.

**US 45 Realignment, Rantoul, IL** – Designer for the realignment of an intersection in Rantoul, Illinois, for the Illinois Department of Transportation - District 5. The project included construction of a new roadway, resurfacing, and storm sewer design.

**Potter Street, Wood Dale, IL** – Designer for Phase II design drawings. The project included the total roadway reconstruction, water main, and storm and sanitary sewers. The project length was 3,000 feet.



**Primary Duties/Strengths:**

*Senior Design Technician responsible for creating construction plans and specifications.*

- *Resident Engineer / Inspector for municipal projects. Responsible for layout, inspections, and payment to contractor.*
- *Extensive interaction with residents, business owners, contractors, and municipal staff.*
- *Strong knowledge of IDOT procedures and requirements.*

**Community Service:**

- *Member, Friends of the Fox River*
- *Member, Sleepy Hollow Service Club*

**Cantigny Park Entrance Reconstruction Project, Wheaton, IL – Senior CAD Technician** for the reconstruction of the entrance to Cantigny Park at Winfield Road. Project includes the construction of a right turn lane along DuPage County Route 13, reconstruction of inbound and outbound lanes, replacement of entry monuments and gates, and installation of lighting and plantings.

**Cantigny Streambank Stabilization, Wheaton, IL – Senior CAD Technician** for the design of streambank stabilization and course improvements on the Woodside Course. Developed an innovative site design that remains sensitive to the site's intended uses for recreational activities, and promotes environmental stewardship. Secured funds from a DuPage County Water Quality Grant and Illinois Environmental Protection Agency (IEPA) 319 funds for this project.

**Sportsman's Country Club Shoreline Stabilization, Northbrook, IL – Senior CAD Technician** for the design of a shoreline stabilization project on nine ponds located throughout the golf course. Construction and bid documents and prepared for three highest priority ponds. Project includes the evaluation, design, construction specifications and cost estimating for shoreline repair.

**Wildwood Homeowners Association: Stabilization and Dredging, Burr Ridge, IL – Senior CAD Technician** for the design of a stabilization and sediment dredging project for a pond and stream located within a residential neighborhood.

**Various Infrastructure Projects, Lily Lake, IL – Resident Inspector** for various infrastructure projects for the Village of Lily Lake. Duties included pavement condition inspections to identify the type, severity, and extent of pavement distress including items such as rutting, raveling, patching, potholes, corrugations, pumping, delaminating, and various types of cracking, analyze pavement cores, and coordinate with staff to determine required repairs. Also responsible for all construction layout and all documentation required for project.

**Manchester Road, Wheaton, IL – Resident Engineer** for a MFT funded roadway project. This project included the total roadway reconstruction, new storm sewers, sidewalk repairs, new street lighting, and water main repairs. Also responsible for all construction layout and all documentation required for project.

**Various Projects, Glen Ellyn, IL – Pavement condition inspections** to identify the type, severity, and extent of pavement distress including items such as rutting, raveling, patching, potholes, corrugations, pumping, delaminating, and various types of cracking, analyze pavement cores, and coordinate with staff to determine required repairs. Concrete curb and gutter inspections to identify areas of sagging, cracking, and structural failure. Utility structure condition (mh's, cb's etc.). Inspect structures to identify needs for reconstruction and/or replacement. Sidewalk condition inspections including trip hazards and non-conforming ADA ramps.





**Andrew M. Johnson**  
Resident Inspector

**Andy Johnson** serves as an Engineering Technician / Resident Engineer on a wide variety of surveys and for construction layout projects. The types of surveys include ALTA-ASCM, boundary, construction, control, hydrographic, judicial, route, subdivision, topographic and wetland delineation for state, county and municipalities throughout Illinois as well as residential and commercial clients. Construction layout includes location and offsets for basic lines, buildings, curb, roadway, underground utilities services, right of way, sidewalks, easements, streetlighting/traffic signals and water main.

**Professional Experience**

- Basic ArcView 9.3 Training

**Areas of Expertise**

- Flow monitoring
- Smoke testing
- Dyed water flooding
- Manhole inspection
- Internal television inspection

**Years of Experience**

- 29 years, 19 with ERA

**Featured Experience**

**Kensington Park Redevelopment**

**Butterfield Park District (Lombard), Illinois | Resident Engineer**

Resident Engineer assisted with the Butterfield Park District's redevelopment of Kensington Park. Developments included improvements and renovation to two baseball fields, the construction of a U8 soccer field and pavilion. Plans also included a bike trail and off-street parking for approximately 40 vehicles.

**Representative Projects:**

**Sewer System Rehab Projects, Northeastern, IL – Resident Engineer** overseeing point repairs and replacement of sanitary lines, manhole grouting, readjustment of manholes, sewer line grouting, and lining. Project locations include: Elk Grove Village, Wilmette, and Winnetka.

**DuPage River Trail Phase II and III Engineering, Plainfield, IL – Resident Engineer** for the construction of a pedestrian bridge and a mile long bike trail along the DuPage River. Project is funded through the American Recovery and Reinvestment Act (ARRA) of 2009. Tasks include coordinating with IDOT Bureau of Local Roads, IDOT Bureau of Materials, Federal Highway Administration, and Village of Plainfield to ensure compliance with all local and federal requirements.

**4th and Linden Streetscape / Infrastructure, Wilmette, IL – Resident Engineer** for the design and construction phases for the construction of 1.5 miles of streets located in a business district and a residential area. Improvements included pavement evaluation, rehabilitation and reconstruction. Several areas contained historic brick paving requiring preservation. The business district was improved with streetscape elements including brick pavers, landscape planter areas, decorative lighting, trash receptacles, benches and bike racks. The improvements consisted of an evaluation and replacement of combined sewers, the construction of a watermain and temporary bituminous sidewalk.

**Elmhurst Levee Accreditation and Maintenance Improvements, Elmhurst, IL – Resident Engineer** for the accreditation of a 7,300 foot long, 100-year storm flood protection levee. Constructed in the early 1990s, this levee required accreditation to continue to be recognized by FEMA under the Map Modernization Program as a levee that protects residents to the 100-year flood thereby removing the NFIP floodplain designation and subsequent flood insurance requirement. Challenges included being able to find suitable site access areas for a levee located in a highly urbanized setting for soil testing equipment and structural inspections and an accelerated time schedule to meet FEMA reporting deadlines.

