

VILLAGE OF DOWNERS GROVE
Report for the Village
12/2/2025

SUBJECT:	SUBMITTED BY:
Development Review Services - Stormwater Consultant Contracts – Robinson Engineering Ltd.	Stan Popovich, AICP Director of Community Development

SYNOPSIS

A motion has been prepared to authorize two individual three year contracts for stormwater related development review services with Engineering Resources Associates (ERA) and Robinson Engineering, Ltd. in a not-to-exceed amount of \$80,000 per year for each contract.

STRATEGIC PLAN ALIGNMENT

The goals for 2025-2027 include *Exceptional Municipal Services*.

FISCAL IMPACT

The FY26 proposed budget includes \$160,000 for development review services specifically associated with stormwater and wetland permit review matters. The majority of this expense is recaptured through development related fees paid by permit applicants.

RECOMMENDATION

Approval on the December 2, 2025 consent agenda.

BACKGROUND

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

Approximately every five years, the Village issues a Request for Proposal (RFP) for stormwater review services from consultants who work in the area, complete municipal reviews for other municipalities and are familiar with the DuPage County Ordinance. The Village received two submittals total. The two firms who submitted were the Village's two current stormwater review service providers Engineering Resources Associates (ERA) and Robinson Engineering, Ltd. (Robinson). Staff recommends retaining both of these firms again to assist with the significant number of plans that require stormwater, grading or wetland review services. Both firms maintain interest in sharing the contractual services.

ERA has satisfactorily provided stormwater and wetland related review services for the last 17 years. ERA has provided exceptional customer service, technical expertise and has rates that are comparable to other similar engineering firms. Robinson has satisfactorily provided stormwater and wetland related review services for the last ten years. Robinson has also provided exceptional customer service, technical expertise and has rates that are comparable to other similar engineering firms. It is beneficial to have two engineering firms available to the Village to ensure reviews are completed in a timely manner and that fees remain competitive on behalf of the Village's customers.

ATTACHMENTS

Contract

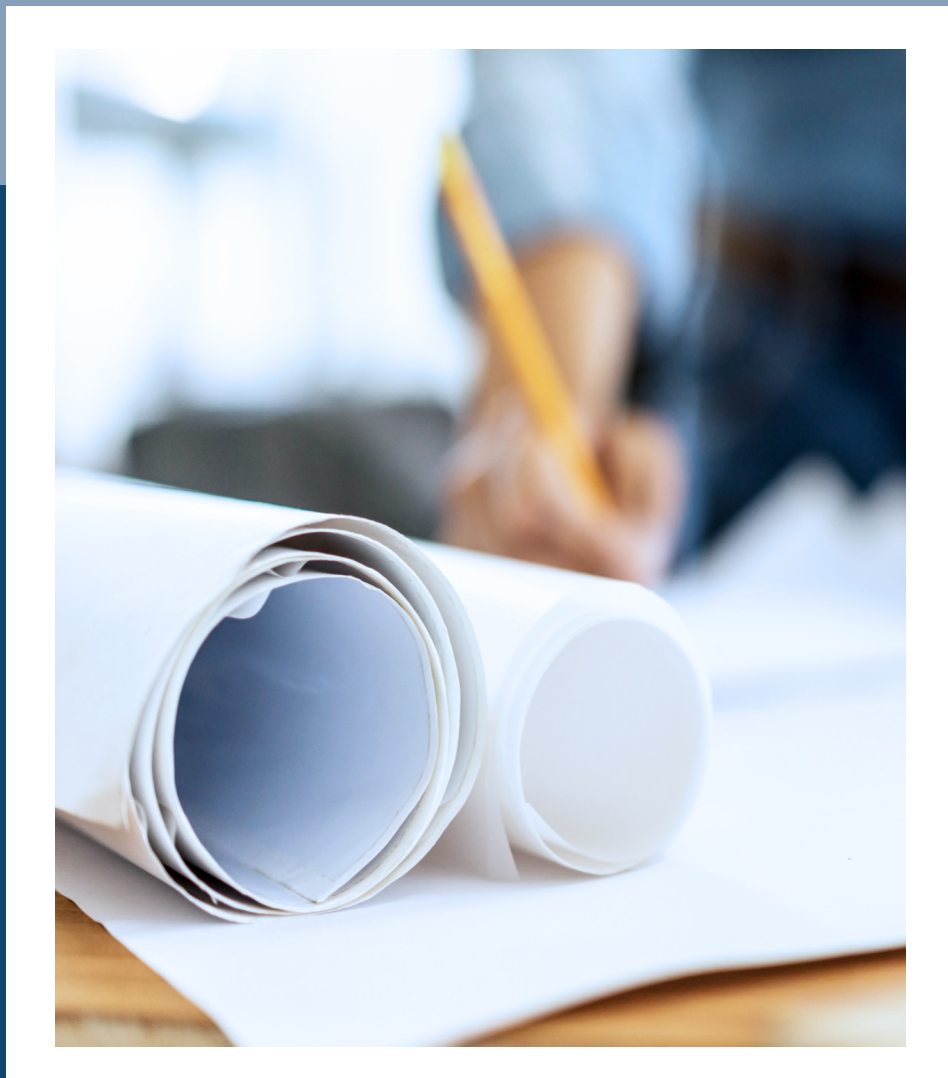
November 4, 2025

Proposal

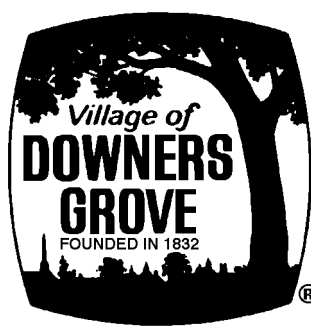
Stormwater Permit Review

RFP-100925-0-2025/MT

Village of Downers Grove, Illinois



127 N. Walnut Street, Suite 200, Itasca, IL 60143
www.reltd.com



REQUEST FOR PROPOSAL (Professional Services)

Name of Proposing Company: Robinson Engineering, Ltd.

Project Name: Stormwater Permit Review
 Proposal No.: RFP-100925-0-2025/MT
 Proposal Due: Tuesday, November 4th, 2025 at 10:00AM

Required of Awarded Proposer:
 Certificate of Insurance: Yes

Date Issued: October 9th, 2025 at 4:00PM

This document consists of 23 pages.

Return **original** copy of proposal (no staples, bindings or spines) in a **sealed envelope** marked with the Proposal Name/Number as noted above to the person named below. Alternatively, proposals may be submitted through demandstar.com.

Matthew Timmerberg
 Assistant to the Village Manager
 VILLAGE OF DOWNERS GROVE
 850 CURTISS ST.
 DOWNERS GROVE, IL 60515
 PHONE: 630/493/8875
www.downers.us

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 7:30a.m to 4:30 p.m. at the Village's Civic Center, 850 Curtiss St., 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: Matthew Timmerberg 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. Alternatively, proposal forms may be submitted electronically. All proposers must be registered with DemandStar in order to access bid documents and submit an electronic proposal. If you are not registered, a free agency subscription to the Village of Downers Grove account is available by going to www.demandstar.com/register.rsp. If you are registered with DemandStar, but subscribed to another agency, you do not need to modify your subscription. The Village maintains an Open Access account whereby all bidding information and e-bidding capabilities are accessible under any subscription plan. Incomplete submittals may be rejected as non-responsive. Infrequent or first-time users of electronic bidding are encouraged to upload their bid responses at least 24 hours prior to bid opening. The Village is not responsible for submittal errors or incomplete bid submissions. For technical issues or concerns, proposers may contact Demandstar Supplier support directly at hello@demandstar.com or at 866-273-1863. All proposals must be received prior to the Due Date and Time set forth above and on the cover page of this document.

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 Stanley Popovich, Downers Grove Civic Center, 850 Curtiss St., 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
850 Curtiss St.
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. BACKGROUND

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

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

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

The Village has a paperless permit review process. All permit applications, drawings and supplementary materials are submitted on-line and reviewed electronically.

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

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

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

2. DETAILED SCOPE OF ENGINEERING SERVICES

- A. Review stormwater permit applications associated with proposed land development and redevelopment projects for compliance with Village, County, State, and Federal standards as applicable. Consultant must be familiar with Village, DuPage County, IDNR, IEPA, IDOT, IHPA, FEMA, and U.S. Army Corps of Engineers requirements.
- B. Review preliminary site plans and other information associated with petitions for zoning or land use decisions. The Village may request a “preliminary review” of information provided for said petitions, focusing on whether or not a project is generally feasible per stormwater standards.
- C. Coordinate review by outside agencies and other consultants, including but not limited to the Downers Grove Park District, DuPage County Forest Preserve District, DuPage County, IDNR, IEPA, IDOT, IHPA, NRCS, FEMA, and the U.S. Army Corps of Engineers.
- D. Ability to review drawings and other permit submittals using Bluebeam Revu software.
- E. Ability to provide review comments to the Village by accessing the Village’s on-line permitting software (CityView). If a submittal is not sufficiently complete to warrant a full review, the Consultant shall provide comments to the Village stating such.
- F. Confer with the Village Stormwater Administrator in all cases where code language may be subject to interpretation.
- G. Seek opinions from DuPage County, the State of Illinois, or Federal agencies when needed to guide code interpretations.
- H. Projects may include the following: review of Village-designed plans; survey work; preliminary designs and cost estimates; structural engineering review; and watershed modeling of limited size areas.
- I. Review site engineering plans, plats, and technical reports for subdivisions, planned unit developments, and individual site development projects.
- J. Provide wetland determination/delineation for Village projects or verification of wetland delineation/determination.
- K. Review of maintenance and monitoring submittals for SMAs.

3. DELIVERABLES

- A. Input review comments into the Village’s permitting software (CityView) as required by the Scope.
- B. Availability to attend meetings in-person or remotely with customers on an as-needed basis.
- C. Plans, specifications, and / or estimates for any special projects as applicable.

D. Monthly billing invoices accompanied by detailed descriptions of the project (e.g. “flood plain review for 123 Main Street”). Separate project numbers shall be assigned for each review project, and **the total project billing shall be calculated and provided to the Village via e-mail within 24 hours of the Consultant’s recommendation for permit approval.** Services not chargeable to specific development project reviews shall be invoiced separately.

4. PROVISIONS BY VILLAGE

The following items may be pertinent to this project.

- A. [Village of Downers Grove Stormwater and Flood Plain Ordinance.](#)
- B. [DuPage County Countywide Stormwater and Flood Plain Ordinance.](#)
- C. Current Village Drainage Control map - link to Parcel Navigator
- D. Current Flood Insurance Rate Maps
- E. [Village standard detail drawings and other Village standards.](#)
- F. [Downers Grove permit webpage](#)

5. SCHEDULE

This Contract shall be in effect from January 1, 2026 to the conclusion of the Village’s 2028 fiscal year on December 31, 2028. Any annual rate adjustments shall be as stated in the proposal and as agreed upon by the Village in the RFP selection process.

Following are the required schedule performance requirements for reviews:

Project Type	Allowable Return Time
All Permit Reviews, including those with floodplains, wetlands, LPDAs or detention basins	8 business days for first review 4 business days for subsequent reviews
Subdivision, Planned Unit Development, and Zoning Entitlement Reviews	8 business days for first review 4 business days for subsequent reviews
Special Projects	As agreed upon per project

6. CONSULTANT PROPOSAL CONTENT

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

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

7. COMPENSATION

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

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

8. CONSULTANT EVALUATION

Proposals will be evaluated based on the following criteria:

- A. Capability and experience on comparable projects.

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

- B. Dedication of firm to avoid conflicts of interest within the Village.

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

C. Proposed staff and hourly rates

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

9. OTHER PERTINENT DETAILS

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

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.)

