

**DISTRICT # 5**

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

    X     Resolution or Ordinance (Blue)      \_\_\_\_\_ Waiver of First Requested  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Other Business (Pink)

**TO:** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** Scott Niehaus, Village Manager

**DATE:** January 23, 2025 (COW) (B of T)      **Date:** February 6, 2025

**TITLE:** Highland Avenue Sewer Separation  
Limits: Chase (S. Broadway to Division) & Division (Chase Ave. to Highland)  
Resident Engineering Services

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

**BACKGROUND/POLICY IMPLICATIONS:**

Resident engineering services for the Highland Avenue Sewer Separation project.

**FISCAL IMPACT/FUNDING SOURCE:**

Total Contract Amount: \$158,635.48  
Total CIP Budget Amount: \$100,000.00  
Project Number: SS 22 01  
Account: Construction Fund 410.710.720.575420

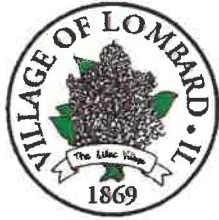
Review (as necessary):

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 Goldsmith, Director of Public Works *g*  
From: David Gorman, P.E., Assistant Director of Public Works *DGT*  
Date: January 23, 2025  
Subject: Highland Avenue Sewer Separation  
Resident Engineering Services

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Attached are the resolution, contract, and fee schedule for resident engineering services related to the Highland Avenue Sewer Separation project.

The selection of Construction Observation Services for this project was part of the current Resident Engineering Short List selection, which identified five firms eligible to submit proposals for resident engineering work over the next three fiscal years (2025-2027). The Highland Avenue Sewer Separation project was designated as a "target project" within the process. Of the eight firms that submitted proposals for the Resident Engineering Short List, five submitted proposals for the Highland Avenue project. Based on the evaluation by a five-person committee from the Public Works Department, Thomas Engineering Group (TEG) of Oak Brook was rated as the "most qualified" firm.

TEG brings extensive experience in resident engineering, having worked on several past projects involving significant underground utility work, including 641 North Main Street, the Roosevelt Road Water Main Lining (Phases I & II), and Lombard Meadows, Phase III.

Both parties have negotiated and agreed on the scope and fee for these services. The not-to-exceed fee for resident engineering services is \$158,635.48.

Please present this agreement and resolution to the President and Board of Trustees for review at their regular meeting on February 06, 2025. If approved, kindly return one signed original copy to Public Works-Engineering for further processing.

DG/rgs

**R E S O L U T I O N**  
**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 the Thomas Engineering Group LLC. regarding Resident Engineering services for the Highland Avenue Sewer Separation project (Chase from South Broadway to Division and Division from Chase to Highland Avenue) 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 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 6th day of February 2025.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved this 6th day of February 2025.

\_\_\_\_\_  
**Keith Giagnorio**  
**Village President**

ATTEST:

\_\_\_\_\_  
**Liz Brezinski**  
**Village Clerk**



## VILLAGE OF LOMBARD CONTRACT

### CONTRACT DOCUMENT NUMBER SS 22 01

This agreement is made this 6th day of February 2025, between and shall be binding upon the VILLAGE of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and the Thomas Engineering Group, LLC 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:

Resident Engineering services for the Highland Avenue Sewer Separation project.

1. This contract shall embrace and include all applicable contract documents listed below as if attached hereto or repeated herein:
  - a. Request for Qualifications and Request for Proposal (October 7, 2024) consisting of the following:
    - i) Cover Sheet
    - ii) Table of Contents
    - iii) Solicitation Letter
    - iv) General Provisions
    - v) Special Provisions/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 - Sample 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 Proposal Dated December 13, 2024
  - c. ENGINEER'S E-Mail Dated January 22, 2025, 1:03 PM which includes the Work Effort and Fee
  - 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 in accordance with 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 Keith Giagnorio, Village President, and the ENGINEER have hereunto set their hands this 6th day of February 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:

\_\_\_\_\_  
Tomans Engineering Group, LLC.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Individual or Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

\_\_\_\_\_  
By Position/Title

\_\_\_\_\_  
By Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 6th day of February 2025.

\_\_\_\_\_  
Keith Giagnorio, Village President

Attest: \_\_\_\_\_  
Liz Brezinski, Village Clerk

**VILLAGE OF LOMBARD  
ENGINEER'S CERTIFICATION**

\_\_\_\_\_, having been first duly sworn depose and states as follows:  
(Officer or Owner of Company)

\_\_\_\_\_, having submitted a proposal for:  
(Name of Company)

Highland Avenue Sewer Separation project to the Village of Lombard, hereby certifies that said ENGINEER:

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 in accordance with procedures established by the approve 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

\_\_\_\_\_  
(Name of employee/driver or "all employee drivers")

is/are currently participating in a drug and alcohol testing program pursuant to the aforementioned rules.