**Georgetown by the River, Glen Ellyn, IL – Engineering Technician** for site design and permitting of a multi-family PUD including sanitary sewer and water main extensions and detention basin design.







## Professional Engineering Proposal

**ENGINEERING RESOURCE ASSOCIATES, INC.**  
Consulting Engineers, Scientists & Surveyors

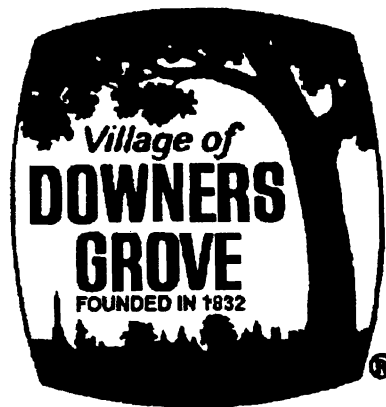


# Knottingham Reconstruction Resident Engineering (R.E.) Services

Proposal No.: ST-011 and WA-032

Prepared for:

## Village of Downers Grove



January 26, 2012

[www.eraconsultants.com](http://www.eraconsultants.com)



# ENGINEERING RESOURCE ASSOCIATES, INC.

Consulting Engineers, Scientists & Surveyors

January 26, 2012

Mr. Scott Vasko, PE  
Staff Engineer  
Village of Downers Grove - Public Works  
5101 Walnut Avenue  
Downers Grove, IL 60515

**SUBJECT: Professional Engineering Proposal - Knottingham Reconstruction  
Resident Engineering (R.E.) Services (ST-011 and WA-032)**

Dear Scott:

Engineering Resource Associates, Inc. (ERA) is pleased to submit this professional engineering proposal for the Village of Downers Grove's Knottingham Reconstruction Resident Engineering Services. Our proposal was prepared in accordance with the request for qualifications/proposal, visits to the site, our recent interview with Village of Downers Grove staff, and our experience on similar projects.

ERA is a full-service civil engineering, structural engineering, environmental science and surveying firm that has provided resident engineering services to municipal, county and state agencies. Over the past 22 years, we have completed numerous successful roadway and infrastructure construction projects throughout Illinois.

The following is a summary of some of the primary advantages that ERA will provide to the Village of Downers Grove:

- **Municipal Resident Engineering Experience** – As mentioned in our statement of qualifications and recent interview, ERA has 22 years of experience providing resident engineering services for roadway and infrastructure improvement projects for municipal clients throughout Illinois. Our team has performed these services in projects located in residential neighborhoods, central business districts, industrial and commercial districts, and along major transportation corridors. Our staff has specialized experience working with residents, business owners, commuters, public officials and other project stakeholders to address their concerns, answer their questions and accommodate their needs. We advocate stakeholder involvement and participation from early in pre-construction through to final project closeout.
- **Staff Experience** – As detailed in our statement, ERA's project team has extensive experience providing comprehensive services on similar assignments. The following is a summary of years of experience and tenure at ERA for the primary members of our project team.

**Warrenville**  
3s701 West Avenue, Suite 150  
Warrenville, IL 60555  
T 630.393.3060  
F 630.393.2152

**Geneva**  
501 West State Street, Suite 203  
Geneva, IL 60134  
T 630.262.8689  
F 630.262.8698

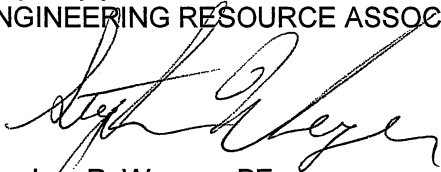
**Chicago**  
10 South Riverside Plaza, Suite 1800  
Chicago, IL 60606  
T 312.683.0110  
F 312.474.6099

**Champaign**  
3002 Crossing Court  
Champaign, IL 61822  
T 217.351.6268  
F 217.355.1902

- Project Manager: Steve Wegner, PE – 29 years/18 at ERA
  - Project Director: Rod Beadle, PE – 28 years/22 at ERA
  - Project Resident Engineer: Dennis Clements – 21 years
  - Resident Engineer: Brian Dusak, PE – 10 years/10 at ERA
  - Resident Inspector: Rick Tanner – 34 years/22 at ERA
  - Resident Inspector: Andy Johnson – 29 years/19 at ERA
- **Downers Grove Knowledge and Experience** – ERA has extensive history of working with the Village of Downers Grove. Our knowledge of Village of Downers Grove standards and our close working relationship and familiarity with staff will contribute to the ultimate success of this assignment.

We appreciate the opportunity to submit this statement and we trust it meets with your approval. We look forward to working with the Village of Downers Grove on this and future assignments. Please contact me at (630) 393-3060 if you have any comments or questions.

Very truly yours,  
ENGINEERING RESOURCE ASSOCIATES, INC.



Stephen R. Wegner, PE  
Principal / Project Manager





## PROJECT APPROACH

---

### *Project Background*

Knottingham Subdivision is located in the southeast section of the Village of Downers Grove and is bounded by 75<sup>th</sup> Street, Williams Street, Plainfield Road and Queens Court. The streets are used primarily for local vehicular trips to and through the neighborhoods with limited truck traffic and school buses and total approximately 11,000 feet in length. The existing cross section consists of 25- to 28-foot wide roadways as measured from edge of pavement to edge of pavement constructed on a pozzolan base with B6.12 curb and gutter. The storm water runoff is collected via an enclosed storm sewer system. There is a sidewalk in the right of way on each side of the street and the right-of-way is 70' in the project area.

The Nottingham Subdivision Road Reconstruction and Water Main Replacement Project is scheduled for construction during the spring and summer of 2012. The Village of Downers Grove now desires to retain a qualified engineering firm to provide resident engineering services for the proposed project.

### *Project Elements and Approach*

The Nottingham Subdivision Road Reconstruction and Water Main Replacement Project presents some challenges and unique issues. The following is a summary of ERA's understanding of the primary project elements and our approach to address them and ensure the successful completion of the project.

1. **Stakeholder Coordination and Communication** – Effective stakeholder coordination and communication is critical to the ultimate success of this project. Unique to this project is that some of the homes within the subdivision reside within Darien city limits. The resident engineer will be responsible for coordinating water main shut-offs with both Downers Grove and Darien.

