Legistar: 250389

DISTRICT - 6

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

__X__ Resolution or Ordinance (Blue) _____ Waiver of First Requested
_____ Recommendations of Boards, Commissions & Committees (Green)
_____ Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: November 11, 2025 (COW) (B of T) **Date:** December 4, 2025

TITLE: Lombard Meadows - Phase V *(Lombard Circle, School Street, School Court, and Arthur Drive)* Design Engineering

SUBMITTED BY: David Gorman, P.E., Assistant Director of Public Works DRG

BACKGROUND/POLICY IMPLICATIONS:
Phase V of the Lombard Meadows reconstruction project involves the full reconstruction (roadway, underground utilities, sidewalk, and streetlights) of Lombard Circle (bounded by Westmore-Meyers Road), School Street (bounded by Lombard Circle), School Court, and Arthur Drive (south of Lombard Circle). Construction is currently planned for 2027.

FISCAL IMPACT/FUNDING SOURCE:
Total Contract Amount: $562,071.53
Project Number: ST 17 01
Account: Capital Project Fund: 410.710.725.75410 ($352,071.53)
Water/Sewer Capital Reserve: 520.790.715.75420 ($210,000.00)
FY 26 CIP Design Budget: $552,000 ($342,000.00 Construction Fund $210,000.00 Water/Sewer Fund)

Review (as necessary):
Village Attorney X_____ Date_____
Finance Director X_____ Date_____
Village Manager X_____ Date_____

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.

To: Scott Niehaus, Village Manager
Through: Carl S. Goldsmith, Director of Public Works
From: David Gorman, P.E., Assistant Director
Date: November 11, 2025
Subject: Lombard Meadows – Phase V
Lombard Circle, School Street, School Court, and Arthur Drive
Design Engineering Contract

Phase V of the Lombard Meadows reconstruction project involves the reconstruction of Lombard Circle (bounded by Westmore-Meyers Road), School Street (bounded by Lombard Circle), School Court, and Arthur Drive (south of Lombard Circle).

Civiltech Engineering, Inc. (Civiltech) of Itasca was selected to continue providing design engineering services, having successfully completed the four previous phases of the Lombard Meadows reconstruction project (Chase Lane/Chase Court, Lodge Lane/Lilac Way, Magnolia Circle, Cherry Lane, and Hawthorne Circle). The firm has demonstrated a comprehensive understanding of the subdivision and consistently delivered quality design work under prior contracts. Both parties have directly negotiated and agreed upon the project scope and fee, which encompass both preliminary and final engineering services.

The scope of work includes:

- A complete topographic survey
- Preparation of a Project Development Report
- Assessment of existing underground utility structures
- Full curb and gutter replacement
- Full-depth asphalt pavement (Village Standard)
- Design of new water main system or lining of the existing
- Stormwater drainage evaluation and potential improvements
- Evaluation of the sanitary sewer system & replacement of the sewer on Lombard Circle
- Sanitary sewer replacement
- Sidewalk rehabilitation
- Upgrading street lighting poles to current Village standards, including LED lighting fixtures
- Preparation of bid documents (plans, specifications, and engineer's cost estimate)
- Utility permitting
- Participation in a project public information meeting

The proposed work will be performed for a total not-to-exceed engineering fee of $562,071.53. Funding for the engineering contract will be provided through the Capital Project and Sewer and Water Capital Reserve accounts. The Fiscal Year 2026 Capital Improvement Plan (CIP) includes a total allocation of $552,000.00 for design engineering services.

Please present this agreement and resolution for Design Engineering services to the President and Board of Trustees for their review at their regular meeting on December 4, 2025. If approved, please return two original signed copies of the agreement to Public Works Engineering for further processing.

DG/rgs

Legistar: 250389

RESOLUTION
R_____25

A RESOLUTION AUTHORIZING SIGNATURE OF PRESIDENT AND CLERK ON AN AGREEMENT

WHEREAS, the Corporate Authorities of the Village of Lombard have received an Agreement between the Village of Lombard, and Civiltech Engineering Inc. regarding the Lombard Meadows – Phase V (Lombard Circle, School Street, School Court, and Arthur Drive) project as attached hereto and marked Exhibit "A"; and

WHEREAS, the Corporate Authorities deem it to be in the best interest of the Village of Lombard to approve such an agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS as follows:

SECTION 1: That the Village President be and hereby is authorized to sign on behalf of the Village of Lombard said agreement as attached hereto.

SECTION 2: That the Village Clerk be and hereby is authorized to attest said agreement as attached hereto.

Adopted this 4th day of December 2025.

Ayes:_____

Nays:_____

Absent:_____

Approved this 4th day of December 2025.

