

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
11/22/2016

SUBJECT:	SUBMITTED BY:
Award of Contracts for Localized Poor Drainage Area Analyses	Nan Newlon Director of Public Works

SYNOPSIS

Resolutions have been prepared requesting authorization to execute contracts to the following firms to provide engineering studies of localized poor drainage areas within each of the Village's watersheds for a total cost of \$212,914.90. The costs by firm are broken out below:

Christopher B. Burke Engineering, Ltd.	\$72,160.00
Engineering Resource Associates, Inc.	\$41,275.30
Clark Dietz, Inc.	\$39,600.00
V3 Companies of Illinois, Ltd.	\$59,879.60
Each contract includes a specified, not-to-exceed amount, plus a 10% contingency.	

STRATEGIC PLAN ALIGNMENT

The goals for 2015-2017 include *Top Quality Infrastructure*.

FISCAL IMPACT

The FY16 Budget and FY17 Proposed Budget provides a total of \$700,000 in the Stormwater Fund (Page 4-29, line 17 and Page 4-21, line 1, respectively) for these contracts.

RECOMMENDATION

Approval on the November 22, 2016 consent agenda.

BACKGROUND

In 2007, the Village contracted with the above four engineering firms to study the four watersheds within Downers Grove: St. Joseph Creek North, St. Joseph Creek South, Lacey Creek and Prentiss Creek. The four watersheds are shown on the attached map. One component of these studies was to determine the level of flooding within Localized Poor Drainage Areas (LPDAs). An LPDA is defined as a depressional area that contains water from runoff at depths in excess of one (1) foot, and that have a tributary area of at least three (3) acres. LPDAs are regulated by the Village in a similar manner as floodplains with respect to structures that can be constructed within them.

Downers Grove has striven to provide accurate flooding and drainage information to property owners and developers and the current information is in need of updating for two reasons:

- First, more accurate data will be used to determine their boundaries and high water levels. The current determinations were established using primarily County, two-foot (2') topographic maps and GIS data. Staff is proposing to supplement this data with more accurate field data.
- Secondly, there have been significant changes in the Village in the past 10 years that impact LPDAs. These changes include redevelopment of private properties as well as the construction of numerous stormwater and cost-share projects in each of the watersheds.

Staff recommends updating the existing studies that were completed for each watershed utilizing the services of the consulting firms that completed the original hydrologic and hydraulic models in their respective watersheds.

ATTACHMENTS

Resolutions

Agreements

Watershed Exhibit

RESOLUTION NO. ____**A RESOLUTION AUTHORIZING EXECUTION OF AN
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND CLARK DIETZ, INC.**

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

1. That the form and substance of a certain Agreement (the "Agreement"), plus a ten percent (10%) contingency, between the Village of Downers Grove (the "Village") and Clark Dietz, Inc. (the "Consultant"), for engineering consulting services to update the base flood elevations (BFEs) for localized poor drainage areas (LPDAs) in the Prentiss Creek watershed, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

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

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

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

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

Mayor

Passed:

Attest: _____
Village Clerk

AGREEMENT

This Agreement is made this 10th day of NOVEMBER 2016 by and between Clark Dietz, Inc. ("Consultant") and the Village of Downers Grove, Illinois, an Illinois municipal corporation with offices at 801 Burlington Avenue, Downers Grove, Illinois 60515, ("Village").

WHEREAS, in 2007 Consultant provided services to the Village to determine base flood elevations (BFEs) for localized poor drainage areas (LPDAs) in the Prentiss Creek watershed as part of the Watershed Infrastructure Improvement Project; and

WHEREAS, the LPDA BFEs within the Prentiss Creek watershed need to be reviewed and updated, including documenting the assumptions and calculations associated with the derivation of each BFE, and the Village wishes to retain the services of the Consultant to do so; and

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

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

I. Scope of Services

See attached Proposal dated October 6, 2016 attached hereto and incorporated herein by reference as Exhibit B.

II. Term of Agreement

The term of this Agreement shall be until May 31, 2017 or until the services as set forth in Exhibit B have been completed, whichever shall occur first.

III. Compensation

A. Basic Fees:

Fees for these services shall not exceed Thirty-six Thousand Dollars and no cents (\$36,000.00). Any additional work performed that will increase the agreement price in excess of this amount must be approved in writing by both parties.