Weekly meetings will keep all project team members informed of the construction progress, but it is equally important to keep property owners informed as well. There is the potential use of door hangers for individual houses to inform residents of the pending activity that may impact them. ERA has also used periodic newsletters or a website link to inform all the residents of the progress and any significant changes. Newer technology such as blogs, Twitter, and e-alerts are also effective forms of communication. The resident engineer will be accessible to the residents to ensure their needs are taken into account.

2. **Safety** – During a site visit, a handicapped sign was noted near one of the residences along Nottingham Lane. It will be the responsibility of the resident engineer to





## PROJECT APPROACH

---

coordinate with the contractor to ensure access can be maintained given any special circumstances such as scheduled doctor's appointments for any residents within the subdivision. Protection

3. **Construction Staging** – The construction staging of the project is vital to the success of this project. Depending upon the final design, a variety of staging scenarios will need to be coordinated between all stakeholders. It is anticipated that the water main and roadway reconstruction will be completed in phases in order to maintain access. Most notably will be when work is being completed along Queens Court as this road terminates at a cul-de-sac at the north end. Emergency vehicles, disruption to residences, parking restrictions, and driveway access are primary issues that need to be considered. It appears feasible that once water main is installed and tested on one of the streets, reconstruction of that same street may commence shortly thereafter while water main installation begins on a neighboring street. Concurrent operations progress the work in an efficient manner and help minimize disruption times. ERA has found that each stage is different based upon the specific needs and concerns of the Village and its residents.
4. **Observation** – It may be necessary to have more site observation during the early and middle stages of the project than in the later stages. ERA has the ability to shift experienced staff and resources as needed to accommodate the construction schedule. In addition to paper documentation, ERA will have a computer and camera on-site to document daily activities electronically as well.





## PROJECT APPROACH

---

### *Work Plan*

ERA will provide resident engineering services in accordance with the Village of Downers Grove's scope of services outlined in the Request for Proposal, our experience on similar projects, and as detailed in the following work plan.

#### Pre-Construction Services

##### **1. Meetings/Coordination**

- a. Pre-Construction meeting with contractor, sub-contractors, Village of Downers Grove's staff, testing consultant staff, utility companies, and others.

##### **2. Prepare Conformed Bid Documents and Project Files**

- a. Conform drawings and specifications to include all modifications to the documents including all addenda.
- b. Assemble Quantity and IDR books utilizing Village or IDOT forms as required.
- c. Make copies of pay request, change order, quantity book and IDR templates needed for proper documentation.

##### **3. Prepare Change Management Plan**

- a. ERA will record any issues and agreements that deviate from the original scope of services on a spreadsheet created in Excel. If a change in scope and budget results, they shall be agreed to in writing prior to proceeding with the change.

#### Construction Services

##### **4. Construction Observation**

- a. Provide full-time resident engineer and resident inspector, as required, based upon the level of construction activity. It is assumed that the contractor may periodically use two construction crews to meet project schedule requirements. Resident inspector will be full-time when the project workload dictates.
- b. Serve as the Village's liaison with the contractor primarily through the contractor's superintendent, public/private utilities, and various jurisdictional agencies.
- c. Arrange required material testing with the Village's consultant.
- d. Weekly project meetings to review contractor progress, discuss project issues and review upcoming operations and overall construction schedule. Review





## PROJECT APPROACH

---

monthly progress, prepare a monthly report to be approved by the Village and distributed by mail to the interested parties.

- e. Daily review and inspection of traffic control and erosion control items including completion of a weekly barricade check report and the NPDES erosion control site monitoring report.
- f. Maintain a database of names, addresses, and telephone numbers of subcontractors, contractors, suppliers, utility companies, and other entities involved with the project.
- g. Adherence to the safety equipment requirements, at a minimum, wearing an orange safety vest and steel toed shoes along with additional safety measures required under various situations.
- h. Material deliveries will be checked against approved submittals and for proper storage in advance of installation. The resident engineer will alert the Contractor's field superintendent of unapproved materials or equipment and advise the Village of Downers Grove of such occurrences.

### 5. Scheduling

- a. Review contractor's progress and adherence to project schedule.
- b. Review schedule with contractor on a daily basis and require contractor to update schedule on a weekly basis as necessary.

### 6. Shop Drawings and Submittals

- a. Record data received, maintain a file of drawings and submissions, and check construction for compliance with them.
- b. Review shop drawings and other submittals from the project contractor for conformance with the requirements of the contract documents. Notify the Village of Downers Grove of any deviations or substitutions. With the notification, provide the Village with a recommendation for acceptance or denial, and request direction from the Village regarding the deviation or substitution.
- c. Alert the contractor's field superintendent when materials or equipment are being installed before approval and advise the Village when it's necessary to disapprove work as failing to conform to the contract documents.

### 7. Documentation

- a. All resident engineers and inspectors at ERA follow procedures for IDOT Documentation of Contract Quantities unless otherwise directed.
- b. Track and measure contract pay item quantities using Inspector's Daily Reports.
- c. Keep and maintain a daily diary summarizing contractor operations, coordination





## PROJECT APPROACH

---

- activities, weather, project issues, etc.
- d. Collect and file material tickets.
- e. Prepare weekly reports.
- f. Submit project documentation to ERA office for use in reviewing contractor pay request.
- g. Track contractor time and materials expended on extra work items.
- h. Digital photos of construction activities will be taken to supplement reports.

### 8. Verify Contractor Layout

- a. The contractor shall provide adequate control in close proximity so the resident engineer may check compliance of the elements constructed.

### 9. Pay Request and Change Order Review

- a. Review applications for payment and compare to documentation records on a monthly basis.
- b. Submit pay requests to Village as required.
- c. Review change order documentation and justifications.
- d. Forward change order recommendations to Village staff.

### 10. Punch List

- a. Prepare a list of items for correction by the contractor.
- b. Review testing results and incorporate into punch list.
- c. Work with Village staff to incorporate items into the punch list.
- d. Work with contractor to complete all punch list items in a timely, responsive manner.
- e. Determine if the project has been completed in accordance with the contract documents and if the contractor has fulfilled all obligations.

### 11. Record Drawings

- a. Coordinate with contractor on record drawings on which all changes to the original plans are noted.
- b. Submit redline record drawings to Village for review and approval.
- c. Contractor shall update all AutoCAD files to reflect as-built conditions. ERA will not be responsible for drafting.
- d. Final record drawings and other final documentation will be submitted within four weeks following completion of the project.