_____
Anthony Puccio
Village President

ATTEST:

_____
Ranya Elkhatib
Village Clerk

VILLAGE OF LOMBARD
CONTRACT

CONTRACT DOCUMENT NUMBER ST-17-01

This agreement is made on this 4th day of December 2025, between and shall be binding upon the VILLAGE of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Civiltech Engineering Inc. hereinafter referred to as the "ENGINEER" and its successors.

Witnessed that in consideration of the mutual promises of the parties delineated in the contract documents, the ENGINEER agrees to perform the services, and the VILLAGE agrees to pay for the following services as set forth in the contract documents:

Design Engineering Services for the Lombard Meadows – Phase V Project
(Lombard Circle, School Street, School Court, and Arthur Drive)

1. This contract shall be embraced and include all of the applicable contract documents listed below as if attached hereto or repeated herein:

   a. Request for Qualifications and Proposals for Shortlists for Municipal Engineering Services (dated October 7, 2024) consisting of the following:
      i. Cover Sheet
      ii. Table of Contents
      iii. Solicitation Letter
      iv. General Provisions
      v. Request for Qualifications
      vi. Request for Proposal
      vii. Instructions for the Consultant Evaluation Form
      viii. Instructions for the Statement of Qualifications Forms
      ix. Appendix A – Village Contract and Engineer's Certification Form
      x. Appendix B - Local Government Prompt Payment Act
      xi. Appendix C – Statement of Qualifications Form and Proposal Form
   b. ENGINEER'S Statement of Qualifications (dated December 13, 2024)
   c. ENGINEER'S Scope of Services, Work Effort, and Fee Schedule (dated November 5, 2025)
   d. Required Certificates and Signatures and Certificate of Insurance

2. The VILLAGE agrees to pay, and the ENGINEER agrees to accept as full payment for the services which are the subject matter of this contract per the General Provisions.

3. This Contract represents the entire agreement between the parties and may not be modified without the written approval of both parties.

IN WITNESS WHEREOF, the Village of Lombard, Illinois by the Village President, and the ENGINEER have hereunto set their hands this 4th day of December 2025.

If an individual or partnership, all individual names of each partner shall be signed, or if a corporation, an officer duly authorized shall sign here:

Civiltech Engineering Inc.

Accepted this, the _____ day of _____, 2025.

Individual or Partnership _____ Corporation X

By:

Printed Name: Jonathan Vana — President / Position/Title

By:

Printed Name: James D. Ewers — Vice President / Position/Title

The Village Of Lombard, Illinois

Accepted this, the 4th day of December 2025.

Anthony Puccio, Village President

Attest:

Ranya Elkhatib, Village Clerk

VILLAGE OF LOMBARD
ENGINEER'S CERTIFICATION

Jonathan Vana, having been duly sworn deposed and states as follows:
(Officer or Owner of Company)

1. has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A) (4).

2. is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, or if it is:
   a. it is contesting its liability for the tax or the amount of tax per procedures established by the approved Revenue Act; or
   b. it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.

3. is in full compliance with the Federal Highway Administration Rules on Controlled Substances and Alcohol Use and Testing, 49 CFR Parts 40 and 382, and that

   N/A
   (Name of employee/driver or "all employee drivers")
   is/are currently participating in a drug and alcohol testing program according to the aforementioned rules.

By: _____
Officer or Owner of Company named above

Subscribed and sworn to
before me this 6th
day of November, 2025.

_____
Notary Public

OFFICIAL SEAL
KYLE E MISHLER
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES: 07/18/2027

November 5, 2025

1. PROJECT UNDERSTANDING AND APPROACH

Our understanding of the project is based on the discussion held on September 16, 2025 between Ray Schwab (Village of Lombard) and David Kreeger (Civiltech Engineering).

Phase 5 of the Lombard Meadows reconstruction project involves the reconstruction of Lombard Circle (bounded by Westmore-Meyers Road), School Street (bounded by Lombard Circle), School Court, and Arthur Drive (south of Lombard Circle).

All work identified herein will be performed by Civiltech Engineering, Inc. located at 2 Pierce Place, Suite 1400, Itasca, Illinois 60143. **Mr. Jonathan R. Vana, P.E.** shall serve as the contact person responsible for and knowledgeable of this proposal (630) 735-3382, jvana@civiltechinc.com.

This project will reconstruct the pavement and include municipal utility, pedestrian facility and street lighting improvements in accordance with the current Village standard guidelines for this type of project. Water main replacement and sanitary sewer replacement and/or rehabilitation are anticipated to be included. The existing storm sewer and inlet spacing will be analyzed to comply with current design standards and determine the need for upsizing of the existing pipes or the inclusion of additional inlets. No improvements to the existing traffic signal at Lombard Circle and Westmore-Meyers Road are anticipated, nor are any roadway or ADA improvements within the Westmore-Meyers Road right-of-way. The lighting replacement will be based on the final PDR from Lombard Meadows Phase 4, which includes the replacement of the lighting on the north side of Wilson Avenue from Cherry Lane to Westmore-Meyers Road.