B. Consultant Invoices:

The Consultant shall prepare invoices that contain a reference number, the billing period, the classifications and/or names of staff, numbers of hours billed to the project (with clear itemization for hours spent), all reimbursable expenses and a total reimbursable amount for the billing period including receipts therefor, amounts billed to date, and amounts received to date.

C. Prompt Payment Act:

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

The Village 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 Consultant requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.

IV. General Terms and Conditions

A. Relationship Between the Consultant and the Village

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

B. Equal Employment Opportunity

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

1. That it will not discriminate against any employee or applicant for employment because of race, color religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
2. That, if it hires additional employees in order to perform this Agreement or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which

employees are hired in such a way that minorities and women are not underutilized.

3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the consultant's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the consultant in its efforts to comply with such Act and Rules and Regulations, the consultant will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
5. That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
6. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
7. That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subconsultant. In the same manner as with other provisions of this Agreement, the consultant will be liable for compliance with applicable provisions of this clause by such subconsultants; and further it will promptly notify the contracting agency and the Department in the event any subconsultant fails or refuses to comply therewith. In addition, the Consultant will not utilize any subconsultant declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivision or municipal corporations.

C. Sexual Harassment

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

1. Notes the illegality of sexual harassment;
2. Sets forth the State law definition of sexual harassment;
3. Describes sexual harassment utilizing examples;

4. Describes the Consultant or supplier's internal complaint process including penalties;
5. Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities, and;
6. Describes the protection against retaliation afforded under the Illinois Human Rights Act.

D. Drug Free Work Place

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

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

E. Non-Discrimination

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

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

F. Campaign Disclosure Certificate

The Consultant shall comply with the Campaign Disclosure Certificate attached hereto and incorporated herein by reference as Exhibit A.

G. Patriot Act Compliance

The Consultant represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants to the Village that the Consultant and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant 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.

H. Cooperation with FOIA Compliance

Consultant acknowledges that the Freedom of Information Act may apply to public records in possession of the Consultant. Consultant shall cooperate with the Village in its efforts to comply with the Freedom of Information Act. 5 ILCS 140/1 et.seq.

I. Copyright or Patent Infringement

The Consultant agrees to indemnify, defend, and hold harmless the Village against any suit, claim, or proceeding brought against the Village for alleged use of any equipment, systems, or services provided by the Consultant that constitutes a misuse of any proprietary or trade secret information or an infringement of any patent or copyright.

J. Standard of Care

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

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

V. Insurance and Indemnification of the Village

A. Insurance

The Consultant shall be required to obtain, from a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, such general liability insurance which, at a minimum, will protect the Consultant from the types of claims set forth below which may arise out of or result from the Consultant's operations under this Contract and for which the Consultant may legally liable:

Claims under workers compensation, disability benefit and other similar employee benefit acts which are applicable to the operation to be performed;

Claims for damages resulting from bodily injury, occupational sickness or disease, or death of the Consultant's employees;

Claims for damages resulting from bodily injury, sickness or disease, or death of any person other than the Consultant's employees;

Claims for damages insured by the usual personal injury liability coverage which are sustained: (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Consultant, or (2) by another person;

Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;

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;

Claims for damages as a result of professional or any other type of negligent action by the Consultant or failure to properly perform services under the scope of the agreement between the Consultant and the Village.

The Consultant shall demonstrate having insurance coverage for a minimum of \$2 million for professional liability (errors and omissions).

As evidence of said coverages, Consultant shall provide the Village with certificates of insurance naming the Village of Downers Grove as an additional insured and include a provision for cancellation only upon at least 30 days prior notice to the Village.

B. Indemnification

The Consultant will indemnify and hold harmless the Village and its officers, employees and agents from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of negligent action on the part of the Consultant under this Agreement. This indemnification does not apply to liability caused by the Village's own negligence.

VI. Miscellaneous Provisions

A. Termination

In the event of the Consultant's nonperformance, breach of the terms of the Agreement, or for any other reason, including that sufficient funds to complete this Agreement are not appropriated by the Village, the Agreement may be canceled, in whole or in part, upon the Village's written notice to the Consultant. The Village will pay the Consultant's costs actually incurred as of the date of receipt of notice of termination. Upon termination, the Consultant will deliver all documents and products of whatever kind, and their reproducible originals related to the project, which have been produced to the date of the notice of termination.