CONTENTS

IV. Proposer’s Response to RFP (Professional Services)

	Section
Cover Letter	
Firm Overview	1
Development Review Experience	2
Qualifications, Experience, and References	
Project Team	3
Resumes	
Response to Items (6. E-H)	4
Compensation	5
Required Forms	A



November 4, 2025

To: Village of Downers Grove
850 Curtiss St
Downers Grove, IL 60515

Attn: Mr. Matthew Timmerberg, Assistant to the Village Manager

RE: Proposal RFP-100925-0-2025/MT
Stormwater Permit Review Services

Dear Mr. Timmerberg:

Robinson Engineering, Ltd. (REL) is pleased to submit this Proposal to continue providing Stormwater Permit Review Services for the Village of Downers Grove. Over the last 88 years, we have had the great privilege of working alongside over 100 Chicagoland communities, including Downers Grove.

Robinson has been serving as a stormwater reviewer for the Village for the last ten years, in the same capacities that are outlined in the Village's current Request for Proposal (RFP) document. Ms. Susan P. Quasney, CFM, has been the client liaison and development reviewer since the retirement of Kevin Biscan in 2023 and will continue in both roles. As a previous Downers Grove staff engineer who worked in stormwater administration, Ms. Quasney is well-versed in the stormwater challenges faced by the Village, resulting in new policies and ordinances being established during her tenure with the Village. Ms. Quasney will work alongside David L. Weber, PE, to help ensure that review deadlines are consistently met. They will be supported, as needed, by our knowledgeable stormwater engineers, development review team, and our wide variety of other technical experts within our full-service municipal engineering firm.

We will utilize our related company, Geocon Professional Services (Geocon) for geotechnical needs, Civiltech Engineering, Inc. for wetland services, and GFT for structural engineering services.

Key strengths of Robinson's in-house team include:

- Thorough understanding of Village's needs and goals
- Thorough understanding of Village and County stormwater ordinance requirements
- Established working relationship with Village Staff
- Ability to provide a wide range of other technical expertise as needs arise

We thank you for the opportunity to submit our Proposal. If you need any further information, please contact either of us at your convenience.

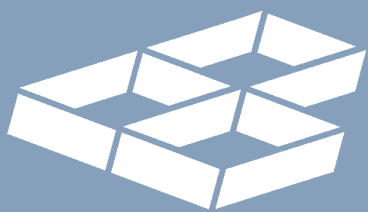
Sincerely,

A handwritten signature in black ink, appearing to read "J C Pinter".

Jeffrey C. Pinter, PE, CFM
Director of Municipal Services
(708) 210-5682 / jpinter@reltd.com

A handwritten signature in black ink, appearing to read "Susan Quasney".

Susan P. Quasney, CFM
Project Engineer / Client Liaison
(815) 412-2024 / susan.quasney@reltd.com



SECTION 1

Firm Overview

Firm Overview

Village of Downers Grove, Illinois
Proposal for Stormwater Permit Review



Overview

Robinson Engineering, Ltd. (Robinson) is grateful for this opportunity to continue serving the Village of Downers Grove by providing Stormwater Permit Review services. Robinson works with each client to develop an individualized collaborative process that serves the public interest. We strive to provide viable alternatives for engineering issues our clients face, guiding them toward the best long-term solutions and help them implement their community vision one step at a time.



Simply put, municipal engineering is what we do. We understand the types of challenges confronted by municipalities in balancing public infrastructure needs with financial constraints. Our municipal clients, regardless of size, have seen how we strongly advocate for communities' best interests, whether with contractors during local capital projects, with regulatory agencies during arduous permitting processes, and with developers needing to follow community standards.

Municipal Client Representation

Our firm's approach to serving the community involves the assignment of a primary liaison engineer that would be responsible for being the day-to-day contact for the Village's engineering needs. In effect, our primary liaison becomes an extension of Village staff, understanding and helping to efficiently achieve 'big picture' objectives beyond the technical engineering aspects of each individual project, with the added benefit of having Robinson's diversified and experienced 200-person team of experts available whenever needed.



Commitment to Communities

A key factor differentiating Robinson from most of our competitors is that we steadfastly decline to perform private sector work for developers. Approximately 95% of our firm's annual revenues are from our municipal clients, with the other 5% generally from other public agencies such as park districts, counties, or IDOT. The trust inherently placed in our firm by client communities is enhanced by their knowledge that we are not placed in a conflict of interest when representing the municipality's best interests, particularly during our role as their development review engineer. We will continue to bring this same authenticity to Downers Grove.



Engineering & Related Services

Potable Water

- Supply & Distribution Systems
- Storage Facilities
- Pumping & Treatment Facilities
- System Modeling
- Master Planning & Studies
- Lead Service Line Replacements

Wastewater

- Conveyance Systems
- Treatment Facilities
- Lift Stations & Force Mains
- EPA/MWRD Compliance
- SCADA Systems

Inflow and Infiltration

- Sewer Televising & Evaluation
- Smoke and Dyed Flood Testing
- System Start-Up & Flow Monitoring
- Sewer System Evaluation Study
- GPS Locating

Water and Wastewater Operations

- Facility Operations
- Maintenance Programs
- Monitoring & Sampling
- Troubleshooting & Process Control
- Regulatory Reporting & Compliance

Corrosion Mitigation

- Protective Coating
- Condition Evaluations
- Plan & Specification Preparation
- Construction Observation
- Inspections for Warranty

Transportation

- Phase I, II & III Engineering
- Roadway Resurfacing & Reconstruction
- Traffic Signals & Street Lighting
- Sidewalks/ADA Compliance
- Quiet Zones & Parking Lots

Stormwater

- Detention Calculations & Floodplain Modeling
- Storm Sewer & Culvert Design
- Floodplain Management & Map Revisions
- Location Drainage Studies
- NPDES/MS4 Compliance

Land Surveying

- Plats of Dedication, Easement, Annexation
- ALTA/NSPS Land Title Surveys
- Topographic & Boundary Surveys
- TIF Legal Descriptions & Exhibits
- Elevation Certificates

Construction Management

- Layout & Staking
- Observation of Completion & Quantities
- Oversee Pressure Test, Chlorination, Proof Roll
- Contractor Payout Review
- Record Drawing Preparations

Geotechnical and Material Testing

- Geotechnical Engineering
- Subsurface Drilling
- Laboratory Material Testing
- Construction Testing & Inspection
- Pavement Analysis & Design

Municipal Engineering

- Capital Improvement Plans
- Infrastructure Master Planning
- Financing & Grant Assistance
- Ordinance Updates & Compliance
- Stakeholder Communication & Public Outreach

Development Reviews

- Ordinance Compliance
- Adherence with Master Plans
- Permit Coordination & Assistance
- Letter of Credit Determinations/Administration
- Construction Observation

Planning and Zoning

- Application & Site Plan Reviews
- Municipal Code Interpretation & Updates
- Evaluate Land Use Regulations
- Development Handbook/Guidelines
- Zoning, Land Use, & US Census Maps

GIS / Mapping

- Asset Management
- Parcel Management
- Web Based Mapping
- Planning & Economic Development
- Safety & Law Enforcement

Environmental

- Site Assessments (ESA, PESA, Brownfield)
- Preliminary Site Investigations (PSI)
- Underground Storage Tank Management/LUST
- Clean Construction or Demolition Debris (CCDD)
- Spill Prevention Control & Countermeasure Plans

Registrations & Certifications

We stay ahead of the growing needs of our municipal clients. Our reputation and services enable us to provide quality engineering and related services. We can connect you with our staff of over 200 qualified professionals to meet your needs.

45 Professional Engineers (PE)

18 Certified Floodplain Managers (CFM)

5 Certified Professionals in Erosion & Sediment Control (CPESC)

2 Leadership in Energy & Environmental Design Accredited Professionals (LEED AP)

4 Professional Land Surveyors (PLS)

2 Professional Traffic Operations Engineers (PTOE)

1 Registered Professional Geologist (PG)

1 Certified Planner (AICP)

13 Professional Engineering Interns (PEI)

17 Resident Engineering Technicians

17 IDOT Documentation Certified Personnel

6 INDOT Certified Highway Inspectors

3 INDOT Certified Site Managers

4 Certified Public Infrastructure Inspectors

1 NASSCO Certified CIPP Inspector

3 Certified Erosion, Sediment & Stormwater Inspectors (CESSWI)

2 Certified Survey Technicians

7 Public Water Supply Operators

5 Wastewater Treatment Works Operators

5 Wastewater Collection System Operators

2 NACE Coating Inspectors

1 SSPC Protective Coatings Specialist

1 Certified Hazardous Materials Manager

1 UST Decommissioner Certification

1 US Army Corps of Engineers Construction Quality Management for Contractors

4 NASSCO Inflow & Infiltration Mitigation, PACP/MACP/LACP

1 Licensed Asbestos Building Inspector

3 OSHA 40-Hour HAZWOPER Materials Training 29 CFR 1910.120 & OSHA 8-Hour Hazardous Materials Annual Refresher Training





FIRM DESCRIPTION & QUALIFICATIONS

Firm Overview

Geocon Professional Services (Geocon) is an IDOT and INDOT prequalified, full-service engineering firm specializing in geotechnical engineering, construction materials testing and subcontract drilling services. It is our goal to bring value to all phases of our commercial, governmental, industrial, and transportation clients projects. From pre-purchase geotechnical due diligence phases of planning and development through design and construction phases, it is our goal to bring economical, quality solutions through all the services we provide.

Our company's growth is the result of our experienced, talented, dedicated 60+ employees and principals working together toward a common goal: to provide quality services promptly, accurately and professionally, all at a competitive price and value from our three offices in Frankfort, Glendale Heights and Rockford.

Personnel

Geocon personnel of over 60 employees includes professional engineers, union testing technicians, union drillers, laboratory technicians, and administrative personnel. This includes 7 licensed engineers and 4 graduate engineers. We have a staff of over 40 union technicians and drillers, most of which have over 10 years' experience and hold multiple certifications.

For all projects, Geocon will assign an experienced, professionally licensed project manager. Our project manager will be in continuous communication with our drill crews, technicians, the design and construction team, and owner clients. We expect to exceed expectations with respect to level of responsiveness, technical expertise, economical driven solutions and overall service value.

Equipment Resources

Geocon owns a fleet of 7 drilling rigs including 6 ATV mounted, 1 truck mounted, and 1 low clearance rig detailed below. Our equipment includes a full range of drilling equipment to perform deep and shallow rock coring, down-the-hole (DTH) hammer drilling, mud-rotary and hollow stem auger drilling. Using NQ2, HQ, and PQ wireline techniques at 5 to 10-foot runs, our rock coring experience is unmatched in the Chicagoland area and includes deep foundation work up to 250 feet.

- 2023 DiedrichD-50 Truck Rig
- 2021 DiedrichD-70 ATV Rig
- 2019 DiedrichD-50 ATV Rig
- 2017 DiedrichD-50 ATV Rig
- 2015 DiedrichD-120 ATV Rig
- 2006 CME 550X ATV Rig
- 1999 CME LC60 ATV Rig

Laboratory

Geocon's Frankfort laboratory is AMRL/CCRL, IDOT, and INDOT certified and performs all aspects of geotechnical and construction materials laboratory testing. For extraordinary geotechnical laboratory testing such as triaxial shear, permeability, or consolidation testing, we also utilize our strategic partner, Terracon who provides high level geotechnical testing and experience, bringing a unique expertise to our team. Geocon and our strategic partner's laboratories are equipped with high-performance instrumentation in a sophisticated, state-of-the-art facility.

