

VILLAGE OF DOWNERS GROVE
Report for the Village
6/12/2018

SUBJECT:	SUBMITTED BY:
Extension of Contract for Stormwater Construction Engineering Services	Nan Newlon Director of Public Works

SYNOPSIS

A resolution has been prepared to authorize the extension of the existing contract for municipal construction engineering services for the 2018 stormwater improvement projects for an amount of up to \$93,104 to Hancock Engineering of Westchester, IL. The requested award amount includes a 10% contingency.

STRATEGIC PLAN ALIGNMENT

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

FISCAL IMPACT

The FY18 budget includes \$100,000 in the Stormwater Fund (Page 4-29, Line 21) for this contract.

RECOMMENDATION

Approval on the June 12, 2018 consent agenda.

BACKGROUND

This company was pre-qualified by the Village for construction engineering services through a Request for Qualifications that was issued in 2017. Proposals for required engineering services were solicited from the pre-qualified consultants, with four firms responding. After reviewing the proposals, Hancock Engineering was identified as the firm that best met the needs of the Village.

Staff recommends a contract extension in lieu of advertising a new Request for Proposals based on their understanding of the project, experience with similar Village projects last year, and proposed fee. Hancock Engineering has satisfactorily provided engineering services for last year's stormwater projects including the West Burlington Drainage Improvements and the Middaugh and Blanchard Drainage Improvements.

ATTACHMENTS

Resolution
Contract Extension
Consultant Evaluation

RESOLUTION NO. _____**A RESOLUTION AUTHORIZING EXECUTION OF A FIRST EXTENSION TO THE
CONTRACT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND HANCOCK ENGINEERING**

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 First Extension (the "Agreement"), between the Village of Downers Grove (the "Village") and Hancock Engineering (the "Contractor"), for stormwater construction engineering services, 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

**FIRST EXTENSION TO THE CONTRACT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
HANCOCK ENGINEERING**

The Village of Downers Grove, Illinois and Hancock Engineering ("Contractor") entered into a contract for stormwater construction engineering services on or about September 5, 2017. This extension represents the first 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 September 5, 2019.
2. The contract amount shall be \$84,640.00 plus a 10% contingency of \$8,464.00 for a total not-to-exceed amount of \$93,104.00.
3. Additional stormwater improvement locations requiring construction engineering services to be added to the scope of the original contract include the following:
 - A. SW-080-17A Black Oak / Candlewood
 - B. SW-080-16G Drendel / Cross
 - C. SW-080-17J Prince / Forest
 - D. SW-080-17L Hitchcock
4. All other terms from the September 5, 2017 contract remain in full force and effect.

VILLAGE OF DOWNERS GROVE

HANCOCK ENGINEERING

Attest:

April Holden, Village Clerk

Date: _____

Deuk Inuehl

PRESIDENT

Date: 05-24-2018



May 24, 2018

Mr. Nathaniel Hawk
 Staff Engineer II
 Village of Downers Grove
 Public Works Department
 5101 Walnut Avenue
 Downers Grove, IL 60515

**Re: Village of Downers Grove
 2018 Storm Sewer Improvements**

Dear Nate:

Hancock Engineering is pleased to submit the following information regarding providing Construction Engineering Services for the 2018 Storm Sewer Improvements.

Project Understanding

We understand that the Village of Downers Grove is seeking assistance providing construction engineering services for the following improvements.

- | | | | | |
|----|------------|----------------------|---------------------|---------------------------|
| 1. | SW-080-17A | Black Oak/Candlewood | Tentative Schedule: | August – October 2018 |
| 2. | SW-080-16G | Drendel/Cross | Tentative Schedule: | August – November 2018 |
| 3. | SW-080-17J | Prince/Forest | Tentative Schedule: | August – October 2018 |
| 4. | SW-080-17L | Hitchcock | Tentative Schedule: | September – November 2018 |

Downers Grove staff will also be providing certain construction observation services on these projects and will direct us regarding the scope of construction observation services they would like us to provide.