B. Governing Law

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

C. Successors and Assigns

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

D. Waiver of Contract Breach

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

E. Amendment

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

F. Severability of Invalid Provisions

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

G. Notice

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

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

Clark Dietz, Inc.
977 N. Oaklawn Ave.
Suite 106
Elmhurst, IL 60126

H. Village Ordinances

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

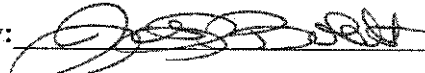
I. Use of Village's Name

The Consultant 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.

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

Clark Dietz, Inc.

Village of Downers Grove

By: 

By: _____

Title: PRESIDENT/CEO

Title: _____

Date: 11-16-16

Date: _____

**Exhibit A
Campaign Disclosure Certificate**

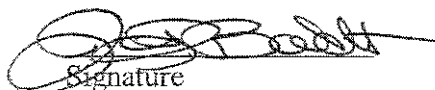
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

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 this Agreement, Consultant 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:

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


Signature

JOHN J. BOLDT
Print Name

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

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name

ClarkDietz

Engineering Quality of Life™



October 6, 2016

Ms. Kerry Behr, PE
Stormwater Administrator
Village of Downers Grove
5101 Walnut Avenue
Downers Grove, IL 60515

RE: Proposal – Prentiss Creek Watershed Infrastructure Improvement Plan (WIIP) - UPDATE

Dear Ms. Behr:

Thank you for the opportunity to submit our proposal to provide engineering services for the Watershed Infrastructure Improvement Plan (WIIP) - Prentiss Creek Watershed Update. As an experienced consulting engineering firm, Clark Dietz, Inc. can provide the guidance, technical expertise, and capacity to deliver the engineering services required for this project.

Project Manager/Team

Chris Gutkowski, PE, is our proposed Project Manager. With a wide range of experience in environmental engineering planning and design, specializing in stormwater, Chris will lead the project on behalf of Clark Dietz with professional and technical expertise. He will manage the overall development of the project, guide team members and ensure that all project elements function well together while providing clear and consistent communications with the Village throughout the project duration.

Project Experience

Our similar experience from comparable Illinois communities offers the Village our knowledge and expertise gained firsthand. Clark Dietz has been surveying, assessing, modeling and developing watershed improvements in the State of Illinois for many years. In Downers Grove, we prepared an update to the Village's Stormwater Master Plan in 2006 and following completion, we then provided a detailed study of the Prentiss Creek Watershed that will be updated through this project.

We welcome the opportunity to go back to this watershed to assess changes ten years later and better define the "Localized Poor Drainage Areas" (LPDAs) in the Prentiss Creek Watershed.

Project Scope

Based on our discussions with you we understand that the Village would like to update the information associated with the LPDAs within the Prentiss Creek Watershed. This update includes assessing the validity of each LPDA based on the definition found in the Village Code by looking at the local drainage, verifying the water surface elevation for each LPDA, remapping the LPDA extents, and organizing support documentation for each area. It is anticipated that existing data from the previous study will be utilized whenever possible; however, information will need to be provided by the Village (recent aerial photography, property lines, contours, LPDA boundaries, etc.), as well as collected by our staff. Existing contours will be utilized for most topographic information that will be used; however, additional survey will be required when there are structures, flat areas, critical overflow elevations or questionable contour data.



Ms. Kerry Behr, PE
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Based on this project approach we propose the following tasks:

1. Survey

- a. Obtain relevant GIS files, including aerial photography, parcel information, LPDA boundaries, storm sewers, and contours, from the Village. Other useful information would include any changes to the LPDAs, storm sewers, and ground cover, as well as any high water elevations that have been documented by the Village at any of the LPDAs.
- b. Complete a GPS-based field survey of LPDA topography. Assume 7 full LPDA surveys (134, 137, 140, 141, 145-147), 4 partial LPDA surveys (138, 143, 144, 150), and 6 outfall-only LPDA surveys (132, 136, 139, 142, 148, 149). Total Station will be used in areas with poor GPS reception. Estimates assume that 8.93 acres will be surveyed using GPS at 500-1000 shots per day and 2.5 acres will be surveyed using Total Station at 200 shots per day. As-built, contour data and previously collected survey data will be used to supplement the survey collected during this project.
- c. Process the survey data by downloading the raw data and converting it into a useable GIS/CAD format.