Qualifications

Geotechnical Engineering

- IDOT-prequalified in:
 - Geotechnical Services - Subsurface Explorations
 - General Geotechnical Services
 - Structure Geotechnical Reports (SGR)
- Subsurface Explorations, including Soil Borings, Piezometer Wells, and Test Pit Excavations
 - Fleet of 5 drill rigs
- Geotechnical Engineering and Analysis for New Building, Transportation and Industrial Construction
 - Pavement Analysis and Design for new Construction or Pavement Rehabilitation
 - Slope Stability Analysis
 - Settlement Analysis

Laboratory Testing

- AMRL/CCRL Accredited Laboratory for Soils, Aggregates, Concrete, and Hot Mix Asphalt

Construction Testing

- Construction Testing and Inspection of Soils, Concrete, Asphalt, Masonry, Fireproofing and Structural Steel

- IDOT-prequalified in:
 - Special Services - QA HMA & Aggregate Special

Services QA PC & Aggregate

- Floor Flatness and Vapor Emission Testing
- Paint Thickness and Sprayed-on Fireproofing
- Nuclear Density Testing of Soils, Stone Base, and Asphalt Pavements
 - Caisson and Pile Installation Inspection
 - Foundation Excavation Inspection



Nature-based Solutions

Statement of Qualifications



Civiltech's Nature-based Solutions (NbS) offers our clients a nature-led, nature-based design approach to their transportation, civil site, renewable energy, and natural resource planning, design, and construction needs. NbS at Civiltech utilizes the expertise of our engineers, planners, landscape architects, ecologists, and managers to create sustainable solutions for our clients. Civiltech's NbS provides sound engineering and innovative designs that meet our client's regulatory obligations and cost objectives. As the NbS design approach continues to emerge, its application evolves. At Civiltech, our NbS team is excited to engage all our services and help integrate natural and nature-based features for our clients.



Barry Stuedemann, P.E., SPWS, ISA Certified Arborist, Director of Nature- based Solutions

Barry leads Civiltech's Nature-based Solutions department, focusing on natural and nature-based feature (NNBF) planning and design. Civiltech's NbS practice utilizes the expertise of our engineers, planners, landscape architects, ecologists, and managers to create sustainable solutions for our clients' specific needs. We offer comprehensive services for existing and new sites from concept planning through post-construction management.



Strengthening our Environmental Responsibility

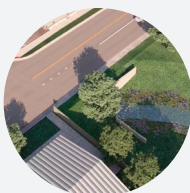
Civiltech has been providing nature-based solutions for years. We are continuously looking for opportunities to strengthen our environmental responsibility, and with our NbS Department, we are putting social and environmental responsibility in the forefront. This mission has inspired ecological stewardship in the work we do and in the way we work. As part of Civiltech's pursuit towards betterment of the environment, we are committed to further integrating our NbS approach into all our services. **Our NbS design strategies offer valuable benefits, including:**

- Improved water quality
- Enhanced habitats
- Effective stormwater management
- Resilience and hazard mitigation
- Recreation and tourism
- Improved human health
- Carbon sinks
- Biodiversity and ecosystem functional lift
- Reduced climate risks
- Cost-Effectiveness

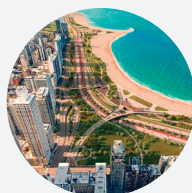
Projects Incorporating Nature-based Solutions



**Fairfield Road/IL
Route 176 Junction
Improvement**
Lake County Division
of Transportation
\$15.0 million



**US Route 14 Grade
Separation
at CN Railway**
Village of Barrington
\$43.0 million



**North DuSable
Lake Shore Drive
Phase I Study**
CDOT/IDOT
\$3.4 billion

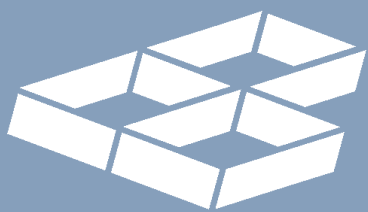


**Jackson Park
Improvements | Obama
Presidential Center**
CDOT
\$175 million



**Lake Cook Road
Reconstruction**
Village of Buffalo Grove
| Cook County Dept. of
Transportation & Highways
\$58 million

Nature-based Solutions (NbS) is defined on the IUCN (International Union for Conservation of Nature) website as "actions to address societal challenges through the protection, sustainable management, and restoration of ecosystems, benefitting both biodiversity and human well-being."



SECTION 2

Development Review Experience

Stormwater



- Storm Sewer Design
- Culvert/Bridge Sizing
- Drainage Investigations
- Concept Plans and Alternative Analysis
- Location Drainage Studies
- Hydrologic and Hydraulic Modeling
- Dynamic Modeling
- Detention and Retention Design
- Combined Sewer Separation
- Flood Studies
- Compensatory Storage Design
- Floodplain Mapping
- FEMA Flood Insurance Studies
- Regulatory Agency Permitting
- NPDES/MS4 Compliance
- Dam Breach Analysis
- Breach Zone Mapping

We recognize that drainage is an important aspect with nearly every project, and that flooding is a concern for many communities and property owners. We use a comprehensive approach and implement practical solutions to projects ranging in size from minor backyard drainage problems to large-scale flood studies. We use a combination of technical expertise and ability to communicate with clients, municipal staff, and residents.

We utilize a variety of computer modeling applications for designing and evaluating stormwater management plans, storm sewer systems, and corrective drainage measures. Our stormwater specialists have extensive experience with the various design standards and ordinances in the region, and regularly participate in county and local drainage committees. As technology changes and trends shift, we keep pace and remain on the cutting edge with stormwater components such as water quality design and Best Management Practices (BMPs).

Development Review



- Ordinance Compliance
- Adherence with Master Plans
- Public Safety Impacts
- Coordinate with Municipal Staff: Building, Planning, and Zoning
- Attend Public Hearings, Plan Commissions, and Board Meetings
- Stakeholder Meetings
- Concept Plans
- Preliminary and Final Engineering
- Preliminary and Final Plats of Subdivision
- Plats of Easement
- Annexation/Recapture Agreements
- Flood Studies and Stormwater Calculations
- Permit Coordination/Assistance
- Letter-of-Credit Determinations
- Construction Observation Services
- SWPPP Inspections/MS4 Compliance
- Infrastructure Construction Testing
- Letter of Credit Reduction Administration
- Punchlist and Final Walk-Throughs

Our diverse municipal engineering team is dedicated to prompt, technically accurate development reviews, while respecting the delicate balance between the community and the developer's interests. We have more municipal subdivision and site plan review experience than any other regional consultant.

Our approach for plan review services is customized based on the need of each community. With continued communication between Robinson staff and Village staff regarding development and community objectives, we can adjust our level of service to fit the need. For each technical area and project phase, we have established methods to ensure thorough and consistent reviews to the level of detail agreed upon with Village staff. Our consistent methods ensure that all projects and engineers are held to the same standard when developing within the community.

Drainage and stormwater management tends to be the single most critical component of most development reviews. We have found that nothing adversely affects local residents, or incites public outcry, more than drainage and flooding projects. Our team has a heightened sensitivity to these issues and provides each other support and input during unique projects. We will continue to ensure that stormwater is properly managed with new developments and redevelopment projects for the benefit of both the new residents/businesses as well as the surrounding upstream and downstream property owners.





Development Review References

The following is a representative list of clients for which our proposed reviewers currently provide ongoing development review services.

( Ms. Quasney /  Mr. Weber /  Ms. Quasney, Mr. Weber, Ms. Bergner)

References

- City of Braidwood, *Client since 2019*
Steve Gulden, City Administrator  (815) 458-2333 Ext 209
- Village of Hazel Crest, *Client since 1995*
Dante Sawyer, Village Manager  (708) 335-9600
- Village of Frankfort, *Client since 1996*
Terry Kestel, Superintendent of Public Works  (815) 469-2177
- Village of Oswego, *Client since 2015*
Phil Tartaglia, Assistant Public Works Director / Engineer  (630) 554-3242
- Village of Romeoville, *Client since 1970*
Dawn Caldwell, Village Administrator  (815) 886-0279
- Village of Tinley Park, *Client since 1962*
Colby Zemaitis, PE, Assistant Public Works Director  (708) 444-5516
- Village of Wonder Lake, *Client since 2014*
William Beith, MPA, Village Administrator  (815) 728-7725

Our Core Values



Client-Focused

We put the needs of our clients first.



Competent

We hire experienced, skilled & certified staff.



Motivated

We strive for excellence and the common good.



Integrity

We act with honesty, fairness & sincerity.



Dependable

We build and maintain trust in all that we do.

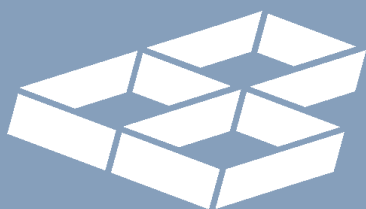


Positive

We lead with a positive outlook on the future.

Representative Plan Review Services

Community	County	Year Started
Village of Alsip	Cook	1962
City of Braidwood	Will	2019
City of Crest Hill	Will	2009
Village of Downers Grove	DuPage	2016
Village of East Hazel Crest	Cook	1991
Village of Frankfort	Will	1995
Village of Gilberts	Kane	2018
Village of Glenwood	Cook	1965
City of Hickory Hills	Cook	1961
Village of Island Lake	McHenry	2014
Village of Itasca	DuPage	2013
Village of Lansing	Cook	1956
Village of Lynwood	Cook	2003
Village of Manhattan	Will	2005
Village of Matteson	Cook	2013
Town of Merrillville	Lake, IN	1997
Village of Midlothian	Cook	1957
Village of Minooka	Grundy/Kendall/Will	2006
Village of Monee	Will	2015
Village of North Barrington	Lake	2016
Village of Oswego	Kendall	2014
Village of Peotone	Will	1987
Village of Romeoville	Will	1970
Village of South Holland	Cook	1957
Town of St. John	Lake, IN	1995
Village of Tinley Park	Will/Cook	1974
City of Watseka	Iroquois	2008
Village of Wonder Lake	McHenry	2014
Village of Worth	Cook	1970

