

VILLAGE OF DOWNERS GROVE
Report for the Village
11/12/2024

SUBJECT:	SUBMITTED BY:
Award of Contract - Fleet Fuel System Replacement Engineering Services	David Moody Director of Public Works

SYNOPSIS

A motion is requested to award a contract to Clark Dietz Inc., of Oakbrook Terrace, IL, in the amount of \$125,515.50, which includes a 10% contingency, for engineering services for the replacement of the Village fuel system.

STRATEGIC PLAN ALIGNMENT

The goals for 2023 to 2025 include *Top Quality Infrastructure*.

FISCAL IMPACT

The FY24 budget includes \$50,000 and the proposed FY25 budget includes \$75,000 allocated for professional services associated with the Fleet Fuel System Replacement capital project (FL-002).

RECOMMENDATION

Approval on the November 12, 2024 Consent Agenda.

BACKGROUND

The Village of Downers Grove operates a fueling island that dispenses gasoline, diesel, and compressed natural gas (CNG). The fuel island is used by all Village departments and several nearby government agencies. The existing fuel facility is approximately 27 years old and has reached an age that requires replacing major system components and structures, including two (2) 10,000 gallon underground fuel storage tanks and the fuel island canopy.

The purpose of this agreement is to engage a consultant with expertise and experience in this highly specialized area that will:

- Perform a cost-benefit analysis of constructing a new Village owned fuel system, including the option of partnering with nearby municipalities or other government agencies.
- Investigate decommissioning the Village's Compressed Natural Gas fuel components.
- Look at operational improvements, including the fuel system software used to track fuel usage.
- Evaluate the feasibility of adding electric vehicle charging stations.
- Evaluate the feasibility of adding B100 biodiesel as a renewable alternative for diesel vehicles.
- Recommend and administer a fueling plan while the fuel island is out of service.

- Prepare detailed construction drawings, specifications and cost estimates for the Village to engage a contractor for the work.
- Assist staff with the bid documents and evaluation of bidders
- Provide construction oversight and contract administration

Design work for the project will begin in FY2024 and continue through FY2025. Construction of a new fuel facility is expected in FY26.

A Request for Qualifications (RFQ) was issued at the end of June this year, and proposals were received in July. Staff pre-qualified three firms from the RFQ and sent a Request for Proposal (RFP) to those firms in August 2024. Proposals were received in September 2024 and after review, Clark Dietz, Inc., was identified as the firm that best meets the needs of the Village. Staff recommends award of this contract to Clark Dietz, Inc. based on their understanding of the project, capability to perform the work, and proposed fee. Clark Dietz received positive references from the City of Wheaton, City of Champaign, and the City of Kenosha, WI.

ATTACHMENTS

Contract Documents

VILLAGE OF DOWNERS GROVE
COUNCIL ACTION SUMMARY

INITIATED: Public Works DATE: November 12, 2024
(Name)

RECOMMENDATION FROM: _____ FILE REF: _____
(Board or Department)

NATURE OF ACTION:

STEPS NEEDED TO IMPLEMENT ACTION:

- Ordinance
- Resolution
- Motion
- Other

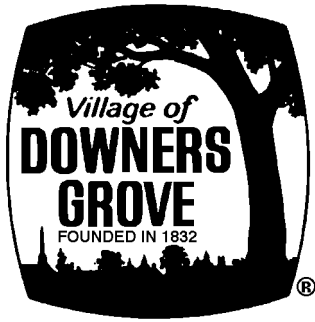
Motion to authorize a contract for Village fuel system replacement engineering services to Clark Deitz, Inc. \$114,105 plus a 10% contingency in the amount of \$11,410.50 for a total not to exceed \$125,515.50.



SUMMARY OF ITEM:

Adoption of this motion shall authorize a contract for Village fuel system replacement engineering services to Clark Deitz, Inc. \$114,105 plus a 10% contingency in the amount of \$11,410.50 for a total not to exceed \$125,515.50.

RECORD OF ACTION TAKEN:



REQUEST FOR PROPOSAL (Professional Services)

Name of Proposing Company: Clark Dietz, Inc.

Project Name: Fleet Fuel System Replacement
 Proposal No.: RFP-62-0-2024
 Proposal Due: September 4, 2024 at 11:00am

Mandatory Pre-Proposal Meeting/Site Visit:

There will be a mandatory pre-proposal site visit held on **August 19, 2023, at 9:00 am (CST)** at the Public Works Department located at 5101 Walnut Ave, Downers Grove, IL 60515.

Vendors shall meet in the main parking lot. This will be the only site visit offered. Attendance is required at the mandatory pre-proposal meeting for those wishing to submit a proposal. The City will not accept proposals from Vendors that did not attend and sign-in at the mandatory pre-proposal meeting.

Required of Awarded Proposer:

Certificate of Insurance: Yes
 Date Issued: August 9, 2023

This document consists of 27 pages.

Return **original** copy of proposal and a pdf copy on a USB in a **sealed envelope** marked with the Proposal Name/Number as noted above to:

GABRIEL LOPEZ
 VILLAGE OF DOWNERS GROVE
 5101 WALNUT AVENUE
 DOWNERS GROVE, IL 60515
 PHONE: 630/434-5460
 FAX: 630/434-5495
www.downers.us

Request for Proposals**Bid No.: RFP-62-0-2024/GL**

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

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

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

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

- I. REQUEST FOR 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 copy 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.

PLEASE DO NOT BIND ANY PORTION OF THE BID WITH STAPLES, BINDINGS OR SPINES.

I. REQUEST FOR PROPOSALS

1. GENERAL

- 1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Proposals up to the time and date set forth on the cover page of this RFP.
- 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: Gabriel Lopez, 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

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 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 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.

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:

- 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 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 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.

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 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.
- 18.3 Please send all invoices to the attention of Gabriel Lopez, Downers Grove Public Works, 5101 Walnut Ave, 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 contactor(s') failure to perform its work in accordance with contract documents.

21. GOVERNING LAW AND VENUE

- 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

- 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 Proposer acknowledges that the Freedom of Information Act does apply to public records in possession of the Proposer or a subcontractor. Proposer 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.*)

29. COPYRIGHT or PATENT INFRINGEMENT

- 29.1 The Proposer 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 Proposer that constitutes a misuse of any proprietary or trade secret information or an infringement of any patent or copyright.

30. DISADVANTAGED BUSINESS ENTERPRISE (DBE) CERTIFICATION

- 30.1 Pursuant to 35 ILCS 200/18-50.2, Contractor and all subcontractors are required to complete and submit a Vendor DBE certification, regardless of DBE status. Contractor shall complete and require all its subcontractors to complete the DBE certification for this project at www.downers.us/vss. The information necessary for the Contractor and all subcontractors to complete the certification includes the following: DBE Classification (minority-owned, women-owned, persons with disabilities-owned, veteran-owned, or none); if DBE, whether the company holds a certificate or self-certifies; if self-certifying, whether the company qualifies as a small business under the U.S. Small Business Administration standards; the company's name, address, city, state and zip code; company's contact person's name, title, telephone number and email address. NO PAYMENTS WILL BE MADE TO THE CONTRACTOR BY THE VILLAGE UNLESS AND UNTIL ALL OF THE CERTIFICATIONS FOR THE CONTRACTOR AND SUBCONTRACTORS HAVE BEEN COMPLETED.

III. DETAIL SPECIFICATIONS

1. Program Overview

The Village of Downers Grove is seeking proposals from highly qualified firms for design services to determine existing conditions, demolish and remove existing facility, develop schematic drawings, and produce a complete set of bid and construction documents for the purchase and installation of a fuel island upgrade, at 5101 Walnut Ave in accordance with the terms, conditions, and specifications contained in this proposal.

The Village operates a fueling island which dispenses gasoline, diesel, and compressed natural gas for Village vehicles and equipment, as well as other agencies. The existing fueling facility has reached an age which requires the replacement of major system components and structures, including the two (2) 10,000 gallon underground storage tanks and above ground Compressed Natural Gas 2,000 gallon storage tank and compressor. The project aims to ensure a reliable and cost-effective fuel supply for municipal operations. The Village's goal is to build a fueling station that will accommodate the most appropriate sustainable alternative fuel options for the next 30 years. Proposers should have bio-diesel, gasoline, Compressed Natural Gas (CNG), Electric, and Hybrid vehicle expertise.

The Village owns and maintains 183 Fleet Vehicles consisting of; fifty-two (52) pieces of rolling stock equipment, thirty-seven (37) heavy-duty trucks, sixty-five (65) light-duty trucks, and twenty-six (26) sedan vehicles. Of these, fifty-five (55) use Biodiesel, five (5) run on Compressed Natural Gas (CNG), and twenty-nine (29) are gas-electric hybrids. The Village has a long-standing commitment to a sustainable fleet and has won several "green fleet" awards in the past two decades.

2. Scope of Work

The Village is seeking a qualified engineering/consulting firm to present options, design the project, prepare bid documents, provide construction oversight, and provide project close-out services. The demolition of the current fueling station, the removal and replacement of one (1) 10,000 gallon unleaded gasoline underground storage tank and one (1) 10,000 gallon diesel underground storage tank, tank monitoring and dispensing systems, canopy, and related equipment. The addition of electric vehicle charging stations and a diesel exhaust fluid dispenser for Village owned vehicles will also need to be evaluated and potentially included as part of the fueling station renovation. The work will need to address current drainage issues, upgrade fueling site security cameras, decommission the current CNG above ground storage tank and dispensing station, and recommend a fueling plan for Village fleet fueling needs while the fueling station is out of service.

The Village currently uses Fuelmaster and ProKees to track fueling, the Village is looking to move away from the use of Prokees to RFID or other similar technology. The consultant will be expected to identify alternatives that will meet the Village's needs. The Village has transitioned to Tyler Technology's Enterprise ERP, a fuel tracking software that is compatible would be beneficial, but not a requirement.

1. Tank investigation including, but not limited to; Review of existing documents, e.g.

- plans, permits, etc.
2. Any and all sampling, field investigations, etc.
 3. Decommissioning of the existing fuel station, removal and disposal of the existing equipment.
 4. Prepare and submit on behalf of the Village any and all reporting required by the Village
 5. Prepare and submit on behalf of the Village any and all reporting required by the State Fire Marshal, or other applicable Agency. This should include the required Site Assessment certification along with supporting documentation per the Office of the State Fire Marshal (OSFM) requirements. If there is no release determined by the OSFM and the collected samples do not indicate the presence of indicator contaminants above regulatory screening limits, a UST closure summary should be prepared.
 6. The report shall include soil analytical results, photographic documentation of the removal, and documentation provided in a close-out package supplied by the UST contractor.
 7. In the event that the OSFM or analytical data indicate that a release has occurred, the consultant shall prepare the necessary initial documentation for submission to the IEPA. If a release is reported, a 20-Day Certification and 45-Day Report meeting 35 IAC 734 - Leaking Underground Storage Tank (LUST) Program requirements will need to be submitted for IEPA review. Consultant shall prepare and submit the minimum LUST technical documentation, including the 45-Day Report which shall incorporate information collected during the UST removal activities.
 8. Prepare and submit on behalf of the Village any and all permitting required by the State Fire Marshal, or other applicable Agency.
 9. Seek out applicable grant opportunities to cover the cost of the new fuel station.
 10. Due to the unknown status at the completion of removal activities, any additional environmental assessment, inclusive of additional Stage 1 groundwater and/or soil sampling, and additional technical reporting activities beyond those referenced above will not be included in this proposal. **Please list the cost for reporting a release occurrence as a separate line item that will be included in approval of the contract, but only utilized if needed.**

The Village reserves the right to award by phase, part or portion of a phase, any line item or option regardless of order listed.

Current Fueling Station Layout

The current fuel station island is composed of four (4) dispensers and eight (8) pumps allowing for fueling from either side of the island; two (2) bio-diesel dispensers on either end of the island, one (1) unleaded gasoline dispenser and one (1) CNG dispenser in the middle. The current canopy provides a 14 foot height clearance.

Project Schedule

Professional Services Contract Award – September/October 2024

Assessment Completed – Spring 2025

50% bidding documents completed – June 2025

100% bidding documents done - October 2025

Issued for bid – October 2025

Construction Contract Awarded – January 2026

PHASE 1: DESIGN SERVICES

- A. Establish a single point of contact and commit that person for the duration of the project to provide information, attend meetings to discuss the project, and report project issues to the Village's representatives.
- B. Conduct a comprehensive audit of the Village's current and projected fueling system needs and design a complete fueling facility with an approximate 30-40 year lifespan.
- C. Evaluate the feasibility of adding electric vehicle charging stations for Village vehicles including power requirements and service power availability. Determine a suitable location for installation of charging stations on the Public Works site.
- D. Evaluate the feasibility of adding B100 Biodiesel.
- E. Assess future space needs to accommodate other alternative fuels such as Hydrogen for installation at a later date.
- F. Provide design services including the preparation of schematic design, design development, construction documents, pre-construction/bidding service, and providing design services as necessary throughout construction duration.
- G. Provide a written report of analysis and conclusions for presentation/discussion with Village staff members to finalize project scope.
- H. Prepare a complete set of Final Contract Documents (drawings, specifications, and calculations), including an estimate of probable construction costs for use as the basis for advertising the construction project for bid.
- I. Ensure that bid documents comply with all owner and regulatory agency general conditions, general requirements, and construction regulations.

DELIVERABLES

Provide one (1) hard copy, one (1) electronic PDF copy, and one (1) electronic copy in MS Word of the 100% final design drawings and specifications including but not limited to:

- A. Detailed estimate of probable construction costs for the proposed improvements
- B. All documents necessary for site plan approval
- C. All construction documents, including, but not limited to, notices, special provisions, and detailed unit price cost proposals.