2. Preliminary Study

- a. The first step will be to delineate the drainage area that reaches each of the LPDAs. This will indicate if the drainage area satisfies the threshold requirement for being classified as a LPDA, as well as provide the information needed for the hydrologic and hydraulic analysis of each LPDA.
- b. Utilize the delineated drainage area to identify flow paths, times of concentration, runoff parameters and other general hydrologic variables to determine runoff conditions that occur for each LPDA.
- c. Update old XP-SWMM Models and perform hydraulic calculations to determine the LPDA water surface elevation.
- d. Determine if each LPDA satisfies the various Village Code requirements, including, depth of ponding, footprint, drainage area and other conditions defined in Section 26.1302 of the Village Code.
- e. Utilize the topographic information and the results from the hydrologic/hydraulic analysis to define the boundary of each LPDA.

3. Final Deliverable

- a. Prepare maps of each LPDA (showing the LPDA boundary, contours, drainage area, overflow path, and property lines). This map will be the primary exhibit for the LPDA documentation and so pertinent information will be displayed on this document.
- b. Develop Stage-Storage Tables for each LPDA utilizing the collected survey information and Village provided contours to define the areas versus depth conditions at each LPDA.
- c. Prepare a brief Technical Memo that will include documentation of all of the inputs, assumptions, methods of analysis, provided information and results summarized into a single document.
- d. Prepare a summary sheet that contains all of the information on each LPDA in a simple, easy to use document to complement the corresponding map.



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- e. Organize all of the deliverables and support documentation into LPDA specific folders (both hard copies and digitally) for use by the Village.
- f. Meet with the Village to discuss the results and present the final deliverable.

4. Project Administration

- a. Perform project management tasks that include managing the project; developing and updating the Project Work Plan throughout the duration of the project; meet with the Village at the beginning of the project to discuss the project specifics, including timeline, information transfer, communication and project scope; and work with the Village to identify and communicate with residents where survey will need to occur on private property (it is assumed that the Village will handle all communication and notification with residents).

We want to assist the Village in developing ideas for a creative, cost-effective, and successful project. Any questions on this proposal, please contact Jennifer Barlas in our Elmhurst office at 630-607-1505.

Sincerely,

Chris Gutkowski, PE
Project Manager

Jennifer Barlas
Business Development

MANHOOR ESTIMATE:

Client: Village of Downers Grove
 Project: Prentiss Creek Watershed Localized Poor Drainage Area (LPDA) Update
 Scope: Analyze, Survey and Update the LPDAs in the Prentiss Creek Watershed
 Discipline: Civil/Environmental

Date: 10/6/2016
 Estimator: CSG

ITEM	HJP	CSG	CWL	CSH	Total Labor	Other Expenses
	Senior Engineer	Project Engineer	Design Tech	Design Tech		
SURVEY						
1 Field Data Collection						
A Obtain relevant GIS files, including aerial photography, property lines, LPDAs, and contours, from the Village.		1			1	
B Field Survey ¹		20	30	60	110	\$ 2,740
C Transfer of Survey Data				2	2	
Subtotal Survey (Hours)	-	21	30	62	113	
Billing Rate (\$/hour)	\$ 190	\$ 140	\$ 105	\$ 105		
Subtotal Survey (Fee)	\$ -	\$ 2,940	\$ 3,150	\$ 6,510	\$ 12,600	\$ 2,740
Subtotal Survey (TOTAL)						\$ 15,340
PRELIMINARY STUDY						
1 Preliminary Hydrologic/Hydraulic Analysis						
A Delineate Drainage Areas for LPDAs		6			6	
B Determine/Verify Hydrologic Variables and Calculations	2	8			10	
C Analyze/Update Hydraulic Analysis Associated with LPDAs	4	36			40	
D Assess the Parameters for LPDA Classification		2			2	
E Delineate LPDA Boundaries		6			6	
Subtotal Prelim (Hours)	6	58	-	-	64	
Billing Rate (\$/hour)	\$ 190	\$ 140	\$ 105	\$ 105		
Subtotal Prelim (Fee)	\$ 1,140	\$ 8,120	\$ -	\$ -	\$ 9,260	\$ -
Subtotal Preliminary Study (TOTAL)						\$ 9,260
FINAL DELIVERABLE						
1 Final Deliverable						
A Prepare Maps of each LPDA (show LPDA boundary, contours, drainage area, overflow path, and property lines)	2	12				
B Develop Stage-Storage Tables for each LPDA		2		8	10	
C Prepare Brief Technical Memo Documenting the Project Data, Process and Results	2	12				
D Prepare Summary Sheet of each LPDA	2	8			10	
E Prepare Support Documentation (models, photos, calculations, assumptions, etc.)		4		2	6	
F Final Meeting with the Village		7			7	200
Subtotal Final Deliverable (Hours)	6	45	-	10	61	
Billing Rate (\$/hour)	\$ 190	\$ 140	\$ 105	\$ 105		
Subtotal Final Deliverable (Fee)	\$ 1,140	\$ 6,300	\$ -	\$ 1,050	\$ 8,490	\$ 200
Subtotal Final Deliverable (TOTAL)						\$ 8,690