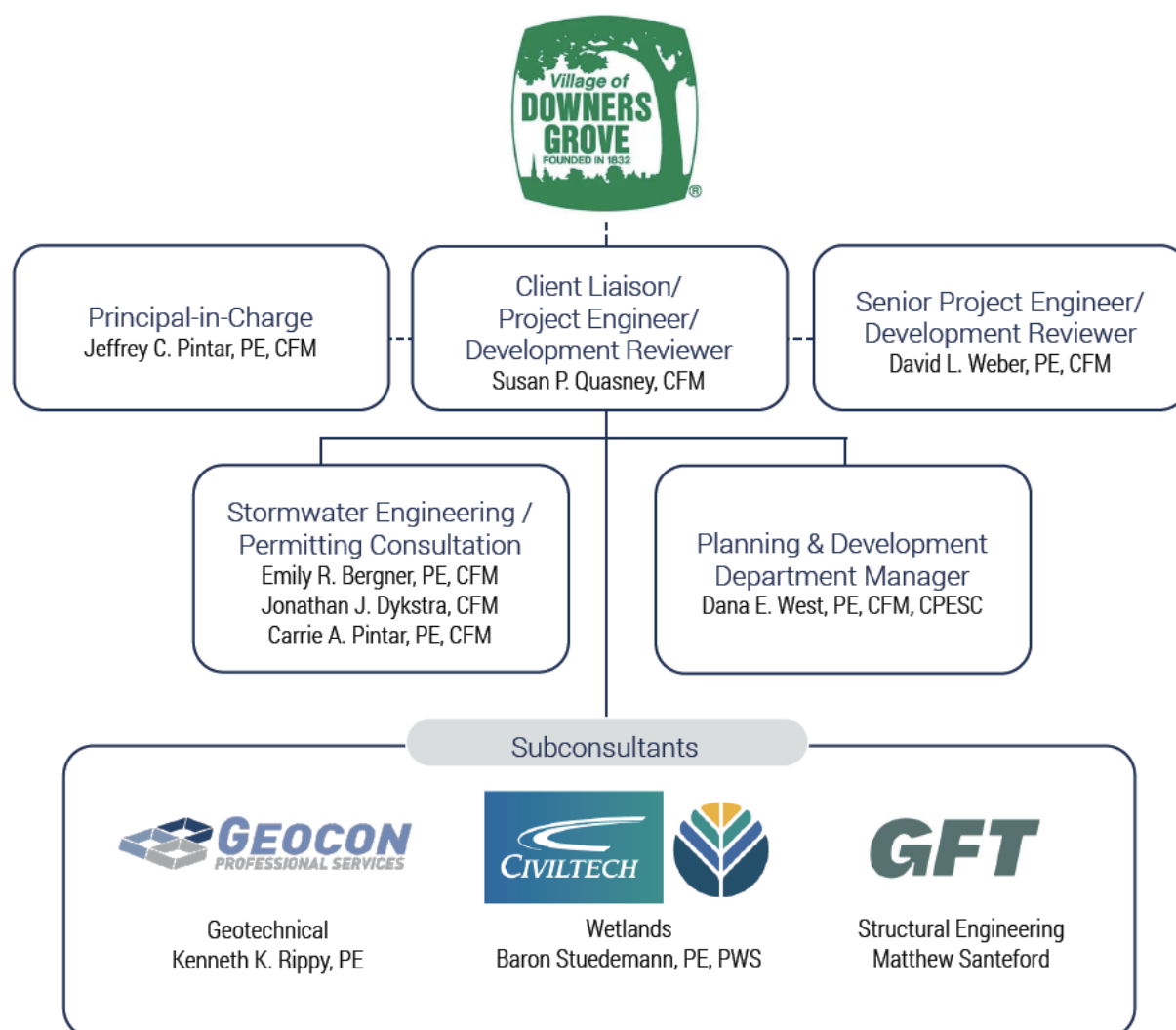


SECTION 3

Project Team & Resumes

Project Team

Village of Downers Grove, Illinois
Proposal for Stormwater Permit Review



Development Review Project Team

Mr. Jeffrey C. Pinter, PE, CFM, would serve as the Principal-in-Charge, responsible for ensuring that the project team members meet all necessary performance and schedule requirements. With 23 years of engineering experience, Mr. Pinter has served as the designated municipal engineer for multiple communities and has assisted with developing and implementing Capital Improvement Plans. As Director of Municipal Services, he manages training and development and supports municipal engineers to ensure that clients' services needs are met.

Ms. Susan P. Quasney, CFM, Project Engineer, would serve as the Client Liaison. Currently serving in this role for Downers Grove, Ms. Quasney would continue as the

main point of contact, provide stormwater permit review services, and assist with any additional requests. With over 21 years in municipal work as both staff and consultant, Ms. Quasney has experience with virtually all aspects of private development and municipal capital projects from concept to construction, including budgeting, funding, and engineering reviews; annexation and redevelopment agreements; cost estimate reviews for establishing Letters of Credit; bidding and awarding; and construction oversight. She reviews commercial, industrial and residential developments for code compliance, but also applies her public works experience to identify construction that may not be in municipality's best long-term interests.

As a previous Downers Grove Staff Engineer who spent significant time talking and counseling residents of the

Project Team

Village of Downers Grove, Illinois
Proposal for Stormwater Permit Review

Village about private stormwater concerns, Ms. Quasney has a solid understanding of drainage challenges and goals of the Village, Village and DuPage County codes, and internal policies. Since 2023, Ms. Quasney has been involved with an estimated 100 single-lot reviews for compliance with the Village's stormwater ordinances, using the CityView system, BlueBeam, and the Parcel Navigator GIS tool, and has developed good working relationships with current Staff members. She lives in close proximity to the Village and would be available to attend in-person or online meetings as needed.

Mr. David L. Weber, PE, CFM, Senior Project Manager, recently began assisting Ms. Quasney in performing stormwater permit reviews for the Village, and would be continuing in that role. With over 30 years of engineering experience, he joined Robinson in 2018 bringing a well-rounded perspective to plan reviews. Prior to that, he served as engineering consultant to many downstate municipalities before moving to the metropolitan area in the early 2000s to work with private sector developers. He has provided construction engineering services throughout his career, including four years providing technical support as Regional Engineer for ADS sales division. Mr. Weber has been recently added to the Downers Grove team to allow for proper coverage and to ensure that Village deadlines can be met during heavy submittal periods.

Both Ms. Quasney and Mr. Weber are Certified Floodplain Managers and familiar with FEMA floodplain regulations and flood insurance maps. Additionally, they are well-versed in Village and DuPage County codes, and outside-agency permitting such as IDNR, IEPA, IDOT, IDPH, and USACE. Any identified regulatory requirements are noted within review letters for each project. Over the years, Robinson has developed a large network of regulatory agency contacts that will be utilized if clarification is needed. Our reviewers are knowledgeable of the LPDA requirements of the Village that include the FEMA 10-01 checklist requirements, Elevation Certificates, and compensatory storage calculations. Ms. Quasney also specializes in MS4 requirements and is invested in

enhancing the objectives of the EPA/IEPA, NCRS, and IUM related to both soil conservation and water quality.

To support our stormwater reviewers are a number of Robinson engineers with expertise in drainage reviews and floodplain modeling and analysis, including FEQ. Ms. Emily R. Bergner, PE, CFM, Mr. Jonathan J. Dykstra, CFM, CPESC and Ms. Carrie A. Pintar, PE, CFM, CPESC, have extensive design and modeling experience. Ms. Dana West, PE, CFM, CPESC, specializes in technical reviews and full-service project management of development reviews.

Ms. Emily R. Bergner, PE, CFM, Project Engineer. Ms. Bergner joined Robinson in 2022 and has over 23 years of experience in the Civil Engineering field. Her technical area of expertise is in stormwater including master planning, permitting, drainage studies, hydrologic and hydraulic modeling, and design of storm drainage systems. She also has design experience with water and wastewater engineering. For the last couple of years, Ms. Bergner shifted her focus to performing development reviews and providing related services. She is currently the point of contact for the Village of Oswego for development plan reviews and provides review services for Tinley Park, Frankfort, Braidwood, Itasca, Minooka, and Hazel Crest.

Mr. Jonathan J. Dykstra, CFM, Senior Engineer. Mr. Dykstra has over 35 years of technical experience in water resources engineering, including watershed modeling and planning. He is responsible for leading drainage and floodplain related planning, analysis, and design for projects including hydrologic and hydraulic modeling, floodplain and floodway determinations, FEMA map revision support and watershed and feasibility studies. Mr. Dykstra conducts stormwater and floodplain management reviews for various municipalities in Cook, DuPage, and Will counties, as well as Lake County, Indiana. He was a Will County Stormwater Committee member from 2008 to 2022, serving as Chairman for 6 years, and is on the Metropolitan Water Reclamation District (MWRD) Technical Advisory Committee.

Project Team

Village of Downers Grove, Illinois
Proposal for Stormwater Permit Review

Ms. Carrie A. Pintar, PE, CFM, CPESC, Senior Engineer. With 23 years of experience as a water resources engineer, Ms. Pintar has been involved in the preparation of hydrologic and hydraulic analyses associated with watershed studies, transportation improvement projects, existing drainage remediation, site development floodplain analysis & stormwater management, drainage assessments and improvements, design of best management practices for water quality, and stormwater compliance. She has a strong understanding of federal, state, and local stormwater regulations and is well versed in floodway/floodplain issues associated with FEMA map revisions, as well as county and municipal stormwater regulations in the greater Chicagoland area. Ms. Pintar regularly reviews and develops municipal stormwater and development ordinances for many of our communities. She has performed permitting for FEMA, IDNR-OWR, INDNR-DOW, MWRD, IEPA, IDOT, DuPage County, and various municipal agencies.

Ms. Dana E. West, PE, CFM, CPESC. Dana started her career at Robinson in 2002 and has over 23 years of experience. Ms. West supports variety of municipalities with development work and by performing technical reviews, managing internal teams, and integrating input and goals of elected officials, planning, public works, and utilities staff. Ms. West uses an approach strong in common sense while balancing competing goals between municipalities and developers. She has highly effective communication skills while representing clients during engineering negotiations with developers,

reassuring/informing adjacent property owners, and providing related public reports.

Our related firm, **Geocon Professional Services**, is an IDOT-prequalified, full-service engineering firm specializing in geotechnical engineering, construction phase testing services, hot-mix-asphalt services, and subcontract drilling services. **Mr. Kenneth K. Rippy, PE**, would continue to provide geotechnical consultation services. Mr. Rippy is responsible for principal review of engineering and assessment reports and preparation of related technical engineering reports for the geotechnical, environmental and construction phase services.

Review services for wetlands and other project environmental aspects, would be provided by **Mr. Barry Stuedemann, PE, PWS, of Civiltech**. Robinson has partnered with Mr. Stuedemann for over a decade to assist with a variety of municipal contracts. Mr. Stuedemann has 34 years of experience in ecological sciences and water resources and has been involved with many municipal projects around the country. He is a licensed Professional Engineer in five states, including Illinois, and is a Certified/Qualified Wetland Specialist in several Chicago collar counties. He currently leads Civiltech's Nature-Based Solutions (NbS) Department, specializing in the incorporation of green and sustainable infrastructure into transportation projects.

Mr. Matthew Santeford, PE, SE, of GFT would be providing structural engineering review services. Mr. Santeford has 22 years of experience working on a wide variety of transportation projects and is GFT's Structural Manager for Chicago. He is a registered Professional Engineer in five states and a licensed Structural Engineer in two.

Additional support would be provided by our highly qualified technical staff that includes 45 Professional Engineers, 18 Certified Floodplain Managers, four professional Land Surveyors, one registered Professional Geologist, and a wide variety of certified staff knowledgeable of infrastructure inspection and construction procedures.



Jeffrey C. Pinter, PE, CFM

Director of Municipal Services

Mr. Pinter, with 23 years of experience, is Director of Municipal Services; responsible for technical guidance, workload management and development of Robinson's municipal engineers. He also manages Robinson's Planning and Development, Geographic Information Services (GIS), Infiltration/Inflow, Utility Contract Operations, and Environmental Services departments. Mr. Pinter also serves as a Design Engineer & Project Manager responsible for both federally funded and local transportation, sewer and water projects; and as Municipal Engineer for the Village of Lansing, and the Village of Richton Park.

Municipal Engineering

As the municipal engineer, responsibilities span daily engineering consultation and assistance to major community engineering projects.

- Assisted in public space planning for large and small municipal projects
- Designed and managed roadway reconstruction and resurfacing projects utilizing federal and local funds
- Designed/managed sanitary sewer, storm sewer and watermain improvement projects
- Assessed localized flooding and assisted in flood mitigation projects
- Managed NPDES MS4 program
- Performed plan reviews for compliance with subdivision and stormwater management ordinances
- Assisted and designed downtown pedestrian lighting and streetscape
- Designed and managed multi-use paths and playground installations
- Managed I/I program for municipalities within MWRD jurisdiction
- Presented engineering projects at Committee and Municipal Board meetings
- Written grant applications for STP-L, HSIP, CDBG, DCEO, MWRD Stormwater and Invest in Cook grants
- Managed IEPA low interest loan project
- Managed USACE Section 219 and Section 205 projects

Project Design & Management

Design and manage all facets of civil engineering infrastructure projects.