## PROJECT APPROACH

---

### Post-Construction/Project Close-Out Services

#### 12. Final Documents and Accounting

- a. Ensure punch list items have been completed.
- b. Receive all final lien waivers and record drawings from contractor.
- c. Provide final status of project budget.
- d. Turn over a complete and neatly organized job box to Village.

#### *Project Schedule*

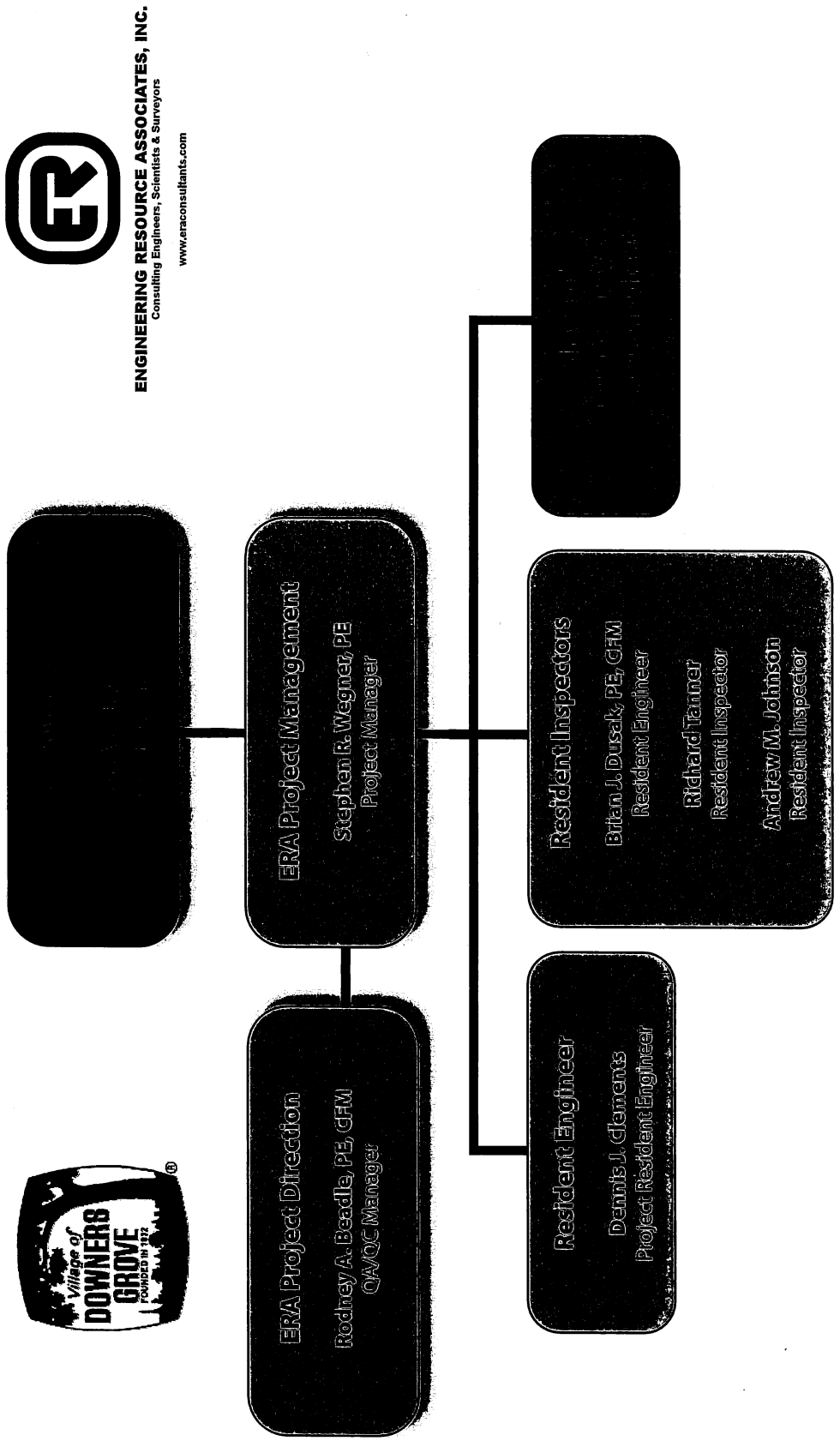
It is our understanding that the Village of Downers Grove desires to bid the Knottingham Subdivision Road Reconstruction and Water Main Replacement Project in the spring of 2012 and complete construction by October 2012. ERA has the staff and resources available to fully staff the project for the duration of construction in order to meet this deadline. If the project schedule or scope of services changes, we have additional staff and resources available to accommodate the project. Our experience on similar assignments and ability to shift staff and resources will contribute to the ultimate success of this project.

A graphical project schedule is provided. It is anticipated that the project will be constructed between April 9, 2012 and November 16, 2012 based upon a 5-day work week not including holidays. Hours shown are based on 8-hour days within this time frame. If construction operations continue past this date, monies shall be deducted from payments to the contractor to compensate ERA for any additional time expended on construction observation.



# Knottingham Reconstruction Resident Engineering Team Chart

Proposal No.: ST-011 and WA-032



**ENGINEERING RESOURCE ASSOCIATES, INC.**  
Consulting Engineers, Scientists & Surveyors  
[www.eraconsultants.com](http://www.eraconsultants.com)





**Dennis J. Clements**  
Resident Engineer

With 21 years of experience primarily with major civil engineering projects for the States of Utah and Illinois; typically as a Quality Control Manager, an Assistant Resident Engineer, or as a Site Project Manager. He has worked with the FAA, FHWA, USACE, UDOT, IDOT, Illinois Tollway, and the City of Chicago on projects ranging from \$1.3 million to \$2.1 billion.