ITEM	HIP	CSG	CWL	CSH	Total Labor	Other Expenses
	Senior Engineer	Project Engineer	Design Tech	Design Tech		
PROJECT ADMINISTRATION						
I Project Administration						
A Project Management	2	4				\$ 80
B Develop Project Work Plan		2			2	
C Project Kick-off Meeting		7			7	\$ 150
D Coordination (Private Property Entry)		2			2	
Subtotal Project Admin (Hours)	2	15	-	-	17	
Billing Rate (\$/hour)	\$ 190	\$ 140	\$ 105	\$ 105		
Subtotal Project Admin (Fee)	\$ 380	\$ 2,100	\$ -	\$ -	\$ 2,480	\$ 230
Subtotal Project Admin (TOTAL)						\$ 2,710

Total Hours	14	139	30	72	255	
Billing Rate (\$/hour)	\$ 190	\$ 140	\$ 105	\$ 105		
Total Fee	\$ 2,660	\$ 19,460	\$ 3,150	\$ 7,560	\$ 32,830	\$ 3,170
TOTAL						\$ 36,000

Notes:

1. Complete a GPS-based field survey of LPDA topography. Assume 7 full LPDA surveys (134, 137, 140, 141, 145-147), 4 partial LPDA surveys (138, 143, 144, 150), and 6 outfall only LPDA surveys (132, 136, 139, 142, 148, 149). Total Station will be used in areas with poor GPS reception. This estimate assumes that 8.93 acres will be surveyed using GPS at 500-1000 shots per day and 2.5 acres will be surveyed using Total Station at 200 shots per day. As-built, contour data and previously collected survey data will be used to supplement the survey collected during this project. GPS - 3 days with 1 man crew, TS - 3 days with 2 man crew

Firm Profile

ABOUT US

Clark Dietz, Inc. is a multi-disciplined consulting engineering firm operating from offices in Illinois, Indiana and Wisconsin. Our primary areas of service include civil and environmental infrastructure, transportation, structural, mechanical, and electrical engineering.

OUR PHILOSOPHY

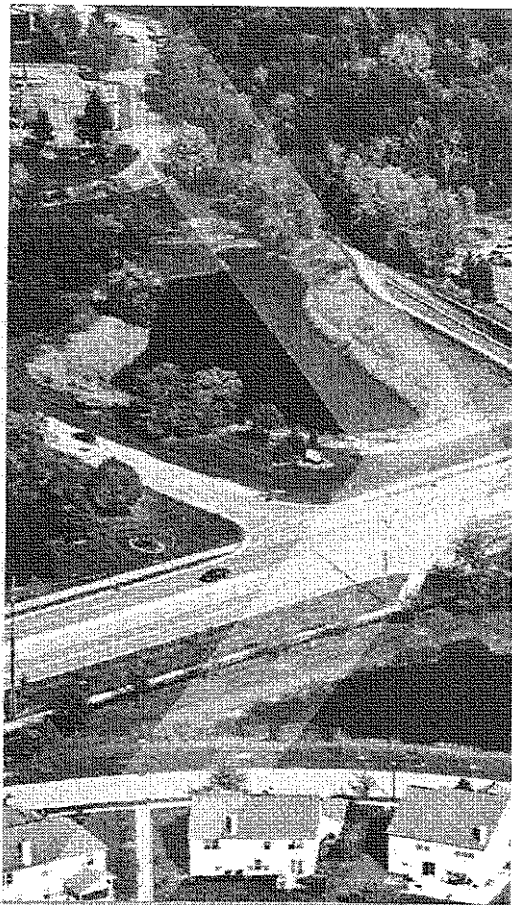
As experienced consultants, we serve as trusted advisors to our clients. As partners, we become fully vested in achieving their goals. We believe in serving our clients to our utmost capacity, period. We operate with integrity, foster collaboration, and expect excellence in all we do. For more than 60 years we have built a reputation for the integrity of our work, our actions, and our results. With an unwavering commitment to our clients, we stand behind everything we do.