North Creek Culvert Replacement	Lansing	\$1,600,000	2023-Present
Oakwood Estates ARPA Water Main Replace	Lansing	\$3,400,000	2022-Present
Fox Pointe Parking Lot Expansion	Lansing	\$650,000	2022-Present
192 nd PI/193 rd St Water Main & Road Recon.	Lansing	\$735,000	2021
2021 REBUILD IL Street Resurfacing	Lansing	\$950,000	2021
IHDA Grant Residential Home Demolition	Lansing	\$500,000	2020-Present
Wentworth Avenue LAFO Resurfacing	Lansing	\$840,000	2020
I/I Manhole Rehabilitation and Sewer Lining	Lansing	\$450,000	2019-Present
Water Meter Replacement – IEPA Loan	Lansing	\$4,400,000	2019
Fox Pointe Amphitheater & Open Air Pavillion	Lansing	\$5,500,000	2018
Riverbank Stabilization and Levee Repairs	Lansing	\$800,000	2017
Ridge and Torrence Intersection Realignment	Lansing	\$1,200,000	2016
Ridge Rd Pedestrian Lighting and Streetscape	Lansing	\$900,000	2016
Lansing History Plaza	Lansing	\$1,000,000	2016
Public Works Facility Master Plan	Lansing	\$3,000,000	2016-Present

Quiet Zone Analyses (2005-Present)

Has performed over 25 quiet zone analyses in accordance with Federal Railroad Administration guidelines and has designed and managed roadway improvements necessary for Quiet Zone implementation. Has extensive knowledge of the quiet zone process including the Notice of Intent, Diagnostic Review and Notice of Establishment. Quiet zone projects include coordination with multiple federal, state, and local government agencies along with various railroads. Assisted municipalities in establishing seventeen 24-hour quiet zones.

Education

Bachelor of Science, Civil Engineering
Valparaiso University, Valparaiso, IN

Professional Registrations

Registered Professional Engineer
Illinois

Professional Certifications

Certified Floodplain Manager (CFM)

Professional Affiliations

ACEC
Committee Member

Illinois Association for Floodplain &
Stormwater Management

SSMMA Transportation Advisory
Group

Employment History

Robinson Engineering, Ltd.

2002-Present

Susan Quasney, CFM

Project Engineer

Ms. Quasney joined Robinson Engineering in 2022, continuing her career in Civil Engineering. She has a broad range of experience with public agency infrastructure and utility projects with an emphasis on stormwater management. Ms. Quasney has worked in both the public and private sectors, and has a clear understanding of the needs and challenges of municipalities that allow her to serve Robinson clients to the highest standards.

Development Reviews

Performed reviews for several hundred properties located in 17 municipalities and six counties since late 2022. Reviews include plans, stormwater reports, specifications, erosion control and SWPPP plans, engineering cost estimates, and outside agency permitting adherence; as-builts for compliance to design plans; attendance and support during plan commission meetings; and coordination with internal team, developer's team, and client contacts. Performed single lot and subdivision reviews for commercial, industrial, and residential properties, including FEMA floodplain and wetlands.

Municipal Support Services

City of Crest Hill

Project manager for collection and management of City GIS data

NPDES Compliance Assistance

Town of St. John, Indiana

Revise the Town's MS4 program in accordance with new Indiana permitting regulations. Develop short- and long-term strategies for managing assets; develop required documentation and assist with required ordinance modifications.

City of Crest Hill

Perform MS4 outfall inspections and prepare wastewater treatment plant CMOM

Village of Lansing Airport

Prepare NPDES Industrial Permit annual report

MS4 Program Guidance and Documentation Preparation

Prepare MS4 Annual Reports, NOIs, and SWMP documentation, provide support for audits, and other general MS4 support for more than a dozen communities

Robinson University (Internal and External Training)

- Internal training in residential drainage investigations and SWPPPs/Erosion control plans
- Develop a series of four NPDES MS4 training classes for municipal clients
- Provide annual MS4 training for municipal staff
- Present new permit requirements for the recently released 2025 MS4 permit

Grant Preparation

- OSLAD grant for park improvements within the Village of Lansing
- EPA Community Change Grant for the Village of University Park, City of Michigan City, IN and Lake County, IN
- Boat Access Area Grant for the Village of Worth

Education

Bachelor of Arts, Kenyon College
1987

Bachelor of Science in Civil
Engineering, Purdue University
1990

MPA, Northern Illinois University
2012

Certifications

Certified Floodplain Manager

EIT

Employment History

Robinson Engineering, Ltd.
2022-Present

Village of Oswego
2019-2022

Village of Downers Grove
2011-2019

Montessori School of Lisle
2003-2006

Envirodyne Engineers/CTE Engineers
1991-1997

David L. Weber, PE, CFM

Senior Project Manager

Mr. Weber joined Robinson Engineering in 2018, he has 30 years of experience, including public/private sector engineering design, project management, and construction inspection. He is also experienced in business development and client relations and is active with the Will County Governmental League and is a past or present member of the Will County Center for Economic Development, Association of IL Wastewater Agencies, and IL Society of Professional Engineers.

Recent Projects

- St. John, IN – Gates Park Improvements (2024)
- Gilberts, IL – Conservancy Park Improvements (2023)
- Dyer, IN – Cherry Hill Playground Improvements (2023)
- Dyer, IN – Elmer Miller Splash Pad (2023)
- Romeoville, IL – Romeoville Aquatics Center (2021)
- Romeoville, IL – Meadowwalk Park (2021)
- East Chicago, IN – Elm Street Reconstruction (2021)
- Dyer, IN – Central Park Ballfields and North Parking Lot (2021)
- Romeoville, IL – New Public Works and Maintenance Buildings (2020)
- Romeoville, IL – Rotary and Pine Trail Parks (2020)
- Romeoville, IL – Romeoville Events and Athletic Center Expansion (2020)
- Braidwood, IL – Municipal Engineer (2019 – present)
- Oswego, IL – Municipal Plan Reviews (2018 – present)

Design & Project Management

In-depth experience in all aspects of civil engineering design and project management, including:

- Municipal, private & manufacturing engineering
- Streets, site development, storm sewer design, detention systems, flood studies
- Sanitary sewer design, rehabilitation & internal inspections
- Construction management and observation
- Client services, QA/QC, surveying, and GIS applications

Municipal Engineer, Business Development Manager, Partner

Ruettiger, Tonelli & Associates, Inc.

- Engineering design
- Municipal relations, community involvement, public appearances
- Client representative services
- Project administration
- Project Planning & due diligence

Project Manager, Business Development, Associate

Jacob & Hefner Associates

- Project Manager in charge of design team of six engineers
- Design schedules and QA/QC
- New business, client relations, community involvement
- Personally assumed business development activities

Education

Bachelor of Science, Civil Engineering
Southern Illinois University

Professional Registration

Licensed Professional Engineer
Illinois

Certifications

Certified Floodplain Manager (CFM)

Professional Affiliations

Will County Governmental League

Association of Illinois Wastewater
Agencies

Illinois Society of Professional
Engineers

Will County Center for Economic
Development, past Member &
Committee Chairman

Employment History

Robinson Engineering, Ltd.
2018-Present

Advanced Drainage Systems, Inc.
2013-2018

Ruettiger, Tonelli & Associates, Inc.
2008-2013

Jacob & Hefner Associates
2003 – 2008

Bainbridge, Gee, Milanski &
Associates, Inc.
1995-2003

Emily R. Bergner, PE, CFM

Project Engineer

With 23 years of experience. Ms. Bergner has been involved with stormwater master planning, permitting, drainage studies, and design of storm drainage systems. She also assisted with water/wastewater engineering including water system master plans and modeling.

Ms. Bergner joined our Robinson team with experience in hydrologic and hydraulic modeling using software including HEC-RAS, XPSWMM, HEC-HMS, TR-20, HY-8, and Bentley StormCAD. Additional skills include design with Microstation, AutoCAD and ArcGIS. She brings a high skill set to Robinson and is efficient in providing high quality service to municipalities.

Project Experience

- Permit Review Services, Villages of Tinley Park, Frankfort, Oswego, Braidwood, 2022-present. Reviewed stormwater and floodplain aspects of development plans.
- Permit review services, Village of Itasca, 2024. Reviewed development plans for Village.
- Thornridge High School Sports Fields Redesign, Dolton, 2023. Designed new drainage system and detention for high school ball fields.
- Independence Hill Subdivision Drainage Redesign, Merrillville, IN, 2024. Designed new drainage system for 100-home subdivision.
- Flood Study, Gilberts Glen Subdivision, Gilberts, IL, 2022. Study to evaluate and solve flooding problem along roadways and detention basin in 50-year old subdivision.
- Permit Review Services, Baxter & Woodman/Cook County Highway Department, 2014-present. Reviewed development plans with regards to floodplain, stormwater, and general county issues.
- Tri County Access Corridor Planning, 2018-2019. Evaluate impacts of planned roadway in northern Illinois in regards to floodplain and drainage issues. Used and produced GIS products.
- IDOT Districts 4 & 8 Bridge Hydraulic and Scour Evaluation, 2013-2014. Conducted field investigations, created hydraulic models, prepared scour reports, and prepared contract plans for scour countermeasures for five scour critical IDOT bridges in IDOT District 8 (Clinton, Greene, Madison and Washington counties) and three scour critical IDOT bridges in IDOT District 4 (Knox and Tazewell counties).
- IDOT I-94/I-57 Drainage System and Pump Station Modeling, 2019-2022. Modeled existing and proposed drainage system along I-94 and I-57, including three IDOT pumping stations, using XP-SWMM software.
- O'Hare Wastewater Monitoring and Reporting, Fehr Solutions/City of Chicago, 2013-2022. Compile flow and water quality data for O'Hare wastewater twice yearly, and prepare yearly reporting documentation for MWRD.
- NPDES Phase II Municipal Assistance, 2008-2009. Assisted 6 Chicago area municipalities in developing programs to meet NPDES Phase II requirements including Stormwater Management Plans.

Education

Bachelor of Science, Civil Engineering
University of Illinois at Urbana-
Champaign
2000

Master of Science,
Environmental Engineering
University of Illinois at Urbana-
Champaign
2002

Professional Registrations

Registered Professional Engineer
Illinois

Certifications

Certified Floodplain Manager (CFM),
Illinois

Employment History

Robinson Engineering, Ltd.
2022-Present

FLUIDCLARITY, LTD.
2010-2022

Baxter & Woodman, Inc,
2002-2009

Jonathan J. Dykstra, CFM

Senior Engineer

Mr. Dykstra has 37 years of technical experience in water resources engineering including watershed modeling and planning. He is responsible for leading drainage and floodplain related planning, analysis, and design for projects including hydrologic and hydraulic modeling, floodplain and floodway determinations, FEMA map revision support and watershed and feasibility studies. He also conducts stormwater and floodplain management reviews for various municipalities in Cook, DuPage and Will Counties in Illinois and Lake County, Indiana.