**Education/Registration**

- Bachelor of Science  
Construction Management  
Illinois State University – 1994
- QA/QC – IDOT
- 3-Day Aggregate for Mixtures
- Level I Portland Cement  
Concrete
- Level II Portland Cement  
Concrete
- IDOT – ICORS
- 10Hr OSHA Training
- 40Hr OSHA/HAZWOPER
- First Aid / CPR
- Troxler Nuclear Density Gauge
- NICET Level II
- IDOT – Documentation
- USACE – CQMC
- ACI

**Areas of Expertise**

- QC Manager/Inspector
- Material Testing and Evaluation
- Lead Bridge Inspector
- Construction Management
- Documentation of Materials /  
Quantities
- Training Personnel
- Residential Construction
- High Rise Construction
- Survey
- Scheduling
- Construction Technology

**Years of Experience**

- 21 years

**Featured Experience**

**West Road – Special Assessment 213B**  
**Village of Lombard, Illinois | Resident Engineer**

Resident Engineer on this project for the Village of Lombard, Illinois. West Road is a north-south local residential street approximately with the northern limits of the project beginning at St. Charles and 0.5 miles east of IL Route. The improvements consisted of removing the existing bituminous roadway, driveway aprons, sidewalk and then constructing bituminous pavement with concrete curb and gutter, and modular block retaining walls & sidewalk. Existing roadway storm sewers and sanitary sewer were separated and improved. Other improvements consisted of new water and sanitary service connections and ornate roadway lighting. This project also required extensive interaction with the residents of West Road about project schedules, work to be performed and consequences to their property, as well as address any of the resident's questions or concerns.

**Representative Projects:**

**North Broadway Roadway Improvements, Lombard, IL** - Assistant Resident Engineer on this project for the Village of Lombard, Illinois. North Broadway is an east-west local residential street approximately 1.5 miles north of IL Route 38 (Roosevelt Road) and 1.5 miles south of IL Route 64 (North Avenue). The improvements consisted of removing the existing bituminous roadway, driveway aprons, alley and sidewalk and then constructing bituminous pavement and parking stalls with concrete curb and gutter, concrete alley pavement and concrete sidewalk. Proposed roadway storm sewer, sanitary sewer and sanitary sewer service connections were connected to the existing combined sewer system. Other improvements consisted of proposed water lines, water service connections and roadway lighting. The project also included the Gatz Pond outfall storm sewer and a pump station. The outfall storm sewer had pipe diameters from 64" to 108" and was located along the south right of way line.

**CDOT Street Resurfacing Project, Chicago, IL** - This project consisted of resurfacing of multiple Chicago streets randomly located throughout the city at various locations. This project was unique in the fact that city of Chicago forces were performing the work as opposed to a private contractor. This project consisted of traveling to multiple job sites a day, recording quantities of material that have been installed, forecasting any location that had potential quantity overage, and reporting results daily to city of Chicago DOT officials.

**Interstate 20 over Prairie and Simpson Road, Rockford, IL** - The \$4.6 million improvement consisted of deck replacement and structure widening at four structure locations carrying US 20 over Prairie Road and Simpson Road. Remove and replace abutment back walls, widen existing piers, add an additional beam to each structure.



**Professional Experience**

- **Engineering Resource Associates, Inc.**  
Resident Engineer  
(2012-Present)
- **F.H. Paschen, S.N. Nielsen**  
Quality Control Manager  
(2010-2011)
- **E.P. Doyle and Son**  
Quality Control Manager  
(2010)
- **Burns & McDonnell**  
Quality Control Inspector,  
Project Manager, Assistant R.E.  
(2001-2009)
- **Lorig Construction**  
Quality Control Manager /  
Material Testing  
(2000-2001)
- **Wasatch Constructors**  
Lead Bridge Inspector /  
Material Testing  
(1997-2000)
- **United States Air Force**  
Draftsman / CAD Operator,  
Surveyor, Contract Inspector  
(1986-1989)

**Willow Road Roadway and Bridge Widening and Reconstruction, Chicago, IL** - Field Inspection Manager on this project for the Tollway. The Willow Road project was located at a major interchange along the I-294 corridor, located at the shared border of Glenview and Northbrook, Illinois. The Willow Rd Bridge over I-294 required widening to accommodate the future four lanes along I-294. In addition, Willow Rd was widened to three lanes in the eastbound and westbound directions from Landwehr Road to Sanders Road. The \$23 million project included reconstruction of the Willow Road pavement and Tollway ramps, and Bridge. Removal and replacement of storm sewers, roadway lighting, traffic signals and other miscellaneous items. Construction of noise abatement walls, sidewalks, as well as improved landscaping.

**South Tri-State Reconstruction from MP 0.0 to 3.6, Markum, IL** - Field Inspector on this \$150 million project. Highlights included; Removal of the six lanes of concrete pavement and expanded to eight lanes of concrete pavement from mile post 0 to mile post 3.6 (over 250,000 square yards of new mainline and ramp pavement) reconstruction of drainage systems, retaining wall work, installation of mechanically stabilized earth walls, and noise walls along the South Tri-State Tollway in Cook County, Illinois. Field responsibilities included observation and documentation of earthwork, substructure, concrete, and roadway operations of the Contractor / Sub Contractor's activities. To also include stone sub-base, asphalt shoulders, and CRC roadway concrete. Office responsibilities included quantity take-off calculations, verifying field measurements, documentation of contract quantities, and punchlist.

**O'Hare Modernization Project, Bensenville, IL** - This \$14 million project; entails of the construction of a new railroad bridge structure over Irving Park Rd. for the relocation of the Union Pacific Rail Road to accommodate the future construction at O'Hare International Airport. The project also includes; railroad embankment, the relocation of the Bensenville ditch, and grade separation of Irving Park Road with the proposed railroad.

**Chicago Electronic Fish Barrier 2B, Romeoville, IL** - This \$16 million federally funded project; consists of a set of electrical arrays and control house. Smith-Root, Inc. of Vancouver, WA designed the technology and electrical components, EP Doyle constructed the building to house the components. The building design required 12" thick - double reinforced architectural concrete walls. Blast proof sealed rooms, with blast louvers, and a tapered built-up concrete roof deck. Dennis is employed as a Contracting Quality Control System Manager to report to the U.S. Army Corps of Engineers. Located on the I & M Canal in Romeoville, Illinois.

Responsibilities unique to this project included: daily documentation of work activities in USACE – QCS, conduct preparatory, initial, and follow-up; meetings with all subcontractors for each definable feature of work, track all QC requirements as defined by the Construction Specifications and Document the results of the Inspections and Test in the Quality Control System Database, verify quantities and payouts, and track submittals





## HOURS AND FEES

---

Fees for resident engineering services described in this proposal are proposed on a cost plus, not-to-exceed basis using an hourly rate multiplier of 2.80 times direct staff payroll rates. Direct costs will be charged at their actual rate incurred with no markup. Our total not-to-exceed fee for this assignment is \$174,576.80.

Detailed summaries of anticipated hours and fees and average hourly payroll rates are included on this and the following pages.