PHASE 2: BID ASSISTANCE

The Village will administer the bidding and award processes.

- A. Engineer shall attend a pre-bid meeting/site visit and respond to technical questions from Contractors.
- B. Engineer shall assist the Village contact in answering requests for information during the bidding phase within two (2) business days. The Village will issue all Addenda.
- C. Engineer shall review bid submittals to determine technical responsiveness and provide a recommendation for award. The completed review shall be submitted to the Village Contact within five (5) calendar days from receipt.

Presence by the Engineering Services Firm is **not** required at the public bid opening. Contact with any proposers during this phase must be cleared through Village Contact.

PHASE 3: Construction Management Services

Consultant shall perform construction management services during Phase 3 of the project, providing the following services:

- A. Ensure that applicable permits have been secured by the contractor.
- B. Provide project management services throughout the course of the project including coordination/document checking, coordination with Village representatives, data coordination, value engineering analysis, site analysis, materials research/specifications, and constructability reviews.
- C. Provide appropriate on-site supervision during construction to maintain awareness of the project development and to assure conformance with the contract documents, provide review and approval of all submittals required by the construction contract, provide supplemental documents for clarification or resolution of conflict encountered during construction. Arrange for inspections as required and/or recommended by permitting authority.
- D. Review and recommend Field Orders and Change Orders.
- E. Prepare project status reports for each milestone and identify critical issues early on to discuss and resolve them with the Village.
- F. Develop punch lists and recommendations with completion dates for corrective and completion work by the contractor, ensure that all specified submittals are responsive to the intent.
- G. Certify project completion in accordance with design plans, specifications, and permitting requirements at final project closeout.
- H. Preparation of bid documents for the removal of the tank including specifications, pay items, required reporting/permitting by the contractor and plans (if required).
- I. Construction observation and inspection on behalf of the Village for removal of tanks.
- J. Not-to-exceed cost for all services identity herein and others as required to perform the work by the Proposer.

Phase 4: Project Close Out Services

Attend a final walk through with the Contractor and Village Project manager. Certify project completion in accordance with design plans and specifications. Prepare and submit on behalf of the Village any and all reporting required by the State Fire Marshal, or other applicable Agency. This includes all reporting outlined in the Phase 3 description.

3. SUBMITTAL REQUIREMENTS

Proposals shall include the following information, in tabbed sections. Please do not submit perforated pages, nor bind your proposal.

- A. Statement of Experience.
 - a. Provide a description of the engineering firm, including its primary services, brief history, office locations, length of time in business, and the location from which work for this project will take place.

- b. Provide similar information for subconsultants who are participating in the proposal, including the organization name and address, and the name and telephone number of a contact person.
 - c. Provide contact information of the individual who will be able to answer questions regarding the proposal.
- B. Qualifications and Experience of Firm and Team.
- a. Identify key staff members that will be assigned to the project and discuss the direct qualifications and experience of each key individual to provide services listed in the scope of services. This should emphasize the team's specific experience in undertaking work of a similar nature.
 - b. Identify a Project Manager and include any unique qualifications of the Project Manager and how long this individual has worked with the proposed project team.
 - c. Describe your firm's current workload and capacity to devote sufficient resources and staff to this project.
 - d. This section shall also include a summary of each subconsultant (if any) including their qualifications, experience, and technical capabilities necessary to fulfill all needs of the project. Describe how each sub consultant will be managed and utilized.
- C. The Key personnel identified shall be dedicated to the project for its entire duration. The Village, at its discretion, may allow substitutions in the event the employee leaves the firm or is otherwise unable to perform job duties.
- D. Technical Approach
- a. Provide a well-developed approach to the scope of work, including specific details on a technical approach and management, methodology, schedule, deliverables, quality assurance and control.
 - b. Describe how your firm will attain successful completion of the project. Include a high level summary work plan that includes task descriptions and estimated task duration for a typical project of this nature, including a listing of the Village's responsibilities and the Engineer's responsibilities required to complete the project.
 - c. Identify challenges the Consultant team encountered on similar projects and how these challenges were addressed/overcome.
 - d. Provide a timeline for completion, a communication plan, and procedures for scope changes, schedule, cost, and quality control.
 - e. Proposers are encouraged to suggest technical or procedural innovations that have been used successfully on other projects that may be used for the benefit of this project.
- E. References
- a. Provide a list of recent projects within the last five (5) years for which your firm has provided similar services, particularly any work performed for government agencies. Include the following information:
 - i. Client's name, point of contact, addresses, and telephone numbers
 - ii. Description and location of related project(s) and year of completion

- iii. Key personnel involved in all disciplines
- iv. Project engineer's estimate compared to the received construction bids.

F. Compensation

- a. Fees for design engineering services will be based on a cost plus not to exceed basis using an hourly rate times direct staff cost. Direct costs will be charged at the actual rate incurred with no markup. A summary of anticipated hours and fees shall be included in the proposal.

G. Procurement Forms

- a. Certification Form
- b. Certificate of Insurance (as proof of coverage)
- c. W 9 Form

4. EVALUATION OF PROPOSAL

Responses will be reviewed by Village Staff. The firm to be recommended for award will be the one whose proposal is determined to be the most advantageous to the Village.

5. TERM OF CONTRACT: UPON COMPLETION

The Contract shall commence upon the date of the duly executed Agreement, and shall remain in effect until such time as all the work, commodities, and equipment acquired in conjunction with this Request for Proposal have been completed and accepted by the Village and upon completion of the expressed and/or implied warranty periods.

6. PERFORMANCE OF WORK

The awarded Proposer shall perform the work in a professional manner and to the highest industry standards for this specific type of work. The awarded Proposer shall at all times be cognizant of the need to abide and adhere to all applicable occupational safety and health rules and regulations. No section of this project may be performed by the awarded Proposer or a subcontractor of the awarded Proposer unless such person has the experience, equipment, knowledge, and resources to safely and properly perform the work. The Village shall have the right, without penalty, to stop any phase or aspect of the work if the Village believes, in its professional opinion, that the execution of the work is improper in any manner.

7. WARRANTY REQUIREMENTS:

In addition to all other warranties that may be supplied by the Proposer, the awarded Proposer shall warrant its products and service against faulty labor or defective material, for a minimum period of one year from the date of acceptance of the labor and materials by the Village. This warranty requirement shall remain in force for the full period; regardless of whether the awarded Proposer is under contract with the Village at the time of defect. Any payment by the Village on behalf of the goods or services received from the awarded Proposer does not constitute a waiver of these warranty provisions.

8. SUBCONTRACTORS

As part of its Proposal, the Proposer must identify any and all subcontractors that will be used in the performance of the proposed work, their capabilities and experience, and the portion of the work to be done by the subcontractor. The competency of the subcontractor(s) with respect to experience, skill, responsibility and business standing shall be considered by the Village when making the award in the best interest of the Village. If the Proposer fails to identify any and all subcontractors in the

Bid, the Proposer may be allowed to submit this documentation during the Proposal evaluation period, if such action is in the best interest of the Village.

9. FAILURE TO DELIVER OR COMPLETE WORK

Should the awarded Proposer fail to deliver or complete the work on a timely basis, and within the schedule established by the Village, it is hereby agreed and understood that the Village reserves the authority to cancel the Contract with the awarded Proposer and secure the services of another vendor to perform the work. If the Village exercises this authority, the Village shall be responsible for paying the awarded Bidder for any work that were completed in accordance with the Contract specifications. If applicable to that phase of the work, the awarded Proposer shall forfeit the Performance Bonds, and the Village will use the proceeds from the Bond to complete the work.

The Village may, at its option, demand payment from the awarded Proposer, through an invoice or credit memo, for any additional costs over and beyond the original Contract price, which were incurred by the Village , as a result of having to secure the services of another vendor.

10. FEES

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

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.)

PROPOSAL FOR PROFESSIONAL SERVICES

ClarkDietz

Engineering Quality of Life®

Fleet Fuel System Replacement



Village of Downers Grove

RFP-62-0-2024

September 18, 2024



September 18, 2024

Mr. Gabe Lopez
 Management Analyst
 Village of Downers Grove
 5101 Walnut Avenue
 Downers Grove, IL 60515

Re: RFP-62-0-2024 Fleet Fuel System Replacement

Dear Mr. Lopez:

Clark Dietz takes great pride that our work improves the communities in which we live, work and play. In short, it's not about us, it's about you, and we believe that every experience you have with us should be nothing short of exceptional. In the pursuit of excellence, we will strive to differentiate ourselves from others by addressing your priorities.

Our team has the knowledge, experience, and capacity to investigate and develop recommendations, prepare construction documents, provide bidding services, and perform construction administration services for the fleet fuel system replacement project that will provide solutions that will meet or exceed village's needs. From the conversations we have had with the village we think these are top priorities of the village and how Clark Dietz team is able to serve them.

- **Knowledge and understanding of the village's needs:** The Clark Dietz team is no stranger to working on a project with options that are not fully determined. Our scope of service includes a thorough analysis of all potential alternative fuel options that will be fully vetted before a single dime is spent on construction and the village will have all the necessary information to make an informative decision.
- **Leaders in Alternative fuel technologies:** Clark Dietz has a wide breadth of experience planning, designing, and delivering alternative fuel projects for a variety of clients. We have also completed projects with alternative power sources to ensure large utility costs are not a burden for our clients by proposing various onsite power generation options including solar and wind turbines. We understand this is not something that the village is requesting, however having a team that has this level of experience would allow the village staff to consider all possible solutions that will benefit future generations.
- **Meeting requirements and needs of EPA:** Our team understands the needs and requirements associated with EPA and the state fire marshal. We have and are able to navigate through these specific requirements, which would allow for a smooth design and construction phase.
- **A comprehensive team that has worked together for over 10 years on nearly 30 similar projects that can deliver a solution in the time frame or schedule that works with the village's budget cycle.**

“For the price of diesel fuel in 2018, this project has resulted in a savings of \$2.0 million in fuel consumption, over \$1.0 million more than originally anticipated. The Clark Dietz team was attentive and responsive to our needs. Their comprehensive approach has resulted in an optimal solution that met our goals, benefits our environment, and enhances the quality of life for our passengers, employees, and the residents of Northeastern Illinois.”

- Michael Teeters, PE, Section Manager, PACE
 Bus Garage Improvements and CNG Fueling
 System Project

The Clark Dietz Team is grateful to the village of Downers Grove for allowing us to present our qualifications/proposal. Please contact us with any questions you may have.

Sincerely,

Nirav T. Patel, PE
 Vice President, Project Manager
 phone: 312.466.8242
 e-mail: nirav.patel@clarkdietz.com



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Section A

Statement of Experience



ILLINOIS / INDIANA / KENTUCKY / MICHIGAN / WISCONSIN / clarkdietz.com

ClarkDietz

ABOUT US

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

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.

ANNUAL VOLUME OF WORK


With annual revenue surpassing \$30 million, over half of which is derived from the municipal sector, our engineers are attuned to the challenges faced by public leaders today, treating your budget with the same care and diligence as our own. Our commitment to excellence is reflected in the fact that more than 85% of our business comes from repeat clients, a testament to the quality of our work and the personalized service we consistently deliver.

Our MEP group, which contributes over 13% of our revenue, has earned a solid reputation for its expertise in the design and construction of fueling facilities, solidifying our position as a leader in this specialized field.

MAIN CONTACT

Nirav Patel, PE is the primary contact to receive information concerning this Statement of Qualifications. He can be reached at:

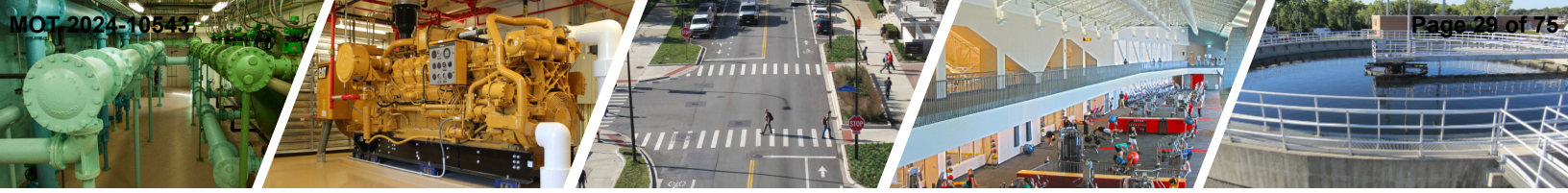
Clark Dietz, Inc.
1815 S. Meyers Road, Suite 470
Oakbrook Terrace, IL 60181

 **312.466.8242**

 **nirav.patel@clarkdietz.com**

OUR HISTORY

Our roots go back to the 1940's to three University of Illinois Engineering professors; James Clark, Eugene Daily, and Jess Dietz. These three formalized their association by incorporating in 1953. By the late 1970s Clark Dietz was a recognized leader among Midwest-based civil engineering companies serving clients from seven regional offices. The original owners sold the firm and it was ultimately owned by CRS Sirrinc, one of the nation's largest engineering and architectural firms. Through an employee buy-out of the Champaign office and the name, **Clark Dietz again became a privately held corporation in 1987.** Employee ownership has been a key factor in the success of the firm, with approximately **30 percent of current employees now owning stock in the company and all employees participating through an ESOP.** Today Clark Dietz employs more than **195 professionals in 13 offices.**



OUR SERVICES

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

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

Explore our in-house services listed to the right and detailed on pages 7-9.