DIVERSITY

We are proud of our diverse professional staff. Approximately 50 percent of our workforce consists of minority or female employees; they also represent over 30 percent of our shareholders. Additionally, we have established annual scholarships for minorities with the University of Illinois at Urbana-Champaign, University of Illinois at Chicago, University of Wisconsin-Platteville, Purdue University-IN, and the Rose-Hulman Institute of Technology.

SUSTAINABILITY

Nature's most precious assets need our protection and we take this responsibility seriously. Our specialists in environmental science, green infrastructure, and our LEED Accredited professionals thoroughly assess the impact a design may have on energy consumption, waterways, habitat, vegetation, and water quality. At Clark Dietz, we are fully committed to optimizing the benefits of sustainability in every solution we design.

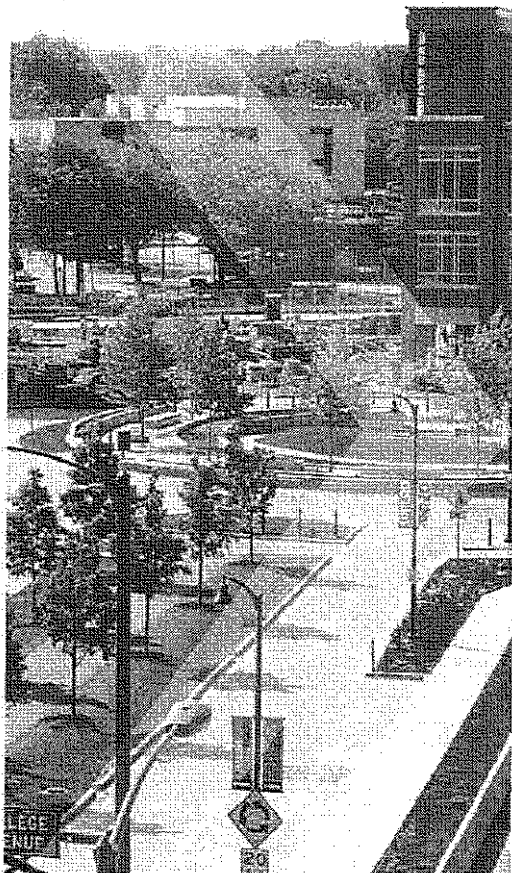


OUR HISTORY

Clark Dietz, Inc. was founded in 1954 by Clark Dietz, a civil engineer and entrepreneur. The firm has a long and successful history of providing engineering and construction services to a wide range of clients. Over the years, the firm has grown and expanded its services to include environmental engineering, transportation engineering, and structural engineering. Clark Dietz, Inc. is a multi-disciplined consulting engineering firm operating from offices in Illinois, Indiana and Wisconsin. Our primary areas of service include civil and environmental infrastructure, transportation, structural, mechanical, and electrical engineering.

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Clark Dietz



It is what we do, who we are, and why we serve.

MUNICIPAL
 WATER, WASTE WATER, STORMWATER
 TRANSPORTATION
 ELECTRICAL
 MECHANICAL
 STRUCTURAL

ILLINOIS / INDIANA / WISCONSIN
 CLARK DIETZ

OUR SERVICES

Infrastructure goes beyond the functional. It is the foundation that connects people, revitalizes communities, spurs economic growth, and protects the environment.

