

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
12/15/2015

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| SUBJECT: | SUBMITTED BY: |
| Development Review Services – Stormwater Consultant Contracts | Stan Popovich, AICP Director of Community Development |

SYNOPSIS

A motion is requested to award two individual contracts for three years each for stormwater related development review services to Engineering Resources Associates (ERA) and Robinson Engineering, Ltd. in a not-to-exceed amount of \$20,000 per year for each contract.

STRATEGIC PLAN ALIGNMENT

The goals for 2015-2017 include *Exceptional Municipal Services*.

FISCAL IMPACT

The FY16 budget includes \$40,000 for development review services specifically associated with stormwater and wetland permit review matters. The majority of this expense is recaptured through development related fees paid by permit applicants.

RECOMMENDATION

Approval on the December 15, 2015 consent agenda.

BACKGROUND

The Village's Community Development Department manages the development review process. Many projects contain challenging stormwater, grading and wetland issues with potential impacts which are not always evident. This occurs in a complex regulatory environment, with the Village having full waiver status and responsibility for enforcing the DuPage County Stormwater Ordinance. Simple reviews can be done in-house with existing staff. However, other reviews demand modeling or greater working knowledge of the stormwater ordinance, best management practices and other tools and data not readily available to in-house staff.

Approximately every three years, the Village issues a Request for Proposal (RFP) for stormwater review services from consultants who work in the area, complete municipal reviews for other municipalities and are familiar with the DuPage County Ordinance. The Village interviewed six of the firms that submitted proposals. Two firms demonstrated more knowledge and compatibility with the Village approach to development review and customer service: ERA (one of the two incumbent firms), based in Warrenville; and Robinson Engineering, based in Itasca. Staff recommends hiring both firms to assist with the growing number of plans requiring stormwater, grading or wetland review services. Both firms are interested in sharing the contractual services.

Staff anticipates splitting the number of reviews between the two firms to help assure timely reviews on behalf of the customer. Both of the nominated firms offer specialists capable of providing excellent stormwater and wetland related services.

ERA has satisfactorily provided the stormwater and wetland review services during the last seven years and staff recommends continuing that relationship with a renewed three-year contract. Staff believes it is beneficial to have a second review firm to assure timely reviews and competitive fees on behalf of the Village's customers and recommends Robinson Engineering. Robinson Engineering has extensive experience in providing other communities with stormwater review services. Both firms share the Village's commitment to high level customer service.

ATTACHMENTS

Contracts

Village of Downers Grove



REQUEST FOR PROPOSAL (Professional Services)

Name of Proposing Company: Robinson Engineering, Ltd.

Project Name: Stormwater Permit Review Services
Proposal No.: RFP-0-68-2015/TT
Proposal Due: 11:00A.M., Thursday, October 29, 2015
Pre-Proposal Conference: None

Required of Awarded Contractor:

Certificate of Insurance: Yes

Legal Advertisement Published: October 15, 2015

Date Issued: October 15, 2015

This document consists of 23 pages.

Return **original** and **two duplicate copies** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

THERESA H. TARKA
PURCHASING ASSISTANT
VILLAGE OF DOWNERS GROVE
801 BURLINGTON AVENUE
DOWNERS GROVE, IL 60515
PHONE: 630/434-5530
FAX: 630/434-5571
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 Village Hall, 801 Burlington 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 PROPOSALS
- II. TERMS & CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. PROPOSER'S RESPONSE TO RFP (Professional Services)
- V. PROPOSAL/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT. Proposers MUST submit an original, and 2 additional paper copies 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.



Municipal Expertise. Community Commitment.

AARON E. FUNDICH, PE
Direct: (815) 412-2701
afundich@reltd.com

October 29, 2015

Theresa H. Tarka, Purchasing Assistant
Village of Downers Grove
801 Burlington Avenue
Downers Grove, IL 60515

RE: Stormwater Permit Review Services

Dear Ms. Tarka:

Robinson Engineering, Ltd. (REL) appreciates the opportunity to present this statement of professional engineering qualifications to the Village of Downers Grove. Our technical expertise in all facets of municipal engineering is highlighted by decades of dedication to Illinois municipalities, counties and state agencies. Now in our 78th year, we are honored to serve as the appointed municipal engineers to nearly 60 communities, including 23 municipalities continuously for over 40 years, and we believe that our ingrained municipal focus will prove beneficial to the Village with any project we may undertake. Plan reviews and construction inspection of subdivisions and site developments call upon our core strengths as municipal engineers.

Our 175-member organization is fully dedicated to providing the highest quality professional engineering services to Chicagoland municipalities. As your engineering professional, we consider the successful attainment of your objectives as our primary goal, and will focus our resources to achieve your satisfaction. Differentiating us from most area firms, it remains our company practice to decline private sector development work to ensure that our firm is never placed in a potential conflict of interest while representing one of our client communities.

Our Itasca office from where we envision serving Downers Grove is under 15 miles from your Village Hall, and our proposed primary plan review engineer, Ms. Amy Storm-McKenna, lives in nearby Naperville. So we view that another one of our company hallmarks, the delivery of prompt and personal service to Downers Grove, will be a positive aspect of your consideration of Robinson Engineering for this important assignment. We will routinely stop by Village Hall for meetings, plan pick-up/drop off, and site visits without charges for travel time or other miscellaneous expenses routinely charged by others.

We thank you for this opportunity to submit our statement of qualifications, and look forward to meeting with you to discuss how Robinson Engineering, Ltd. can assist Downers Grove attain its objectives. Please do not hesitate to contact me at your convenience with any questions you may have.

Very truly yours,

ROBINSON ENGINEERING, LTD.

A handwritten signature in black ink that reads "Aaron E. Fundich". The signature is written in a cursive, flowing style.

Aaron E. Fundich, PE
Executive Vice President



PROFESSIONAL ENGINEERING SERVICES

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I. REQUEST FOR PROPOSALS**1. GENERAL**

- 1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Proposals up to **11:00A.M., Thursday, October 29, 2015.**
- 1.2 Proposals must be received at the Village of Downers Grove by the time and date specified. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer.
- 1.3 Proposal forms shall be sent to the Village of Downers Grove, ATTN: **Theresa Tarka**, 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.
- 1.4 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.
- 1.5 By submitting this 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.
- 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

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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 Proposals will not be waived.

II. TERMS AND CONDITIONS

5. VILLAGE ORDINANCES

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

6. USE OF VILLAGE'S NAME

6.1 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.

7. INDEMNITY AND HOLD HARMLESS AGREEMENT

7.1 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.

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8. NONDISCRIMINATION

- 8.1 Proposer shall, as a party to a public contract:
- (a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
 - (b) By submission of this Proposal, the Proposer certifies that it 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.
- 8.2 It is unlawful to discriminate on the basis of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity, or an unfavorable discharge from military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Sec. 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. Sec. 12101 et. seq.

9. SEXUAL HARASSMENT POLICY

- 9.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:
- 9.1.1 Notes the illegality of sexual harassment;
 - 9.1.2 Sets forth the State law definition of sexual harassment;
 - 9.1.3 Describes sexual harassment utilizing examples;
 - 9.1.4 Describes the Proposer's internal complaint process including penalties;
 - 9.1.5 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
 - 9.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

10. EQUAL EMPLOYMENT OPPORTUNITY

- 10.1 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:

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- 10.1.1 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 disability unrelated to ability, order of protection status, military status, 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.
- 10.1.2 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.
- 10.1.3 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 disability unrelated to ability, order of protection status, military status, sexual orientation, or an unfavorable discharge from military services.
- 10.1.4 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 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.
- 10.1.5 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.
- 10.1.6 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.
- 10.1.7 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

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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 subdivisions or municipal corporations.

11. DRUG FREE WORK PLACE

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

- 11.1 Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the 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.
- 11.2 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.
- 11.3 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.
- 11.4 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.
- 11.5 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.
- 11.6 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.
- 11.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

12. PATRIOT ACT COMPLIANCE

- 12.1 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

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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 Contract 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.

13. INSURANCE REQUIREMENTS

- 13.1 The Proposer shall be required to obtain, from a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, such general liability insurance which, at a minimum, will protect the Proposer from the types of claims set forth below which may arise out of or result from the Proposer's operations under this Contract and for which the Proposer may legally liable:
- 13.1.1 Claims under workers compensation, disability benefit and other similar employee benefit acts which are applicable to the operation to be performed;
 - 13.1.2 Claims for damages resulting from bodily injury, occupational sickness or disease, or death of the Proposer's employees;
 - 13.1.3 Claims for damages resulting from bodily injury, sickness or disease, or death of any person other than the Proposer's employees;
 - 13.1.4 Claims for damages insured by the usual personal injury liability coverage which are sustained: (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Proposer, or (2) by another person;
 - 13.1.5 Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
 - 13.1.6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
 - 13.1.7 Claims for damages as a result of professional or any other type of negligent action by the Proposer or failure to properly perform services under the scope of the agreement between the Proposer and the Village.
- 13.2 The Proposer shall demonstrate having insurance coverage for a minimum of \$2 million for professional liability (errors and omissions).
- 13.3 As evidence of said coverages, Proposer shall provide the Village with certificates of insurance naming the Village of Downers Grove as an additional insured and include a provision for cancellation only upon at least 30 days prior notice to the Village.

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14. CAMPAIGN DISCLOSURE

- 14.1 Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village shall be required to submit with its submission, an executed Campaign Disclosure Certificate, attached hereto.
- 14.2 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.
- 14.3 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.
- 14.4 By signing the bid or proposal 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.

15. SUBLETTING OF CONTRACT

- 15.1 No contract awarded by the Village shall be assigned or any part subcontracted without the written consent of the Village Manager. In no case shall such consent relieve the Proposer from its obligation or change the terms of the Contract.

All approved subcontracts shall contain language which incorporates the terms and conditions of this Contract.

16. TERM OF CONTRACT

- 16.1 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.

17. TERMINATION OF CONTRACT

- 17.1 In the event of the Proposer's nonperformance, breach of the terms of the Contract, or for any other reason, and/or 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 termination.

18. BILLING & PAYMENT PROCEDURES

- 18.1 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

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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.

- 18.2 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.
- 18.4 Please send all invoices to the attention of Village of Downers Grove, Accounts Payable, 801 Burlington, Downers Grove, IL 60515.

19. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE

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

20. STANDARD OF CARE

- 20.1. 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.
- 20.2 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.
- 20.3 For Professional Service Agreements: Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) constructions 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.

21. GOVERNING LAW

- 21.1 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.

22. SUCCESSORS AND ASSIGNS

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22.1 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.

23. WAIVER OF CONTRACT BREACH

23.1 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.

24. AMENDMENT

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

25. NOT TO EXCEED CONTRACT

25.1 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 who have executed the Contract.

26. SEVERABILITY OF INVALID PROVISIONS

26.1 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.

27. NOTICE

27.1 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.