- MUNICIPAL
- WATER, WASTEWATER, STORMWATER
- TRANSPORTATION
- TRAFFIC
- ELECTRICAL
- MECHANICAL
- STRUCTURAL
- CONSTRUCTION

OUR LOCATIONS

CHAMPAIGN, IL

125 W. Church Street
Champaign, IL 61820
217.373.8900

CHICAGO, IL

118 S. Clinton Street, Suite 570
Chicago, IL 60661
312.648.9900

* OAKBROOK TERRACE, IL

1815 S. Meyers Road, Suite 470
Oakbrook Terrace, IL 60181
630.413.4130

EVANSVILLE, IN

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

INDIANAPOLIS, IN

8900 Keystone Crossing, Suite 475
Indianapolis, IN 46240
317.844.8900

NEW ALBANY, IN

120 West Spring Street, Suite 400
New Albany, IN 47150
812.725.8595

LEXINGTON, KY

1040 Monarch Street. Suite 200
Lexington, KY 40513
859.286.1140

LOUISVILLE, KY

312 S. Fourth Street, Suite 700
Louisville, KY 40202
502.587.1748

LANSING, MI

6709 Centurion Drive, Suite 300
Lansing, MI 48917
517.908.0877

FARMINGTON HILLS, MI

33533 W. Twelve Mile Rd. Suite 250
Farmington Hills, MI 48331
517.908.0877

KENOSHA, WI

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

MILWAUKEE, WI

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

WAUSAU, WI

500 N. 3rd Street, Suite 703
Wausau, WI 54403
715.845.1333



***location from which work for this project will take place**

MUNICIPAL



At Clark Dietz, we understand how vital infrastructure is to people. We never forget the importance of those who rely on it. As municipal engineers, our actions support our client's best interests, representing the values and the standards of the community at all times.

In the past 5 years, we have helped our clients secure more than \$44M in grants and EPA loans and have navigated them through the process.

MUNICIPAL ENGINEER

- Board Meetings
- Staff Consultant
- Citizen's Contact
- Consultant Oversight
- Public Involvement

ASSISTING BUILDING DEPARTMENT AND PUBLIC WORKS DEPARTMENT

- Civil Site Planning
- Permitting Reviews
- Escrow Compliance
- Roadway Maintenance
- Ordinance Updates and Reviews
- Storm, Sewer and Water Main Maintenance
- Sanitary Sewer Collection Systems

DEVELOPMENT REVIEW

- Engineering Review
- Code/Ordinance Compliance
- Land Use Plan Compliance
- Escrow Requirements
- Permitting Requirements

GRANT FUNDING ASSISTANCE

- IDOT / IDNR Grant Programs
- RAISE Grants
- CDBG Grants
- Illinois Bicycle Path Program
- OSLAD Grants
- USEPA Lead Service Lines
- IEPA 319 Grant
- Infrastructure Repair Fund (SIRF)
- IEPA State Revolving Fund (SRF)

CONSTRUCTION SERVICES

- Construction Letting
- Awards and Contracting
- Construction Observation
- Pay Request and Change Order Processing
- Preparation of Punch Lists and Assurance of Completion of Punch List Items
- Recommendations to Village for Acceptance of Improvements

REGULATORY COMPLIANCE AND REPORTS

- ILR00 NOIs and Reporting
- ILR40 NOIs and Reporting
- NBIS Bridge Inspections
- MFT Allocations and Audits
- MWRD IICP Reporting
- IEPA Spill Reporting
- IEPA SSO Reporting
- DCEO Reporting (PFRs & PPRs)

NATURAL GAS/ALTERNATIVE FUEL



Our mission is to collaborate with clients to create infrastructure and built environments that improve the quality of life.



The nation's focus on clean energy, fuel efficiency, and using domestic fuel has increased demand for alternative fuel vehicles and spurred the rapid growth of new infrastructure and fueling stations on local, regional, and national levels. Clark Dietz assists our clients through the process of evaluating alternative fuels and transitioning their fleet operations. Our experienced staff brings the knowledge and skills to supply a wide array of Natural Gas and Alternative Fuel Services.

FLEXIBLE, SCALABLE PROJECT MANAGEMENT >

Clark Dietz offers you a flexible and comprehensive menu of services, scalable to your specific needs. We can deliver an entire project from concept to implementation or focus on key services within the process. Generating the maximum return on your investment is our goal as we help you reduce costs, meet regulatory compliance, and increase safety. Our experienced professionals assist you in planning, managing, and executing your conversion.



NATURAL GAS/ALTERNATIVE FUEL



**GOOD FOR
PEOPLE.**

**GOOD FOR THE
ENVIRONMENT.**

OUR SERVICES

TURNKEY PROJECT MANAGEMENT

*Concept to Completion
Planning, Design, and Construction
Budgets, Scheduling, and Procurement*

PLANNING, STUDIES, AND EVALUATIONS

*ROI Analysis
Fleet Usage Assessments
Alternative Fuel Comparisons*

FUNDING ASSISTANCE

*Source Identification
Filing for Grants*

FUELING FACILITY DESIGN & INSTALLATION

*System Sizing Calculations
Design/Build and Construction Management
Permitting and Utility Coordination
Pre-Construction and Procurement
Site Improvements*

FACILITY UPGRADES

*Facility Assessment
Mechanical/Electrical Systems Design/Modifications
Code Compliance
Construction Services
Personnel Training*

VEHICLES USING ALTERNATIVE FUELS >

- > *Public Transit Buses*
- > *School Buses*
- > *Refuse Trucks*
- > *Concrete Mixer Trucks*
- > *Delivery Vans*
- > *Utility Vehicles*
- > *Government Fleets*
- > *University Fleets*
- > *Emergency Vehicles*
- > *Community Shuttles*
- > *Semi-Trucks*
- > *Airport Vehicles*

CLIENT SERVICE IS AT OUR CORE



We believe that every experience you have with us should be nothing short of exceptional. From everyone you speak with to everything we do – every aspect of our service is framed around you.

**FIRM NAME**

FGM Architects Inc. (FGMA)

YEARS IN BUSINESS

79 Years

PRIMARY SERVICES

Architecture
Interior Design

PROJECT OFFICE LOCATION

1211 West 22nd Street, Suite 700
Oak Brook, Illinois 60523
630.574.8300

REGIONAL OFFICE LOCATIONS

550 West Van Buren Street, Suite 1420
Chicago, Illinois 60607
312.948.8461

475 Regency Park, Suite 325
O'Fallon, Illinois 62269
618.624.3364

One Metropolitan Square, Suite 1945
St. Louis, Missouri 63102
314.439.1601

219 North Milwaukee Street, Suite 325
Milwaukee, Wisconsin 53202
414.346.7282

3711 South Mopac Expressway, Building Two
Suite 150
Austin, Texas 78746
512.474.8085

300 Throckmorton Street, Suite 580
Fort Worth, Texas 76102
817.900.6026

11250 Roger Bacon Drive, Suite 16
Reston, Virginia 20190
703.956.5600

CONTACT PERSON

Mike Elliott, AIA, NCARB, LEED AP
Public Works Subject Matter Expert
mikeelliott@fgmarchitects.com
630.368.8317

FIRM HISTORY

Founded in 1945 by Southern Illinois architect Jake Gatewood, FGMA took root in the boom period of growth and optimism which swept the nation in the years following World War II.

From its small-town beginnings, today FGMA is a robust, full-service architectural firm with a workforce of professionals. We practice architecture and interior design. Our projects touch all aspects of community life: learning, working, protecting and playing.

FGMA was selected as the Distinguished Firm of the Year in 2019 by our local AIA Chapter and projects have been recognized with over 100 design awards since 2000.

LEADING THE WAY TOWARDS A HEALTHY, SUSTAINABLE FUTURE

We specialize in community-based spaces and we value working in partnership with our clients to create a world that is more environmentally responsible and socially equitable for current and future generations.

Section B

Qualifications & Experience of Firm/Team

QUALIFICATIONS & EXPERIENCE OF FIRM/TEAM



PROJECT MANAGER/ CLIENT LIAISON

Nirav Patel, PE 

STRUCTURAL DESIGN

Sean Marzano, SE, PE


MECHANICAL/ ELECTRICAL DESIGN

Sr. Mechanical Engineer
Kendrick Payne, PE, LEED AP 


Mechanical Engineers

Thomas Schilling, PE
Benjamin Broshar

Electrical Engineer

Paul Zouski, PE 
Ajay Johnson, EI

SITE/CIVIL DESIGN

Scott Drabicki, PE 
Andres Reyna

GEOTECHNICAL ENGINEERING

CGMT Inc. (if needed)



ARCHITECTURAL DESIGN

Mike Elliott, AIA, NCARB, LEED AP
Jason Estes, AIA

KEY PERSONNEL

Nirav Patel, PE, Project Manager - Since 2017, Nirav has excelled as the Team Leader and Project Manager of the MEP Design Group, where he has guided project teams through all phases of building system evaluations, studies, design, and construction. Renowned for his strategic insight and leadership, Nirav has been instrumental in driving the success of numerous high-profile projects. His expertise spans a wide range of specialized areas, including bio-diesel, gasoline, CNG, electric, and hybrid vehicle analysis and design—skills that have been pivotal in many Illinois-based projects detailed in the Reference section of our submittal.

Kendrick Payne, PE, LEED AP, Sr. Mechanical Engineer - Ken is a forward-thinking engineer who is constantly seeking opportunities to optimize designs with sustainable and energy-efficient solutions. As a champion of sustainable design initiatives, he brings extensive experience in applying LEED principles to MEP systems, ensuring that each project not only meets but exceeds industry standards for environmental performance. Ken's dedication to sustainable design is exemplified by his instrumental role in our award-winning Bus Garage Improvements and CNG Fueling System project, where our approach helped the project exceed fuel consumption savings expectations by over \$1 million.

Paul Zouski, PE, Electrical Engineer - Paul is an experienced project engineer specializing in electrical design and arc flash analysis for educational, corporate, governmental, and industrial facilities. Paul has received training from NFPA and has successfully completed the comprehensive examination on the educational requirements of the NFPA 70E Electrical Safety in the Workplace Seminar. His combination of experience as an electrician and an engineer provide him with a unique understanding of electrical safety.

Scott Drabicki, PE, Site/Civil Engineer - Scott brings over 25 years of diverse experience in civil engineering, spanning both the public and private sectors. As a seasoned professional, he will spearhead the team's efforts in all aspects of site/civil design and construction. Currently, Scott serves as the Project Manager for the Lake County DOT Fuel Island project in Libertyville, where, in collaboration with FGMA, he is overseeing site civil services for the demolition and reconstruction of the fuel island. His role encompasses comprehensive design and construction services, ensuring successful project execution from start to finish.

QUALIFICATIONS & EXPERIENCE OF FIRM/TEAM

WORKLOAD AND CAPACITY

Clark Dietz serves clients from 13 offices in 5 states — Illinois, Indiana, Wisconsin, Michigan, and Kentucky. We currently employ 195 full-time staff, with 30 located in the Chicago Metro area. We can draw from the expertise of 76 licensed professionals and **4 LEED accredited professionals** across the company.

Clark Dietz evaluates 6-month workload forecasts monthly including contracted and non-contracted work. Our proposed team currently has the capacity to provide design and construction phase services as outlined in the project schedule.

SUBCONSULTANT

Clark Dietz is proud to include **FGM Architects (FGMA)** on our team for architectural design services as needed. Our collaboration with FGMA has been exemplary, as evidenced by our ongoing work on the Lake County DOT Fuel Island project referenced on page 33 and our successful completion of over 15 projects together.

Over the past four years, FGMA has built a robust and collaborative relationship with the Village of Downers Grove, highlighted by the development of the new Downers Grove Civic Center. This flagship project underscores their commitment to enhancing community spaces and meeting the evolving needs of the Village's residents. The FGMA team worked with the Village through a study, site planning, concept planning and full architectural services.

Through continuous engagement and mutual trust, FGMA has ensured their designs reflect the community's vision and values. The new facility, which unites the Village Hall, Police, and School District 58 under one roof, stands as a testament to their dedication to excellence and the Village's commitment to innovative and sustainable urban development.

SUBCONSULTANT



**MIKE ELLIOTT, AIA,
NCARB, LEED AP**

PUBLIC WORKS SUBJECT MATTER
EXPERT



Throughout his over 34-year career, Mike's work has focused in the governmental, education, health services and private sector. Mike engages with

clients from the outset of the project to establish project goals, objectives and needs and brings strong talent in facilitating groups to reach consensus. He works regularly with the construction team to resolve project challenges.

PROJECT EXPERIENCE

FUEL ISLAND STUDY & REPLACEMENT, LIBERTYVILLE, IL / PROJECT MANAGER

FGMA provided design and construction administration for a Maintenance and Administration Facility, featuring maintenance bays, a mezzanine, a jib crane, vehicle lifts, heating, and an exhaust system. The challenge was to design a building C continuous operation of adjacent departments, integrating with existing sections and enabling utility hanging during construction..

PUBLIC WORKS, VILLAGE HALL & PD SPACE NEEDS ASSESSMENT, SHOREWOOD, ILLINOIS / PUBLIC WORKS SUBJECT MATTER EXPERT

FGMA provided a Facilities Condition Assessment of the Village Hall, Public Works/Forestry Facility and a Space Needs Analysis of Village Administration, Police, Public Works and Forestry Departments. FGMA also provided an Initial Conceptual Design, preliminary site analysis and concept, and initial cost estimates. The Village will use this information as a foundation for planning the future of these departments and their facilities.