OUR LOCATIONS

CHAMPAIGN, IL
 125 W. Church Street
 Champaign, IL 61820
 217.373.8900

NEW ALBANY, IN
 319 Pearl Street
 New Albany, IN 47150
 812.725.8595

CHICAGO, IL
 118 S. Clinton Street, Suite 700
 Chicago, IL 60661
 312.648.9900

KENOSHA, WI
 625 57th Street, 6th Floor
 Kenosha, WI 53140
 262.657.1550

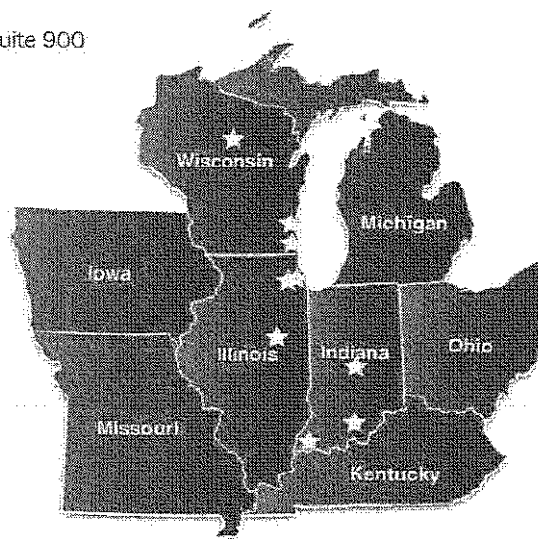
ELMHURST, IL
 977 N. Oaklawn Avenue, Suite 106
 Elmhurst, IL 60126
 630.413.4130

MILWAUKEE, WI
 759 N. Milwaukee Street, Suite 624
 Milwaukee, WI 53202
 414.727.4990

EVANSVILLE, IN
 21 SE 3rd Street, Suite 200
 Evansville, IN 47708
 812.471.4802

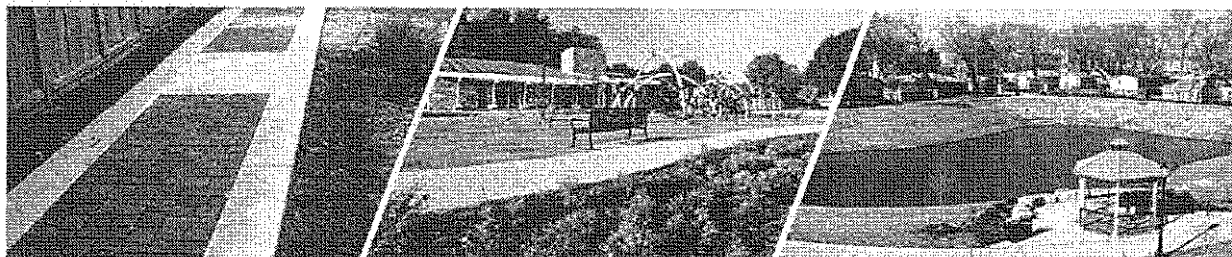
WAUSAU, WI
 510 N. 17th Avenue
 Wausau, WI 54401
 715.845.1333

INDIANAPOLIS, IN
 8900 Keystone Crossing, Suite 900
 Indianapolis, IN 46240
 317.844.8900



ClarkDietz

Stormwater Specialties



The management of stormwater has a direct impact on public safety, land values, and the overall economic and environmental health of a community.

Our engineers employ a focused approach to stormwater management, identifying targeted, cost-effective solutions that benefit key stakeholders. Our experience runs from master planning through design and construction, providing sustainable solutions that include identification of funding sources to make projects possible.

Our staff is up to date with ever-changing stormwater regulatory issues and emerging technologies. Our technical professionals are experts in advanced hydrologic and hydraulic modeling, using the latest tools to provide our clients with the answers they need to enhance their stormwater systems.

COMBINED SEWER SYSTEMS

- Capacity Modeling
- Evaluation Surveys
- Relief Interceptors
- Satellite Treatment
- Peak Wet Weather Storage
- Sewer Separation and Rehabilitation

WATERSHED MASTER PLANNING

- Capital improvement programs
- Sewer system modeling
- Floodplain delineation
- Stream bank restoration
- Stakeholder involvement
- City Master Plans
- Neighborhood Drainage
- Facility Plans
- MS4 Stormwater Program Assistance
- User Fee/Utility Feasibility and Implementation

MODELING EXPERTISE

- SWMM
- HEC-HMS/HEC-RAS
- TR-20/HY8
- GIS-based applications

PROJECT IMPLEMENTATION

- Design services
- Construction administration
- Project funding assistance
- Program funding (stormwater utilities)