28. COOPERATION WITH FOIA COMPLIANCE

28.1 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.)

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III. DETAIL SPECIFICATIONS**1. BACKGROUND**

The Village of Downers Grove is a complete waiver community under the provisions of the DuPage County Countywide Stormwater and Flood Plain Ordinance (County Ordinance). Therefore, the Village has full responsibility to interpret and enforce the provisions of said Ordinance within the Village's corporate limits. The Village is seeking professional consultant services to meet the following objectives:

- A. To ensure accurate enforcement of Village, County, State, and Federal stormwater and related environmental standards.
- B. To meet the technical expertise requirements of the County Ordinance.
- C. To absorb peak review workloads.
- D. To achieve consistency of code interpretation.
- E. To provide additional stormwater engineering and related expertise as needed.

In addition to flood plain areas mapped by FEMA and DuPage County, the Village has a significant number of localized flooding areas and wetlands. Although the Village may request review by the Consultant on any project requiring a permit, the permits currently sent to consultants for review may include flood plain, riparian, floodway, wetland, and localized poor drainage areas (LPDAs), single family residential or commercial development, stormwater detention, subdivision improvement plans, Village infrastructure projects, and / or other significant drainage issues.

The Village desires that the selected Consultant must be well-qualified in all of the following areas:

- A. General municipal engineering / site development regulatory review
- B. General stormwater expertise / drainage review
- C. DuPage County Ordinance
- D. Village Stormwater and Flood Plain Ordinance
- E. Flood plain review and modeling (with demonstrated FEQ expertise)
- F. Wetland / riparian review

If the Consultant does not meet technical expertise requirements for all 5 areas, an agreement with one or more sub-consultants may be considered. However, the Village may choose to select a Consultant based solely on expertise in just one area. The Village also reserves the right to select more than one consultant, in order to help with periods of peak workload or potential conflicts of interest.

2. DETAILED SCOPE OF ENGINEERING SERVICES

- A. Review stormwater permit applications associated with proposed land development and redevelopment projects for compliance with Village, County, State, and Federal standards as

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applicable. Consultant must be familiar with Village, DuPage County, IDNR, IEPA, IDOT, IHPA, FEMA, and U.S. Army Corps of Engineers requirements.

- B. Review preliminary site plans and other information associated with petitions for zoning or land use decisions. The Village may request a “preliminary review” of information provided for said petitions, focusing on whether or not a project is generally feasible per stormwater standards.
- C. Coordinate review by outside agencies and other consultants, including but not limited to the Downers Grove Park District, DuPage County Forest Preserve District, DuPage County, IDNR, IEPA, IDOT, IHPA, NRCS, FEMA, and the U.S. Army Corps of Engineers.
- D. Write a review letter to the Village for each permit submittal cycle. If a submittal is not sufficiently complete to warrant a full review, the Consultant shall send a letter stating such to the Village.
- E. Confer with the Village Stormwater Administrator in all cases where code language may be subject to interpretation.
- F. Seek opinions from DuPage County, the State of Illinois, or Federal agencies when needed to guide code interpretations.
- G. Projects may include the following: review of Village-designed plans; survey work; preliminary designs and cost estimates; structural engineering review; and watershed modeling of limited size areas.
- H. Review site engineering plans, plats, and technical reports for subdivisions, planned developments, and individual site development projects.
- I. Review of maintenance and monitoring submittals for SMAs.

3. DELIVERABLES

- A. Review letters and other correspondence as required by the Scope.
- B. Plans, specifications, and / or estimates for any special projects as applicable.
- C. Monthly billing invoices accompanied by detailed descriptions of the project (e.g. “flood plain review for 123 Main Street”). Separate project numbers shall be assigned for each review project, and **the total project billing shall be calculated and provided to the Village via e-mail within 24 hours of the Consultant’s recommendation for permit approval.** Services not chargeable to specific development project reviews shall be invoiced separately.

4. PROVISIONS BY VILLAGE

The Village can provide the selected Consultant one copy of each of the following as needed:

- A. Village of Downers Grove Stormwater and Flood Plain Ordinance.
- B. DuPage County Countywide Stormwater and Flood Plain Ordinance.

Village of Downers Grove

- C. Current Village Drainage Control map (available in ESRI digital file format).
- D. Digital Flood Insurance Rate Maps (available in Adobe or ESRI GIS file formats).
- E. Village standard detail drawings and other Village standards as available.
- F. Village checklists for grading plan and stormwater permit review.
- G. Standard format for Village review letters as needed.

5. SCHEDULE

This Contract shall be in effect from the date of execution by the Village until the conclusion of the Village's 2018 fiscal year on December 31, 2018. Any annual rate adjustments shall be as stated in the proposal and as agreed upon by the Village in the RFP selection process.

Following are the required schedule performance requirements for reviews:

| Project Type | Allowable Return Time |
|-------------------------------------------------------------|------------------------------|
| Preliminary / Concept Review | 2 business days |
| Standard Review | 4 business days |
| Review with flood plain, wetland, LPDAs or detention basins | 7 business days |
| Subdivision / Planned Development Review | 7 business days |
| Special Projects | As agreed upon per project |

6. CONSULTANT PROPOSAL CONTENT

Proposals should be as succinct as possible. Unnecessary promotional material will only detract from the overall presentation. Include the following elements:

- A. Name and address of the firm's local office and primary contact person.
- B. Résumés of key and support staff.
- C. Any sub-consultant services and their qualifications planned for this project.
- D. Pertinent project experience summary sheets of the firm(s) with names of project contacts, cost, location, and brief project descriptions. Appropriate projects within the last 3 years are sufficient.
- E. Statement of what areas of technical expertise are met by the Consultant in accordance with Section 15-17.D of the County Ordinance.
- F. List of all current and recent clients for projects within the Village (within the past 3 years). Also include this information for any subsidiaries or other companies in which the Consultant has a significant financial interest.
- G. A brief description of any disputes and litigation resulting from engineering services performed within the last three (3) years.
- H. Any limitation on the total number of staff hours that can be allocated to work under this contract on a monthly basis.

Village of Downers Grove

7. COMPENSATION

The Village generally uses the method of compensation for professional engineering services to be based on hourly-charged rates plus expenses with a not-to-exceed total cost. However, a total not-to-exceed cost is not required by this Contract, as a reasonable estimate of the total workload cannot be made in advance. Therefore, the Consultant will be compensated on a direct time and materials basis. No minimum or maximum workload is implied by this Contract.

Included within the overall sealed proposal, list the hourly rates of staff indicated in the above Item 6.B, your proposed burden, fringe, overhead and profit rates (multiplier).

8. CONSULTANT EVALUATION

Proposals will be evaluated based on the following criteria:

A. Capability and experience on comparable projects. (50%)

The Consultant must demonstrate meeting applicable technical expertise requirements as outlined in Section 15-17.D. of the County Ordinance.

B. Dedication of firm to avoid conflicts of interest within the Village. (25%)

The Village desires to minimize the number of private stormwater permit applicants (not other government agencies) who act as clients to the Consultant. Please indicate whether you are willing to forgo any work for stormwater applicants to the Village.

C. Proposed staff and hourly rates (25%)

Demonstrate the appropriate mix of design professionals and technical staff and experience on similar projects. The Village desires to maintain hourly rates that are consistent with industry standards while providing high quality services to our customers.

9. OTHER PERTINENT DETAILS

The Village is a full-waiver community under the DuPage County Stormwater Ordinance. The Department of Community Development will administer this contract. The primary points of contact will be the Stormwater Administrator and the Director of Community Development.

Village of Downers Grove

IV. PROPOSER'S RESPONSE TO RFP (Professional Services)

(Proposer must insert response to RFP here. DO NOT insert a form contract, the RFP document including detail specs and Proposer's response will become the Contract with the Village.)



OFFICE LOCATION

Robinson Engineering, Ltd.
300 Park Blvd., Suite 309
Itasca, IL 60143

Principal: Aaron E. Fundich, PE
Phone: 815.412.2701
Email: afundich@reltd.com

Project Engineer: Amy Storm-McKenna, PE
Phone: 815.412.2714
Email: amckenna@reltd.com



COMPANY PROFILE



At Robinson Engineering, Ltd. (REL) we believe engineering goes beyond quality project management. It is all about service - listening to our clients' desires, providing a range of innovative alternatives, promptly responding to client needs, and creating workable solutions specifically tailored to each community's unique situation. As appointed municipal engineers, our entire organization confidently thinks beyond the narrow boundaries of an individual project assignment; instead, our professionals welcome the opportunity to serve as dedicated extensions of municipal staff by sharing our experience on an entire array of day-to-day items, generating new ideas to resolve long-standing problems, and ensuring that each project approach respects the interests of multiple community stakeholders.

Our history of partnering with Illinois and northwest Indiana municipalities for over 75 years has enabled REL to gain the expertise, experience and dedication required to provide complete municipal engineering services to communities of any size, shape or stage of development. We are an integrated, full-service firm with creative and innovative problem solvers, skilled facilitators, and technical experts with diverse experience in the municipal sector, and we take pride in successfully assisting each of our client communities' transition from one stage of their development to the next.

REL clientele includes fully-developed communities focused on transforming deteriorating facilities, communities focused on: redeveloping deteriorating facilities; ensuring vibrant growth; utilizing master plans to serve new development and redevelopment opportunities while improving infrastructure; and aiding communities balancing a mixture of these efforts. We embrace our role as appointed municipal engineers to more than 60 diversified Illinois and northwest Indiana communities with an aggregate service base exceeding 700,000 people.

Our firm's value to municipalities reaches far beyond the proficient design and construction engineering capabilities expected of most quality firms. Differentiating REL from our competitors is a sincere appreciation of the everyday needs of municipalities, a determined resolve to procure grant funding for our clients, and a keen eye toward satisfying overall municipal objectives within each project we undertake.

Population of REL Appointed Client Communities



KEY SERVICES

- [Transportation systems](#)
- [Water distribution, design & modeling](#)
- [Water storage & treatment systems](#)
- [Wastewater collection & treatment](#)
- [Floodplain & stormwater management](#)
- [Development reviews & inspections](#)
- [Geographic information systems \(GIS\)](#)
- [Professional land surveying services](#)

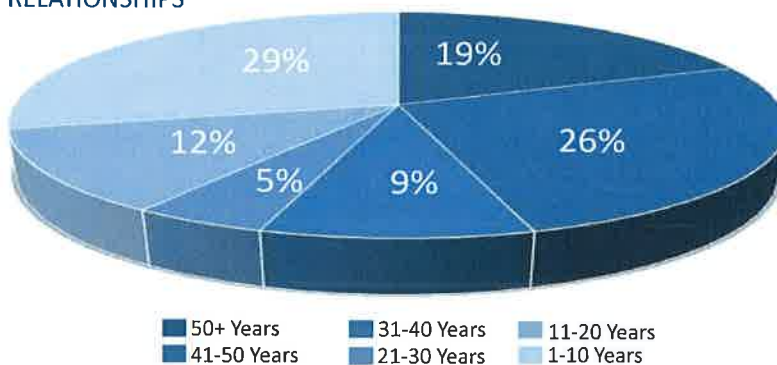
RELATED SERVICES

- [Grant applications & administration](#)
- [Letter-of-credit reviews](#)
- [Economic development initiatives](#)
- [Public safety issues](#)
- [Regulatory agency negotiations](#)
- [Public hearings](#)
- [Property owner consultation](#)
- [Annexation agreement negotiations](#)
- [Municipal ordinance updates](#)
- [Capital improvement plans](#)
- [Infrastructure O&M](#)

All of the services described above are performed in-house, with little or no reliance on sub-consultants, offering us the ability to quickly exert necessary project controls as needed to meet each client's schedule needs.