PUBLIC WORKS & CITY HALL STUDY, WEST CHICAGO, IL / PUBLIC WORKS SUBJECT MATTER EXPERT

FGMA conducted a Space Needs Assessment for the City Hall and Public Works facilities. The assessment was conducted to meet the City's goal to relocate the City Hall to a new location and for the facility to meet both today's and future operational and community needs. Additionally, the study accounted for extra space in the City Hall for a combined facility to include a potential relocation of the Police Station. The assessment also studied consolidating the Public Works facilities into one single location to create one efficient location.

EXPERIENCE

34 Years

EDUCATION

BA in Architectural Technology | Cum Laude | Southern Illinois University

AS in Architectural Technology | Southern Illinois University

LICENSES & CERTIFICATIONS

Registered Architect | Illinois | #001-016355

LEED Accredited Professional

NCARB Certificate



JASON ESTES, AIA

PUBLIC WORKS SUBJECT MATTER
EXPERT



Jason has a vast amount of experience working on municipal and public sector projects. He is skilled in the design of new facilities as well

as the expansion and remodeling of existing facilities. Jason's in-depth knowledge of municipal facilities, together with his leadership abilities, has resulted in successful projects, admiration from clients and award recognition.

PROJECT EXPERIENCE

PUBLIC WORKS CAMPUS ADDITIONS & RENOVATIONS, STREAMWOOD, IL / PROJECT MANAGER

FGMA was selected to address issues with the Public Works campus for the Village of Streamwood. The Village's comprehensive study was reviewed and altered extensively to address real concerns in their infrastructure and operations.

DUDOT YELLOW FREIGHT & 140 BUILDING, WHEATON, IL / PROJECT MANAGER

FGMA was selected to provide architectural design services to replace the existing DuDOT 140 Building on the DuPage County Campus. The building houses DuDOT's fleet of trucks, equipment, and supports spaces required to maintain the County roadways. The Yellow Freight building will provide axillary seasonal storage for the DOT, alleviating congestion at the main DuDOT 140 building on campus.

PUBLIC WORKS & CITY HALL STUDY, WEST CHICAGO, IL / PROJECT MANAGER

FGMA conducted a Space Needs Assessment for the City Hall and Public Works facilities. The assessment was conducted to meet the City's goal to relocate the City Hall to a new location and for the facility to meet both today's and future operational and community needs. Additionally, the study accounted for extra space in the City Hall for a combined facility to include a potential relocation of the Police Station. The assessment also studied consolidating the Public Works facilities into one single location to create one efficient location.

EXPERIENCE

27 Years

EDUCATION

BS in Architecture | Illinois Institute of Technology

LICENSES & CERTIFICATIONS

Registered Architect | Illinois, Wisconsin | #001-019489, #13295-5

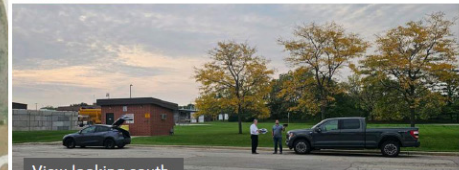


Division of Transportation Campus
Fuel Island Replacement Project

Location of Fuel Island Replacement Project



Existing Canopy and Fuel Dispensers



View looking south



View of Utility Building and Trees to remain

CLIENT
Lake County
600 West Winchester Road
Libertyville, Illinois 60048

SIZE
6,500 sf

COMPLETED
Fuel Island: 2024

CONSTRUCTION COST
Fuel Island: \$2.7M(e)

PROJECT TYPE
Addition

REFERENCE
Mr. Kevin Kerrigan
Engineer of Maintenance
847.377.7505
kkerrigan@lakecountyil.gov

Expansion Increases Efficiency & Capacity

LAKE COUNTY FUEL ISLAND REPLACEMENT

The current Lake County Division of Transportation Fuel Island, situated in the Lake County Libertyville Campus, was initially constructed 30 years ago and has now surpassed its intended lifespan. Many of the challenges are located below ground, with the underground fuel storage tanks showing signs of water infiltration at the tank lids, although there is no confirmed leaking. Additionally, numerous paved areas exhibit cracks and deterioration, necessitating repairs to the canopy structure.

The proposed project aims to comprehensively replace the existing fuel island. This involves the removal of the outdated underground fuel tanks and the installation of a new fuel distribution system featuring double-walled above-ground tanks for both diesel and unleaded fuel. The dispenser islands will be reconfigured to enhance efficiency in fueling large county vehicles, including trucks equipped with snow plowing equipment. Notably, this fuel island is also essential for serving the Lake County Sheriff's Department. As part of the project, a new illuminated canopy structure will be introduced to further enhance the facility.



Division of Transportation Campus
Fuel Island Replacement Project



Remaking a Public Works Campus

STREAMWOOD PUBLIC WORKS



CLIENT
 Village of Streamwood
 565 South Bartlett Road
 Streamwood, Illinois 60107

SIZE
 9,680 sf Renovated
 17,830 sf New

Construction in Multiple Buildings and Extensive Sitework

COMPLETED
 09/2021

CONSTRUCTION COST
 \$8M (e) \$7.4M (a)

PROJECT TYPE
 New

REFERENCE
 Mr. Matt Mann
 Director of Engineering & Public Works
 630.736.3850
 Mmann@streamwood.org

FGMA was selected to address issues with the Public Works campus for the Village of Streamwood. The Village’s comprehensive study was reviewed and altered extensively to address real concerns in their infrastructure and operations. This project was completed simultaneously with the removal and replacement of Fire Station 31, from a satellite station to the Department’s Headquarters Station housing their administration.

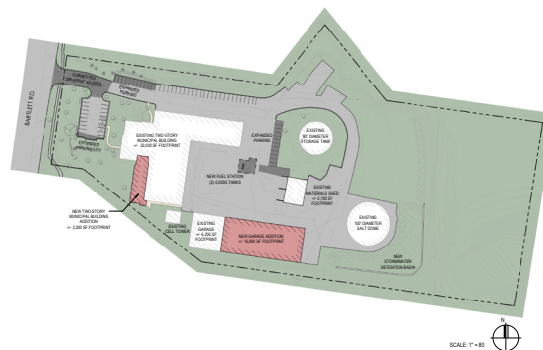
The Public Works project was completed in multiple phases allowing facilities to remain in operation through construction.

PHASE 1 The Public Works campus sits on an old Metropolitan Water Reclamation District (MWRD) parcel that was donated to the Village. There were extensive underground utilities on the site and all the Village’s sanitary flows through the site at depths of over 35 feet. This underground, along with site storm and other building utilities, were relocated to provide additional resources to the department’s operations.

PHASE 2 A 10-bay addition was added to the secondary vehicle storage garage. The department had equipment located around the Village and stored outside. This garage provides vehicle storage along with equipment storage.

PHASE 3 An addition to the department administration building relocates all public works divisions (water, streets, forestry, signage, etc.) into their own suites.

PHASE 4 An occupied, phased renovation of the existing administration building was renovated by floor. A training room, elevator, full locker area and shower facilities were provided along with improved office layout, function and flow.



Section C



Staff Resumes



Nirav Patel, PE

Project Manager

ClarkDietz

EXPERIENCE

22 Years

EDUCATION

BS, Mechanical Engineering,
University of Illinois at Chicago

REGISTRATIONS

Professional Engineer - IL, IN, KY,
MO, WI, MI

Nirav is our Northern Illinois Area Manager responsible for operations in our Chicago and Oakbrook Terrace offices. He has been Team Leader of the Illinois mechanical/electrical design group since 2017, guiding project teams through building system evaluations and studies, design, and construction of building improvements and new facilities.

A mechanical engineer by vocation, Nirav is experienced with design of heating, ventilation, air conditioning, plumbing, and fire suppression systems in municipal, educational, commercial, and industrial applications, and is proficient with load calculations and energy modeling. He selects and coordinates equipment purchase, performs hydraulic pressure calculations, and produces complete contract documents required for bidding and construction.

Project Experience

Public Works Fuel Island Study/Upgrade, Wheaton, IL / Project Manager. Providing mechanical and electrical design services to determine existing conditions, develop schematic drawings, and produce a complete set of bid and construction documents for the purchase and installation of a fuel island upgrade, along with providing construction oversight and close-out services.

Public Works Fuel Dispensing, Champaign, IL / Project Manager. Design and construction phase services for fuel dispensing equipment at a fuel island and the piping back to the tanks, for unleaded and diesel.

Paint Booth/Body Shop, Administration and Maintenance Facility, Greater Peoria Mass Transit District, Peoria, IL / Project Manager.

Building Design and Renovations Preliminary Evaluation, Greater Peoria Mass Transit District, Peoria, IL / Project Manager. Engineering services for concept review and program validation for a new 50,000 SF facility and extensive modifications in two existing buildings at a metropolitan mass transit district. Work included design of the HVAC, plumbing, fire protection, electrical, and IT building systems. The project also replaced the existing fuel management system, power and wiring to an existing fuel island and designed modified diesel fuel piping/systems for new generators.

Bus Garage Improvements and CNG Fueling System, Markham, IL / Project Manager. Project management, mechanical and electrical design services to add a compressed natural gas fueling system, renovate approximately 19,000 SF of office space, and replace part of the mechanical systems for a 190,000 SF bus garage.

Arlington Heights and Edens Expressway Maintenance /Storage Facilities, Cook County, IL / Project Manager.

DuPage County DOT 140 Building, Wheaton, IL / Project Manager. Subconsultant design services for a new municipal building including site civil, mechanical, electrical, plumbing and fire protection systems.

IDOT Construction Maintenance Facility, Stevenson Team Section Headquarters, McCook, IL / Project Manager. Design of a permanent structure to replace an existing 22,160 SF equipment storage building with a new maintenance facility.



Kendrick Payne, PE, LEED AP

Lead Mechanical Engineer

ClarkDietz

EXPERIENCE

45 Years

EDUCATION

Landscape Architecture, University of Illinois, 1978-1981

REGISTRATIONS

Professional Engineer - WI
LEED Accredited Professional

Ken is a senior mechanical engineer experienced with design and construction of heating, ventilation, air conditioning, plumbing, piping, and fire protection systems in municipal, industrial, academic, healthcare, and correctional facilities. He also has extensive utility plant systems experience including steam and hot water boilers, chiller plants, compressed air and vacuum systems, propane plants, fuel oil storage, and specialty gas storage and handling. Ken is a leader in sustainable design initiatives and knowledgeable in the application of LEED principles for mechanical, electrical, and plumbing systems.

Project Experience

Public Works Fuel Island Study/Upgrade, Wheaton, IL / Lead Mechanical Engineer. Providing mechanical and electrical design services to determine existing conditions, develop schematic drawings, and produce a complete set of bid and construction documents for the purchase and installation of a fuel island upgrade, along with providing construction oversight and close-out services.

Public Works Fuel Dispensing, Champaign, IL / Lead Mechanical Engineer. Design and construction phase services for fuel dispensing equipment at a fuel island and the piping back to the tanks, for unleaded and diesel.

Paint Booth/Body Shop, Administration and Maintenance Facility, Greater Peoria Mass Transit District, Peoria, IL / Mechanical Engineer.

Bus Garage Improvements and CNG Fueling System, Markham, IL / Mechanical Engineer. Project management, mechanical and electrical design services to add a compressed natural gas fueling system, renovate approximately 19,000 SF of office space, and replace part of the mechanical systems for a 190,000 SF bus garage.

Public Works HVAC Replacement, Champaign, IL / Lead Mechanical Engineer. Design services for the replacement of the heating, ventilation, and air conditioning systems that serve the offices, garage, and vehicle repair area at a municipal public works facility. Design included additional zones of control to the office area to improve occupant comfort and upgrade of systems in the garage and vehicle repair area to meet current ventilation code requirements.

Public Works Garage Trench Drain, Rolling Meadows, IL / Mechanical Engineer. Design and construction engineering services for replacement of existing trench drain system to address deficiencies and improve ease of maintenance in an existing service garage in the east half of the building.

IDOT Construction Maintenance Facility, Stevenson Team Section Headquarters, McCook, IL / Mechanical Engineer. Design of a permanent structure to replace an existing 22,160 SF equipment storage building with a new maintenance facility.

HVAC and Controls Improvements, Police Station and City Hall, Rolling Meadows, IL / Lead Mechanical Engineer. Condition assessment and subsequent design of new HVAC system and building automation system for a 40,250 SF municipal facility consisting of 3 above ground floors and a basement.

STAFF RESUMES



THOMAS SCHILLING, PE MECHANICAL ENGINEER

Thomas is an Illinois licensed professional engineer with experience in mechanical, electrical and plumbing design. His design experience includes mechanical systems, ductwork, hydronic piping, steam, plumbing, fire protection, and lighting systems. He has project experience at all stages of design and construction and is proficient with Revit, AutoCAD, and Trace 700.

Project Experience

Paint Booth and Body Shop, Peoria, IL / Mechanical Engineer. MEP design services for a new building to house a paint booth and body shop. The 40,000 SF building is comprised of office, restrooms, repair shop, paint booth, and storage areas.

Bus Garage Improvements and CNG Fueling System, Markham, IL / Mechanical Engineer. Project management, mechanical and electrical design services to add a compressed natural gas fueling system, renovate approximately 19,000 SF of office space, and replace part of the mechanical systems for a 190,000 SF bus garage.

Administration and Maintenance Facility, Peoria, IL / Mechanical Engineer. Mechanical, electrical, plumbing, and fire protection design services for a new building and remodeling of existing mass transit campus redesign/expansion, including four buildings; paint booth and body shop, office building, bus maintenance facility, and large bus storage area.

Arlington Heights and Edens Expressway Maintenance/Storage Facilities, IL / Mechanical Engineer. Provided mechanical and electrical engineering services, as well as construction inspection to the improvements to the Arlington Heights Maintenance Storage facility and the Edens Expressway Salt Storage Dome.