The northern intersection of Lombard Circle and Westmore-Meyers Road is signalized, using camera detection. The signal equipment is outside the anticipated limits of the reconstruction of the Lombard Circle pavement, therefore the design of the replacement or modification of the traffic signal equipment is not included in the scope of this project. No improvements to the existing lane configurations or storage lengths are anticipated, therefore no traffic counts or analyses are included in the scope of the project.

This is the fifth of five total phases within the Lombard Meadows area as outlined in the Village's FY 25 to FY 34 Capital Improvement Plan, with funding coming from the Construction and Water/Sewer Capital Reserve funds. The construction cost is projected to be $6,107,000. Based on discussions with the Village, the construction is anticipated to be completed in 2027.

Civiltech will commit to maintain continuity of staff with the design team. That team includes Dave Kreeger, Kyle Clary, and Shirley Choi.

2. SCOPE OF SERVICES

A. Preliminary Engineering Phase

The primary objective of the Preliminary Engineering Phase is to develop a conceptual improvement plan which fulfills the Village's goals and requirements. The Preliminary Engineering services will meet the pertinent requirements of the Village of Lombard and IDOT standards and specifications, as applicable.

The following major work items will be required to complete the Preliminary Engineering phase of the project:

Item 1:

Initial Meeting with Village

This work item will include an initial meeting with the Village to determine what available data and record information exists that will be useful in the design process, and to discuss the project requirements in detail. We anticipate that the initial meeting will include members from the Village of Lombard Public Works, Engineering, and Underground Utilities divisions.

Item 2:

Early Coordination and Data Collection

We will obtain and review available Village data including, but not limited to, subdivision plans and plats, record plans, previously completed geotechnical and pavement reports, right-of-way data, aerial photography and contour mapping, municipal utility atlases, and private utility atlases.

Item 3:

Field Survey, Preparation of Base Sheets, and Structure Survey

The design survey for this project will be completed by Jorgensen and Associates as a sub-consultant to Civiltech. A full topographic survey within the right-of-way limits for all streets except Wilson Avenue will be required. The survey will extend outside the right-of-way at driveway locations in the case easements are required. It will also extend outside of the right-of-way at intersection quadrants in case transition grading is required to meet ADA/PROWAG grading standards for sidewalk ramps. The Village atlases indicate one location of rear yard drainage structures (between 18 and 22 Lombard Circle). These drainage structures will be surveyed to assist with the design of the reconnection to the proposed roadway drainage system.

For the lighting replacement along Wilson Avenue, Civiltech will perform an aerial drone survey to produce a high resolution aerial. This will then be used to trace existing features to prepare the base drawing.

We will prepare a structure inventory report which will include the type and condition for each manhole, drainage structure and valve vault within the project limits. This information will be used to assess the need for adjustment, reconstruction or replacement of these structures as part of the design phase. Pipe material, size and invert information will be collected for use in plotting utilities in the profile view, which will be required as part of obtaining the IEPA permits.

We will plot the existing topographic survey information and develop plan base sheets at a scale of 1" = 20' and 1"=50' for use in the development of contract plans. Cross sections will be prepared at 50-foot intervals and will include full sections at intersections and high and low points along the roadway profile. Half width cross sections will be prepared at driveways and street intersections. Existing utility information that has been obtained during the data collection phase will also be plotted on the base sheets.

Once base sheets have been prepared, we will perform a "plan in hand" field check during which we will:

- Verify the completeness and accuracy of the design survey while familiarizing ourselves with the project area and any special conditions in the field.
- Review the project area for any problematic drainage conditions that can be remedied as part of this project.
- Photo document the project area for use during design.
- Prepare a detailed inventory of existing signage and any other topographic features which may impact or be impacted by the proposed design.
- Establish as accurately as possible, the locations of existing private utilities in the field using atlases obtained during the Data Collection and Early Coordination Phase.

Item 4:

Coordination with Geotechnical / Environmental Consultant

Civiltech will coordinate with the Village's Consultant to discuss the scope of their field work as it relates to geotechnical investigations and Clean Construction and Demolition Debris (C.C.D.D.) and ensure that the required information is obtained for design and preparation of contract plans and specifications.

Item 5:

Design Criteria and Preliminary Design Studies

Based on information obtained under items one through four above, we will develop relevant design criteria and standards for use in proceeding with the Preliminary Engineering stage of the Project. The Preliminary Engineering work will address the following:Pavement Analysis and Design

1. Preliminary Geometric Design (Horizontal and Vertical)
2. Sidewalk/Pedestrian Facilities and ADA/PROWAG Compliance
3. Geotechnical Study, Pavement Cores and CCDD Compliance (work with Village's Consultant)
4. Condition of Storm and Sanitary Sewers and Recommendation
5. Water Main Replacement
6. Utility Structure Inventory
7. Identification and Evaluation of Problematic Drainage Locations
8. Inlet Spacing and Storm Sewer Design
9. Tree Impact Assessment
10. Private Utility Investigation and Conflict Assessment
11. Project Right-of-way Confirmation and Easement Requirements
12. Conceptual Street Lighting Design
13. DuPage County Countywide Stormwater and Flood Plain Ordinance Compliance
14. Preliminary Quantity Calculations and Estimates of Cost and Time

The Village will televise the existing sewers (storm and sanitary) and provide their recommendation for replacement or lining. We have included hours to verify and confirm the recommendations.