Our strength in satisfying our clients is simple: the caliber of our people. We bring a lessons-learned background to every project that provides our clients with the ability to make informed choices, not just our preferences. Our experienced engineers, surveyors, planners, and resource specialists are committed to making a positive difference in the communities we serve by providing personalized service and expertise, recognizing that excellent work and integrity are mandatory for establishing the positive long-term relationships we seek.

MUNICIPAL ENGINEERING RELATIONSHIPS



Our area history, project database and contact network serve as invaluable institutional resources for our client communities, as well as our dedication to verifying that all projects are implemented in accordance with municipal master plans. Technical expertise is supplemented by a 100% commitment to clients' best long-term interests via our long-standing policy of declining private sector work in communities we serve. Finally, we respect our clients' needs and fiscal realities by topping off all endeavors with **an extra dose of common sense**, a trait that our client communities have long respected about REL. These distinctive added value features have prompted dozens of client communities to continue retaining our services for decades, including 23 plus towns continuously for over 40 years.

Another REL hallmark is our active participation in the communities where we live, work, shop and worship. Nearly 90% of our current staff were raised and/or currently live in one of our client communities, and our firm offers a first-time homeowner benefit for employees who purchase their home in one of our client communities. Our professionals are personally involved in improving their local environments and quality of life for their families and neighborhoods, and this level of care is evident in the projects we manage. By personally valuing each and every client and project, REL aims to do more than just meet expectations; we strive to exceed them each and every day.



COMPANY PROFILE

MUNICIPAL ENGINEERING

- Grant applications
- Development reviews
- Capital improvement plans
- Infrastructure master planning
- Ordinance updates

WASTEWATER

- Conveyance systems
- Treatment facilities
- Lift stations
- Infiltration/Inflow studies
- EPA/MWRD compliance

LAND SURVEYING

- ALTA surveys
- Plats of highway
- Easement/right-of-way plats

TRANSPORTATION

- Transportation planning
- Roadway reconstruction
- Traffic signals
- Street lighting
- Bike trails

WATER

- Supply & distribution systems
- Storage facilities
- Pumping facilities
- Treatment facilities
- System modeling

GIS/MAPPING

- Database management
- Community mapping
- Utility mapping

STORMWATER MANAGEMENT

- Stormwater detention
- Floodplain management
- Storm sewer systems
- Hydraulic studies
- Best management practices

SITE DEVELOPMENT

- Site grading
- Parking lots
- Parks & recreational facilities
- Wetlands mitigation
- Sustainable development

CONSTRUCTION MANAGEMENT

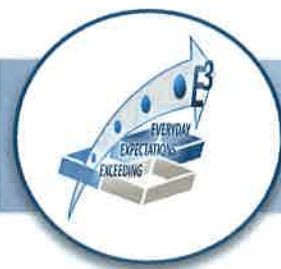
- Field staking & layout
- Construction inspection
- Project management

ROBINSON PROFESSIONAL STAFF @ A GLANCE

- 44 Professional Engineers (PE)
- 5 Leadership in Energy & Environmental Design Accredited Professionals (LEED AP)
- 1 Licensed Structural Engineer (SE)
- 1 Certified Planner (AICP)
- 5 Professional Land Surveyors (PLS)
- 4 Professional Engineering Interns (PEI)
- 16 Certified Floodplain Managers (CFM)
- 5 Certified Professionals in Erosion & Sediment Control (CPESC)
- 2 Professional Traffic Operations Engineers (PTOE)

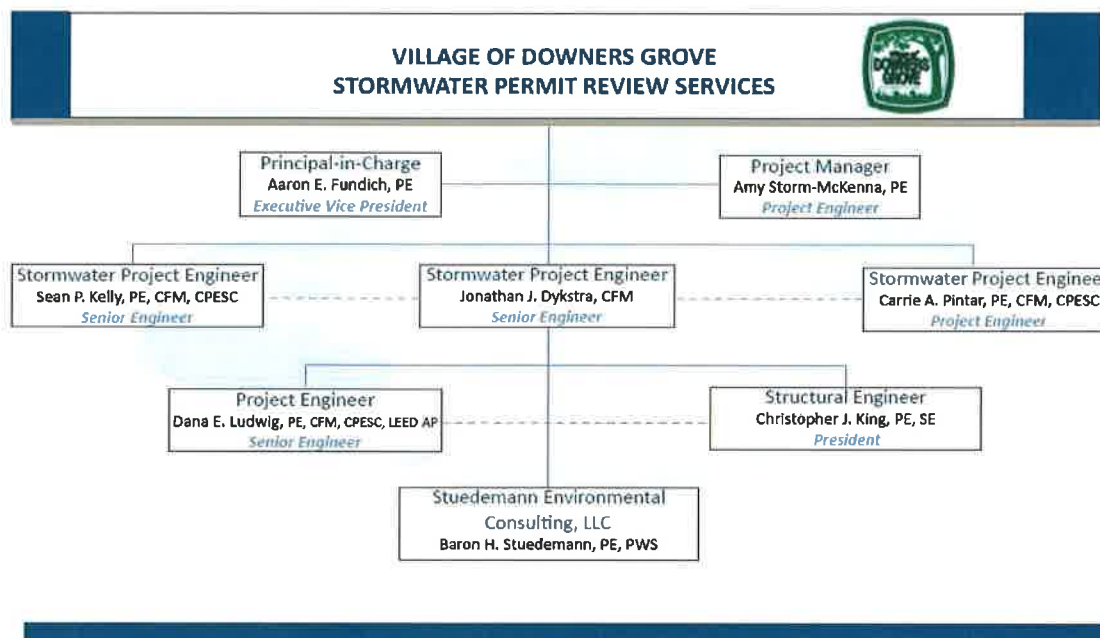
ROBINSON FIELD STAFF @ A GLANCE

- 24 Resident Engineering Technicians
- 6 INDOT Certified Highway Inspectors
- 23 IDOT Documentation Certified Personnel
- 4 IDOT Certified Bridge Inspectors
- 5 Certified Erosion & Stormwater Inspectors (CESSWI)
- 9 Certified Public Infrastructure Inspectors
- 2 Certified Survey Technicians





Robinson Engineering, Ltd. (REL) has a highly qualified team of professionals who will be dedicated and accessible to the Village of Downers Grove throughout the duration of the project.



Mr. Aaron E. Fundich, PE, Executive Vice President, will be the Principal-in-Charge, ensuring that the Village's service needs are met throughout the project. An employee of Robinson Engineering since 1989, Mr. Fundich is the managing partner of our DuPage County office. He serves as one of the firm's primary liaisons with clients and industry professionals while staying abreast of current regulatory issues and grant funding. Mr. Fundich has served as the designated municipal engineer for numerous communities and has managed numerous stormwater improvement efforts during his career. He was also integrally involved with recent site development projects which included storm water management facilities in Will and DuPage Counties. Mr. Fundich will be responsible for ensuring that the project team members meet all necessary performance and schedule requirements, and with meetings/presentations as may be appropriate.

Amy Storm-McKenna, PE, Sr. Engineer, will be our lead Stormwater Engineer. Ms. Storm-McKenna is a civil Engineer with over 17 years of experience who serves as an assistant Municipal Engineer for Itasca. Amy has performed a majority of the development reviews for fast-growing Romeoville over the past decade, and in the past three years in Itasca, and Oswego in 2015. She also has prior experience working as a development review engineer for the City of Naperville.

Amy also has experience with design and project management of municipal capital improvement projects and federally funded roadway projects. Her construction engineering experience includes supervision,



inspection, and management of the construction of municipal capital improvement projects, private land development projects, and state and federally funded roadway and bicycle improvement projects.

A licensed professional engineer in Illinois, Amy has Bachelor's degree in Civil Engineering from the University of Illinois at Urbana-Champaign. She is a member of the Illinois Association for Floodplain and Stormwater Management.

Mr. Sean P. Kelly, PE, CFM, CPESC, Sr. Project Manager, will be one of our senior stormwater engineers available for providing technical guidance relating to the stormwater improvements design and ensuring compliance with project milestone deadlines. Mr. Kelly manages Robinson Engineering's Stormwater Group. As a professional engineer with more than 21 years of experience, Mr. Kelly has performed a wide variety of projects for private and municipal clients, including analysis, design, and management and permitting of numerous stormwater and floodplain mitigation projects. In his role as a municipal engineer, Mr. Kelly has been involved in the planning, design and construction of more than \$19 million in water and sewer infrastructure improvements. Mr. Kelly is proficient in a variety of computer modeling programs and familiar with permitting requirements for most regulatory agencies, having permitted projects with USACE, MWRD, CCHD, IDNR-OWR, FEMA, IEPA, IDOT, WDOT, as well as various municipal agencies. Mr. Kelly currently serves as our municipal engineering representative for the Villages of Coal City and Minooka, and recently performed a South Side Drainage Master Plan for the Village of Itasca.

Mr. Jonathan J. Dykstra, CFM, Senior Engineer, will serve as another stormwater engineering expert as needed. Mr. Dykstra, a Certified Floodplain Manager, has over 26 years of technical experience in water resources engineering, including watershed modeling and planning. He is responsible for leading drainage and floodplain related planning, analysis, and design for projects including hydrologic and hydraulic modeling, floodplain and floodway determinations, FEMA map revision support and watershed and feasibility studies. Mr. Dykstra conducts stormwater and floodplain management reviews for various municipalities in Cook, DuPage and Will Counties in Illinois and Lake County, Indiana, and has been a member of the Will County Stormwater Committee since 2008. Mr. Dykstra also provides training and reporting for numerous municipal clients for IEPA's NPDES Phase II program and municipality MS4 compliance.