EXPERIENCE

6 Years

ClarkDietz

EDUCATION

BS Civil Engineering
(emphasis in Architectural Engineering)

REGISTRATIONS

Professional Engineer - IN
Professional Engineer - IL



BENJAMIN BROSHAR MECHANICAL ENGINEER

Ben is a mechanical engineer with experience involving HVAC equipment replacement, hydronic heating and cooling system design, equipment sizing, mechanical room layouts for a variety of buildings including University buildings, highway maintenance facilities, office buildings, Department of Military Affairs buildings, and water treatment plants.

Project Experience

Public Works Fuel Island Study/Upgrade, Wheaton, IL / Mechanical Engineer. Providing mechanical and electrical design services to determine existing conditions, develop schematic drawings, and produce a complete set of bid and construction documents for the purchase and installation of a fuel island upgrade, along with providing construction oversight and close-out services.

Arlington Heights and Edens Expressway Maintenance/Storage Facilities, IL / Mechanical Engineer. Provided mechanical and electrical engineering services, as well as construction inspection to the improvements to the Arlington Heights Maintenance Storage facility and the Edens Expressway Salt Storage Dome.

DuPage County DOT 140 Building, Wheaton, IL / Mechanical Engineer. Compile updated listing, pricing, and Design Drawings of the proposed repairs, remodeling, and redesign suggestions for the 140 Building.

Public Works HVAC Replacement, Champaign, IL / . Design services for the replacement of the heating, ventilation, and air conditioning systems that serve the offices, garage, and vehicle repair area at a municipal public works facility.

EXPERIENCE

4 Years

ClarkDietz

EDUCATION

BS Mechanical Engineering

STAFF RESUMES



PAUL ZOUSKI, PE
ELECTRICAL ENGINEER

Paul is an experienced project engineer and master electrician specializing in electrical design, cost estimating and arc flash analysis for municipal, educational, corporate, and industrial facilities. Paul's areas of expertise include low voltage power distribution, medium voltage power distribution, fault current, coordination, and arc flash studies, emergency power, uninterruptible power, lighting, grounding, data cabling, security, public address, and fire alarm systems.

Project Experience

Bus Garage Improvements and CNG Fueling System, Markham, IL / Electrical Engineer. Project management, mechanical and electrical design services to add a compressed natural gas fueling system, renovate approximately 19,000 SF of office space, and replace part of the mechanical systems for a 190,000 SF bus garage.

Building Design and Renovations - B, Greater Peoria Mass Transit District, Peoria, IL / Electrical Engineer. Electrical redesign to allow for partial generator back-up unitizing the existing generator only, in lieu of 100% generator backup.

Public Works Building Generator Connection, Rolling Meadows, IL / Electrical Engineer. Evaluated the existing electrical system and developed recommendations on backup power to feed building loads and the existing fire pump. Design included electrical equipment, new fire pump controller, automatic transfer switch, gear modifications, generator, new conduits and conductors, and gas piping and modifications.

Fuel Area Lighting and Electrical Construction Phase, Watertown Municipal Airport, Watertown, WI / Electrical Engineer. Electrical power and lighting evaluation study for replacement of the fueling system and three HPS pole mounted flood and area light fixtures with new LED pole mounted light fixtures. Coordination with fuel system designer regarding electrical design requirements to accommodate two new fuel dispenser/tank systems and associated support equipment.

EXPERIENCE
21 Years

EDUCATION
BS, Electrical Engineering,
University of Wisconsin-
Platteville

REGISTRATIONS
Professional Engineer - IL, KY,
TX, VA, WI

Commercial Electrical
Inspector-WI
Master Electrician - WI



AJAY JOHNSON, EI
ELECTRICAL ENGINEER

Ajay is an electrical engineer experienced with managing electrical project life cycle from design to delivery and implementation. He has developed advanced electrical system designs for buildings such as laboratories, office spaces, convention centers, mission-critical facilities, residential and commercial highrises, theaters, and restaurants.

Project Experience

Building Design and Renovations - B, Greater Peoria Mass Transit District, Peoria, IL / Electrical Engineer. Electrical redesign to allow for partial generator back-up unitizing the existing generator only, in lieu of 100% generator backup.

Arlington Heights and Edens Expressway Maintenance/ Storage Facilities, Cook County, IL / Electrical Engineer.

New Public Safety Building, Caledonia, WI / Electrical Engineer. Design and construction phase services for a new police/public safety building

Brown National Bank Building Conversion - Phase 1, Kenosha, WI / Electrical Engineer. Design for renovation of 25,000 SF including upgrade of mechanical, electrical, fire protection, and plumbing systems in a former bank building converted to house higher education and community groups providing career guidance and promoting innovation.

Arlington Heights and Edens Expressway Maintenance/ Storage Facilities, Cook County, IL / Electrical Engineer.

DuPage County DOT 140 Building Rehabilitation, Wheaton, IL / Electrical Engineer. Subconsultant design services for a new municipal building including site civil, mechanical, electrical, plumbing and fire protection systems.

2022 Infrastructure Maintenance - Lighting, Champaign, IL / Electrical Engineer. Detailed photometric analysis for a lighting improvement project on Town Center Boulevard and a cross walk location on North Market Street.

EXPERIENCE
7 Years

EDUCATION
BS, Architectural Engineering,
Illinois Institute of Technology





Scott Drabicki, PE

Site / Civil Engineer

Clark>Dietz

EXPERIENCE

25 Years

EDUCATION

BS, Civil Engineering, University of Illinois at Urbana Champaign

MS, Business Administration, University of Notre Dame

REGISTRATIONS

Professional Engineer - IL
Professional Engineer - WI

PROFESSIONAL AFFILIATIONS

APWA Chicago Metro Chapter, Officer
2022-2027

With two decades in municipal engineering, operations, construction, and management, Scott has honed expertise in civil site design, pavement rehabilitation, stormwater management, potable water, and wastewater systems.

Since 1999, Scott has been instrumental in stormwater management, beginning with improvements for the Centex Industrial Park and Friendship Village in Schaumburg. Upon joining the Village of Gurnee in 2003, he spearheaded efforts following a major flood from the Des Plaines River. Gurnee benefited from Scott's leadership with an acquisition and removal program for flood-prone structures, utilizing a mix of local and grant funds. Moreover, Scott established and oversaw an annual inspection program for over 200 detention basins, further fortifying community flood protection efforts.

He adopts a collaborative approach to utility projects, involving stakeholders early on to manage expectations in what can be a disruptive process for communities. As a results-driven leader, Scott is committed to finding enduring solutions that maximize public benefit.

PROJECT EXPERIENCE

Lake County DOT Fuel Island, Libertyville, IL / Project Manager. Clark Dietz prepared plans, specifications, cost estimates, and permit applications for the demolition and reconstruction of the Lake County Division of Transportation fuel island in Libertyville, Illinois. The site, located in a Planned Unit Development, required unique zoning setbacks and landscape buffers, as well as IEPA and local stormwater permits for compliance.

Public Works Fuel Island Upgrade, Wheaton, IL / Project Engineer. Clark Dietz is providing mechanical and electrical design and services to determine existing conditions, develop schematic drawings, and produce a complete set of bid and construction documents for the purchase and installation of a fuel island upgrade, along with providing construction oversight and close-out services.

DuPage County DOT 140 Building, Wheaton, IL / Project Engineer. Compile updated listing, pricing, and Design Drawings of the proposed repairs, remodeling, and redesign suggestions for the 140 Building. Services include bidding which will include attending prebid meeting(s), addressing questions submitted by potential bidders, and evaluating bids received. Architectural/Engineering services required after the bids are awarded to a construction contractor will be covered by a separate agreement.

MEP and Site Civil Services, Fire Stations 15 and 16, Rolling Meadows, IL / Site/Civil Construction Coordinator. Design and construction phase services for two new fire stations, each approximately 12,000 SF, single story buildings with slab-on-grade floors, perimeter strip footings and foundation walls with interior column pad footings. Mechanical, electrical, plumbing, fire protection and site civil design services were provided for both stations.

Pingree Metra Station Bid Specifications, Crystal Lake, IL / Project Manager.

Preparation of plans and special provisions to rehabilitate the site/civil items associated with the City's Metra parking lot. The scope of work included pavement rehabilitation, drainage improvements, landscaping, and fence repairs.

STAFF RESUMES



ANDRES REYNA
SITE / CIVIL ENGINEER

Andres is a recent civil engineering graduate. Before graduating, Andres worked for Clark Dietz as an Intern during the summer of 2022. Prior to that

he worked as an Engineering Technician for Advance Testing. Andres' experience includes construction observation of roadway reconstruction, water main, lift station improvements and stormwater improvement design.

Andres has recorded field observations, analyzed and interpreted project plans and specifications, and interacted with construction managers and contractors.

Project Experience

Public Works Fuel Island Study/Upgrade, Wheaton, IL / Site Civil Engineer. Providing mechanical and electrical design services to determine existing conditions, develop schematic drawings, and produce a complete set of bid and construction documents for the purchase and installation of a fuel island upgrade, along with providing construction oversight and close-out services.

Urbana Fire Stations, Urbana, IL / Site Civil Engineer. This project will provide 2 new fire stations in Urbana. The project includes developing both sites for building approximately 9,000 SF with fire house and apparatus bays. The project includes developing the site including parking, site drainage, roadway improvements, walks, site lighting, landscaping including hardscape and soft scape, and utility work required to support the project.

EXPERIENCE

2 Years

EDUCATION

BS Civil Engineering
(Construction Management minor)

ADDITIONAL TRAINING

10-Hour OSHA Training for the Construction Industry

ClarkDietz



SEAN MARZANO, SE, PE
STRUCTURAL ENGINEER

Sean provides technical leadership for a variety of projects including design, construction and renovation of both public and private sector

structures. His design projects have included industrial facilities for grain processing, ethanol production, milling operations, and rail car loading stations, as well as structural design of wastewater treatment facilities. Design experience includes steel, aluminum, cast-in-place concrete, pre- and post-stressed concrete, masonry, fiber reinforced plastic and wood structures, with specific structure experience consisting of parking garages, university buildings, hospitals, concrete tanks and equipment frames.

Project Experience

Public Works Fuel Island Study/Upgrade, Wheaton, IL / Structural Engineer. Providing mechanical and electrical design services to determine existing conditions, develop schematic drawings, and produce a complete set of bid and construction documents for the purchase and installation of a fuel island upgrade, along with providing construction oversight and close-out services.

Public Works Fuel Dispensing, Champaign, IL / Structural Engineer. Design and construction phase services for fuel dispensing equipment at a fuel island and the piping back to the tanks, for unleaded and diesel.

DPW Fueling Facility Improvements, Kenosha, WI / Structural Engineer. Construction observation services for the DPW Fuel Station Improvements consisting of removing three fuel dispensers, two fuel control terminals, two concrete islands, concrete site work and canopy, as well as installing new secondary containment systems for each new fuel dispensers, new complete DEF system, new software, new fuel control system, new concrete islands, concrete site work and new canopy.

Bus Garage Improvements and CNG Fueling System, Markham, IL / Structural Engineer. Project management, mechanical and electrical design services to add a compressed natural gas fueling system, renovate approximately 19,000 SF of office space, and replace part of the mechanical systems for a 190,000 SF bus garage.

EXPERIENCE

27 Years

EDUCATION

MS, Civil Engineering,
University of Illinois at Urbana-Champaign

BS, Civil Engineering,
University of Illinois at Urbana-Champaign

REGISTRATIONS

Structural Engineer - IL
Professional Engineer - IL, IN,
KY, WI

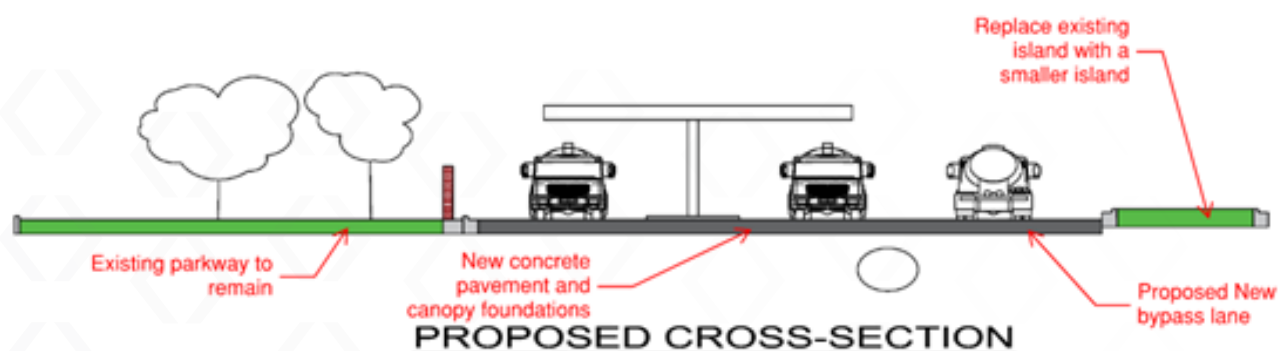
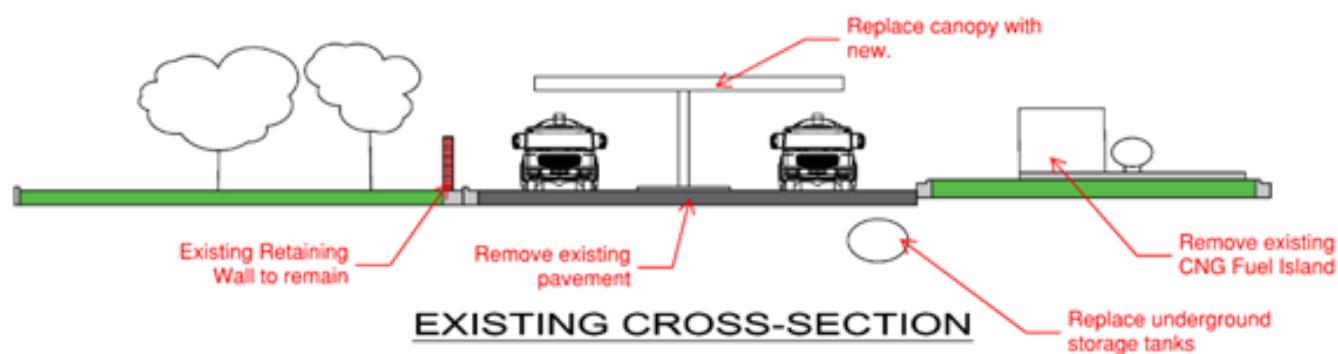
ClarkDietz

Section D



Technical Approach

TECHNICAL APPROACH



PROJECT UNDERSTANDING

The Village of Downers Grove is requesting qualifications and proposals for the replacement of the existing fuel island with new equipment. The project will also include replacement of pavement around the island and existing canopy, replacement of existing fuel storage tanks, existing fuel monitoring system, removal of CNG fueling island and addition of a new bypass lane around the existing fuel island. The project will also include evaluation of alternative fuel analysis to be able to provide options for other sustainable technologies and vehicle solutions including electrical charging stations, biodiesel or hydrogen. The village is also interested in alternative fuel analysis that may result in future replacement of fleet vehicles with alternative fuel sources. The village has provided a list of vehicles and potential replacement schedule. This analysis may also determine the schedule for future alternative fuel system replacements. The following is a list of items that the village would like to complete as part of this project.

