

VILLAGE OF DOWNERS GROVE
Report for the Village
4/3/2018

SUBJECT:	SUBMITTED BY:
Extension of Contract for 2018 Material Testing Services	Nan Newlon Director of Public Works

SYNOPSIS

A resolution has been prepared to authorize the extension of existing contracts for material testing services for capital improvement projects for an amount up \$55,000 for each contract with the following companies:

- INTERRA, Inc., of Bolingbrook, Illinois
- SEECO Consultants, Inc., of Tinley Park, Illinois; and
- GEOCON Professional Services, of Frankfort, Illinois.

STRATEGIC PLAN ALIGNMENT

The goals for 2017-2019 identified *Top Quality Infrastructure*.

FISCAL IMPACT

The FY18 budget includes a total of \$165,000 for material testing within the construction budgets on the attached list. A summary of the funding locations and levels is provided in the following table:

Fund	Allocation Amount
Capital, Page 4-17, Line 18	\$89,000
Stormwater, Page 4-29, Line 18	\$30,000
Water, Page 4-35, Line 18	\$30,000
Parking, Page 4-33, Line 18	\$16,000
TOTAL	\$165,000

RECOMMENDATION

Approval on the April 3, 2018 consent agenda.

BACKGROUND

These companies were previously pre-qualified by the Village for material testing services through a Request for Qualifications that was issued in 2016. Unit rates for required testing services were solicited from the pre-qualified consultants, with all three firms responding. After reviewing the proposals, SEECO Consultants, Interra, Inc., and Geocon Professional Services were all identified as firms that best meet the needs of the Village.

The three firms have agreed to hold their hourly rates for the work proposed in 2018 with minor modifications. As such, staff is recommending a contract extension in lieu of advertising a new Request for Proposals. Staff will work with the companies' personnel to develop a scope of work for each project, similar to those

performed in 2016, but which will be dynamic and reflect the specific identified needs of each site. Each contract is in an amount not-to-exceed \$50,000 plus a 10% (\$5,000) contingency and services would be authorized under specific work orders with individual not-to-exceed amounts and in accordance with the unit prices specified within the contracts.

The three companies have satisfactorily provided material testing services for capital improvements projects in 2013, 2014, 2015, and 2016.

ATTACHMENTS

Resolution

Extensions to the Agreements

Contractor Evaluations

RESOLUTION NO. ____

**A RESOLUTION AUTHORIZING EXECUTION OF A SECOND EXTENSION
TO THE CONTRACT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
SEECO CONSULTANTS, 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 Second Extension (the "Agreement"), between the Village of Downers Grove (the "Village") and SEECO Consultants, Inc. (the "Contractor20"), for material testing services for the Village's capital improvement projects, 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

**SECOND EXTENSION TO THE CONTRACT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
SEECO CONSULTANTS, INC**

The Village of Downers Grove, Illinois and SEECO Consultants, Inc entered into a contract on or about April 12, 2016. This extension represents the second extension for this contract. Pursuant to the terms stated therein, the parties desire to extend that contract under the following terms:

1. The contract shall be extended for a one-year period, ending April 12, 2019.
2. The total not-to-exceed amount shall remain at \$55,000. All unit prices shall remain the same as the 2016 rates except for the following shall increase – Project Engineer from \$120/hour to \$124/hour and Field Technician from \$104/hour to \$109/hour. (see Fee Schedule attached hereto as Exhibit A)
3. All other terms from the April 12, 2016 contract remain in full force and effect.

VILLAGE OF DOWNERS GROVE

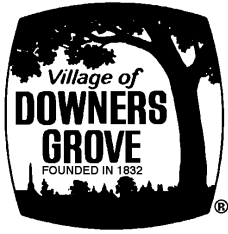
Title

Date: _____

SEECO Consultants, INC

Title

Date: 3-21-2018



Village of Downers Grove

Contractor Evaluation

Contractor: SEECO Consultants, Inc.

Project: 2017 Material Testing Services

Primary Contact: Don Cassier Phone: 708-429-1666

Time Period: May 2017 to December 2017

On Schedule (allowing for uncontrollable circumstances) Yes No

Provide details if early or late completion:

Change Orders (attach information if needed): None

Difficulties / Positives:

Interaction with public:

Excellent Good Average Poor

(Attach information on any complaints or compliments)

General Level of Satisfaction with work:

Well Satisfied Satisfied Not Satisfied

Reviewers: Jim Tock, P.E.

Date: 03/21/18