Ms. Carrie A. Pintar, PE, CFM, CPESC, Project Engineer, will serve as a Project Engineer. With over 13 years' experience as a water resources engineer, Ms. Pintar has been involved in the preparation of hydrologic and hydraulic analyses associated with watershed studies, transportation improvement projects, existing drainage remediation, site development floodplain analysis & stormwater management, drainage assessments and improvements, design of best management practices for water quality, and stormwater compliance. She has a strong understanding of federal, state and local stormwater regulations and is well



versed in floodway /floodplain issues associated with FEMA map revisions, as well as county and municipal stormwater regulations in the greater Chicagoland area. She has performed permitting for FEMA, IDNR-OWR, INDNR-DOW, MWRD, IEPA, IDOT, DuPage County, and various municipal agencies.

Numerous other technical experts throughout the firm will assist the Village as needed, including **Dana E. Ludwig, PE, CFM, CPESC, LEED AP**. She regularly reviews and develops municipal stormwater and development ordinances for many of our communities. **Mr. Christopher J. King, PE, SE** will serve as our Structural Review engineer. He has been the Village Engineer for Tinley Park, Illinois for over 30 years guiding its development from a community of 30,000 residents to well over 60,000 residents including numerous business developments. He has served performed numerous bridge inspections, designs as well as construction administration as Program Manager for the biennial inspection of over 40 local agency bridges.

REL plans to engage **Stuedemann Environmental Consulting, LLC (SEC)**, an environmental consulting firm to that specializes in environmental science, design, permitting and policy. SEC will team with Robinson as needed to perform review services as wetlands and other project environmental aspects as required. **Mr. Baron Stuedemann, PE, PWS**, has over 25 years' experience in ecological sciences, water resources, and public involvement with municipalities.

Snapshot resumes of our key proposed staff are included for reference on the following pages.



AARON E. FUNDICH, PE

Executive Vice President

EDUCATION

Master Degree, Project Management
Keller Graduate School of Management

Bachelor of Science, Engineering
University of Illinois Champaign-Urbana

PROFESSIONAL REGISTRATIONS

Registered Professional Engineer
Illinois, Indiana, Arizona

PROFESSIONAL AFFILIATIONS

Illinois Society of Professional Engineers
(ISPE)

Illinois Association for Floodplain and
Stormwater Management (IAFSM)

Will County Center for Economic Dev.
Co-chair, Diplomat Committee
Member, Gov't. Affairs Committee

South Holland Business Association
Board of Directors, 2001-2005

PUBLICATIONS

"Infiltration Reduction Using Trenchless
Technology,"
Mining Journal Ltd., May 1999

EMPLOYMENT HISTORY

Robinson Engineering, Ltd.
1989-Present

Mr. Fundich is one of the managing partners of Robinson Engineering, Ltd., overseeing our Lake, DuPage and Will County regional offices. He serves as one of the firm's primary liaisons with client communities and industry professionals, while staying abreast of current regulatory issues and grant funding opportunities. Mr. Fundich also represents the firm in contract negotiations and public presentations for client communities.

MUNICIPAL ENGINEERING

Has served as the firm's Village Engineer for the following communities, all of which continue to utilize Robinson today:

- | | | | |
|-----------------|--------------|------------------------|-----------|
| • Itasca | 2012-present | • Homer Glen | 2001-2005 |
| • Frankfort | 1997-2012 | • South Palos Township | 1995-2001 |
| • Romeoville | 2007-2009 | • Glenwood | 1991-1999 |
| • Manhattan | 2005-2007 | • East Hazel Crest | 1990-1999 |
| • South Holland | 1999-2006 | | |

MASTER PLANNING

Project management or principal authorship of the following master planning efforts on behalf of client communities:

- | | |
|---------------------------------------|-------------------------|
| • Downtown Infrastructure Master Plan | Manhattan |
| • Water System Master Plan | Manhattan |
| • FPA Master Plan Update | Frankfort |
| • Iron Removal System Plan | Frankfort |
| • Facilities Planning Area Amendments | Frankfort |
| • Wastewater Facilities Plan | South Palos Township SD |
| • Manor & Estates Master Sewer Plan | Glenwood |

PROJECT DESIGN & MANAGEMENT

Design and project management of more than \$100 million in local water/wastewater infrastructure projects, including:

- | | | |
|-----------------------------------|------------|-------------|
| • City-Wide Sewer Rehabilitation | Crest Hill | \$8,200,000 |
| • Sauk Trail Interceptor Sewer | Frankfort | \$1,500,000 |
| • Hickory Creek Interceptor Sewer | Frankfort | \$2,500,000 |
| • US 30/US 45 Utility Relocations | Frankfort | \$500,000 |
| • Various Watermain Replacements | Frankfort | \$2,400,000 |
| • Various Watermain Replacements | Glenwood | \$1,000,000 |
| • 1 MG Elevated Tank & Watermain | Frankfort | \$2,300,000 |
| • IL Route 53 Watermain Loop | Romeoville | \$600,000 |

MANAGER, ICAP SEWER REHABILITATION (1989-2000)

Prepared over 20 Sewer System Evaluation Surveys (SSES) including flow monitoring analyses, manhole inspections, smoke testing, dyed water flood testing, sewer televising, and private sector building inspections to isolate, identify, and quantify sources of infiltration/inflow (I/I) into separate sanitary sewer systems. He also designed more than 100 sewer rehabilitation projects totaling over \$85 million of infrastructure improvements, including \$20 million funded through the IEPA Water Pollution Control Revolving Fund.



AMY STORM - MCKENNA, PE

Senior Engineer

EDUCATION

**Bachelor of Science,
Civil Engineering**

University of Illinois at Urbana-
Champaign

PROFESSIONAL REGISTRATIONS

Professional Engineer, Illinois

PROFESSIONAL AFFILIATIONS

Illinois Association for Floodplain and
Stromwater Management (IAFSM)

EMPLOYMENT HISTORY

Robinson Engineering, Ltd.
2006-Present

CivilTech Engineering, Inc.
1999-2002

City of Naperville
1996-1999

Dames & Moore/MCE
1994-1996

Ms. McKenna is an experienced Civil Engineer with over 17 years of experience who serves as Municipal Engineer for Robinson Engineering. Her design experience includes preparation of contract documents for municipal streets and utility improvement projects as well as Phase I project studies and Phase II contract documents for federal and state highways.

Her construction engineering experience includes supervision, inspection, and management of the construction of municipal capital improvement projects, private land development projects, and state and federally funded roadway and bicycle improvement projects. She also has extensive development plan review experience.

MUNICIPAL ENGINEERING & LAND DEVELOPMENT

Ms. McKenna currently serves as an assistant municipal engineer for the villages of Oswego (February, 2015-Present) and Romeoville (2006-Present), with a focus on managing new and ongoing land development, including performing technical development reviews, representing clients during engineering negotiations with developers, and delivering related public reports. During her 9 years with Robinson Engineering, Ms. McKenna has worked alongside municipal engineers, providing plan reviews for compliance with applicable municipal, county, state, and federal requirements:

- Village of Oswego February, 2015 -Present
Beginning this year, Ms. McKenna has performed reviews for this community experiencing both new development and redevelopment. She has also helped review and negotiate a recapture agreement on behalf of the Village during this time.
- Village of Itasca 2013-Present
For Itasca, since early 2013, Ms. McKenna has performed 300 development plan and utility permit reviews to support significant redevelopment. She also assists the Village with floodplain management, including analysis and interagency coordination for the current FEMA floodplain mapping update.
- Village of Romeoville 2006-Present
Ms. McKenna has performed over 580 development plan reviews for compliance and strategic growth within Romeoville, a rapidly developing community.
- Village of Channahon 2006-2008
- Village of Minooka 2006-2008
- Village of Frankfort 2006

PROJECT DESIGN & MANAGEMENT

Ms. McKenna's Project Management duties included preparation of engineering plans, specifications, cost estimates for various municipal clients, supervision of employees, preparation of cost proposals and manhour estimates for future projects. Her previous representative project experience includes:

- The Glen Redevelopment Project Glenview
- Capital Improvement Projects Lombard
- Main Street/Fairview Ave. Downers Grove
Resurfacing Projects
- Improvements Project, Route 31 - McHenry County
Algonquin Road



SEAN P. KELLY, PE, CFM, CPESC

Senior Project Manager

EDUCATION

Bachelor of Science, Civil Engineering

University of Illinois, Champaign-Urbana

PROFESSIONAL REGISTRATION

Registered Professional Engineer

Illinois

CERTIFICATIONS

Certified Floodplain Manager (CFM)

Certified Professional in Erosion and Sediment Control (CPESC)

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE), Illinois

Illinois Association for Floodplain and Stormwater Management (IAFSM)

International Erosion Control Association (IECA)

American Council of Engineering Companies (ACEC)

EMPLOYMENT HISTORY

Robinson Engineering, Ltd.
2002-Present

HNTB Corporation
1996-2002

Law Engineering
1994-1996

Mr. Kelly has 21 years' experience in civil engineering, with an emphasis in stormwater, and water projects. He has performed civil engineering for municipalities throughout the US and has served as the Municipal Engineer for Palos Park (2003-2006), Minooka (2006-2014) and Coal City (2014-2015), providing daily engineering consultation, as well as review, design, and planning for various types of municipal projects. He has also served as Robinson's Stormwater Group Manager.

STORMWATER MANAGEMENT

Designs, manages and permits stormwater and floodplain management mitigation projects for public and private sector clients, including Letter of Map Revisions (LOMR) for floodplain determination. Has developed and utilized computer models to evaluate drainage and floodplain impacts for various agencies, including Departments of Transportation (DOTs) in Illinois and Wisconsin, and the US Army Corps of Engineers (USACE) in Missouri.

| | | | |
|---------------------------------------------------------------------|-------------------|-------------|--------------|
| • Wood Dale Stormwater CIP Improvements, Area 5 | Wood Dale | \$198,000 | 2014 |
| • Chicago Heights-Glenwood Road Hydraulic Analysis | Glenwood | N/A | 2013-Present |
| • Devon Ave. Flood & Hydraulic Analysis | Elk Grove Village | N/A | 2011 |
| • Green St. Hydraulic Analysis | Ottawa | N/A | 2011 |
| • Butterfield Creek Hydraulic Evaluation | Oly. Flds. C-Club | \$2,125,000 | 2010 |
| • Illinois River Hydraulic Study | Ottawa | N/A | 2010 |
| • East Mondamin Main Drain Strm. Swr. | Minooka | \$923,000 | 2008 |
| • Milne Creek Stream Bank Stabilization | Lockport | \$185,600 | 2005 |
| • Barretts Area Detention Pond & Storm Sewer | Tinley Park | \$4,200,000 | 2005 |
| • Barrets Area Conditional LOMR | Tinley Park | N/A | 2005 |
| • 76th Ave. Ditch Brementown, LOMR | Tinley Park | N/A | 2005 |
| • Taycheedah & Spring Creeks Crossings Hydraulic Analysis (HEC-RAS) | Wisconsin DOT | N/A | 2000 |
| • Milwaukee River Hydraulic Analysis (Park East Freeway Crossing) | Wisconsin DOT | N/A | 2000 |
| • Multiple River Models (at Railroad Crossings) (MN & SD) | Various | N/A | 2000 |
| • River Modeling: Missouri and Kansas Rivers (MO/KS) | Missouri USACE | N/A | 1999 |