By: \_\_\_\_\_  
Officer or Owner of Company named above

Subscribed and sworn to before me  
this \_\_\_\_\_  
day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public

January 22, 2025

762 Shoreline Drive  
Suite 200  
Aurora, IL 60504

Mr. Raymond Schwab  
Civil Engineer II  
1051 South Hammerschmidt Avenue  
Lombard, Illinois 60148-3931

**Re: Resident Engineering Services Proposal for the Highland Avenue Sewer Separation Project (Contract No. SS-22-01)**

Dear Mr. Schwab:

Thomas Engineering Group, LLC (TEG) respectfully submits the enclosed fee proposal to the Village of Lombard to provide Resident Engineering Services for the Highland Avenue Sewer Separation Project. The enclosed attachments, referenced below, summarize the total effort to complete our services based on the project approach and organizational chart found in our written proposal dated December 13, 2024.

The following pages, rates, and tables represent what TEG has developed in terms of a fee schedule:

- Staff Scheduling Plan
- Cost Estimate of Consultant Services (CECS)

We have utilized an IDOT standard Cost Estimate of Consultant Services (CECS) and Direct Labor Multiplier (DLM) method of compensation using a multiple of 2.90 based on our current IDOT approved payroll burden and expense rate. The total anticipated duration of construction services is 80 Working Days, or approximately 16 weeks, with completion prior to the November deadline:

Total Proposed TEG Staff Hours	1,041
<b>Total Not-to-Exceed CECS</b>	<b><u>\$158,635.48</u></b> (10.6% of construction cost)

While we believe that this estimate accurately reflects our best effort at understanding the scope of work as described in our proposal, we understand that the Village may interpret the scope differently or may seek to add, subtract, or modify the scope or level of effort contained herein. We look forward to negotiating the scope and effort to meet the exact expectations of the Village. TEG is excited to serve the Village of Lombard and dedicated to providing outstanding service.



If you have any questions or require additional information, please call me at (847) 815-9500 or by e-mail at [kevinv@thomas-engineering.com](mailto:kevinv@thomas-engineering.com).

Sincerely,  
**thomas engineering group, llc**



Kevin C. VanDeWoestyne, P.E., ENV SP  
*Municipal Department Head*

**Attachments**

Cc: Thomas Gill, P.E., President, Thomas Engineering Group, LLC  
David Gorman, P.E., Assistant Director of Public Works, Village of Lombard







**COST PLUS FIXED FEE  
COST ESTIMATE OF CONSULTANT SERVICES**

FIRM Thomas Engineering Group, LLC

DATE 01/22/25

OVERHEAD RATE 1.5337  
COMPLEXITY FACTOR 0

**COST ESTIMATE USING FIXED FEE**

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)	TOTAL (B-G)	% OF GRAND TOTAL
Pre-Construction	100	5,454.19	8,365.09		2,018.05			\$ 15,837.34	9.97%
Construction Engineering	792	41,302.31	63,345.36		15,281.86			\$ 119,929.52	75.50%
Post Construction	149	7,945.38	12,185.84		2,939.79			\$ 23,071.01	14.52%
<b>TOTALS</b>	1041	54,701.89	83,896.29	0.00	20,239.70	0.00	0.00	\$ 158,837.87	100.00%

**Calculated Profit % Using Cost Plus Fixed Fee (CPFF) 12.74%**

**Equivalent Direct Labor Multiplier (DLM) 2.9037**

**Proposed Fee Using 2.90 DLM \$ 158,635.48**

\*TEG proposes reduced multiplier of 2.90 DLM

### AVERAGE HOURLY PROJECT RATES

FIRM Thomas Engineering Group, LLC  
 PSB \_\_\_\_\_  
 PRIME/SUPPLEMENT \_\_\_\_\_

DATE 01/22/25

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			Pre-Construction			Construction Engineering			Post Construction			Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg						
Project Principal	86.00	13	1.25%	1.07	4	4.00%	3.44	4	0.51%	0.43	5	3.36%	2.89						
Project Manager	69.01	72	6.92%	4.77	20	20.00%	13.80	32	4.04%	2.79	20	13.42%	9.26						
Technician III	51.50	840	80.69%	41.56	40	40.00%	20.60	720	90.91%	46.82	80	53.69%	27.65						
Project/Resident Eng	34.13	0																	
Chief Surveyor	72.31	12	1.15%	0.83	4	4.00%	2.89	4	0.51%	0.37	4	2.68%	1.94						
Senior Technician	54.69	52	5.00%	2.73	16	16.00%	8.75	16	2.02%	1.10	20	13.42%	7.34						
Technician I	31.61	52	5.00%	1.58	16	16.00%	5.06	16	2.02%	0.64	20	13.42%	4.24						
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<b>TOTALS</b>		1041	100%	\$52.55	100	100.00%	\$54.54	792	100%	\$52.15	149	100%	\$53.32	0	0%	\$0.00	0	0%	\$0.00