1. Replacement of existing fuel island including storage tanks, dispensers, piping, canopy and electrical distribution.
2. Upgrade existing fuel management and monitoring system.
3. This fuel island also serves other agencies including other outside some that are not directly connected to the village. The Village maintains detailed records

of fuel consumption and based on the information provided and our preliminary calculations the existing storage tanks appear to be adequately sized. The existing station includes two 10,000 gals and tanks, one for biodiesel and one for unleaded. Further discussion will be part of our initial investigations to determine how Village sees their future needs and change to alternative fuel vehicles. Based on this analysis, the future needs of these tank and size will be recommended prior to replacement.

4. Based on our review of the site, the fuel island canopy will need to be replaced so drainage, lighting, DEF dispenser etc. can be added. In addition to replacement of the existing fuel island, we see a dire need for a bypass lane for this fuel island. This concern was also expressed by the village staff during our walk through. We are proposing a bypass lane to be added after the CNG fueling island is removed. There appears to be adequate space to make this transition work.
5. The village would ideally like a design that accommodates current needs and future expansion options that include alternative fuels. Our recommendation for these vehicles will be based on which alternative fuel proves to be most advantageous for the village in the long run. The analysis will consider the existing infrastructure, site conditions and utilities available.

TECHNICAL APPROACH

Based on past experiences with similar projects, Clark Dietz has a great understanding of space constraints and vehicle flow, utility infrastructure, structural requirements for the of canopy, electrical configuration and electrical service limitations, installation requirements along with obstructions and potential conflicts.

MANAGEMENT APPROACH

Clark Dietz has a highly developed system for managing projects. All our project managers are trained and experienced in using the system, and all our employees are experienced in working within the system.

We will start by developing a detailed Project Work Plan (PWP). The PWP is both a management tool and a communication tool. Prior to beginning project design, the Project Manager will complete the PWP, and it is reviewed by senior management and the Client. As necessary throughout the life of the project, the PWP will be updated.

Every employee working on the project has access to the PWP and is expected to perform their work in compliance with the plan.

The following are the key elements of the PWP:

- Defines the project scope in detail.
- Defines the project budget and procedures for monitoring the budget.
- Defines the project schedule and procedures for monitoring progress.
- Defines the Quality Assurance/Quality Control Plan for the project.
- Defines deliverables.
- Defines Standards and Codes applicable to the project.

- Defines coordination and communication, both internal to the design team and with the client.
- Defines invoicing procedures.

We will use proven management practices to ensure the project is fully coordinated, on schedule and on budget.

Schedule Management Practices

Our project schedules are driven based on the critical path method, which is a tool to ensure that the appropriate resources are scheduled and available. Components of a typical design schedule include:

- Identification of Key Milestones
- Start Dates, Finish Dates, and Task Durations
- Typical Design Tasks, to ensure that all activities are adequately sequenced and with appropriate durations and properly staffed.
- Critical Path Dependencies – these are graphically linked tasks, which provide overall real-time feedback if any link in the critical path is modified. This feature is important to show the impact of a decision that one task may have on a task scheduled later in the process.

TECHNICAL APPROACH

Our experience with projects of this type and size goes well beyond that which is demonstrated by the limited number of relevant projects described in Section A. Our understating of vehicle fueling needs and fuel analysis is far beyond what is included with our project experience. Beyond what is included in this proposal, we have completed many public works garages, IDOT and DMA vehicle maintenance and storage facilities. This allows us to plan for additional infrastructure needed for any project. We plan for these projects in advance and provide necessary guidance up front so building can accommodate future fuel changes.

Alternative Fuel Analysis:

Based on discussions during the walkthrough, our recommendation would be to complete this analysis as a first step to better understand the villages goals and needs for the future, because based on this analysis, the exact need of the project and size can vary.

Alternative fuel analysis is technology that our team has significant experience with. We designed the first large scale compressed natural gas fueling facility in Markham, IL for Pace. This facility was designed to take utility supplied natural gas and pressurize that to be able to fuel buses. The overall project payback for the client was less than 3 years. Although it appears the village didn't have similar, we feel that CNG technology has a future and can be a viable solution if adopted in the right manner.



TECHNICAL APPROACH

We plan to complete a preliminary evaluation based on Village's current fleet size and determine the best options available including capital and life cycle costs for various alternative fuel options including electric and hydrogen. A similar analysis was recently completed by our team for the City of Wheaton. A summary of our findings is included below for comparison.

1.2.5 Economic Impact Summary

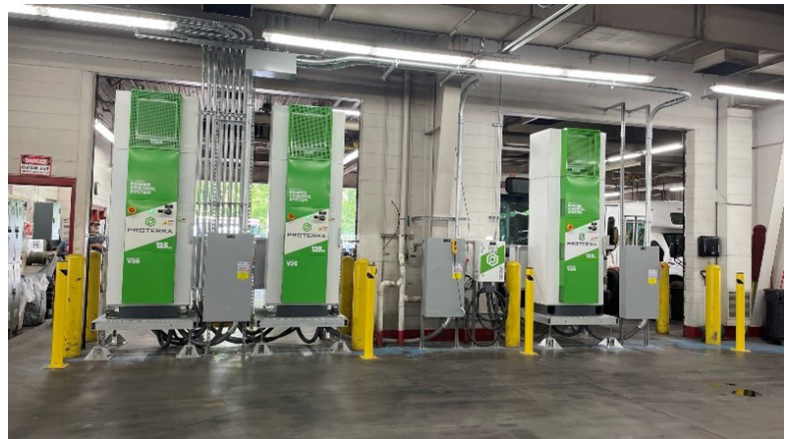
Fuel Type	Initial Cost	Building Modification Cost	Site Modification Costs	Vehicle Replacement Cost*	Approximate Total Costs
Diesel	\$800,000	\$100,000	\$100,000	N/A	\$1,000,000
CNG	\$1,800,000^	\$800,000	\$300,000	\$11,000,000	\$13,900,000
H2	\$2,000,000^	\$800,000	\$250,000	\$11,500,000	\$14,550,000
Electric	\$1,200,000^	\$900,000	\$225,000	\$11,000,000	\$13,325,000

*Cost to replace 20 fleet vehicles

^Costs do not include backup generator. Fueling system would not be functional during power outages.

Planning for EV Chargers:

Providing adequate power to charge large fleet vehicles will require major modifications to the existing electrical infrastructure. We have completed a similar project for a public transit facility in Peoria, IL, and are in the process of expanding their existing charging capacity where additional charging stations are being added to be able to convert 50% of their fleet from diesel to EV by the year 2030. We have proposed to provide several charging station areas throughout their campus to ensure they have adequate space to host their vehicles. Along with this we also plan to have a new rapid charger that can fully charge the bus in 45 mins. These locations are carefully planned as part of their building infrastructure project and when the fleet is transitioned to EV, the facility will be ready for overnight and rapid charging.



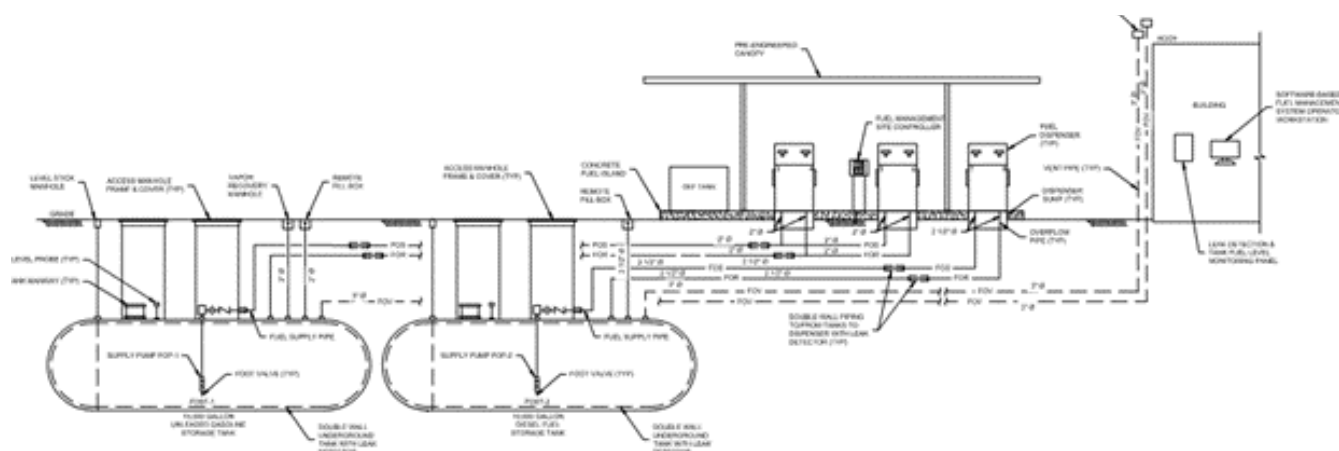
The public works building will need to go through a similar analysis to ensure that vehicle charging areas identified and provided with necessary infrastructure. The village is at an advantage in this instance because they already have a separate electrical service already onsite that is connected to their CNG station. This service can be modified or expanded to allow for EV charging capacity. The exact modification can be part of the initial investigation, which would also determine the capacity available.

Fuel Island:

The design, installation, operation, and maintenance of vehicle fuel storage tanks and fuel delivery in the State of Illinois is governed by the Office of the State Fire Marshal (OSFM) – Division of Petroleum and Chemical Safety. Installers of these systems must be licensed by OSFM and comply with the Illinois Compiled Statutes and Illinois Administrative Code - Title 41 Rules.

Clark Dietz uses performance-based specifications for the fuel storage and delivery equipment since State licensed installers must provide the final design and installation compliance. The performance-based specifications will list the specific dispensing equipment, type of piping, size and construction of underground storage tanks, and type of inventory controls and leak detection. The specifications will also list specific statutes and rules installers will be required to meet. We completed projects with similar details for both the Village of Champaign, IL and Kenosha, WI. We have included a similar schematic to describe all necessary details on a single schematic, which has allowed the client and contractor to easily understand the requirements of the project. Following is an example of what we have used on previous projects.

TECHNICAL APPROACH



The site civil engineering for this project will require additional involvement from various players including our subconsultants. As discussed previously, some of the key needs for the village are bypass lane, dual fuel dispensers and DEF fluid dispenser at the fuel island. Our proposed design will accommodate these modifications/changes to ensure village, and their patrons can successfully fuel their vehicles during the peak demand or during a snow event. Clark Dietz would work with the Village to coordinate site details such as vehicular circulation, site grading and drainage issues, protection of structures, the use of the existing electrical distribution system and computer network to serve the new fueling operations and the potential charging stations.

Clark Dietz will prepare a project manual consisting of bid forms and certifications required by the Village. The project manual will also include technical sections for site civil work, electrical work and performance based fueling systems work. Clark Dietz will prepare drawings, at appropriate scale, to show the specific locations for the fuel tanks and delivery systems, as well as site civil work and electrical work.

We promise to bring this service-centric approach to the Village of Downers Grove. The following is a typical list of tasks we perform for any existing building project.

- This project requires us to provide detailed analysis of existing facilities including condition and assessment, which will require a thorough investigation of all existing systems including review of the available drawings and field conditions.
- Understanding of new technologies that are required for vehicle charging stations and analysis associated with alternative fuels and the impact there is to existing facility and vehicle storage areas, electrical infrastructure, ventilation and heating requirements.
- Review applicable codes and requirements including contacting authority having jurisdiction for any items that require clarification.