WATER & SEWER

Has designed nearly \$19 million in local water and sewer infrastructure, ranging from utility replacements within urbanized areas to new extensions to facilitate future development.

| | | | |
|--------------------------------------------|--------------------|--------------|------|
| • Phase I Drainage Studies Fed. Fund STP | Romeoville | N/A | 2010 |
| • ARRA Water Main Replacement Design | Harvey | \$ 1,700,000 | 2009 |
| • Massasoit-Coady-Wabena Utilities | Minooka | \$750,000 | 2007 |
| • Mondamin-Wabena-Osceola Utilities | Minooka | \$980,000 | 2007 |
| • Otter Creek NW Water & Sewer Extend | Elgin | \$13,000,000 | 2006 |
| • Water Distribution System Analysis | Frankfort (FPA) | N/A | 2006 |
| • Barrett Area Phase I Off-site Strm. Swr. | Tinley Park | \$1,798,000 | 2005 |
| • LaGrange Road Utility Extensions | Palos Park | \$374,000 | 2004 |
| • 131st & Wolf Utility Extensions | Palos Park | \$204,000 | 2004 |
| • Munch Subdivision Utility Extensions | Palos Park | \$155,500 | 2004 |
| • Water Distribution System Analysis | Austin, TX | N/A | 2001 |
| • Water Dist. Sys. & Transient Analysis | Jeffersonville, TN | N/A | 1998 |



JONATHAN J. DYKSTRA, CFM

Senior Engineer

EDUCATION

Bachelor of Science, Civil Engineering
 Illinois Institute of Technology

PROFESSIONAL CERTIFICATIONS

Certified Floodplain Manager (CFM)

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)

Illinois Association for Floodplain and Stormwater Management (IAFSM)

Will County Stormwater Management Planning Committee (WCSMPC)

Will County Agricultural Advisory Sub-Committee (WCAAS)

Metropolitan Water Reclamation District (MWRD) Technical Advisory Committee

EMPLOYMENT HISTORY

Robinson Engineering, Ltd.
 2007-Present

Burke Engineering Corporation
 2004-2007

Christopher B. Burke Engineering, Ltd.
 1989-2004

Ciorba Group
 1988

Mr. Dykstra has over 26 years of technical experience in water resources engineering including watershed modeling and planning. He is responsible for leading drainage and floodplain related planning, analysis, and design for projects including hydrologic and hydraulic modeling, floodplain and floodway determinations, FEMA map revision support and watershed and feasibility studies. He also conducts stormwater and floodplain management reviews for various municipalities in Cook, DuPage and Will Counties in Illinois and Lake County, Indiana.

STORMWATER MANAGEMENT

Has extensive experience in stormwater management, including developing hydrologic and hydraulic models to determine flow rates, establishing floodplain and floodway limits, supporting FEMA map revisions, evaluating proposed designs and modifications, and performing dam breach analyses.

| | | | |
|-------------------------------------------|---------------|--------------|------|
| • 45 th St. Grade Separation | Munster | \$34,000,000 | 2015 |
| • Stony Island Drainage Ditch | Lansing | \$1,000,000 | 2013 |
| • Joe Orr Road New Extension II | Lynwood | \$10,000,000 | 2013 |
| • 167 th Street Reconstruction | Harvey | \$4,000,000 | 2011 |
| • Joe Orr Road New Extension I | Lynwood | \$7,100,000 | 2010 |
| • 170 th Street Reconstruction | South Holland | \$11,000,000 | 2009 |
| • Crete Protestant Ref. Church | Crete | \$1,500,000 | 2009 |
| • Highlands of Ellendale Subdivision | Crown Point | \$2,750,000 | 2007 |
| • Crest Grove Subdivision | Crown Point | \$800,000 | 2007 |
| • Misty Ridge Subdivision | Lake County | \$5,000,000 | 2007 |
| • Glenwood-Lynwood Public Library | Lynwood | \$2,000,000 | 2007 |
| • Ellendale Old Town Subdivision | Crown Point | \$2,500,000 | 2006 |
| • Fey & Graefen Industrial Park | Frankfort | \$3,000,000 | 2006 |
| • Misty Glen Subdivision | Lowell | \$1,700,000 | 2006 |
| • Schmidt Farms Subdivision | Crown Point | \$2,000,000 | 2005 |
| • Hidden Creek Subdivision | Homer Glen | \$1,500,000 | 2005 |
| • Spring Grove Subdivision | Lockport | \$2,000,000 | 2005 |

FLOODPLAIN MANAGEMENT

Has extensive experience in floodplain management and FEMA map revisions, including Letter of Map Revisions (LOMR) and Letter of Map Amendments for floodplain determination.

| | | | |
|------------------------------------------------|----------------|--------------|------|
| • Dredge Fill Site Dam Breach | Aroma Park | \$200,000 | 2014 |
| • 191 st Street Culvert Replacement | Lansing | \$250,000 | 2012 |
| • Country Club Drive Bridge Replacement | Olympia Fields | \$450,000 | 2011 |
| • Fire Station Culvert Replacement | Lansing | \$200,000 | 2010 |
| • Weber Road Widening | Romeoville | \$2,500,000 | 2010 |
| • Lily Cache Slough LOMR | Romeoville | N/A | 2010 |
| • Midlothian Culvert Replacements | Midlothian | \$900,000 | 2009 |
| • McLindon Road Improvement | Minooka | \$3,100,000 | 2009 |
| • Oak Park Avenue LOMA | Tinley Park | N/A | 2008 |
| • Butternut Ridge Subdivision | Manhattan | \$4,500,000 | 2006 |
| • Cobblestone of Bourbonnais | Bourbonnais | \$3,000,000 | 2005 |
| • Trail Creek Subdivision | Griffith | N/A | 2005 |
| • Hidden Cove/Spaniel Lake Dam | Homer Glen | \$4,000,000 | 2005 |
| • Feather Rock Subdivision | Crown Point | \$3,500,000 | 2004 |
| • Silver Hawk Phase II Subdivision | Crown Point | \$2,000,000 | 2004 |
| • Gregg's Landing Subdivision | Vernon Hills | \$45,000,000 | 2003 |



CARRIE A. PINTAR, PE, CFM, CPESC

Project Engineer

EDUCATION

Bachelor of Science, Civil Engineering

Valparaiso University, Valparaiso, IN

PROFESSIONAL CERTIFICATIONS

Registered Professional Engineer

Illinois, 062-060416
 Indiana, PE 10911122

Certified Professional in Erosion and
 Sediment Control: 3524

Certified Floodplain Manager (CFM)
 IL-05-00203

Illinois Department of Transportation:
 Certified in Documentation of Contract
 Quantities, 12-0139

PROFESSIONAL AFFILIATIONS

Illinois Association for Floodplain and
 Stormwater Management (IAFSM)

Lake County Illinois Designated Erosion
 Control Inspector

EMPLOYMENT HISTORY

Robinson Engineering, Ltd.
 2013-Present

V3 Companies
 2002-2013

Ms. Pintar is a licensed Professional Engineer, Certified Floodplain Manager, and Certified Professional in Erosion and Sediment Control with thirteen years of professional experience. As a water resources engineer, she has been involved in the preparation of hydrologic and hydraulic analyses associated with watershed studies, transportation improvement projects, existing drainage remediation, site development floodplain analysis & stormwater management, drainage assessments and improvements, design of best management practices for water quality, and stormwater compliance aspects of projects. She has a strong understanding of federal, state and local stormwater regulations. Ms. Pintar is experienced in floodway and floodplain issues associated with FEMA map revisions, IDNR-OWR floodway permits, INDNR-DOW floodway permits, and stormwater management, as related to county and municipal stormwater regulations in the greater Chicagoland area and in Indiana.

STORMWATER MANAGEMENT

Ms. Pintar has extensive experience in stormwater management, including hydrologic modeling to determine flow rates for evaluation of proposed improvements and associated supporting documentation for local and state permitting.

- Elmhurst Memorial Healthcare Elmhurst \$7,300,000
- Churchill Woods Dam Removal DuPage County \$1,300,000
- Downers Grove Fire Station Rain Garden/BioSwale Downers Grove \$100,000
- Suburban Estates Drainage Improvements Unincorporated DuPage County \$50,000
- White Oak West Development Aurora \$1,300,000
- Messenger Woods Wetland Mitigation Homer Glen \$1,800,000
- Grand Dominion Residential Development Mundelein \$11,600,000

FLOODPLAIN MANAGEMENT

Ms. Pintar has extensive experience in floodplain management, including critical duration hydrologic analyses to determine peak flows and hydraulic modeling to determine floodplain and floodway limits for evaluation of proposed improvements and associated supporting documentation for local and state permitting as well as FEMA map revisions.

- Monarch Landing Senior Living Development Naperville/Warrenville \$5,000,000
- General Board of Pension and Health Benefits of the United Methodist Church Glenview \$2,000,000
- Southwest Quad Commercial Development Romeoville \$2,600,000



DANA E. LUDWIG, PE, CFM, CPESC, LEED AP

Senior Engineer

EDUCATION

**Bachelor of Science with Honors
Civil Engineering**
Valparaiso University

PROFESSIONAL REGISTRATIONS

Registered Professional Engineer
Illinois

PROFESSIONAL CERTIFICATIONS

Certified Floodplain Manager
(CFM)

Certified Professional in Erosion
and Sediment Control
(CPESC)

Leadership in Energy and Environmental
Design Accredited Professional
(LEED AP)

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineering
(ASCE)

Illinois Association for Floodplain
and Stormwater Management
(IAFSM)

Illinois Association of Environmental
Professionals
(IAEP)

International Erosion Control Association
(IECA)

EMPLOYMENT HISTORY

Robinson Engineering, Ltd.
2002-Present

Ms. Ludwig serves as a Municipal Engineer for Crest Hill, Frankfort, and Manhattan, IL with a focus on managing new and ongoing land development. She performs technical development reviews, represents clients during engineering negotiations with developers, and makes related public reports. Her project design experience has focused on site development and stormwater management issues.

STORMWATER AND FLOODPLAIN COMPLIANCE

Review over 150 development plans and supporting reports for compliance and strategic growth. This includes review of detention modeling, storm sewer sizing, overland flow routes, and detailed grading plans, as well as floodplain modeling and compensatory storage calculations for the Villages of Channahon, Crest Hill, Frankfort, Homer Glen, Manhattan and Romeoville.