We will confirm the project is in compliance with the DuPage County Stormwater and Floodplain Ordinance. There are no existing floodplains within the project limits. It anticipated that there are no wetlands and that no detention will be required.

Based on the established design criteria and standards, we will prepare an abbreviated Project Development Report (PDR) that will consist of a technical memorandum addressing the above listed design components of the Project. Furthermore, we anticipate the development of various design exhibits for inclusion in the PDR. The pre-final report will be submitted to the Village for review and comment. We anticipate meeting with the Village to discuss any review comments and design issues prior to finalizing the report.

Item 6:

Finalize Project Development Report

Based on the Village's review, we will finalize the PDR, which will serve as the basis for the Design Engineering Phase of the Project. The final report will be submitted to the Village Public Works and Engineering Staff.

B. Design Engineering Phase

After the design report has been approved, we will proceed with the Design Engineering Phase. This phase of the project will consist of the preparation of contract plans and specifications for the construction of the improvements. The following major work items are anticipated to complete the Design Engineering Phase of this project:

Item 1:

Preliminary and Pre-Final Contract Plans

Based on the findings of the Preliminary Engineering Phase described above, we will prepare preliminary (65%) and pre-final (95%) contract plans. We anticipate that the plans will likely contain the following drawings:

- Title Sheet and Index of Sheets (1 sheet)
- General Notes and State/Village Standards (2 sheets)
- Summary of Quantities (7 sheets)
- Existing and Proposed Typical Sections (3 sheets)
- Alignment, Ties and Benchmarks (1"=50') (2 sheets)
- Roadway Plan and Profile (1" = 20') (8 sheets)
- Construction Staging Plan (1"=50') (2 sheets)
- Intersection Grading Details (1"=10') (9 sheets)
- ADA Grading Details (1"=5') (14 sheets)
- Drainage and Utility Plan and Profile (1"=20') (16 sheets)
- Erosion Control and Landscaping (1"=50') (2 sheets)
- Cross Sections (1"=10'H : 1"=5'V) (32 Sheets)
- Construction Details (2 sheets)
- Street Lighting General Notes (1 sheet)
- Street Lighting Plans (1"=20') (11 sheets)
- Existing Wiring Diagram (1 sheet)
- Proposed Wiring Diagram (1 sheet)
- Lighting Details (2 sheets)

Detailed quantity calculations will be performed at all milestone stages of the project to develop an accurate Engineer's Estimate of Cost. An Estimate of Construction Time will also be prepared.

Detailed special provisions supplementing the latest edition of the IDOT Standard Specifications for Road and Bridge Construction will be prepared. All work will be in accordance with Village Standards and Specifications and the latest edition of the Standard Specifications for Water and Sewer Construction in Illinois. A bid book will be developed using Village standard forms for the bidding documents, including notice to bidders, bid bond, contract and contract bond, schedule of prices, signature sheets, and the project special provisions.

We will also submit the contract plans to the various utility companies. The Preliminary submittal will sufficiently define the conflicts so that the utility companies can, at a minimum, perform the necessary engineering for any required utility relocations. This allows relocations to be performed in advance of the actual construction. Civiltech will perform the necessary coordination with the utility companies and follow up as needed on each of our submittals to ensure that no utility company is ignoring the project.

Item 2:

IEPA Project Permitting

We will submit the plans and special provisions to the IEPA upon resolution of Preliminary plan comments received from the Village to initiate the IEPA permit review process, and ultimately obtain a permit for the project.

Item 3:

Pre-Final QC/QA Review

Prior to submission of the pre-final plans for review, we will perform an internal QC/QA review of the work completed in accordance with Civiltech's internal Design Engineering Quality Control / Quality Assurance Plan. The review will be performed by a professional engineer independent of the design team. The review will consider constructability issues as well as identification of missing pay items, quantities of work, and special provisions required. The design team will also perform a "plan-in-hand" field check to confirm the existing conditions and design.

Item 4:

Submittals and Coordination

This item includes all reviews and meetings with the Village to obtain final plan and permit approval. An initial submittal of the 65% contract plans will be made to the Village to ensure the goals and requirements of the approved PDR are being followed. Once the contract plans and supporting documents have been completed to a pre-final (95% complete) stage, plans, specifications, and estimates will be submitted to the Village. We will also issue a QC/QA set of contract documents to the Village prior to the Final P, S & E stage. All submittals will include pdf's of the documents for the Village's use.