Stormwater Management

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

• 143 rd St./Lemont Rd. to Bell Rd.	WCDOT	\$30,000,000	Ongoing
• Wood Dale Stormwater Improvements	Wood Dale	\$9,700,000	2021
• Burr Street Improvements	Schererville	\$1,400,000	2020
• Central Park	Dyer	\$2,500,000	2017
• 45th St. Grade Separation	Munster	\$34,000,000	2015
• Stony Island Drainage Ditch	Lansing	\$1,000,000	2013
• Joe Orr Road New Extension II	Lynwood	\$10,000,000	2013
• 167th Street Reconstruction	Harvey	\$4,000,000	2011
• Joe Orr Road New Extension I	Lynwood	\$7,100,000	2010
• Crete Protestant Ref. Church	Crete	\$1,500,000	2009
• 170th Street Reconstruction	South Holland	\$11,000,000	2009
• Highlands of Ellendale Subdivision	Crown Point	\$2,750,000	2007
• Glenwood-Lynwood Public Library	Lynwood	\$2,000,000	2007
• Ellendale Old Town Subdivision	Crown Point	\$2,500,000	2006
• Fey & Graefen Industrial Park	Frankfort	\$3,000,000	2006
• Misty Glen Subdivision	Lowell	\$1,700,000	2006
• Schmidt Farms Subdivision	Crown Point	\$2,000,000	2005
• Hidden Creek Subdivision	Homer Glen	\$1,500,000	2005

Floodplain Management

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

• Eastern Avenue Culverts Phase 1	Manhattan	\$2,100,000	2023
• W. Louise Drive Culvert Replacement	Lansing	\$200,000	2021
• 221 st Street Culvert Replacement	Sauk Village	\$230,000	2020
• Hart Street Bridge Replacement	Dyer	\$2,000,000	2019
• Clavey Road Bridge Replacement	Highland Park	\$1,000,000	2017
• Vollmer Road Culvert Replacement	Olympia Fields	\$800,000	2016
• Rathje Road Culvert Replacement	Peotone	\$300,000	2016
• Dredge Fill Site Dam Breach	Aroma Park	\$200,000	2014
• 191st Street Culvert Replacement	Lansing	\$250,000	2012
• Country Club Drive Bridge Rplcmnt	Olympia Fields	\$450,000	2011
• Weber Road Widening	Romeoville	\$2,500,000	2010
• Lily Cache Slough LOMR	Romeoville	N/A	2010
• Midlothian Culvert Replacements	Midlothian	\$900,000	2009
• McLindon Road Improvement	Minooka	\$3,100,000	2009
• Oak Park Avenue LOMA	Tinley Park	N/A	2008

Education

Bachelor of Science, Civil Engineering
Illinois Institute of Technology

Professional Certifications

Certified Floodplain Manager (CFM)

Professional Affiliations

American Society of Civil Engineers
(ASCE)

Association of State Floodplain
Managers (ASFPM)

Illinois Association for Floodplain and
Stormwater Management (IAFSM)

Will County Stormwater Management
Planning Committee (WCSMPC)

Metropolitan Water Reclamation
District (MWRD) Technical Advisory
Committee

Employment History

Robinson Engineering, Ltd.
2007-Present

Burke Engineering Corporation
2004-2007

Christopher B. Burke Engineering, Ltd.
1989-2004

Ciorba Group
1988

Carrie A. Pintar, PE, CFM

Senior Engineer

Ms. Pintar has 23 years of engineering design/permitting and construction management experience working on various privately and publicly funded projects mainly focusing on stormwater management, roadway and underground infrastructure improvements. As a Senior Project Engineer, she is responsible for the design and construction of water distribution systems, stormwater conveyance systems, sanitary conveyance systems and wastewater lift stations. She is also the designated Municipal Engineer for the villages of Matteson and Manhattan.

Municipal Engineering

As a municipal engineer, responsibilities span daily engineering consultation and assistance with community engineering and public works projects.

- Performs plan reviews for compliance with subdivision and stormwater management ordinances
- Designs and manages resurfacing projects utilizing Federal and Local funds
- Assists Village in assessment of sanitary sewer, watermain and storm sewer infrastructure
- Designs and manages sanitary sewer, watermain and storm sewer improvements within the Village
- Assists in Village-wide striping and flat work programs
- Designs and manages the downtown regional stormwater infrastructure improvement plan
- Manages MS4 program

Project Design & Management

Designs and manages all facets of civil engineering infrastructure improvement projects.

Cermak Rd. Water Main Replacement	Berwyn	Ongoing
Pfeiffer Rd. Water Main Extension	Frankfort	2023
Colony Ln. & Heritage Ct. Water Main Replacement	Frankfort	2022
Harlem Avenue Water Main Extension	Frankfort	2021
Rose Lane Water Main Replacement	Matteson	2021
Prestwick Drive Watermain Replacement	Frankfort	2020
NE Lift Station and Force Main	Bourbonnais	2019
Kostner Avenue Water Main	Matteson	2019
Spangler Road Lift Station and Force Main	Romeoville	2019
Parkwood Avenue Lift Station Replacement	Romeoville	2018
Downtown Regional Detention	Tinley Park	2018
Union Ditch Interceptor Sewer & Force Main	Frankfort	2018
Huntsmoor Drive & Stuart Watermain Replacement	Frankfort	2018
Matteson Watermain Replacements	Matteson	2017
California & Garvin Watermain Replacement	Joliet	2016
Eastern Ave. Roadway & Drainage Improv.	Manhattan	2016
Cedar Lane Watermain Extension	Frankfort	2015
Elm St. & Iowa Ct. Watermain Replacement	Frankfort	2015
Municipal Parking Lot Improvements	Tinley Park	2015
North Street Roadway & Drain Improv.	Manhattan	2014
Pavement Management/MFT Program	Manhattan	2014
St. Andrews Way Watermain Replacement	Frankfort	2014
Evergreen Drive Watermain Replacement	Frankfort	2014
Oak Park Avenue Watermain Replacement	Tinley Park	2014
Parking Lot Resurfacing & Drainage Improv.	Tinley Park	2014
US Route 30 Roadway Reconstruction (IDOT)	Frankfort, Mokena, New Lenox	2013
I-90 Jane Addams Memorial Tollway (ISHTA)	Rockford	2010
I-355 South Extension (ISHTA)	DuPage & Will County	2007

Education

Bachelor of Science, Civil Engineering
Valparaiso University, Valparaiso, IN

Professional Certifications

Registered Professional Engineer
Illinois, Indiana

Certified Floodplain Manager (CFM)

Professional Affiliations

Illinois Association for Floodplain and
Stormwater Management (IAFSM)

Employment History

Robinson Engineering, Ltd.
2013-Present

V3 Companies
2002-2013

Dana E. West, PE, CFM, CPESC

Senior Project Manager

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

Stormwater and Floodplain Compliance

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

Flooding Mitigation

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

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

Detention and Site Design

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

• Police Station Expansion	Manhattan	2014
• Water Tower Site	Frankfort	2009
• Public Works Facility	Frankfort	2008
• Hazel Crest Assembly Church	Country Club Hills	2004

NPDES II Compliance

Assist communities to meet requirements of their IEPA ILR 40 permits, including preparation of permit renewals and annual reports, overall Program Management and assistance with IEPA inspection meetings for Bolingbrook, Channahon, Crest Hill, Frankfort, Frankfort Township, Matteson, Monee, and Romeoville.

Stormwater and Floodplain Regulations

Authored revisions to local ordinances as deemed necessary for procedural, technical or other changes: Frankfort Design Standards (2004, 2007, 2008, 2009); Frankfort Floodplain Regulations (2009, 2019); Crest Hill Floodplain Ordinance (2019); Wood Dale Floodplain Ordinance (2019).

Map Modernization Program

Served as liaison between communities and the Illinois Department of Natural Resources (IDNR) and the Illinois State Water Survey (ISWS) for updates to the Flood Insurance Rate Maps in 2009-2010, 2013 and 2016. Tasks included reviewing new digital maps, identifying Impacts to lots and structures placed in regulatory floodplain and floodway, reviewing ISWS model for Jackson Creek, and reviewing and updating inventories of Letters of Map Change to assure maps are current and accurate; City of Crest Hill and Village of Frankfort.

Education

Bachelor of Science with Honors
Civil Engineering
Valparaiso University

Professional Registrations

Registered Professional Engineer
Illinois

Professional Certifications

Certified Floodplain Manager (CFM)

Certified Professional in Erosion and
Sediment Control (CPESC)

Professional Affiliations

American Society of Civil Engineering

International Erosion Control
Association (IECA)

Employment History

Robinson Engineering, Ltd.
2002-Present



Kenneth K. Rippy, PE

Principal Geotechnical Engineer

Mr. Rippy founded and incorporated Geocon Professional Services (Geocon) in March 1999. Mr. Rippy is responsible for corporate administrative, financial and business management; coordination and supervision of company's professional staff; business development with regards to client relations and marketing; Professional Engineer principal review of engineering and assessment reports; and preparation of related technical engineering reports for all areas, including geotechnical, environmental and construction phase services.

Prior to forming Geocon, Mr. Rippy was employed with a large consulting engineering firm where he served as Branch Manager for a start-up office in the Chicago, Illinois area for over 10 years. His responsibilities included overall responsibility for technical, administrative, business development, management and financial operations of the offices.

Mr. Rippy previously practiced engineering for various divisions of a national consulting engineering company in several states, including Illinois, Texas and Washington DC, where he was responsible for various staff, departments, and offices performing geotechnical, environmental and construction materials testing services.

Contact

Office: 815.830.9233

E-mail: krippy@geoconcompanies.com

Education

Bachelor of Science; Geotechnical Eng.
University of Illinois Urbana-Champaign

Professional Registrations/ Affiliations

American Society of Civil Engineers (ASCE)

Deep Foundation Institute (DFI) Registered

Professional Engineer (PE)
IL, IN, MI, MO, OH, WI

Continuing Education/ Special Training

"Asbestos Building Inspectors Course",
Professional Services Industries, Inc.

"Case Histories: Innovations in Design, Methods,
and Equipment Seminar", DFI

"Deep Foundation Design", American Society
of Civil Engineers

"Fundamentals of Shallow Foundation Design",
Professional Service Industries

"Loss Prevention Seminar", American Society
of Foundation Engineers

Nuclear Density Gauge Operator Training

OSHA 8-Hour HAZWOPER Annual Refresh Training

OSHA 40-Hour HAZWOPER Training

"Practical Deep Foundation Design and
Construction for Seismic and Lateral Loads",
DFI

"Piling Foundations", Deep Foundation Institute

"Professional Engineering Review", University of
Illinois, Urbana-Champaign

Risk-Based Corrective Action (RBCA) Training
for Consultants

Certifications

IDOT Aggregate Technician

IDOT Hot Mix Asphalt Level I

IDOT Hot Mix Asphalt Level II

IDOT Hot Mix Asphalt Level III

IDOT Portland Cement Concrete Level I

IDOT Portland Cement Concrete Level II

IDOT Portland Cement Concrete Level III



Barry Stuedemann, P.E., SPWS, ISA Certified Arborist

Director of Nature-based Solutions



Expertise

Nature-based Solutions
Natural and Nature-based Feature Design
Civil Site Design and Stormwater Management
Wetland, Buffer, and Riparian Assessments, Delineations, and Design
Natural Resource Restoration and Monitoring

Education

Master of Public Policy in Environmental Policy, 2005
University of Chicago
M.S. Environmental Engineering, 1995
Illinois Institute of Technology
B.S. Civil Engineering, 1989
Southern Methodist University

Professional Registrations

Professional Engineer - Illinois; 062-053718
Professional Engineer - Wisconsin; 101745-6
Professional Engineer - Michigan; 6201310343
Professional Engineer - Texas; 137181
Professional Engineer - Missouri; 2008007654
SWS Professional Wetland Scientist; 1975
ISA Certified Arborist; IL-10237A
Certified Wetland Specialist - Lake County; C-029
Certified Wetland Specialist - McHenry County
Qualified Wetland Review Specialist - Kane County; W-072
Waterfront Edge Design Guidelines Associate
OSHA 40-Hr Hazardous Waste Operations

Professional Organizations

American Society of Civil Engineers
Society of Wetland Scientists
Illinois Association for Floodplain and Stormwater Management
American Public Works Association
International Society of Arboriculture
Illinois Association of Environmental Professionals

Barry is Civiltech's Director of Nature-based Solutions (NbS), focusing on natural and nature-based feature (NNBF) planning and design. Barry was employed at Civiltech from 1997 through 2005, and rejoined Civiltech in 2024. He has been working in the consulting field since 1990, combining his extensive Civil Engineering and natural resource experience in Civiltech's NbS practice. Barry has experience with large and small projects for public and private stakeholders nationwide. His focus is on implementing NbS into civil site design, transportation design, wetland sciences and habitat restoration, natural and nature-based feature (NNBF) design, stormwater management and permitting, green infrastructure, stream and shoreline resilience, and biotechnologies such as constructed treatment wetlands.