	<u>Man Hours</u>	<u>Amount</u>
Pre-Construction Services	22	\$2,660.00
Construction Services	1,614	\$165,664.80
Post-Construction / Project Close-Out	34	\$3,752.00
Direct Costs (Mileage)		\$2,500.00
<b>Total</b>	<b>1670</b>	<b>\$174,576.80</b>









# Average Hourly Project Rates

Route \_\_\_\_\_ Section \_\_\_\_\_ Consultant Engineering Resource Associates, Inc. Date 01/26/12  
 County \_\_\_\_\_ Job No. \_\_\_\_\_ Sheet 1 OF 1  
 PTB/Item N/A

Payroll Classification	Avg Hourly Rates	Total Project Rates			Meetings/Coordination			Prepare Conformed Bid Document			Prepare Change Management			Construction Observation			#REF!		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	
Professional Engineer VI	\$70.00	4	0.24%	0.17	1	14.29%	10.00	1	9.09%	6.36									
Professional Engineer V	\$55.00	8	0.48%	0.26	2	28.57%	15.71	2	18.18%	10.00									
Professional Engineer I	\$35.00	96	5.75%	2.01	2	28.57%	10.00	4	36.36%	12.73									
Resident Engineer	\$38.00	1430	85.63%	32.54	2	28.57%	10.86	4	36.36%	13.82	4	100.00%	38.00	1248	90.70%	34.47			
Resident Inspector	\$23.00	132	7.90%	1.82										128	9.30%	2.14			
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
		0																	
<b>TOTALS</b>		1670	100%	\$36.80	7	100%	\$46.57	11	100%	\$42.91	4	100%	\$38.00	1376	100%	\$36.60	0	0%	\$0.00







# Average Hourly Project Rates

Route \_\_\_\_\_ Consultant Engineering Resource Associates, Inc.  
 Section \_\_\_\_\_ Date 01/26/12  
 County \_\_\_\_\_  
 Job No. \_\_\_\_\_ Sheet 3 OF 1  
 PTB/Item N/A

Payroll Classification	Avg Hourly Rates	Record Drawings		Final Documents & Account			Hours		% Part.		Wgtd Avg		Hours		% Part.		Wgtd Avg				
		Hours	% Part.	Hours	% Part.	Wgtd Avg	Hours	% Part.	Hours	% Part.	Hours	% Part.	Wgtd Avg	Hours	% Part.	Hours	% Part.	Wgtd Avg			
Professional Engineer VI	\$70.00			2	5.88%	4.12															
Professional Engineer V	\$55.00			4	11.76%	6.47															
Professional Engineer I	\$35.00	2	11.11%	8	23.53%	8.24															
Resident Engineer	\$38.00	16	88.89%	16	47.06%	17.88															
Resident Inspector	\$23.00			4	11.76%	2.71															
<b>TOTALS</b>		18	100%	34	100%	\$39.41			0	0%	\$0.00			0	0%	\$0.00			0	0%	\$0.00



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/03/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Holmes Murphy and Associates - Peoria 311 S.W. Water Street Suite 211 Peoria, IL 61602-4108 Paula Dixon	1-800-527-9049	<b>CONTACT NAME:</b> <b>PHONE (A/C. No. Ext):</b> <b>E-MAIL ADDRESS:</b>	<b>FAX (A/C. No):</b>
	<b>INSURED</b> Engineering Resource Associates, Inc.  3S701 West Street, Suite 150  Warrenville, IL 60555	<b>INSURER(S) AFFORDING COVERAGE</b>	
		INSURER A: SENTINEL INS CO LTD	11000
		INSURER B: HARTFORD ACCIDENT & IND CO	22357
		INSURER C: XL Specialty Insurance Company (000779)	37885
		INSURER D:	
		INSURER E:	
		INSURER F:	

**COVERAGES**

CERTIFICATE NUMBER: 22603946

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC			83SBAZQ6429	08/15/11	08/15/12	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			83URCNM2684	08/15/11	08/15/12	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ 10,000			83SBAZQ6429	08/15/11	08/15/12	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A			83WECLV8434	08/15/11	08/15/12	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	<b>Professional Liability</b> Claims Made			DPR9691505	08/15/11	08/15/12	Each Claim 2,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate holder is named as an Additional Insured in regards to General, Automobile and Umbrella Liability per requirement of written contract.

**CERTIFICATE HOLDER****CANCELLATION**

Village of Downers Grove  
  
 801 Burlington Avenue  
  
 Downers Grove, IL 60515

USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Paula Dixon*

© 1988-2010 ACORD CORPORATION. All rights reserved.

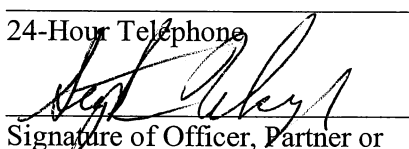
Village of Downers Grove

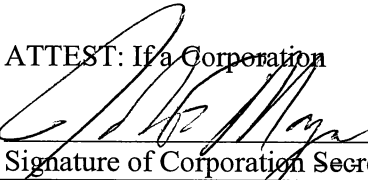
**VI. PROPOSAL/CONTRACT FORM**

**\*\*\*THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

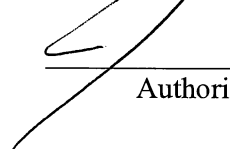
**Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award**

**PROPOSER:**

Engineering Resource Associates, Inc.	Date: <u>January 26, 2012</u>
<u>Company Name</u>	<u>swegner@eraconsultants.com</u>
<u>3s701 West Ave., #150</u>	<u>Email Address</u>
<u>Street Address of Company</u>	<u>Steve Wegner</u>
<u>Warrenville IL 60555</u>	<u>Contact Name (Print)</u>
<u>City, State, Zip</u>	<u>630-918-7281</u>
<u>630-393-3060</u>	<u>24-Hour Telephone</u>
<u>Business Phone</u>	
<u>630-393-2152</u>	<u>Signature of Officer, Partner or Sole Proprietor</u>
<u>Fax</u>	<u>Steve Wegner, Principal</u>
	<u>Print Name &amp; Title</u>

ATTEST: If a Corporation  
  
John F. Mayer, PE, CFM  
~~Signature of Corporation Secretary~~ Principal

**VILLAGE OF DOWNERS GROVE:**

  
Authorized Signature  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Date

ATTEST:  
\_\_\_\_\_  
Signature of Village Clerk  
\_\_\_\_\_  
Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within **90** calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Village of Downers Grove