Item 5:

Utility Company Coordination

As noted above, we will analyze the project for potential impacts to existing utilities. We will provide the utility companies with a list of areas of potential conflict so that additional information, such as horizontal locates or depth borings, can be obtained by the utility company where necessary to further define the extent of conflicts. We will first attempt to address utility conflicts through design modifications while considering the impact those changes will have on the overall improvement.

Should any utility relocation work be necessary, we will work with the utilities as they develop relocations plans, provide them with electronic files when requested and review those plans when they are submitted. We will meet with the utility companies when required to assist in the conflict resolution.

Item 6:

Public Meeting and Coordination

Civiltech will work closely with the Village to develop a Public Involvement plan that successfully gathers and disseminates the necessary information to the project stakeholders. Civiltech will work with the Village to identify the stakeholders, define the objectives of the public involvement phase of the work, and develop the necessary communication strategies and tools. Civiltech will attend, assist with organizing and lead all public meetings. We will make the necessary presentations and prepare any required exhibits.

It is anticipated that a single meeting will be held during the final design stage to prepare the stakeholders and residents for what to expect during construction.

Item 7:

Final QC / QA Review

Prior to the final submittal, a second QC/QA review of the plans and special provisions will be performed, in accordance with Civiltech's internal Design Engineering Quality Assurance / Quality Control Plan.

Item 8:

QC / QA (99%) and Final (100%) Plans, Special Provisions / Bid Book Estimates

After completion of the Village's review and resolution of other concerns the contract plans, special provisions, bid booklet and Engineer's Estimate of Cost and Time will be finalized. We will furnish the Village the appropriate number of copies of the plans and special provisions along with the electronic drawing and .pdf files.

Item 9:

Project Bidding

The Village will be posting the project for bidding on QuestCDN. A pdf of the final plans and specs, as well as a CSV file of the pay items and quantities, will be provided to the Village. A formal pre-bid meeting is not anticipated to be held, however hours have been included to prepare an addendum based on any questions received from contractors during the bidding process.

3. Anticipated Project Schedule

Notice to Proceed: January 2, 2026

Draft PDR / Preliminary (65% Plans) (21 weeks): May 29, 2026

Village Review (4 weeks): June 26, 2026

Final PDR / Pre-Final P,S&E (15 weeks): October 9, 2026

Village Review (4 weeks): November 6, 2026

QC/QA Submittal (4 weeks): December 4, 2026

Village Review (2 weeks): December 18, 2026

Final (100%) P,S&E Submittal (3 weeks): January 8, 2026

Notice to Bidders: January 14, 2027

Bid Opening: February 23, 2027

Board Award: March 4, 2027

WORKHOURS

Task No.	Task	Personnel & Hours: Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer	CAD Technician	Surveyor	QC/QA Engineer	Total Hours	% of Hours
A.	**Preliminary Engineering Phase**										
1	Initial Meeting with Village	2	2	3						7	0.5%
2	Early Coordination and Data Collection		2	4		2				8	0.6%
3	Field Survey, Preparation of Base Sheets, and Structure Survey										
	Drone Survey						24	16		40	3.0%
	Base Sheet Preparation		1	8	32					41	3.1%
	Field Verification of Survey Data and Project Walk-thru		8	8	8					24	1.8%
	Utility Structure Inspections			32	32					64	4.8%
	Project Photolog			4						4	0.3%
4	Coordination with Geotechnical / Environmental Consultant		2	4						6	0.4%
5	Design Criteria and Preliminary Design Studies										
	Pavement Analysis and Design		4	8						12	0.9%
	Preliminary Geometric Design (Horizontal and Vertical)	2	40	120	160					322	24.1%
	Sidewalk/Pedestrian Facilities and ADA/PROWAG Compliance	1	4	8	16					29	2.2%
	Geotechnical Study, Pavement Cores and CCDD Compliance		1	2						3	0.2%
	Condition of Storm and Sanitary Sewers and Recommendation		8	32	8					48	3.6%
	Water Main Replacement		4	16						20	1.5%
	Utility Structure Inventory				8					8	0.6%
	Identification and Evaluation of Problematic Drainage Locations		8	40	24					72	5.4%
	Inlet Spacing and Storm Sewer Design	4	24	80	120					228	17.1%
	Tree Impact Analysis		2	8						10	0.7%
	Private Utility Investigation and Conflict Assessment		2	8	4					14	1.0%
	Project Right-of-Way Confirmation and Easement Requirements	1	2	8						11	0.8%
	Conceptual Street Lighting Design		12		16	40				68	5.1%
	DuPage County Countywide Stormwater and Flood Plain Ordinance Compliance	2	4	8	4					18	1.3%
	Preliminary Quantity Calculations and Estimates of Cost and Time	1	4	80	80	8				173	13.0%
	Pre-final Report Preparation	2	4	16	4				2	28	2.1%
	Review Meeting	2	2	3						7	0.5%
6	Finalize Project Development Report	2	8	24	32				4	70	5.2%
	Sub-total Item A	**19**	**148**	**524**	**548**	**50**	**24**	**16**	**6**	**1335**	**100.0%**
B	**Design Engineering Phase**										
1	Preliminary and Pre-Final Contract Plans										
	Title Sheet and Index of Sheets (1 sheet)		1		4					5	0.2%
	General Notes and State/Village Standards (2 sheets)		1		2					3	0.1%
	Summary of Quantities (7 sheets)			1	4					5	0.2%
	Existing and Proposed Typical Sections (3 sheets)		4	8	16					28	1.2%
	Alignment, Ties and Benchmarks (1"=50') (2 sheets)		1	2	8					11	0.5%
	Roadway Plan and Profile (1"=20') (8 sheets)	4	48	120	160					332	14.7%
	Construction Staging Plan (1"=50') (2 sheets)		2	16	16					34	1.5%
	Intersection Grading Details (1"=10') (9 sheets)		12	40	64					116	5.1%
	ADA Grading Details (1"=5') (14 sheets)		16	40	64					120	5.3%
	Drainage and Utility Plan and Profile (1"=20') (16 sheets)	4	64	120	160					348	15.4%
	Erosion Control and Landscaping (1"=50') (2 sheets)		2	8	16					26	1.2%
	Cross Sections (1"=10'H : 1"=5'V) (32 sheets)	4	40	120	160					324	14.4%
	Construction Details (2 sheets)		2	2	8					12	0.5%