Representative Projects

Nature-based Solutions

North DuSable Lake Shore Drive Phase I Study; Illinois Department of Transportation, Chicago Department of Transportation; \$3.0 billion

Jackson Park Improvements/Obama Presidential Center; Chicago Department of Transportation

Fairfield Road/IL Route 176 Junction Improvement; Lake County Division of Transportation; \$15.0 million

Weiland Road - Lake Cook Road to IL Route 22 and Lake Cook Road - Buffalo Grove Road to Hastings Lane; Village of Buffalo Grove and Cook County Department of Transportation and Highways; \$68.0 million

Lake Zurich Road at US Route 14; Village of Barrington; \$3.9 million

Army Trail Road Drainage Improvements at Regency Drive; DuPage County Division of Transportation; \$250,000

At a previous place of employment, Barry worked on the following projects:

Stormwater BMP Design, Kansas City Assembly Plant; Ford Motor Company

Proposed Energy Center Sites in Illinois, Michigan, Connecticut, Massachusetts, and Rhode Island; East Point Energy

Grassmere, Haverton & Oaksbury Drainage Improvements Wetland Restoration Project; Village of North Barrington

Solutia Green Stormwater Infrastructure Improvements; Troy, Michigan

Lemont Facility Stormwater BMP Conceptual Design; International-Matex Tank Terminals

Restoration Engineer and Wetland Scientist

Wetland Permit Submittal Reviewer for various Municipalities; North Barrington, Downers Grove, Hainesville, and Island Lake

Village of Oak Brook Maintenance and Monitoring, Bath and Tennis Drive; Village of Oak Brook

US Route 14 at CN Railroad Grade Separation; Village of Barrington; \$62.8 million

Rogue River Streambank and Streambed Restoration; Rockford, MI

Proviso Drive Reconstruction Phase I Study; Cook County



Barry Stuedemann, P.E., SPWS, ISA Certified Arborist

Director of Nature-based Solutions

Representative Projects (Continued)

Restoration Engineer and Wetland Scientist (Continued)

Rozanne Drive Crossing of Salt Creek; DuPage County

550 North Center Avenue Expansion; DuPage County

North York Road/Harger Road Intersection Improvements, Phase I and II; DuPage County

Darrell Road Phase I Study; Lake County

IL Route 83 Bike Path, Foster Avenue to Bryn Mawr Avenue; DuPage County

Army Trail Boulevard Water Main and Resurfacing; DuPage County

Squaw Creek Improvements, Miller Lane to Irving Park Road; DuPage County

Fremont Center Road Phase I Study; Lake County

Stormwater Permit Review Services; Village of North Barrington

Church Road STP Improvements, Grove Avenue to Irving Park Road; DuPage County

Stormwater Permit Review Services; Village of Downers Grove

Fairfield Road at IL Route 176, NAI Monitoring; Lake County

Ethel's Woods, Millennium Trail/U.S. Route 45 Underpass Project; Lake County

14th Street Phase I Study; Lake County

84th Avenue and 179th Street Bike Path Extension Project; Cook County

131st Street, Pulaski Road to Kedzie Avenue; Cook County

Lake Cook Road Improvements Phase II, Raupp Boulevard to Hastings Lane; Lake and Cook County

Weiland Road Improvements, Lake Cook Road to IL Route 22; Lake County

Middlefork Savanna Trail Connection Project; Lake County

Church Road STP Improvements, Jefferson Street to Grove Avenue; DuPage County

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

Wang Culvert Replacement Project; Lake County

South Luther Avenue Neighborhood Area Project; DuPage County

BNSF Willow Springs Intermodal Facility Support Track Project; Cook County

Quentin Road Improvements Phase II, U.S. Route 12 to Illinois Route 22; Lake County

Environmental Engineering

Jo-Carroll Energy, Multi-Facility SPCC Plan; Northwest Illinois

Corn Belt Energy Corporation, Multi-Facility SPCC Plan; Central Illinois

SouthEastern Illinois Electric Cooperative, SPCC Plan Amendment; Southern Illinois

St. Joseph's Hospital – South SPCC Plan; Hillsborough County, FL



Matthew D. Santeford, PE, SE

Matt has 22 years of experience in inspection, structural design, and project management of roadway and rail transportation projects, ranging from simple to complex, throughout the Chicago area and nationwide. His project experience includes bridge inspection, BCRs, TSLs, bridge design, retaining wall design, plan production, specifications, and estimates of cost. He also serves as the bridge inspection team leader for inspection, repair, and rehabilitation projects. As Structural Manager in Chicago, he oversees all aspects of design and preparation of contract documents.

Sheridan Road Improvements, Wilmette, IL

Structural Engineer for the reconstruction of 2.16 miles of Sheridan Road. The project was processed as Jurisdictional Transfer utilizing Surface Transportation Program (STP) federal funds. Intersection and signalized improvements occurred at the Sheridan Road intersections with Westerfield Avenue, Lake Avenue, and Isabella Street. Sheridan Road was reconstructed to provide two 11-foot wide through lanes, a 10-foot wide bi-directional center turn lane, and two 4.5-foot bike lanes including the gutter section. Scope of work included pavement reconstruction, storm sewers, watermain, sanitary sewer, lighting, signals, streetscaping and retaining wall. This project won the APWA Project of the Year Award and ACEC - Illinois Special Achievement Award.

Hart Road at US Route 14, Lake County, IL

Structural Engineer for the Phase II intersection of US RT 14 at Hart Road. The project includes the addition of auxiliary turn lanes at the intersection including geometric studies, traffic analyses, drainage studies, pedestrian /bicyclist accommodations and traffic signal modernization. Matt led the design of the retaining walls and culvert extensions.

Registrations

Professional Engineer (Civil): MI, 2015
Professional Engineer (Civil): MO, 2024
Professional Engineer (Civil): GA, 2020
Structural Engineer: GA, 2021
Structural Engineer: IL, 2012
Professional Engineer (Civil): IL, 2008
Professional Engineer (Civil): IA, 2022

Education

B.S., Civil Engineering
Southern Illinois University,
Carbondale, 2003
M.S., Structural Engineering
Illinois Institute of Technology, 2009

Affiliations & Memberships

American Public Works Association
American Railway Engineering &
Maintenance of Way Association
(AREMA)
American Society of Civil Engineers

Years of Experience

22

Years with Firm

19

**Willow Road Improvements, Phase I & II, Illinois DOT, Northbrook, IL**

Structural Lead for the improvement of Willow Road from IL 43 (Waukegan Road) to I-94 (Edens Expressway), approximately 1.75 miles. The improvement provided two, 10-foot wide through lanes in each direction separated by a landscaped median. The project entailed several pedestrian safety features, sidewalks, bike path connection, a pedestrian-only traffic signal, replacement of the bridge over the Middle Fork of the North Branch Chicago River, widening of the bridge over the Edens Expressway, retaining walls, lighting, six traffic signals and interconnection, utility relocation and replacement, landscaping, and aesthetic features.

Dauberman Road Extension, Kane County, IL

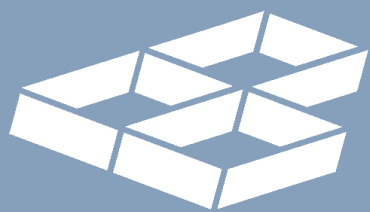
Structural Lead for Phase I and II engineering to extend Dauberman Road south from its current terminus at US 30 to Granart Road, approximately 1.1 miles south. The project included relocation of Granart Road, reconstruction of US Route 30, and a new Connector Road to connect the grade separation of Dauberman Road and US Route 30. The project included a new alignment and profile of Dauberman Road and the Connector Road, a new traffic signal at US Route 30 and the Connector Road, two new Dauberman Road bridges spanning the BNSF railroad and US Route 30 right-of-way, a new multi-use recreational trail, a proposed storm sewer system, and detention pond design. The new grade separation over the BNSF was a single span precast prestressed concrete (PPC) IL beam bridge supported by semi-integral abutments and MSE walls. The bridge was detailed to meet the requirements of the BNSF per the UPRR/BNSF Grade Separation Guidelines and received approval from the BNSF after just 2 submittals.

Randall Road, McHenry County DOT

Lead Structural Engineer for this \$48M widening project which included widening the corridor to maintain three lanes in each direction. Matt led the design efforts for the retaining walls, culverts and timber pile ground improvements to support the new roadway section through wetland areas with poor soils. The proposed improvements used mechanically stabilized earth retaining walls, and load transfer platforms on top of the timber pile ground improvement to spread the bearing pressure of the wall and pavement through soil arching. His design provided an economical, reliable, and constructible solution.

County Line Road Bridge, Phase I & II, McHenry County, IL

Senior Structural Engineer for Phase 1 and Phase II engineering services for the replacement of a two-span 97' long concrete through girder bridge built in 1921 crossing the Kishwaukee River in unincorporated Marengo Township, McHenry County, Illinois. The structure has Illinois State Historic Status based on the methods used to construct the bridge. The project included evaluation of bridge alternatives, Section 106 coordination, environmental review and permitting, hydraulic modeling, and agency coordination.



SECTION 4

Response to Items (6. E-H)

Response to Items 6. E, F, G, H

Village of Downers Grove, Illinois
Proposal for Stormwater Permit Review

E. Statement of Technical Expertise

In consideration of the services requested, the Robinson team offers the following areas of technical expertise: general municipal engineering and site development regulatory review; general stormwater expertise and drainage review; knowledge of the requirements of the DuPage County Stormwater and Flood Plain Ordinance and the Village of Downers Grove Stormwater and Flood Plain Ordinance; and floodplain review and modeling (including FEQ in a project review capacity). We also have significant experience in administration and coordination of wetland permits, and Civiltech will provide additional biological perspective and environmental expertise when required. Utilizing in-house staff and subconsultant resources, as needed, we can provide all areas of technical expertise as required by County Ordinance Section 15-17.D and the list provided in the Village's RFP.

F. Downers Grove Clients/Projects

Robinson steadfastly declines to perform private sector work for developers, therefore we have no conflicts due to private side work. Furthermore, we don't have any significant financial interest with companies in Downers Grove.

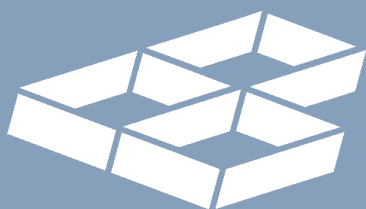
G. Disputes and Litigation

Disputes and litigation resulting from engineering services performed within the last three years.

NONE

H. Limitation to Staff Hours

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



SECTION 5

Compensation

Compensation

Village of Downers Grove, Illinois
Proposal for Stormwater Permit Review

Invoices for work will be submitted to the Village on a monthly basis or other agreed upon frequency. Compensation for services rendered will be invoiced on an hourly basis using billing rates for each calendar year. Robinson's hourly rates are provided on the following page. Our rates for 2026 have not yet been finalized, but our typical average annual rate adjustment is 3%. We wish to emphasize that our firm has long had a philosophy of being flexible in engineering agreement terms in order to best serve our client communities and will maintain this approach if selected to continue to serve the Village.