**VENDOR W-9 REQUEST FORM**

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

**BUSINESS (PLEASE PRINT OR TYPE):**

**NAME:** Engineering Resource Associates, Inc.  
**ADDRESS:** 3s701 West Ave., #150  
**CITY:** Warrenville  
**STATE:** IL  
**ZIP:** 60555  
**PHONE:** 630-393-3060 **FAX:** 630-393-2152  
**TAX ID #(TIN):** 36-3686466

(If you are supplying a social security number, please give your full name)

**REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):**

**NAME:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**CITY:** \_\_\_\_\_  
**STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TYPE OF ENTITY (CIRCLE ONE):**

- |                      |   |
|----------------------|---|
| Individual           | Limited Liability Company –Individual/Sole Proprietor |
| Sole Proprietor      | Limited Liability Company-Partnership                 |
| Partnership          | Limited Liability Company-Corporation                 |
| Medical              | Corporation   |
| Charitable/Nonprofit | Government Agency                                     |

**SIGNATURE:** *[Handwritten Signature]*

**DATE:** Jan. 26, 2012

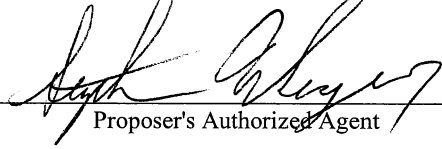
Village of Downers Grove

**PROPOSER'S CERTIFICATION**

Knottingham Reconstruction Resident Engineering (R.E.)  
 Services Proposal No.: ST-011 & WA-032 Engineering Resource  
 Associates, Inc.

With regard to \_\_\_\_\_, proposer \_\_\_\_\_ hereby certifies  
 (Name of Project) (Name of Proposer)  
 the following:

1. Proposer is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS §12-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer 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. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.


BY:   
 Proposer's Authorized Agent

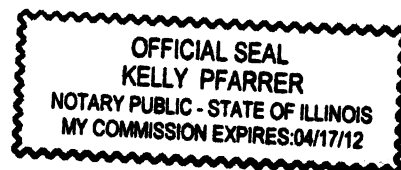
3	6	-	3	6	8	6	4	6	6
---	---	---	---	---	---	---	---	---	---

**FEDERAL TAXPAYER IDENTIFICATION NUMBER**

or \_\_\_\_\_  
 Social Security Number

Subscribed and sworn to before me  
 this 26 day of Jan., 2012.

  
 Notary Public)



(Fill Out Applicable Paragraph Below)

Village of Downers Grove

(a) **Corporation**

The Proposer is a corporation organized and existing under the laws of the State of Illinois, which operates under the Legal name of Engineering Resource Associates, Inc., and the full names of its Officers are as follows:

President: Rodney Beadle

Secretary: Susan Beadle

Treasurer: N/A

and it does have a corporate seal. (In the event that this bid is executed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) **Partnership**

Signatures and Addresses of All Members of Partnership:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The partnership does business under the legal name of: \_\_\_\_\_  
which name is registered with the office of \_\_\_\_\_ in the state of \_\_\_\_\_.

(c) **Sole Proprietor**

The Supplier is a Sole Proprietor whose full name is: \_\_\_\_\_  
and if operating under a trade name, said trade name is: \_\_\_\_\_  
which name is registered with the office of \_\_\_\_\_ in the state of \_\_\_\_\_.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract? Yes

Village of Downers Grove

Insurer's Name Holmes Murphy & Associates

Agent Paula Dixon

Street Address 311 S. Water St., Suite 211

City, State, Zip Code Peoria, IL 61602

Telephone Number (630) 299-3539

**I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.**

Print Name of Company: Engineering Resource Associates, Inc.

Print Name and Title of Authorizing Signature: Steve Wegner, Principal

Signature: 

Date: January 26, 2012



**Suspension or Debarment Certificate**

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the bidder certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency.
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a 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;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification: and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

**If the bidder is unable to certify to any of the statements in this certification, bidder shall attach an explanation to this certification.**

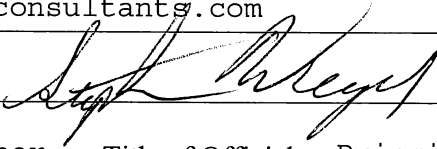
Company Name: Engineering Resource Associates, Inc.

Address: 3s701 West Ave., #150

City: Warrenville IL Zip Code: 60555

Telephone: (630) 393-3060 Fax Number: (630) 393-2152

E-mail Address: swegner@eraconsultants.com

Authorized Company Signature: 

Print Signature Name: Steve Wegner Title of Official: Principal

Date: January 26, 2012

Village of Downers Grove

**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.

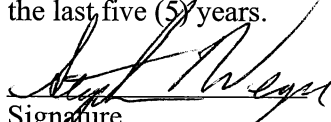
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

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

Stephen Wegner  
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: \_\_\_\_\_  
(company or individual)

To whom contribution was made: \_\_\_\_\_

Year contribution made: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

\_\_\_\_\_  
Signature

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

# 2011-2015 Capital Project Sheet

Project # **ST-011**

## Project Description **Roadway Reconstruction, Knottingham**

### Project summary, justification and alignment to Strategic Plan

The reconstruction of Knottingham, Baimbridge, Rohrer, Queens, Sherwood, Marie and Elizabeth are included in this project. This subdivision was built in the mid 1970's with inadequate roadway drainage and utilized a pozzolonic road base. This material has a very poor performance history and deteriorates rapidly. The entire roadway system within Knottingham must be reconstructed.