WORKHOURS (CONTINUED)

Task No.	Task	Personnel & Hours								Total Hours	% of Hours
		Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer	CAD Technician	Surveyor	QC/QA Engineer		
	Street Lighting General Notes (1 sheet)		2		2	2				6	0.3%
	Street Lighting Plans (1"=20') (11 sheets)		8		40	80				128	5.7%
	Existing Wiring Diagram (1 sheet)		2		4	4				10	0.4%
	Proposed Wiring Diagram (1 sheet)		2		4	8				14	0.6%
	Lighting Details (2 sheets)		2		4	4				10	0.4%
	Special Provisions and Bid Book	1	24	32		8				65	2.9%
	Quantity Calculations			40	40	16				96	4.3%
	Estimate of Construction Cost and Time	1	2	2		2				7	0.3%
2	IEPA Project Permitting		4	12						16	0.7%
3	Pre-final QC/QA Review	16							40	56	2.5%
4	Submittals and Coordination		16	8	8	8				40	1.8%
5	Utility Company Coordination	2	12	80	4	4				102	4.5%
6	Public Meeting and Coordination	4	8	24	8					44	1.9%
7	Final QC/QA Review	8							24	32	1.4%
8	QC/QA (99%) and Final (100%) Plans, Special Provisions/Bid Booklet and Estimates										
	Final Plans	4	24	64	80	16				188	8.3%
	Final Special Provisions and Bid Book	1	4	8		4				17	0.8%
	Final Quantity Calculations			24	24	4				52	2.3%
	Final Estimate of Construction Cost and Time		2							2	0.1%
9	Project Bidding		4	4						8	0.4%
	Sub-total Item B	**49**	**309**	**775**	**900**	**160**	**0**	**0**	**64**	**2267**	**100.0%**
	Total Hours:	**68**	**457**	**1299**	**1448**	**210**	**24**	**16**	**70**	**3592**	
	% of Hours:	**1.9%**	**12.7%**	**36.2%**	**40.3%**	**5.8%**	**0.7%**	**0.4%**	**1.9%**	**100.0%**	

DIRECT COSTS

DIRECT COSTS		
ITEM 1 - Printing		
Preliminary Plans		
Village 3 sets X 116 sheets/set X $0.50/sheet		$174.00
Utility Co. 4 sets X 116 sheets/set X $0.50/sheet		$232.00
Pre-Final Plans		
Village 3 sets X 116 sheets/set X $0.50/sheet		$174.00
Utility Co. 4 sets X 116 sheets/set X $0.50/sheet		$232.00
Pre-Final Specification Books		
Village 3 books X $25/book		$75.00
QC/QA Plans		
Village 3 sets X 116 sheets/set X $0.50/sheet		$174.00
Utility Co. 4 sets X 116 sheets/set X $0.50/sheet		$232.00
QC/QA Specification Books		
Village 3 books X $25/book		$75.00
Final Plans		
Village 3 sets X 116 sheets/set X $0.50/sheet		$174.00
Utility Co. 4 sets X 116sheets/set X $0.50/sheet		$232.00
Final Specification Books		
Village 3 books X $25/book		$75.00
	Total Item 1	**$1,849.00**
ITEM 2 - Shipping		
10 overnight shipping items X $50/each		$500.00
	Total Item 2	**$500.00**
ITEM 3 - Vehicle Expense		
Mileage		
10 trips x 30 miles per trip x $0.70/mile		$210.00
	Total Item 3	**$210.00**
ITEM 4 - EcoCAT Submittal		
1 submittal X $130/each		$130.00
	Total Item 4	**$130.00**
ITEM 4 - Supplemental Topographic Survey		
(to be completed by Jorgensen and Associates, Inc.)		
	Total Item 5	**$43,920.13**
	TOTAL DIRECT EXPENSES:	$46,609.13