2025 Standard Billing Rates - Effective January 1, 2025

Billing Rates

Classification	Hourly Rate
Principal Engineer 1	\$223.00
Senior Project Manager 1 / 2	\$203.00 / \$213.00
Senior Engineer 1 / 2 / 3	\$179.00 / \$193.00 / \$201.00
Project Engineer 1 / 2 / 3 / 4	\$143.00 / \$151.00 / \$161.00 / \$172.00
Project Manager 1 / 2 / 3	\$151.00 / \$159.00 / \$169.00
Engineering Technician	\$143.00
Chief Land Surveyor	\$179.00
Land Surveyor 1 / 2 / 3	\$137.00 / \$154.00 / \$167.00
Surveying Technologist 1 / 2	\$121.00 / \$137.00
Senior Planner	\$169.00
Planner	\$148.00
Senior Project Scientist	\$167.00
Grant Writer 1 / 2	\$104.00 / \$123.00
Project Developer 1 / 2 / 3	\$121.00 / \$162.00 / \$185.00
GIS Coordinator	\$179.00
GIS Developer	\$147.00
GIS Technologist	\$119.00
CAD Manager	\$169.00
CAD Designer	\$148.00
CAD Technologist 1 / 2	\$112.00 / \$128.00
Resident Engineer 1 / 2 / 3	\$143.00 / \$159.00 / \$171.00
Resident Engineering Representative 1 / 2 / 3	\$142.00 / \$148.00 / \$156.00
Field Superintendent	\$189.00
Assistant Field Superintendent	\$178.00
Field Crew Chief	\$142.00
Field Crew Member 1 / 2	\$91.00 / \$108.00
Operations Manager	\$159.00
Operations Coordinator	\$114.00
Operator 1 / 2 / 3	\$98.00 / \$104.00 / \$111.00
IT Technologist / IT Coordinator	\$121.00 / \$162.00
Administrative 1 / 2	\$91.00 / \$103.00
Project Administration	\$119.00
Intern / Engineering Intern	\$60.00
1 Man Field Crew - Prevailing Wage*	\$189.00
2 Man Field Crew - Prevailing Wage*	\$316.00
Wetland Services (Civiltech) (Baron Stuedemann)	\$230.00
Wetland Services (Civiltech) (Assistant)	\$100.00
Structural Engineering (GFT)	\$300.00

- Rates are subject to revision on or after 1/1/2026.
- Reimbursable Expenses at a factor of 1.10. Sub-Consultant Fee Markup at 10%
- *Estimated Illinois prevailing wage rate for covered work based on recent Department of Labor Davis Bacon clarification.





2025 Unit Rate Sheet

ENGINEERING SERVICES

Engineering services for on-site monitoring and evaluation, construction materials testing, job site meetings, report preparation and review, and consultation field and laboratory. Field and Laboratory testing reports will be subject to engineering review, charged at the applicable rate.

Senior Engineer	\$190.00 Per Hr.	Principal Engineer	\$ 205.00 Per Hr.
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FIELD TESTING SERVICES

Technical services for on-site monitoring and testing of construction materials including earthwork, foundation, slab-on-grade, concrete, masonry, structural steel, fireproofing roofing and pavement construction.

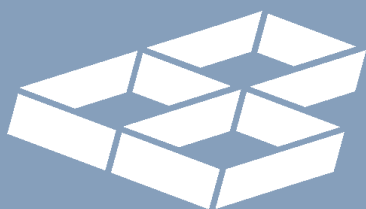
Senior Engineering Technician	\$135.00 Per Hour	Nuclear Density Gauge	\$ 45.00 Per Day
Structural Steel Inspector	\$145.00 Per Hour	Trip Charge	\$ 95.00 Per Day

LABORATORY AND MISCELLANEOUS TESTING SERVICES

Concrete Cyl Compression Test	\$ 22.00 Each	Floor Flatness Machine	\$150/ Per Day
Mortar Cube Compression Test	\$ 22.00 Each	UT Machine	\$175/ Per Day
Standard Proctor	\$ 250.00 Each	Modified Proctor	\$ 275.00 Each

REMARKS

1. All field testing will be billed portal to portal to and from our office with a minimum charge of 4 hours, including same day cancellations. If total time exceeds 6 hours, it will be billed for a minimum 8 hour day. Full time testing, starting on the sixth consecutive 8 hour day will be billed for onsite time only.
2. Client and or contractor is responsible for providing safe access to all areas needing to be tested and or inspected including manlifts, scaffolds etc.
3. Overtime approved by the Client will be invoiced at 1.5x standard rate for work beyond eight (8) hours/day, work outside the standard 7:00-3:00 shift, and Saturdays. Sundays Holidays will be 2.0x standard rates.
4. Night shift work will be invoiced at 1.25 x standard rate.
5. All fixed hourly labor rates included in GEOCON's proposal that are governed by the Collective Bargaining Agreement (CBA) with Local 150 are subject to automatically increase March 1st of every year based on the % increase included in the governing CBA.
6. Lab testing performed on Saturdays at the request of the client will include an additional lab fee of \$200 per day.
7. Services and fees not listed will be quoted upon request. The above prices include one hard copy of reports distributed as requested and electronic distribution as needed to applicable parties.
8. Invoices will be due within 30 days from the date of issue.



APPENDIX A

Required Forms

*****THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

PROPOSER:

Date: 11/3/2025

susan.quasney@reltd.com
Email Address

Susan Quasney
Contact Name (Print)

(630) 803-0158
13-Hour Telephone


Signature of Officer, Partner or
Sole Proprietor

Jeffrey Pinter, Municipal Services Dir.


Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

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.

PROPOSER'S CERTIFICATION (page 1 of 3)

With regard to Stormwater Permit Review, Proposer Robinson Engineering, Ltd. hereby certifies
(Name of Project) (Name of Proposer)
the following:

1. Proposer is not barred from bidding this Contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency o 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: 
Proposer's Authorized Agent Signature

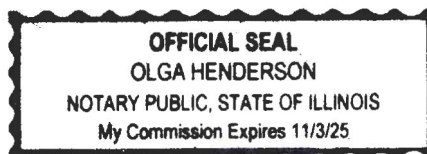
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FEDERAL TAXPAYER IDENTIFICATION NUMBER

O _____
Social Security Number

Subscribed and sworn to before me
this 3rd day of November, 2025.


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 _____, and the full names of its Officers are as follows:

President: Jonathon A. Zabrocki

Secretary: Susan J. Maslanka

Treasurer: Susan J. Maslanka

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 ByLaws 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 Continental Insurance Company

Agent Willis Towers Watson Midwest, Inc. (c/o 26 Century Blvd.)

Street Address PO Box 305191

City, State, Zip Code Nashville, TN 373205191

Telephone Number (877) 945-7378

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

Print Name of Company: Robinson Engineering, Ltd.

Print Name and Title of Authorizing Signature: Susan J. Maslanka, Chief Financial Officer

Signature: 

Date: November 3, 2025



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/26/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C No. Ext): 1-877-945-7378 E-MAIL ADDRESS: certificates@wtwco.com FAX (A/C No): 1-888-467-2378																					
INSURED Robinson Engineering Ltd 10045 W. Lincoln Highway Frankfort, IL 60423	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>National Fire Insurance Company of Hartford</td><td>20478</td></tr><tr><td>INSURER B:</td><td>Valley Forge Insurance Company</td><td>20508</td></tr><tr><td>INSURER C:</td><td>Continental Insurance Company</td><td>35289</td></tr><tr><td>INSURER D:</td><td>Global Aerospace Inc</td><td>B1180</td></tr><tr><td>INSURER E:</td><td>State National Insurance Company Inc</td><td>12831</td></tr><tr><td>INSURER F:</td><td>Continental Casualty Company</td><td>20443</td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	National Fire Insurance Company of Hartford	20478	INSURER B:	Valley Forge Insurance Company	20508	INSURER C:	Continental Insurance Company	35289	INSURER D:	Global Aerospace Inc	B1180	INSURER E:	State National Insurance Company Inc	12831	INSURER F:	Continental Casualty Company	20443
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INSURER D:	Global Aerospace Inc	B1180																				
INSURER E:	State National Insurance Company Inc	12831																				
INSURER F:	Continental Casualty Company	20443																				

COVERAGES

CERTIFICATE NUMBER: W37057240

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			7063767699	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			7063767704	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			7063767718	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ No	N/A	7063767721	01/01/2025	01/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Aviation Liability			9043822	01/08/2025	01/08/2026	General Aggregate \$1,000,000 Each Occurrence \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

This Voids and Replaces Previously Issued Certificate Dated 12/26/2024 WITH ID: W37052572.

SEE ATTACHED

CERTIFICATE HOLDER

CANCELLATION

FOR INFORMATION ONLY	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

SR ID: 26995856

BATCH: 3754945

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Midwest, Inc.		NAMED INSURED Robinson Engineering Ltd 10045 W. Lincoln Highway Frankfort, IL 60423	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

INSURER AFFORDING COVERAGE: State National Insurance Company Inc			NAIC#: 12831
POLICY NUMBER: EHJ-ADN01190834 EFF DATE: 01/01/2025 EXP DATE: 01/01/2026			
TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:	
Cyber Liability	Aggregate	\$1,000,000	

INSURER AFFORDING COVERAGE: Continental Casualty Company			NAIC#: 20443
POLICY NUMBER: AEH591973692 EFF DATE: 01/01/2025 EXP DATE: 01/01/2026			
TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:	
Professional Liability	Per claim	\$5,000,000	
	Aggregate	\$5,000,000	

Certified Resolution of Robinson Engineering, Ltd.

I, Jonathon A. Zabrocki, President of Robinson Engineering, Ltd., a corporation organized and existing under the laws of the State of Illinois ("the Company"), do hereby certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Board of Directors of the Company duly held and convened on April 26, 2023, at which meeting a duly constituted quorum of the Board of Directors was present and acting throughout and that such resolution has not been modified, rescinded or revoked and is at present in full force and effect.

RESOLVED: The following individuals are hereby elected to serve as officers of the Company:

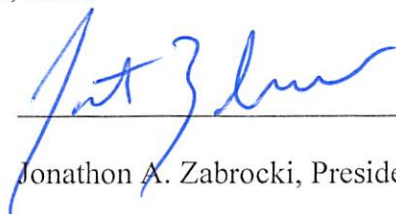
Chief Executive Officer	Aaron E. Fundich
President	Jonathon A. Zabrocki
Director of Engineering	Jennifer S. Prinz
CFO/Secretary-Treasurer	Susan J. Maslanka
Vice President	Thomas E. Nagle
Director of Operations	Van Calombaris
Director of Municipal Services	Jeffrey C. Pintar

These individuals are empowered and authorized to execute and deliver in the name and on behalf of this Company professional services agreements with all clients.

All officers listed above, in their duties as officers, are empowered and authorized to execute and deliver in the name and on behalf of the Company financial contracts, loans, deeds, mortgages, bonds, or other financial instruments to be executed, either under or without the seal of the corporation and either individually or with the secretary, or any other officer thereunto authorized by the board of directors, according to the requirements of the form of instrument.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature and the corporate seal of the Company this 26th day of April, 2023.





Jonathon A. Zabrocki, President

Suspension or Debarment Certificate

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$25,000.00. Contractors receiving individual awards for \$25,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

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

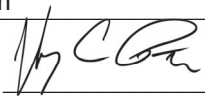
Company Name: Robinson Engineering, Ltd.

Address: 127 N. Walnut Street, Suite 200

City: Itasca Zip Code: 60143

Telephone: (847) 250-5635 Fax Number: () (815) 806-0301

E-mail Address: jpintar@reltd.com

Authorized Company Signature: 

(Print)Name: Jeffrey C. Pintar Title of Official: Director, Municipal Services

Date: November 3, 2025

Campaign Disclosure Certificate

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of

Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate.

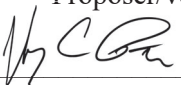
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

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



Signature

Jeffrey C. Pinar

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