FLOODING MITIGATION

Calculated and designed stormsewers and/or overland flow routes through developed areas to reduce structure flooding on multiple properties.

| | | |
|---------------------------------|-------------|------|
| • Abbey Woods Subdivision | Frankfort | 2014 |
| • Main Street Stormsewer | Gilman | 2013 |
| • Burry Circle Drive Stormsewer | Crest Hill | 2012 |
| • Marquette Business Park | Romeoville | 2005 |
| • Timbers Edge Subdivision | Tinley Park | 2003 |

DETENTION AND SITE DESIGN

Calculated and designed stormwater detention facilities, storm sewer, and overland conveyance for site expansion or development.

| | | |
|-------------------------------|--------------------|------|
| • Water Tower Site | Frankfort | 2009 |
| • Public Works Facility | Frankfort | 2008 |
| • Hazel Crest Assembly Church | Country Club Hills | 2004 |

NPDES II COMPLIANCE

Assist communities to meet requirements of their IEPA ILR 40 permits, including preparation of permit renewals and annual reports, overall Program Management and assistance with IEPA inspection meetings.

- Chicago Heights
- Crest Hill
- Manhattan
- Matteson

STORMWATER AND FLOODPLAIN REGULATIONS

Authored revisions to local ordinances as deemed necessary for procedural, technical, or other changes in the community; Design Standards (Frankfort), 2004, 2007, 2008; Floodplain Regulations (Frankfort), 2009.

MAP MODERNIZATION PROGRAM

Served as liaison between communities and the Illinois Department of Natural Resources (IDNR) and the Illinois State Water Survey (ISWS) for updates to the Flood Insurance Rate Maps in 2009-2010 and 2013. Tasks included reviewing new digital maps, identifying structures placed in regulatory floodplain and floodway, reviewing ISWS model for Jackson Creek and reviewing and updating inventories of Letters of Map Change to assure maps are current and accurate; Villages of Crest Hill, Frankfort, Manhattan and Romeoville.



CHRISTOPHER J. KING, PE, SE

President

EDUCATION

Bachelor of Science, Civil Engineering
(With Honors)
University of Illinois

Project Management Coursework
Keller Graduate School of Management

PROFESSIONAL REGISTRATIONS

Registered Professional Engineer
Illinois, Indiana, Michigan, Arizona

Registered Structural Engineer
Illinois

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers,
(ASCE) - Fellow (2013-2014),
Member, Director (2005-2007),
President (2010),
Public Agency Peer Review Committee,
Committee For Leadership and
Management

Illinois Association for Floodplain and
Stormwater Management (IAFSM)

Chicago Southland Economic
Development Commission, Director

Illinois Roads and Transportation
Builders Association, Member

Infrastructure and
Transportation Committee

EMPLOYMENT HISTORY

Robinson Engineering, Ltd.
1982-Present

As President of Robinson Engineering, Ltd. (REL) since 2000, Mr. King manages daily operations and directs the corporate mission. Mr. King also serves as a municipal engineer and project principal and has designed and managed numerous federal aid urban projects, municipal improvements, construction supervision of highways and bridges, and hundreds of infrastructure projects across the Chicago Southland and NW Indiana. Mr. King has also managed the company's Engineering, Survey, Field Operations and CADD Departments. His firm represents some 70 communities with a population in excess of 650,000 residents.

MUNICIPAL ENGINEERING

VILLAGE OF TINLEY PARK (1984-Present)

- All civil engineering aspects, including planning and implementing efforts to accommodate a population increase of 30,000 residents including master planning for water systems, stormwater management, sanitary trunk distribution, and transportation corridors, development reviews, capital improvement plans, and the design of various infrastructure projects to the magnitude of over \$200,000,000 in improvements
- Design and management of numerous federal aid urban projects, municipal improvements and construction supervision of highways and bridges
- As Structural Engineer, Manager of Bridge Inspections Program since 1987 for the biennial inspection of over 40 local agency bridges
- Federal grant procurement, zoning board and plan commission assistance, review of MWRD and Illinois Environmental Protection Agency (IEPA) permits
- Pavement management program (\$2,000,000 annually), drainage improvements, street lighting, and traffic signal improvements
- Development of construction and bid documents for infrastructure improvement projects & newly developed subdivisions
- FEMA regulatory relief project to remove the burden of \$500,000 per year of flood insurance to the residents of the community
- Quiet Zone Analyses to evaluate the feasibility of establishing new quiet zone for ten crossings

PROJECT DESIGN & MANAGEMENT

Has served as the Project Manager and Design Engineer for numerous projects that involve the preparation of design plans, construction inspection and oversight, and communications with municipal officials, residents, and contractors. A sampling of projects Mr. King has managed include:

- 171st Street Reconstruction Tinley Park
- IL 120 Bypass Volo
- Barret Detention Basin Tinley Park
- Brementowne Flood Plain Mitigation Tinley Park
- Belshaw Road Bridge Lake County
- Interstate 80 Master Utility Plan Tinley Park
- Timbers Edge Overland Flow Routes Tinley Park



Baron H. Stuedemann, P.E., P.W.S.
Technical Director | Managing Member

DISCIPLINES

Environmental Science, Engineering, and Policy

- ◆ Environmental Reports for Civil and Transportation Engineering Design
- ◆ Wetland, Buffer, Riparian, and Stream Restoration Design
- ◆ Stormwater Management and Permitting
- ◆ Environmental Permitting and NEPA Support

SUMMARY OF QUALIFICATIONS

Mr. Stuedemann has been working in the environmental and civil engineering consulting fields since 1990. He has managed small and large projects for public and private entities nationwide. His technical expertise includes: natural wetland, buffer, and riparian environment design; stream restoration and relocation design; tree and biological habitat surveys; restoration maintenance and monitoring; preliminary environmental site assessments (PESA); spill prevention control and countermeasures (SPCC) plans; clean construction demolition debris (CCDD); civil site development and transportation engineering; stormwater management and green infrastructure design; implementation of best management practices (BMP) in civil engineering design; National Environmental Policy Act (NEPA) support services; and interpretation, consultation, and application of local, state, and federal regulations and policies.

CURRENT PROJECTS

South Luther Avenue Neighborhood Area Project, DuPage County, IL

Wetland Sciences (2014-Present)

Mr. Stuedemann is currently the Professional Wetland Scientist for the York Township Highway Department South Luther Avenue Neighborhood Area Phase I Drainage Study and Phase II Plans and Permits project located in York Township, DuPage County, Illinois. Mr. Stuedemann is coordinating closely with the client through the design development process to minimize permitting requirements by assessing direct and indirect impacts to on-site and adjacent natural resources. Mr. Stuedemann's technical services include a wetland delineation report and riparian environment memorandum, avoidance and minimization analysis, and wetland and riparian related permit consultation with the U.S. Army Corps of Engineers and the DuPage County Department of Stormwater Management, Division of Environmental Concerns.

Church Road STP Improvements, Grand Avenue to Jefferson Street, DuPage County, IL

Wetland Sciences, Environmental Engineering (2014-Present)

Mr. Stuedemann is currently the Professional Wetland Scientist and Environmental Engineer for the Village of Bensenville's Church Road Improvements, Grand Avenue to Jefferson Street Project located in DuPage County, Illinois. SEC is coordinating closely with the client, the U.S. Army Corps of Engineers, and the DuPage County Department of Stormwater Management Division of Environmental Concerns for all environmental related services pertaining to the roadway and bike path design development. SEC's technical services coincide with Phase I and Phase II transportation engineering services and include: preparation of a Wetland Delineation Report; preparation of a Preliminary Environmental Site Assessment Report; permitting coordination with the Illinois Department of Transportation; 401/404 permitting with

Baron H. Stuedemann, P.E., P.W.S.

Technical Director | Managing Member

the U.S. Army Corps of Engineers Chicago District; and stormwater permitting with the DuPage County Department of Stormwater Management Division of Environmental Concerns.

Fairfield Road @ IL Route 176 NAI Monitoring, Lake County, IL*Ecological Sciences (2015-Present)*

Mr. Stuedemann is currently the Certified Wetland Specialist for the Lake County Division of Transportation Fairfield Road at IL Route 176 Natural Area Installation (NAI) Maintenance and Monitoring project located in Unincorporated Lake County, Illinois. Mr. Stuedemann's services included: 3-year NAI monitoring; coordination with LCDOT and Lake County Forest Preserves; coordination with the construction contractor; coordination with the landscape contractor; and coordination with the maintenance contractor. The intent of these services are to monitor and maintain the designated NAI areas for a minimum period of three years, or until performance requirements are met as specified in the Fairfield at IL Route 176 NAI Special Provisions. The objective of the monitoring period is to meet NAI Acceptance Criteria at the end of the third year for Lake County Forest Preserves NAI acceptance.

Weiland Road Improvements, Lake Cook Road to IL Route 22, Lake County, IL*Wetland Sciences, Permitting (2015-Present)*

Mr. Stuedemann is currently the Certified Wetland Specialist for the Lake County Division of Transportation Weiland Road Improvements project located in Buffalo Grove, Lake County, Illinois. Mr. Stuedemann coordinates closely with the client, Lake County Division of Transportation, Lake County Stormwater Management Commission, and the U.S. Army Corps of Engineers for all wetland science and permitting related services. Mr. Stuedemann's technical services include: wetland delineation report update, preparation of all wetland related documents for permitting, U.S. Army Corps of Engineers 401/404 permitting, and Lake County Stormwater Management Commission permitting.

Middlefork Savanna Trail Connection Project, Lake County, IL*Wetland Sciences, Environmental Engineering (2015-Present)*

Mr. Stuedemann is currently the Certified Wetland Specialist and Environmental Engineer for the Lake County Forest Preserves Middlefork Savanna Trail Connection project located in Lake Forest, Lake County, Illinois. Mr. Stuedemann is coordinating closely with the client, Lake County Forest Preserves, Lake County Stormwater Management Commission, and U.S. Army Corps of Engineers for all environmental related services pertaining to the trail design development. Mr. Stuedemann's technical services include: wetland science coordination; NEPA support; preliminary environmental site assessment; environmental clearance updates, wetland related permitting, and Clean Construction Demolition Debris (CCDD) services.

14th Street Phase I Study, Lake County, IL*Wetland Science, Tree Survey, Environmental Engineering (2013-Present)*

Mr. Stuedemann is currently the Certified Wetland Specialist and Environmental Engineer for the Lake County Division of Transportation 14th Street Phase I Study, IL Route 131 to Jackson Street project located in North Chicago and Waukegan, Lake County, Illinois. Mr. Stuedemann is coordinating closely with the client, other consultants, Lake County Forest Preserve District, Lake County Division of Transportation, and U.S. Army Corps of Engineers for all environmental related services pertaining to the roadway design development. Mr. Stuedemann's technical services include: wetland sciences, tree surveys, preliminary environmental site assessments, and NEPA support.

Lake Cook Road Improvements Phase II, Raupp Boulevard to Hastings Lane, Lake and Cook Counties, IL*Wetland Sciences, Restoration Engineer, Environmental Permitting (2013-Present)*

Mr. Stuedemann is currently the Certified Wetland Specialist and Restoration Engineer for the Village of

Baron H. Stuedemann, P.E., P.W.S.