COST ESTIMATE OF CONSULTANT SERVICES

	Personnel & Hours										
	Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer	CAD Technician	Surveyor	QC/QA Engineer	Total Hours	% of Hours	Labor Cost
	$86.00	$77.00	$53.00	$43.00	$52.00	$45.00	$46.50	$86.00			
1 Preliminary Engineering Phase											
	19	148	524	548	50	24	16	6	1335	37.2%	$69,306.00
2 Design Engineering Phase											
	49	309	775	900	160	0	0	64	2257	62.8%	$121,606.00
Total Labor Cost											$190,912.00
Multiplier = 2.70											$515,462.40
Direct Costs and Sub Consultant Expense (See attached calculation)											$46,609.13
								Total Engineering Cost:	**3592**	**100.0%**	**$562,071.53**

JORGENSEN & ASSOCIATES, INC.
LAND SURVEYORS
Est. 1990

October 6, 2025

Mr. David J. Kreeger, P.E.
Civiltech Engineering, Inc.
Two Pierce Place
Suite 1400
Itasca, Illinois 60143

Re: Village of Lombard - Lombard Meadows Phase V Survey Proposal

Dear Mr. Kreeger:

Enclosed please find our proposal to prepare a topographic survey for the referenced project. Our proposal is based on your email of September 30th.

I would like to thank you for considering Jorgensen & Associates for this project. We look forward to continuing our working relationship with your firm. Should you have any questions, comments or require any further information concerning our proposal, please feel free to call me at (847)356-3371.

Respectfully submitted,
Jorgensen & Associates, Inc.

Kirk J. Ruter, P.L.S.

KJR/pt

Enclosures

E:\Civiltech\Lombard\Lombard Meadows\Phase V\Letter

120 PARK AVENUE, P.O. BOX 306 • LAKE VILLA, ILLINOIS 60046-9093 • (847) 356-3371 • FAX (847) 356-3488

Route: Lombard Circle
Section: Lombard Meadows
County: DuPage
Job No.:

Exhibit "A"

Payroll Burden & Fringe Costs

	% of Direct Productive Payroll
Federal Insurance Contributions Act	11.96%
State Unemployment Compensation	0.32%
Federal Unemployment Compensation	0.13%
Workmen's Compensation Insurance	1.35%
Paid Holidays, Vacation, Sick Leave, Personal Leave	11.22%
Bonus	4.12%
401(K)	0.88%
Group Insurance	42.24%
Total Payroll Burden & Fringe Costs	72.22%

Route: Lombard Circle
Section: Lombard Meadows
County: DuPage
Job No.:

Exhibit "B"

Overhead and Indirect Costs

	% of Direct Productive Payroll
Business Insurance	4.26%
Depreciation	4.22%
Indirect wages and salaries	43.10%
Office Expenses	1.18%
Office Supplies	2.59%
Dues & Subscriptions	0.54%
Computer Software	4.32%
Professional Fees	1.57%
Telephone	2.77%
Fees, license & dues	0.05%
Repairs and maintenance	2.30%
Business space rent	4.74%
Facilities - capital	0.33%
In-house mileage	-5.71%
Survey Supplies	0.80%
Automobile/travel expense	7.16%
Miscellaneous Expense	0.54%
State Income Tax	0.39%
Recruiting	1.05%
Postage	0.10%
Educational & Professional Registrations	0.26%
Tech	1.66%
Total Overhead	78.22%

PAYROLL ESCALATION TABLE
FIXED RAISES

FIRM NAME: Jorgensen & Associates, Inc.
PRIME/SUPPLEMENT: Prime

DATE: 10/06/25
PTB NO.:

CONTRACT TERM: 12 MONTHS
START DATE: 10/6/2025
RAISE DATE: 6/1/2026

OVERHEAD RATE: 150.44%
COMPLEXITY FACTOR:
% OF RAISE: 0.00%

ESCALATION PER YEAR

10/6/2025 - 6/1/2026	6/2/2026 - 10/1/2026			
8 / 12	4 / 12			
= 66.67%	33.33%			
= 1.0000				

The total escalation for this project would be: 0.00%

PAYROLL RATES

FIRM NAME Jorgensen & Associates **DATE** 10/06/25
PRIME/SUPPLEMENT Prime
PSB NO.