Cost Summary	New	Maintenance	Replacement	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Future Years	TOTAL
				Professional Services				250,000	200,000	
Land Acquisition										-
Infrastructure		X			4,850,000					4,850,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
<b>TOTAL COST</b>				250,000	5,050,000	-	-	-	-	5,300,000
<b>Funding Source(s)</b>										
220-Capital Improvements Fund	▼			250,000	5,050,000					5,300,000
	▼									-
	▼									-
	▼									-
<b>TOTAL FUNDING SOURCES</b>				250,000	5,050,000	-	-	-	-	5,300,000

Project status and completed work

Grants (funded or applied for) related to the project

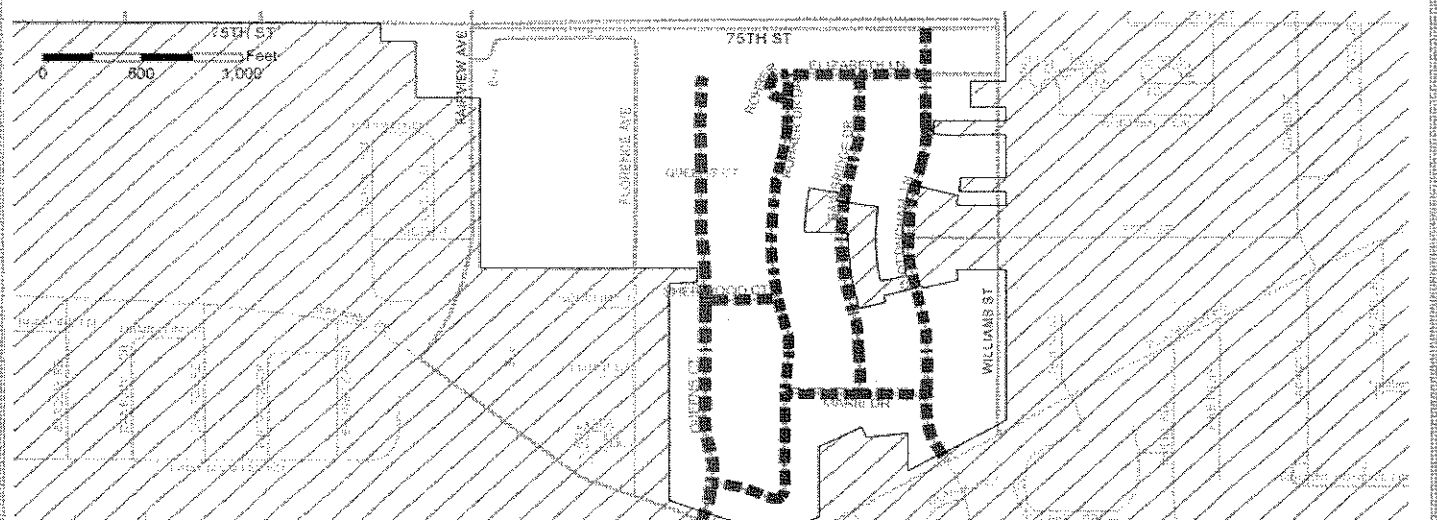
Project deferred from 2011 to 2012. Water main replacement will be coordinated with this project.

None.

Impact-annual operating expenses	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Emergency Patching in this area will be alleviated by this project.

### Map/Pictures of Project



### Internal staff information:

Priority Score **High**

Project Manager:

**Andy Sikich**

Program: **342**

Department:

**Public Works**

# 2011-2015 Capital Project Sheet

Project # **WA-032**

## Project Description **Watermain Replacement, Knottingham**

### Project summary, justification and alignment to Strategic Plan

The watermain in the Knottingham subdivision dates to the late 70s. We have been experiencing a greater number of breaks on it in recent years and determined that it would be prudent to have the system replaced prior to or in conjunction with the proposed roadway reconstruction project.

Cost Summary	New	Maintenance	Replacement	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure			X		1,600,000					<b>1,600,000</b>
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
<b>TOTAL COST</b>				-	1,600,000	-	-	-	-	<b>1,600,000</b>

Funding Source(s)	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Future Yrs	TOTAL
481-Water Fund		1,600,000					<b>1,600,000</b>
							-
							-
							-
<b>TOTAL FUNDING SOURCES</b>	-	1,600,000	-	-	-	-	<b>1,600,000</b>

### Project status and completed work

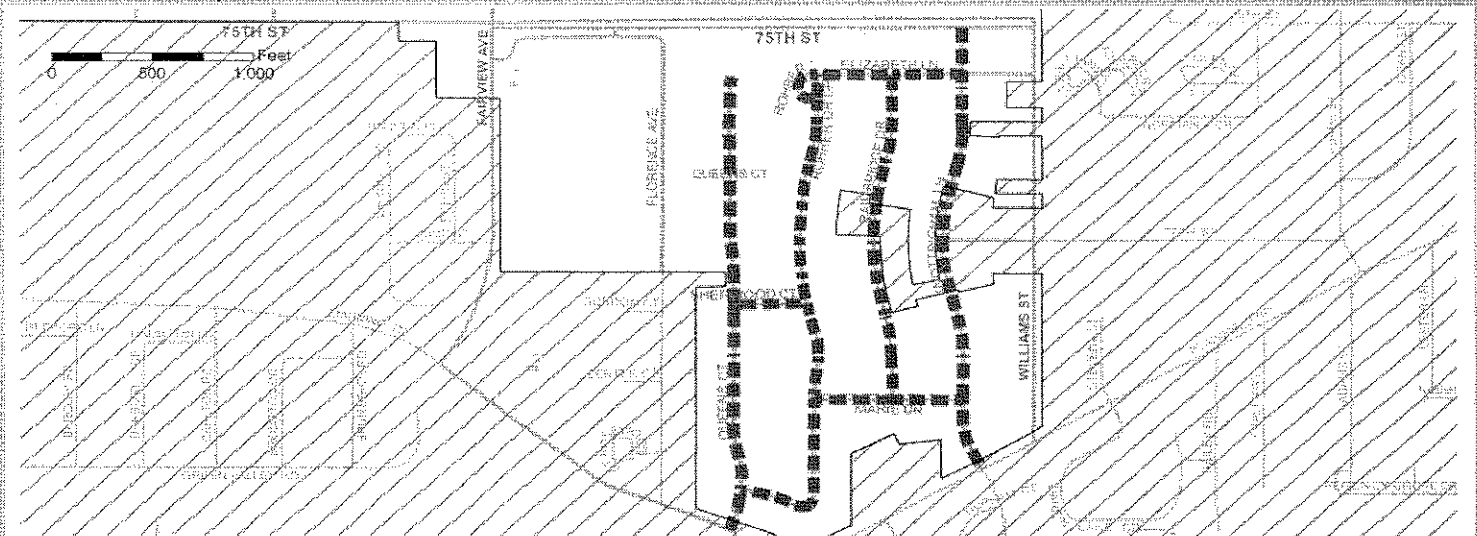
Design to be performed in 2011 along with design of street reconstruction.

### Grants (funded or applied for) related to the project

None.

Impact-annual operating expenses	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

### Map/Pictures of Project



### Internal staff information:

Priority Score **Medium**

Project Manager:

**David Bird**

Program: **394**

Department:

**Public Works**