Technical Director | Managing Member

Buffalo Grove's Lake Cook Road Improvements Phase II project located in Lake and Cook Counties, Illinois. Mr. Stuedemann coordinates closely with the client, Lake County, Cook County, Village of Buffalo Grove, and the U.S. Army Corps of Engineers for all wetland science and restoration engineering related services. Mr. Stuedemann's technical services include: wetland delineation report update, stream realignment design, U.S. Army Corps of Engineers 401/404 permitting, and Lake County Stormwater Management Commission permitting.

Quentin Road Improvements Phase II, U.S. Route 12 to Illinois Route 22, Lake County, IL*Wetland Sciences, Environmental Permitting (2013-Present)*

Mr. Stuedemann was the Certified Wetland Specialist for the Lake County Division of Transportation Quentin Road Improvements Phase II project located in Kildeer, Lake County, Illinois. Mr. Stuedemann coordinated closely with the client, Lake County Division of Transportation, Lake County Stormwater Management Commission, and the U.S. Army Corps of Engineers for all wetland science and permitting related services. Mr. Stuedemann's technical services included: wetland delineation report update, preparation of all wetland related documents for permitting, U.S. Army Corps of Engineers 401/404 permitting, and Lake County Stormwater Management Commission stormwater permitting.

EDUCATION

University of Chicago, Chicago, Illinois

- ◆ Master of Public Policy in Environmental Policy, 2005

Illinois Institute of Technology, Chicago, Illinois

- ◆ Master of Science in Environmental Engineering, 1995

Southern Methodist University, Dallas, Texas

- ◆ Bachelor of Science in Civil Engineering, 1989

PROFESSIONAL ENGINEER LICENSES

- ◆ Illinois (#062053718)
- ◆ Texas (#99018 Inactive)
- ◆ Oklahoma (#23616 Inactive)
- ◆ Kentucky (#25110 Inactive)
- ◆ Missouri (#2008007654)
- ◆ Florida (#71229 Inactive)

CERTIFICATIONS

- ◆ Professional Wetland Scientist, Society of Wetland Scientists (PWS #1975)
- ◆ Certified Wetland Specialist, Lake County, IL (#C-029)
- ◆ Certified Wetland Specialist, McHenry County, IL
- ◆ Qualified Wetland Review Specialist, Kane County, IL (#W-072)
- ◆ Transportation Worker Identification Credential (TWIC) Card
- ◆ OSHA 40-Hr. Hazardous Waste Operations
- ◆ Red Cross First Aid/Adult CPR

PROFESSIONAL AFFILIATIONS

- ◆ American Society of Civil Engineers
- ◆ Society of Wetland Scientists
- ◆ Illinois Association of Floodplain and Stormwater Management



DEVELOPMENT REVIEW EXPERIENCE

OVERVIEW

Robinson Engineering, Ltd. (REL) works to lead a rigorous, collaborative process with our clients to create sustainable, functional and inspiring projects that serve the public interest, while providing excess value to our client communities by integrating our engineering services with all municipal stakeholders. Our team is dedicated to assisting public sector clients develop cost-effective, practicable, and dependable solutions that achieve community goals.



Our firm has been honored to serve as the Chicago Southland's premier municipal engineering firm for over a half-century, honing our expertise and experience in the master planning, design and construction of municipal infrastructure systems, funding mechanisms, public processes and sustainable technologies to benefit each community within our vast public sector client base. Among the 75+ client communities we currently serve, we've been the appointed municipal engineers to 23 communities continuously since before 1970, with several relationships approaching 60 years.



Simply put, municipal engineering is what we do. We understand the types of challenges confronted by municipalities in balancing public infrastructure needs during the challenging economic times we face together. As appointed professionals in most of the communities we serve, we consider it our duty to provide practical, cost-effective solutions to everyday problems, with a can-do dedication to service, viewing no problem too small or too large for us to resolve. All sectors of our organization possess **decades of experience approaching problems from an ingrained municipal perspective** that consistently rejects short-term fixes in favor of providing the best long-term solutions. We also have a full-time grant writer who continuously monitors federal and state funding opportunities for our client communities for all types of grants, whether related to an engineering project or not, as well as an extensive network of local, state and national contacts we share as resources to provide excess value to municipalities beyond standard engineering services.

By virtue of its appointment as municipal engineers to over 60 communities, Robinson Engineering, Ltd. has more municipal subdivision and site plan review experience than any other Chicagoland consultant. **Drainage and storm water management tends to be the single most critical component of development reviews. We have found that nothing adversely affects local residents, or incites public outcry, more than drainage and flooding problems.**



DEVELOPMENT REVIEW EXPERIENCE

Our review engineering team includes an entire storm water group managed by Mr. Sean P. Kelly, PE, CFM that focuses its efforts on review of flood studies, wetlands and floodplain management, storm sewers, detention facilities and grading plans to ensure that storm water is properly managed within new developments for the benefit of both the new residents or businesses that will move into the subject development, and the surrounding upstream and downstream property owners. Our volume of experience has enabled our professional staff to inherit a strong understanding of various municipal, county, state and federal regulations (including IEPA, FEMA, USACOE, USFWS, and DuPage County requirements), as well as the importance of prompt, technically accurate reviews that encompass a community's primary goals.

Professional Engineering Staff at a Glance

- *44 Licensed Professional Engineers*
- *1 Licensed Structural Engineer*
- *6 Licensed Professional Land Surveyors*
- *15 Certified Floodplain Managers*
- *5 LEED AP Engineers*
- *5 Certified Professionals in Erosion & Sediment Control*

Ms. Amy S. McKenna, PE, who would be our primary liaison engineer for Downers Grove. Amy is actively involved in DuPage County Stormwater Management's Municipal Engineers Group, and stays informed of permitting issues associated with the DuPage County Stormwater and Flood Plain Ordinance. Mr. Barry Stuedemann, PE, PWS, of Stuedemann Environmental Consulting, provides a wealth of knowledge and expertise in wetland science and environmental permitting, as well as in civil engineering, and he would partner with us regarding wetlands issues.

We understand that Downers Grove also has goals regarding response times for review engineering services, and we are comfortable committing to the expected timeframe to provide written storm water review comments for development plans. Our experience has found that communication with the developer's engineer early in the design process tends to make reviews proceed more smoothly for all parties. Participation in a concept plan review meeting with all affected Village staff (*planning, public works, public safety, etc.*) often provides a forum to integrate communication of issues that may overlap into various departments, and helps the developer to prepare a preliminary design addressing such issues. It is our approach to make the first preliminary engineering plan review as detailed as possible, and to identify those issues which must be addressed prior to preliminary plat approval and those which can wait until final engineering.



DEVELOPMENT REVIEW EXPERIENCE

SERVICE APPROACH

Our firm's approach to serving a community as its development review engineer involves the assignment of a primary liaison engineer versed in site development that would be responsible for being the day-to-day contact for the Village's needs. In most instances, our liaison engineer is typically an area resident, has technical expertise in the fields that may be most relevant to a particular community, and is an individual with whom community officials and staff are comfortable developing a strong working relationship. He or she would be supported by our entire team of technical professionals, field engineers, supporting staff, and a company management dedicated to serving the best interests of the community. In addition, a "back-up" engineer would be assigned to provide further support to the primary liaison engineer, as well as being a second point of contact for community staff and officials during various times such as vacations, sick time and/or schedule conflicts that may require simultaneous attendance at multiple events.

In all engagements, we strive to essentially act as extensions of municipal staff, being available to serve in whichever capacity is desired by the community. In several client communities, Robinson personnel attend weekly community staff meetings, development review committees and/or keep regular office hours at Village Hall as desired by a particular community. If Downers Grove desires our liaison engineer to be present at Village Hall on pre-determined days at a fixed hourly rate, we can accommodate this request.



By virtue of our appointment to nearly 60 Chicagoland communities of varying size, location and development stage, our firm has developed extensive experience in all facets of municipal engineering. Just as serving a wide range of engineering needs may vary among communities, so too does our day-to-day role vary among towns that possess different staffing levels, objectives and engineering workloads. At Robinson, we pride ourselves on being adaptable to these variables in our efforts to serve local communities, while maintaining the flexibility to work together with municipal staff on certain project aspects (*i.e. construction inspection*) to fully respect community financial constraints.



DEVELOPMENT REVIEW EXPERIENCE

MEETING ATTENDANCE

Our extremely close working relationship in the towns we serve as appointed municipal engineers typically results in our staff being considered as an extension of the municipal staff. As such, we are routinely called into meetings with community staff and officials, regulatory agencies, developers and contractors on short notice, and try to be as flexible as possible in meeting a community's needs. We are accustomed to attending Village Board meetings, Stormwater Committee meetings, plan commission meetings and public hearings as may be required for either a specific project or in our role as municipal engineer, and would be similarly available in this capacity serving the Village of Downers Grove.

In our role as municipal engineering consultants, we are also accustomed to working with multiple departments such as public works, community development, police/fire and Village administration on various municipal initiatives. It would be our intent to develop strong working relationships with all department heads and key staff, in accordance with the Village's desired communications protocols, to serve the community as effectively as possible, as depicted in the graphic above.

DIFFERENTIATING FACTORS

A key factor differentiating Robinson Engineering, Ltd. from most of its competitors is that we steadfastly decline to perform private sector work for developers. Approximately 95% of our firm's annual revenues are from our municipal clients, with the other 5% generally from other public agencies such as park districts, counties, or IDOT. The trust inherently placed in our firm by client communities is enhanced by their knowledge that ***we are never placed in a conflict of interest when representing the municipality's best interests***, particularly during our role as their development review engineer. We would bring this same authenticity to Downers Grove.

We also seek to provide additional value to our clients through our strong relationships with **GEOCON Professional Services, LLC** and **Stuedemann Environmental Consulting, LLC (SEC)**. GEOCON is an IDOT-prequalified environmental/geotechnical engineering firm specializing in soil borings, construction testing of asphalt and concrete, environmental engineering and asbestos abatement consulting that is owned in part by the partners of Robinson Engineering, Ltd. This relationship ensures that GEOCON's specialty resources can be drawn upon at any time to assist our municipal clients if required. SEC staff has more than 25 years of experience working with municipalities and is prequalified with IDOT at the EA and EIS levels in Ecology, Water, and Public Involvement. SEC's expertise offers a combined perspective in natural resources and civil engineering design.



SEC COMPANY PROFILE

Stuedemann Environmental Consulting, LLC (SEC) is an environmental consulting firm located in Geneva, Illinois, that specializes in environmental science, design, permitting, and policy. SEC was established in January of 2013 and offers 25 years of experience in civil engineering, environmental engineering, environmental science, and policy analysis. SEC serves a wide range of clients, including both private and public entities, who are faced with challenges that demand environmental experience, strategic planning, and practical solutions. SEC's mission is to provide high-quality, personalized, consulting services that assist our clients through complex environmental regulations and responsible engineering design.