ESCALATION FACTOR 0.00%

CLASSIFICATION	CURRENT RATE	CALCULATED RATE
Survey Party Chief, P.L.S.	$36.50	$36.50
Survey Party Chief	$30.25	$30.25
Instrument Operator	$21.00	$21.00
Cadd Supervisor	$38.25	$38.25
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
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		$0.00

COST PLUS FIXED FEE
COST ESTIMATE OF CONSULTANT SERVICES

FIRM Jorgensen & Associates, Inc. **DATE** 10/06/25

PSB

PRIME/SUPPLEMENT Prime **OVERHEAD RATE** 1.5044

COMPLEXITY FACTOR 0

DBE DROP BOX	ITEM	MANHOURS (A)	PAYROLL (B)	OVERHEAD & FRINGE BENF (C)	IN-HOUSE DIRECT COSTS (D)	FIXED FEE (E)	Outside Direct Costs (F)	SERVICES BY OTHERS (G)	DBE TOTAL (H)	TOTAL (B-G)	% OF GRAND TOTAL
	(1) Field-Topographic Survey	360	9,225.00	13,878.09	1,680.00	3,593.55				28,376.64	64.61%
	(2) Office-Compile Field Data	60	2,242.50	3,373.62		814.34				6,430.45	14.64%
	(3) Office-Create Existing Topogrpahy Base File	56	2,142.00	3,222.42		777.84				6,142.27	13.99%
	(4) Office-Create T.I.N. & Contours	8	306.00	460.35		111.12				877.47	2.00%
	(5) QC/QA	20	730.00	1,098.21		265.09				2,093.30	4.77%
	Subconsultant DL					0.00				0.00	0.00%
	TOTALS	504	14,645.50	22,032.69	1,680.00	5,561.94	0.00	0.00	0.00	**43,920.13**	100.00%

DBE 0.00%

AVERAGE HOURLY PROJECT RATES

FIRM Jorgensen & Associates, Inc.
PSB
PRIME/SUPPLEMENT Prime

DATE 10/06/25

SHEET 1 **OF** 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			(1) Field-Topographic Survey			(2) Office-Compile Field Data			(3) Office-Create Existing Topogrpahy Base File			(4) Office-Create T.I.N. & Contours			(5) QC/QA		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Survey Party Chief, P.L.S.	36.50	50	9.92%	3.62				30	50.00%	18.25							20	100.00%	36.50
Survey Party Chief	30.25	180	35.71%	10.80	180	50.00%	15.13												
Instrument Operator	21.00	180	35.71%	7.50	180	50.00%	10.50												
Cadd Supervisor	38.25	94	18.65%	7.13				30	50.00%	19.13	56	100.00%	38.25	8	100.00%	38.25			
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TOTALS		504	100%	$29.06	360	100.00%	$25.63	60	100%	$37.38	56	100%	$38.25	8	100%	$38.25	20	100%	$36.50

Route: Lombard Circle
Section: Lombard Meadows
County: DuPage
Job No.:

Manhour Breakdown
Topographic Survey Estimate

Lombard Circle	± 1,910' =	± 0.362 mile
School Street	± 950' =	± 0.180 mile
School Court	± 200' =	± 0.038 mile
Westmore-Meyers Road	± 608' =	± 0.115 mile
Total Length	± 3,668' =	± 0.695 mile

1. Field – Topographic Survey

   a. Measure traverse & level circuit
   16 hours x 2 men = 32 MH

   b. Locate existing R.O.W. & property line occupation
   32 hours x 2 men = 64 MH

   c. Locate existing topography & inverts
   132 hours x 2 men = 264 MH

   Sub-total Item #1 360 MH

2. Office - Compile Field Data

   a. Compute traverse & level circuit
   6 hours x 1 man = 6 MH

   b. Compute existing R.O.W. lines
   30 hours x 1 man = 30 MH

   c. Edit & compile field data
   24 hours x 1 man = 24 MH

   Sub-total Item #2 60 MH

3. Office - Create Topography Base File

   a. Layout and drafting existing topography
      56 hours x 1 man = 56 MH

4. Office - Create T.I.N. & Contours

   a. Compute contours
      8 hours x 1 man = 8 MH

5. QC/QA

   a. Check topographic survey
      16 hours x 1 man = 16 MH

   b. Check contours
      4 hours x 1 man = 4 MH

Sub-total Item #5	20 MH
Total All Items	504 MH

Route: Lombard Circle
Section: Lombard Meadows
County: DuPage
Job No.:

Breakdown of
In House Direct Costs

Item

1. Field - Topographic Survey

    a. Trips to project site - 24 each
    ± 100 miles/trip x 24 trips = ± 2,400 miles
    ± 2,400 miles @ $0.70/mile = $1,680.00