- Review of existing utilities and field conditions including auxiliary items such as heating and ventilation of garages, structural, civil, architectural or environmental systems.
- Prepare analysis of our findings with adequate support documents, and present recommendations that meet or exceed design codes/requirements or Village's expectations for approval.
- Communicate AHJ with alternative fuel analysis requirements and education of impacts to existing building facilities.
- Prepare design documents that can be used to obtain contractor bids.
- Assist the village with contractor selection/negotiations.
- Provide construction phase services including shop drawing review and site visits.
- Review of record drawings and O & M Manuals.
- Assist with staff training on new equipment/controls.
- Commissioning of new systems for functionality.

Quality Deliverables

Nirav Patel will be responsible for checking the clarity and completeness of construction plans, specifications, and estimates. He will require that all design analysis and deliverables have been checked and that any design parameters are clearly stated. He will also review the project to make certain that all state and local design standards have been met and that a procedure for interface between disciplines has been developed.

QA/QC Approach

Quality Assurance is not just a single act, a checking process, or a discrete review of project deliverables at various project stages. Instead, it is a process which commences prior to the notice-to-proceed and continues

TECHNICAL APPROACH

throughout to the end of the project. It involves and integrates all engineering disciplines of the project and is aimed at the prevention of problems rather than fixing them. It includes a fair and well-defined scope of work that establishes project requirements as agreed to by the Village of Downers Grove and Clark Dietz. The keystone of Clark Dietz's Quality Assurance Philosophy is our commitment to meet the client's requirements on time and within budget.

The Quality Assurance Process starts at the project scoping stage and continues through the negotiation of the scope of work, labor effort, and fee. Quality design begins by establishing goals, policies and standards related to the project scope. It continues with the identification of project management processes, actions, and responsibilities needed to accomplish the goals and meet standards. Clark Dietz and the Village will jointly define a detailed scope of work and develop a mutual understanding of the project's requirements.

Communication Plan



Communication and service are priorities with the entire Clark Dietz team. We foster open and constant communication with our clients. All stakeholders can expect collaboration and detailed communications regarding project details, schedules, costs, and timelines. We take pride in providing an experience that is nothing short of exceptional.

We subscribe to an integrated process, which begins in the very early stages of design and continues through close-out of the project. Communication requirements associated with the project will be maintained and distributed with a variety of methods:

Thorough Documentation: Meetings and associated decisions are documented within seven days.

Open Issues Log: Our Project Manager will maintain a list of open issues that require the village's feedback. This list will be maintained on an on-going basis and will be reviewed proactively.

Regular Progress Meetings: As noted, we will meet regularly with the village to proactively discuss progress, open issues, and schedule.

Team Coordination Meetings: Our team will conduct coordination meetings to promote communication between all team members and to review project status. These meetings are typically conducted weekly during production phases, as regularity fosters consistent progress.

Procedure for Scope/Schedule/Cost Change

In the best scenario, scope is kept consistent with the RFQ. However, it is common that scope sometimes needs to evolve throughout the course of a project, based on changing priorities or discovered conditions that were not known at the time of scope formulation.

For a project to be successful, it is critical that scope be managed through a review process that includes stakeholders and formal approvals. Our design review process is multi-faceted, inclusive, and contains many safeguards, including:

- Informal Reviews: Informal Reviews between the project team members, including the Village of Downers Grove, will

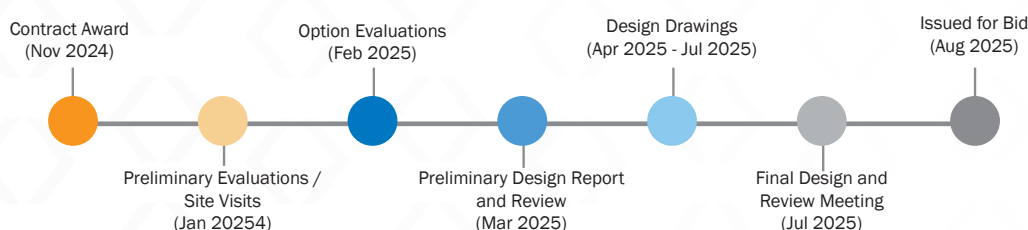
TECHNICAL APPROACH

be sequenced throughout the duration of a project. Regular design meetings will be conducted, fostering ongoing discussion on proposed design solutions. Our team will prepare agendas, track issues, and prepare meeting summaries. Scope revisions will be specifically flagged for further action.

- **Formal Reviews:** For the village’s approval, we will provide formal review submittals of the Design Report and of the Construction Documents at the intervals and completion levels identified. Submittals will consist of specifications, drawings, and other visual aids. We will compile comments received, provide responses, and provide final resolution (prior to the next submittal). Scope revisions will be summarized in a separate document.
- **Exceptions to Standards:** From experience, we acknowledge that it may be impossible to adhere to certain standards, due to unique constraints. When these situations occur, we attempt to meet the spirit of the standard to the greatest degree feasible. We will present all such exceptions to the village for approval.
- **Review with Authorities Having Jurisdiction (AHJ):** Early and ongoing reviews with permit officials are critical to the success of the project. AHJ plan concurrence will be sought at the earliest opportunity. These reviews can have scope implications and will be documented accordingly.

Schedule & Deliverables

We noticed that the RFQ did not request information associated with the proposed project schedule. We feel that this information is necessary to better understand the village’s needs and anticipated project budget vs availability of funding sources.



Our current workload forecast indicates our design team is prepared and available to begin work on this project upon receipt of a Professional Services Agreement. The design phase will be completed by the Summer 2025 to allow the project to be bid following approval from the Village. Coordination with agencies will start at the beginning of design phase to allow adequate time during this phase for review and approval.

Section E



References

Public Works Fuel Island Study/Upgrade

Wheaton, IL



ENGINEER'S ESTIMATE
N/A

AWARDED BID
N/A

EST. CONSTRUCTION COST
\$900,000

PROJECT DURATION
12/1/2022 - ongoing

PROJECT TEAM
Nirav Patel, PE
Kendrick Payne, PE, LEED AP
Thomas Schilling, PE
Benjamin Broshar
Sean Marzano, SE, PE
Scott Drabicki, PE
Andres Reyna
 Allison Wilkins

OWNER CONTACT
 Samuel Webb, MBA, P Eng
 Fleet Services Superintendent
 City of Wheaton
 630.260.2119
 swebb@wheaton.il.us

The existing fueling island at the Wheaton Public Works facility is used to provide gasoline and diesel fueling to the city fleet along with school district and township vehicles. Several components of the existing fueling island have reached the end of their useful life and need to be replaced so that safe and efficient fueling of vehicles can continue at this location. In addition to this, the existing canopy structure for the fueling island was damaged from an accident.

The Clark Dietz team performed field observation of the existing facility, reviewed engineering plans and fueling facility testing reports, and provided a detailed report for each component associated with the fuel island and associated auxiliary systems. Clark Dietz provided the following recommendations along with a summary of our reasoning.

Project Recommendations:

- **Replace the underground storage tanks with double wall fiberglass tanks.**
- **Replace the submersible pumps. Replace containment sumps.**
- **Replace the underground fuel piping. Add containment sumps to fill piping.**
- **Replace the fuel dispensers and replace containment sumps.**
- **Replace the existing inventory system, leak detection system and ground water monitoring system.**
- **Repair canopy damage and modify canopy design to prevent damage in the future.**
- **Replace concrete pavement and island. Provide new bollards to prevent potential damage from vehicles.**

We have since completed **alternative fuel analysis where CNG, EV charging and hydrogen fuels were analyzed based on City's fleet needs**. These options were compared with diesel and unleaded fueling options. Due to several limitations, the city has elected to continue with diesel and unleaded fuels. Clark Dietz is currently providing engineering design services to replace existing fuel island while maintaining operations during construction. The project is scheduled to be out for bid late this summer.

Improvements include replacing the underground fuel storage tanks, tank monitoring and dispensing systems, canopy, associated piping and electrical distribution and other related equipment. The addition of electric vehicle charging stations for City owned vehicles will also be evaluated and possibly included as part of the fueling facility renovation.

Lake County DOT Fuel Island

Libertyville, Lake County, IL



BEFORE PHOTO

ENGINEER'S ESTIMATE

\$368,106 (our portion only)

AWARDED BID

\$2,608,000

EST. CONSTRUCTION COST

\$2,608,000

PROJECT DURATION

10/1/2023 - ongoing

PROJECT TEAM

Nirav Patel, PE
Scott Drabicki, PE
Andres Reyna
 Jane McClintock
 Rachel Rulla

OWNER CONTACT

Brian Wright, AIA
 Principal
 FGM Architects
 414.346.7283
 brianw@fgmarchitects.com

As a subconsultant to FGM Architects, Clark Dietz prepared plans, specifications, cost estimates, and permit applications for the demolition and reconstruction of the Lake County Division of Transportation fuel island in Libertyville, Illinois.

The fuel island was approximately 30 years old and nearing the end of its useful life. Paved areas on the site were deteriorated and the bulk tank covers were beginning to experience water infiltration. With ample site space available, the Schematic Design phase guided the County to approve the installation of above ground bulk tanks for diesel and gasoline in addition to completely replacing the pavement, canopy, and process equipment. **The project replaced existing fueling equipment, added new DEF tanks, new canopy, above ground storage tanks, associated piping and compressed air stations.**

The site is located in a Planned Unit Development within the Village of Libertyville which required unique zoning setbacks and landscape buffers that are not typical of similar installations. Due to the increased size of the site with the proposed above ground tanks IEPA and local stormwater permitting were required to demonstrate compliance with water quality and detention requirements respectively.

The design phase of this project was completed in May 2024 and the construction is expected to commence in Q3 2024.

Public Works Fueling Facility Improvements

Kenosha, WI



ENGINEER'S ESTIMATE
\$349,875

AWARDED BID
\$344,895

TOTAL CONSTRUCTION COST
\$388,197

PROJECT DURATION
4/1/2019 - 9/27/2019

PROJECT TEAM
Sean Marzano, SE, PE
Christopher Beyer, PE
Mustafa Emir, PhD, PE
Kevin Risch, PE

OWNER CONTACT
Brian Cater, PE
Deputy Director of Public
Works / City Engineer
City of Kenosha
625 52nd Street,
Kenosha, WI 53140
262.653.4149
bcater@kenosha.org

Clark Dietz created plans and specifications and project cost estimates for design and construction of the DPW Fuel Station Improvements. **The work consisted of removing three fuel dispensers, two fuel control terminals, two concrete islands, concrete site work and canopy, as well as installation of new secondary containment systems for each new fuel dispensers, new complete DEF system, new software, new fuel control system, new concrete islands, concrete site work and new canopy.**

Services included:

- Preparation of final bid documents for public bidding by the City.
- Attendance at coordination meetings with City officials to coordinate construction logistics.
- Final revisions to the bid documents to prepare for public bidding.
- Construction oversight.
- Project closeout duties including final acceptance of site and facility.
- Submittal review, shop drawing reviews and approvals following bidding.

Public Works Fuel Dispensing

Champaign, IL



ENGINEER'S ESTIMATE
\$124,365

AWARDED BID
\$119,274

TOTAL CONSTRUCTION COST
\$119,274

PROJECT DURATION
4/1/2018 - 8/28/2020

PROJECT TEAM
Nirav Patel, PE
Kendrick Payne, PE, LEED AP
Sean Marzano, SE, PE
Chad Larimore

OWNER CONTACT
Steve Simon
City of Champaign
702 Edgebrook Drive
Champaign, IL 61820
217.403.4700
steven.simon@champaignil.gov

Clark Dietz provided design and construction phase services to improve the fuel dispensing equipment at the Champaign Public Works facility. **This work included replacement of fuel dispensers for unleaded gasoline and #2 diesel fuel, new containment piping and tank mounted pumps, as well as containment basins at the existing underground tanks and below the new fuel dispensers.**

The existing inventory controls were replaced and the existing leak detection system was extended to the new containment. The concrete fuel island was removed and replaced as was the concrete drive from the island to the underground tanks. The concrete above the underground tanks was replaced and re-graded to improve surface drainage.

Paint Booth/Body Shop, Admin and Maintenance Facility

Greater Peoria Mass Transit District, Peoria, IL



ENGINEER'S ESTIMATE

N/A

AWARDED BID

N/A

EST. CONSTRUCTION COST

\$33,200,000

PROJECT DURATION

2/1/2020 - ongoing

PROJECT TEAM

Nirav Patel, PE

Kendrick Payne, PE

Thomas Schilling, PE

Paul Zouski, PE

Ajay Johnson

Maria Behrens, PE

Jonathan Fullenkamp

Scott Kauzlaric, PE

Lisa Zahrt, PE, LEED AP

OWNER CONTACT

Doug Roelfs

General Manager

Greater Peoria Mass Transit

District

400 SW Adams Street

Peoria, IL 61602

309.676.4040

droelfs@ridecitylink.org

CLIENT CONTACT

Mark Stromberg, AIA Principal

Muller & Muller, Ltd.

700 N. Sangamon

Chicago, IL 60642

312.313.7702

mstromberg@muller2.com

Clark Dietz provided MEP design services for a new building and remodeling of the existing GPMTD campus redesign/expansion. This multi-phase project included four different buildings; paint booth and body shop, office building, bus maintenance facility, and large bus storage area. The project required new building construction of 72,000 SF and remodeling of another 60,000 SF. The project was tightly coordinated to ensure 24/7 facility operation and complex phasing to ensure bus ingress and egress routes were maintained during construction. Work also required extensive coordination and modifications for the site and existing/new utilities. Construction services are now being performed.