SEC SERVICES

Natural Resource Science and Engineering

- ◆ Environmental Reports for Civil and Transportation Engineering Design
- ◆ Wetland Assessments, Delineations, and Permitting
- ◆ Wetland, Buffer, Riparian, and Stream Restoration Design
- ◆ Preliminary Endangered and Threatened Species Consultations
- ◆ Tree and Biological Habitat Surveys
- ◆ Restoration Maintenance and Monitoring

Environmental and Civil Engineering

- ◆ Stormwater Management and Engineering
- ◆ Green Infrastructure Engineering
- ◆ NPDES Compliance and Implementation
- ◆ Preliminary Environmental Site Assessments
- ◆ Spill Prevention Control and Countermeasures Plans
- ◆ Clean Construction Demolition Debris

Environmental Permitting and Policy

- ◆ Federal, State, and Local Wetland and Stormwater Permitting
- ◆ NEPA Support
- ◆ Environmental Policy Analysis

SEC STAFF CERTIFICATIONS

- ◆ Professional Wetland Scientist
- ◆ Licensed Professional Engineer: IL, FL, MO
- ◆ Lake County Certified Wetland Specialist
- ◆ McHenry County Certified Wetland Specialist
- ◆ Kane County Qualified Wetland Reviewer

SEC FIRM CERTIFICATIONS

- ◆ Staff Prequalified with IDOT in Ecology, Water, and Public Involvement
- ◆ IL Small Business Set-Aside Program Vendor
- ◆ IL Registered Professional Design Firm
- ◆ DUNS: 078719529
- ◆ CAGE Code: 6VEJ9
- ◆ NAICS Codes:
 - 541620 Environmental Consulting Services
 - 541330 Engineering Services
 - 541690 Other Scientific and Technical Consulting Services
- ◆ Illinois Service Codes:
 - S230175 Services, Ecology
 - S230250 Services, Engineers – Civil
 - S230450 Services, Environmental Analyst
 - S230500 Services, Environmental Related
 - S230550 Services, Environmental Remediatn & Disp
 - S230600 Services, Erosion Control
 - S230650 Services, Hydrologists
 - S230825 Services, Engineering Architectural, Etc.

SEC POINT OF CONTACT

Barry Stuedemann, P.E., P.W.S.

Technical Director | Managing Member
 Stuedemann Environmental Consulting, LLC
 0N419 Taylor Drive
 Geneva, IL 60134
 Main: 331-588-1805 | Mobile: 630-664-4550
 main@stuedenv.com | bstuedemann@stuedenv.com
 www.stuedemannec.com



IV. PROPOSER'S RESPONSE TO RFP (Professional Services)

Items IV - E., F., G., H., I.

E. Statement of Technical Expertise

In consideration of the services requested, Robinson Engineering, Ltd. offers the following areas of technical expertise: general municipal engineering and site development regulatory review; general stormwater expertise and drainage review; knowledge of the requirements of the DuPage County Stormwater and Flood Plain Ordinance and the Village of Downers Grove Stormwater and Flood Plain Ordinance; and flood plain review and modeling (including FEQ in a project review capacity). Robinson Engineering, Ltd. also has significant experience in administration and coordination of wetland permits, and Stuedemann Environmental Consulting, LLC will provide additional biological perspective and environmental expertise when required.

F. Downers Grove Clients/Projects

From January 2014 to November 2014, Robinson prepared plans for the developer of Nelson Meadows, TPM, LLC. Our lead engineer and project manager, Bill Cussen, had a relationship with the developer from his previous employer, and completed this design work shortly after joining our firm. Robinson does not typically perform this type of private development work, and by company policy decline private sector development work in municipalities where we provide municipal engineering services.

G. Disputes and Litigation

The following three cases represent the total number of dispute and litigation cases in the past three years for Robinson Engineering.

| | |
|---------|-------------------------------------------------------------------|
| Case | |
| Name | City of Chicago Heights, IL v Village of Lansing, IL & REL et al |
| Case # | 14 L 8941 |
| Court | Circuit Court of Cook County, IL, County Department, Law Division |
| Basis | Negligence & Breach of Contract |
| Outcome | On going |

| | |
|---------|------------------------------------------------------------------|
| Case | |
| Name: | Lyles v Gallagher Asphalt & REL et al |
| Case #: | 14 L 3162 |
| Court: | Circuit Court of Cook County, IL County Department, Law Division |
| Basis: | Negligence |



Outcome: REL released from litigation by mutual consent of parties.

Case

Name: River Valley Metro v Kankakee Valley Construction Company

Case #: 2011 L 00114

Court: Twenty-First Judicial Circuit, Kankakee County, Illinois

Basis: Negligence and Breach of Contract

Outcome: Motion to dismiss REL was granted.

H. Limitation to Staff Hours

Robinson has no limitations to staff hours that can be allocated to work under this contract on a monthly basis.

I. Compensation

Hourly rate schedules for REL and CES are provided on the following pages; each result in approximate project multipliers of 3.0x direct labor costs.



BILLING RATES

Standard Per Diem Rates:

| CLASSIFICATION | RANGE OF RATES | CLASSIFICATION | RANGE OF RATES |
|----------------------------|-------------------|--------------------------------|-------------------|
| Principal Engineer | \$190.00-\$200.00 | CAD Manager | \$123.00 |
| Senior Project Manager | \$160.00-\$175.00 | CAD Designer | \$113.00 |
| Senior Structural Engineer | \$173.00 | CAD Technologist | \$86.00-\$97.00 |
| Senior Engineer | \$145.00-\$155.00 | Resident Engineer | \$110.00-\$135.00 |
| Project Engineer | \$105.00-\$125.00 | Resident Engineering Rep. | \$110.00-\$120.00 |
| Project Manager | \$115.00-\$125.00 | Field Superintendent | \$140.00 |
| Engineering Technologist | \$86.00-\$108.00 | Assistant Field Superintendent | \$130.00 |
| Engineering Technician | \$92.00-\$103.00 | Field Crew Chief | \$103.00 |
| Chief Land Surveyor | \$145.00 | Field Crew Member | \$67.00-\$82.00 |
| Land Surveyor | \$103.00-\$130.00 | Licensed Operator | \$94.00 |
| Surveying Technologist | \$92.00-\$103.00 | Operator | \$75.00-85.00 |
| Grant Writer | \$81.00-\$97.00 | IT Coordinator | \$123.00 |
| Project Developer | \$92.00-\$145.00 | IT Technologist | \$92.00 |
| Intern | \$45.00 | Administrative | \$68.00-\$78.00 |
| GIS Coordinator | \$140.00 | Project Administration | \$92.00 |
| GIS Developer | \$113.00 | Planner | \$113.00 |
| GIS Technologist | \$92.00 | Operations Manager | \$125.00 |

Rates Effective 04/01/2015

Total Contract amount per year shall not exceed 20,000. *APF*



Stuedemann Environmental Consulting, LLC
0N419 Taylor Drive
Geneva, IL 60134
Baron H. Stuedemann, PE, PWS

Standard compensation \$160/hr.
IDOT breakdown equals \$64/hr direct labor

Village of Downers Grove

V. 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 Proposal Is To Be Considered For Award

| | |
|-----------------------------------------------------------|-----------------------------------------------------------------------------|
| PROPOSER: | |
| Robinson Engineering, Ltd. Company Name | Date: 10/26/2015 |
| 300 Park Boulevard, Ste. 309 Street Address of Company | afundich@reltd.com Email Address |
| Itasca, IL 60143 City, State, Zip | Aaron E. Fundich, PE Contact Name (Print) |
| (847) 250-5635 Business Phone | (815) 412-2701 13-Hour Telephone |
| (847) 250-5636 Fax | <i>Aaron E. Fundich</i> Signature of Officer, Partner or Sole Proprietor |
| | Aaron Fundich, PE, Executive Vice President Print Name & Title |
| ATTEST: If a Corporation | |
| Signature of Corporation Secretary | |

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: Robinson Engineering, Ltd.

ADDRESS: 300 Park Blvd., Ste 309

CITY: Itasca

STATE: Illinois

ZIP: 60143

PHONE: (847) 250-5635 **FAX:** (847) 250-5636

TAX ID #(TIN): 36240339

(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 | <input checked="" type="checkbox"/> Corporation |
| Charitable/Nonprofit | Government Agency |

SIGNATURE: *Aaron E. Jundich*

DATE: 10/29/2015

Village of Downers Grove

PROPOSER'S CERTIFICATION (page 1 of 3)

With regard to Stormwater Permit Review Services, Proposer Robinson Engineering, Ltd. 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 5/2-105(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: Aaron E. Fundich, PE, Executive Vice President
Proposer's Authorized Agent

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 3 | 6 | - | 2 | 4 | 0 | 7 | 3 | 3 | 9 |
|---|---|---|---|---|---|---|---|---|---|

FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number



Subscribed and sworn to before me
this 28th day of Oct., 2015
Mary Ann Glynn
Notary Public

Village of Downers Grove

PROPOSER'S CERTIFICATION (page 2 of 3)

(Fill Out Applicable Paragraph Below)

(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 Robinson Engineering, Ltd., and the full names of its Officers are as follows:

President: Christopher J. King, PE, SE

Secretary: James M. Grisham

Treasurer: James M. Grisham

and it does have a corporate seal. (In the event that this Proposal 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 Illinois _____.

(c) **Sole Proprietor**

The Proposer 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

Insurer's Name Harleysville Lake States Insurance Co. and Alterra Excess & Surplus Insurance Co.

Agent Robert Dechene

Street Address 600 East Front Street, Suite 200, Traverse City, MI 49686

Village of Downers Grove

PROPOSER'S CERTIFICATION (page 3 of 3)

City, State, Zip Code Itasca, IL, 60143-1849

Telephone Number (847) 250-5635

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

Print Name of Company: Robinson Engineering, Ltd.

Print Name and Title of Authorizing Signature: Aaron E. Fundich, PE, Executive Vice President

Signature: *Aaron E. Fundich*

Date: 10/26/15

Village of Downers Grove

| |
|--------------------------------------------|
| 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 Proposer 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 Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.

Company Name: Robinson Engineering, Ltd.

Address: 300 Park Blvd, Ste., 309

City: Itasca Zip Code: 60143

Telephone: (847) 250-5635 Fax Number: (847) 250-5636

E-mail Address: afundich@reltd.com

Authorized Company Signature: *Aaron E. Fundich*

(Print)Name: Aaron E. Fundich, PE Title of Official: Executive Vice President

Date: 10/26/15

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 or proposal 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:

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

Signature

Print Name

Proposer/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: Robinson Engineering, Ltd.
(company or individual)

To whom contribution was made: Sean Patrick Durkin

Year contribution made: 2015 Amount: \$ 150.00



Signature

Aaron E. Fundich, PE

Print Name