Project Fees

The work would be performed as part of an extension of our contract for the 2017 Stormwater Construction Engineering Services, Proposal No. SW-080-17 with an Upper-Limit-Not-to-Exceed Fee for the extension of \$93,104.00. We have enclosed Attachment A – Schedule of Hourly Rates.

Edwin Hancock Engineering Company

May 24, 2018

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Project Staffing

We propose to use Tim Johnsen and Tom Gromada to provide the construction observation services for this project. Both Tim and Tom have over 15 years providing Construction Observation Services on municipal projects. We have enclosed each of their resumes.

We can provide additional staffing if there are times during the projects that require more than 2 engineers.

Please feel free to contact our office if you should have any questions or require additional information. We look forward to working with the Village of Downers Grove on these important projects.

Respectfully submitted,

EDWIN HANCOCK ENGINEERING CO.



Derek Treichel, P.E., CFM

President

cc: Mr. John Welch, Assistant Director of Public Works
Mr. James Tock, Engineering Manager



ATTACHMENT A - MUNICIPAL

SCHEDULE OF HOURLY RATES

<u>PERSONNEL CLASSIFICATION</u>	<u>HOURLY RATE</u>
ENGINEER – VI	\$133.00
ENGINEER – V	\$130.00
ENGINEER – IV	\$118.00
ENGINEER – III	\$113.00
ENGINEER – II	\$98.00
ENGINEER – I	\$88.00
ENGINEERING TECHNICIAN – V	\$113.00
ENGINEERING TECHNICIAN – IV	\$108.00
ENGINEERING TECHNICIAN – III	\$80.00
ENGINEERING TECHNICIAN – II	\$65.00
ENGINEERING TECHNICIAN - I	\$40.00
CAD MANAGER	\$113.00
CAD - II	\$103.00
CAD – I	\$93.00
ADMINISTRATIVE	\$65.00



Tim Johnsen
Resident Engineer

Education

Bachelor of Science in Civil Engineering, Southern Illinois University, 1982

Work Experience

Hancock Engineering. – 2003 to present

Certifications/Registrations/Technical Training

- IDOT Documenting Certification
- ICORS Certified

Professional Experience

Tim Johnsen is a degreed Civil Engineering from Southern Illinois University and has 34 years of experience serving as Resident Engineering on Village funded and STP projects throughout the Cook and DuPage County areas.

Tim is our most experienced construction engineer and has developed a remarkable ability to document quantities, materials, and other project items completely and accurately. Tim quickly thinks on his feet and is able to eliminate problems before they force the Contractor to experience “down-time”.

Tim excels with communication with residents and does not have any issues speaking to businesses directly. He is also one of the leaders of our data acquisition team. He has complete understanding of GPS acquisition practices and is also well versed in Total-Station topography and GIS.

Tim has been certified in IDOT Documentation since the 1990s and has mastered the “art” of project close-out. His ability to close-out projects in minimal time has saved our clients substantial money in administrative costs.

Recent Engineering projects include:

- Central Boulevard Roadway Improvements, Village of Villa Park
 - Resident Engineer for \$2.7 Million Dollar improvements that featured the installation of a storm relief sewer. Low Interest IEPA Loans were used to fund this important project.
- Bode Road Improvements, Village of Hoffman Estates
 - Resident Engineer for \$3.2 Million Dollar improvements on a Local Collector for the Village of Hoffman Estates. The project included approximately 4,500 feet of roadway reconstruction including improvements to the Village’s sewer system. The project bisected the Villages of Schaumburg and Hoffman Estates, so Tim was constantly working with staff from both villages to ensure everyone was kept up to date.
- Drainage Improvement Project, Village of Maywood
 - Field Engineering Services for a locally funded drainage improvement project. The improvements consisted of the replacement of storm sewers, catch basins, manholes, and various roadway improvements throughout the Village.
- Broadview Paving Improvements, Village of Broadview
 - Resident Engineer for locally funded roadway reconstruction projects valued at approximately \$1.2 Million. The project includes full-depth asphalt pavement, installation of storm sewer system, replacement of water main and street lighting.
- Washington Avenue Phase I Improvements (STP), Village of Brookfield
 - Resident Engineering Services for a federally funded roadway improvement project. The improvements consisted of the milling and resurfacing and/or reconstructing of approximately a mile of deteriorated roadway, curb and gutter replacement, sidewalk improvements, and storm sewer installation. The project was valued at approximately \$ 1.4 Million.



Thomas Gromada Resident Engineer

Education

Bachelor of Science in Civil Engineering, University of Illinois, 1993

Work Experience

Hancock Engineering. – 1998 to present

Certifications/Registrations/Technical Training

- IDOT Documentation Certification; ICORS Certified

Professional Experience

Tom Gromada is a degreed Civil Engineer from University of Illinois and has 20 years of experience serving as a Resident Engineer on Village funded and STP funded projects.

Tom is one of our most experienced and versatile construction resident engineers. Tom has taken projects from engineering design and writing of specifications, to producing the project CADD drawings, and all the way through construction layout, inspection, measurement, and documentation for project closeout. During the construction phase Tom works diligently and communicates effectively with the client and the contractor to coordinate a smooth and efficient construction project.

Tom has been certified in IDOT Documentation since 2008.

Recent Engineering projects include:

- 2015 Street Paving Project, Village of Melrose Park
 - Provided design and construction engineering for \$370,000 street improvement project that included improving approximately 0.5 miles of roadway. The scope of work included intermittent removal and replacement of curb and gutter, sidewalk, and driveway; replacement or repair of drainage structures and storm sewer; pavement milling, patching and resurfacing.
- Division Street LAFO, Phase III, Village of Melrose Park
 - Provided construction engineering for a federally funded roadway improvement project. The project included approximately 2,000 feet of roadway reconstruction including improvements to the Village's sewer system. Construction cost = \$560,000.
- Prairie/Washington Pump Station Improvements Project, Village of Brookfield
 - Provided construction engineering for project involving the installation of a \$2.0 Million underground storm water pump station facility and sewer outfall, including 450' of storm sewer ranging from 15" to 48" in dia. 300' feet of 8'x7' box culvert, and an above-ground storm water detention facility, The restoration included the installation of sidewalk, driveway, curb and gutter, and pavement, HMA pavement reconstruction and landscaping restoration.
- 2016 Street Improvements, Village of Brookfield
 - Provided construction engineering for locally funded roadway reconstruction project valued at \$1.8 Million for approximately 5 miles of street improvements. The scope of work included curb and gutter removal and replacement, sidewalk, and driveway; replacement or repair of drainage structures and storm sewer; pavement milling, patching and resurfacing; and thermoplastic pavement markings.
- 2017 CDBG Alley Improvement Project, Village of Melrose Park
 - Lead Design and Construction Resident Engineer for the construction of two (2) concrete alley pavements to serve residential properties. The scope of work included the excavation of existing bituminous alley, the construction of an eight inch (8") thick, concrete alley pavement having a width of twelve feet (12"), concrete garage aprons and entry walks, for a total length of over 600' of improvements. The project was valued at approximately \$ 150,000 Dollars.



Village of Downers Grove

Consultant Evaluation

Contractor: Hancock Engineering

Project: Construction Engineering Services for Clyde Estates Roadway Reconstruction and Drainage Improvements

Primary Contact: Alex Alejandro Phone: 708-238-6690

Time Period: July 2015 to October 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: Hancock's resident engineers did an exceptional job interacting with the public and with assisting Village Staff with field-related construction issues.

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: 08/11/17



Village of Downers Grove

Consultant Evaluation

Contractor: Hancock Engineering

Project: Construction Engineering Services for 2016 Watermain Improvements

Primary Contact: Jeff Kearney Phone: 708-865-1212

Time Period: July 2016 to August 2016

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: 08/11/17