The MEP portion of the project involved:

- **New EV charging stations for current and future charging capabilities, including new dedicated electrical service.**
- **Modification of existing fuel island piping and power source. Replacement of existing fuel management system control panel.**
- Roof mounted air handling equipment with VFDs and accessories.
- Energy recovery ventilators.
- Makeup air units and exhaust system for paint booth.
- New electrical service for new building including switchgear and transformers.
- New LED lighting throughout the facility.
- Compressed air and lubrication distribution system for all vehicle maintenance needs.
- CO and NO2 detection system with alarms.
- DDC controls system for all HVAC equipment.
- Provisions to connect backup generator for the entire building.
- Security and card access system layouts.
- Fire protection system for the new facility.
- **Data, camera and fire alarm low voltage systems for the building.**
- Patching and re-roofing of the existing roof to allow installation of roof mounted equipment.
- Replacement of roof over entire bus storage building.

Bus Garage Improvements and CNG Fueling System

Markham, IL



ENGINEER'S ESTIMATE
\$12,025,925

AWARDED BID
\$11,099,608

TOTAL CONSTRUCTION COST
\$12,047,164

PROJECT DURATION
5/1/2013 - 3/31/2020

PROJECT TEAM
Nirav Patel, PE
Kendrick Payne, PE, LEED AP
Thomas Schilling, PE
Sean Marzano, SE, PE
Paul Zouski, PE
 Lisa Zahrt, PE, LEED AP
 Scott Kauzlaric, PE
 Christel Simonis, CCST

OWNER CONTACT
 Michael Teeters, PE
 Section Manager, Design and
 Construction
 Pace Suburban Bus Service
 847.228.4207
 Michael.Teeters@Pacebus.com

AWARDS
 ACEC Illinois 2019 Engineering
 Excellence Merit Award

ACEC Illinois 2019 Judge's
 Choice Award for Building/
 Technology Systems

Clark Dietz provided project management, mechanical, electrical and plumbing design, and construction engineering services to renovate and add a compressed natural gas (CNG) fueling system at a suburban transit facility. The new CNG system allows for overnight fueling of 91 buses. The project included:

- **Utilizing utility natural gas as alternative fuel source.**
- Evaluation of existing HVAC and Electrical systems to comply with NFPA and CNG equipment standards.
- Renovation of 19,000 SF of office space, locker rooms, and canteen areas.
- Replacement of two roof-top units, associated ductwork, three roof mounted make-up air units and exhaust fans.
- Installation of new 45,000 CFM heat recovery unit to meet additional ventilation requirement.
- Replacement of lighting in the office area and 45,000 SF indoor bus garage.
- Remodeling of restrooms including installation of new fixtures and new instantaneous gas fired water heaters.
- A new DDC temperature control system to integrate all new and existing units including lighting, generators and CNG equipment monitoring.
- New building and CNG generators for back-up power.
- New heating water boilers and unit heaters for 190,000 SF bus garage.
- Modification of existing switchgear while building was fully occupied.
- Modification of existing sprinkler system.
- New combustible gas detection system interconnected with ventilation equipment and audio/visual devices for notifications.
- **New electrical service for CNG fueling station including utility transformer, switchgear, distribution, and generator backup.**
- New site-wide security cameras, secured access system, and automatic gate operators.
- Replacement of existing electrical building-wide power distribution system.
- Site improvements including new pavement, ADA compliant sidewalks, and site utility relocation.
- **Relocation of existing fuel island dispenser, associated piping modifications and power distribution changes.**

Section F



Compensation

MANHOUR ESTIMATE																								Date:	8/14/2023			
Project: Professional Engineering Services Public Works Fuel Island Upgrade																								Estimate:	NTP			
Scope: ---																								Checked:	KRP			
Discipline: Civil / Mechanical / Electrical																												
ITEM	CDI-PE SD	CDI-CE AR	FGM-AE ME	CDI-T4 AJT	Dsgn. Engr. (P-1)	Sr. Tech. (T-4)	Proj. Tech. (T-3)	CDI-CE RR	Civil /Arch/ Strl.	CDI- PM NTP	CDI- QAQC KRP	CDI-ME TAS	CDI-ME BRB	Dsgn. Engr. (P-1)	Sr. Tech. (T-4)	Proj. Tech. (T-3)	CDI- Admin CRD-M	Mechanic al Total	CDI- PM NTP	CDI- QAQC LMZ	CDI-EE PLZ	CDI-EE ATJ	Dsgn. Engr. (P-1)	Sr. Tech. (T-4)	Proj. Tech. (T-3)	CDI- ADMIN CRD-M	Electrical Total	
Schedules												2	4					6			2	4					6	
Front End Specifications										1		2					1	4	1							1	2	
Technical Specifications										1		16	4				2	23			4	8				2	14	
Cost Estimates		2								2		2						2			2						2	
Review Meeting (External)										2		2						4			2						2	
Respond to Review Comments																					1	1					2	
Quality Assurance/Quality Control		2								2	4							6		4							4	
Final Revisions - Drawings	4	2	8				4	18				4						4			1	4					5	
Final Revisions - Specifications		2	4				6	12				2						2			1						1	
Subtotal Construction Documentation (Hours)	18	24	32	16	-	-	-	22	112	25	4	101	93	-	-	-	3	226	2	4	51	114	-	-	-	3	174	
Subtotal Construction Documentation (Fee)	\$ 4,140	\$ 3,240	\$ 6,720	\$ 2,800	\$ -	\$ -	\$ -	\$ 2,970	\$ 19,870	\$ 5,750	\$ 840	\$ 16,665	\$ 12,555	\$ -	\$ -	\$ -	\$ 300	\$ 36,110	\$ 460	\$ 920	\$ 10,710	\$ 18,810	\$ -	\$ -	\$ -	\$ 300	\$ 31,200	
Phase 2 - Bid Assistance																												
Tech. Queries / Clarifications										1		3						4			4							4
Preparation Addenda		2	2					4	1	1	3							4			4	2					6	
Bid Opening / Evaluation									1	1	2							3		1	1						2	
Subtotal Bidding (Hours)	-	2	2	-	-	-	-	4	3	-	8	4	-	-	-	-	-	15	-	1	9	2	-	-	-	-	12	
Subtotal Bidding (Fee)	\$ -	\$ 270	\$ 420	\$ -	\$ -	\$ -	\$ -	\$ 690	\$ 690	\$ -	\$ 1,320	\$ 540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,550	\$ -	\$ 230	\$ 1,890	\$ 330	\$ -	\$ -	\$ -	\$ -	\$ 2,450	
Phase 3 - Construction Administration																												
Pre-Construction Conference										8								8				4						4
Construction Admin. General										2		6						8			1	6					7	
Shop Drawing Review		4	6					10			8							8			8						8	
Pay Applications/Change Orders										2	4							6									-	
Engineer Observation		4						4			8							8				8					8	
Inspections - Substantial											8							8			4						4	
Subtotal Construction (Hours)	-	8	6	-	-	-	-	14	12	-	34	-	-	-	-	-	-	46	-	-	5	26	-	-	-	-	31	
Subtotal Construction (Fee)	\$ -	\$ 1,080	\$ 1,260	\$ -	\$ -	\$ -	\$ -	\$ 2,340	\$ 2,760	\$ -	\$ 5,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,370	\$ -	\$ -	\$ 1,050	\$ 4,290	\$ -	\$ -	\$ -	\$ -	\$ 5,340	
Task 4 - Closeout																												
Walk Through												8						8				8						8
Record Drawings		2						2	2		4							6				2					2	
Operation & Maint. Manuals											4							4				1					1	
Subtotal Construction (Hours)	-	2	-	-	-	-	-	2	2	-	16	-	-	-	-	-	-	18	-	-	-	11	-	-	-	-	11	
Subtotal Construction (Cost)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Subtotal Construction (Fee)	\$ -	\$ 270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270	\$ 460	\$ -	\$ 2,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,100	\$ -	\$ -	\$ -	\$ 1,815	\$ -	\$ -	\$ -	\$ -	\$ 1,815	
SUMMARY																												
Total Hours	18	36	40	16	-	-	-	22	132	42	4	159	97	-	-	-	3	305	2	5	65	153	-	-	-	3	228	
Labor/hour (\$)																												
Fee/hour (\$)	230	135	210	175	-	-	-	135		230	210	165	135	-	-	-	100		230	230	210	165	-	-	-	100		
Total Cost / Expense																												
Fee	4,140	4,860	8,400	2,800	-	-	-	2,970	23,170	9,660	840	26,235	13,095	-	-	-	300	50,130	460	1,150	13,650	25,245	-	-	-	300	40,805	
Total Fee Not to Exceed																												\$ 114,105

Estimate Notes:

- Note 1: Front End specifications will be provided by the owner. Clark Dietz will provide Division 01.
- Note 2: Permit fees (if any) will be the responsibility of the owners.
- Note 3: The total construction phase services will be based on a 6 month construction.
- Note 4: Geotechnical fees are not included in the above figures. If required, fees will be billed at standard billing rate.

Section G

Procurement Forms

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:	
Clark Dietz Inc. Company Name	Date: September 17, 2024
1815 S. Meyers Road, Suite 470 Street Address of Company	Nirav.Patel@clarkdietz.com Email Address
Oakbrook Terrace, IL 60181 City, State, Zip	Nirav T. Patel, PE, Vice President Contact Name (Print)
630.413.4130 Business Phone	847.542.3437 13-Hour Telephone
Fax	<i>Sean M. Widener</i> Signature of Officer, Partner or Sole Proprietor
ATTEST: If a Corporation <i>Jon Howanisc</i> Signature of Corporation Secretary	Sean M. Widener, PE, PTOE, Senior Vice President Print Name & Title

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.



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: Clark Dietz Inc.

ADDRESS: 125 W. Church Street

CITY: Champaign

STATE: Illinois

ZIP: 61820

PHONE: 217 373 8900 FAX: _____

TAX ID #(TIN): 37-1212051

(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 – Member-Managed |
| Sole Proprietor | Limited Liability Company- Manager-Managed |
| Partnership | Medical |
| Corporation | |
| Charitable/Nonprofit | Government Agency |

SIGNATURE: Sean M. Widener DATE: September 3, 2024

PROPOSER'S CERTIFICATION (page 1 of 3)

With regard to Fleet Fuel System Replacement, Proposer Clark Dietz Inc. 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: Sean M. Wildener
Proposer's Authorized Agent Signature

3	7	-	1	2	1	2	0	5	1
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FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number

Subscribed and sworn to before me
this 17 day of September, 2024.

Paula A. Lawson
Notary Public



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 Clark Dietz Inc., and the full names of its Officers are as follows:

President: Wesley E Christmas PE

Secretary: Jon B Howaniec SHRM-CP

Treasurer: Sean M Widener PE, PTOE

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) Limited Liability Company (LLC)

The Bidder is a LLC organized and existing under the laws of the State of _____, which operates under the legal name of _____, and the full names of its managers or members are as follows:

Manager or Member: _____

Manager or Member: _____

Manager or Member: _____

Manager or Member: _____

(c) Partnership

Names 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

_____.

PROPOSER'S CERTIFICATION (page 3 of 3)**(d) 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 10 days of the award of the contract? YES NO (circle one)

Insurer's Name Acord CorporationAgent Holmes Murphy & Associates, Audrey McNeilStreet Address 2727 Grand Prairie ParkwayCity, State, Zip Code Waukee, IA 50263Telephone Number 309-282-3907

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

Print Name of Company: Clark Dietz Inc.Print Name and Title of Authorizing Signature: Sean M. Widener, PE, PTOESignature: *Sean M. Widener*Date: September 3, 2024

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.

Sean M. Widener
Signature

Sean M Widener
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: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name

August 27, 2024

VILLAGE OF DOWNERS GROVE
DEPARTMENT OF PUBLIC WORKS

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM

PROPOSAL/BID: Fleet Fuel Services

PROPOSAL/BID NUMBER: RFP-62-0-2024

PROPOSAL DUE DATE: September 4, 2024 at 11:00am

ADDENDUM NO.: 1

PROPOSER/BIDDER: Clark Dietz, Inc. _____

ADDRESS: 1815 S. Meyers Rd., Ste. 470, Oakbrook Terrace, IL 60181 _____

RECEIVED BY: Nirav Patel, PE _____

(NAME)



(SIGNATURE)

DATE: August 27, 2024 _____

August 29, 2024

**VILLAGE OF DOWNERS GROVE
DEPARTMENT OF PUBLIC WORKS**

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM

PROPOSAL/BID: Fleet Fuel Services

PROPOSAL/BID NUMBER: RFP-62-0-2024

PROPOSAL DUE DATE: September 18, 2024 at 11:00am

ADDENDUM NO.: 2

PROPOSER/BIDDER: Clark Dietz, Inc.

ADDRESS: 1815 S. Meyers Rd., Ste. 470, Oakbrook Terrace, IL 60181

RECEIVED BY: Nirav Patel, PE

(NAME)



(SIGNATURE)

DATE: August 29, 2024

September 05, 2024

**VILLAGE OF DOWNERS GROVE
DEPARTMENT OF PUBLIC WORKS**

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM

PROPOSAL/BID: Fleet Fuel Services

PROPOSAL/BID NUMBER: RFP-62-0-2024

PROPOSAL DUE DATE: September 18, 2024 at 11:00am

ADDENDUM NO.: 3

PROPOSER/BIDDER: Clark Dietz, Inc.

ADDRESS: 1815 S. Meyers Rd., Ste. 470, Oakbrook Terrace, IL 60181

RECEIVED BY: Nirav Patel, PE

(NAME)



(SIGNATURE)

DATE: September 6, 2024



Nirav Patel, PE

Vice President

Clark Dietz, Inc.
1815 S. Meyers Road, Suite 470
Oakbrook Terrace, IL 60181

☎ 312.466.8242

✉ nirav.patel@clarkdietz.com

clarkdietz.com

Join us on social media:

