

**RESOLUTION**  
**R 01-24**

**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 IV (Cherry Lane and Hawthorne Circle) 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 4<sup>th</sup> day of January 2024.

Ayes: Trustee Puccio, Dudek, Honig, Militello and Bachner


Nays: None

Absent: Trustee LaVaque

Approved by me this 4th day of January 2024.

  
\_\_\_\_\_  
**Keith T. Giagnorio**  
**Village President**

ATTEST:

  
\_\_\_\_\_  
**Elizabeth Brezinski**  
**Village Clerk**



# VILLAGE OF LOMBARD CONTRACT

CONTRACT DOCUMENT NUMBER ST-16-03

This agreement is made this 4th day of January 2024, 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 IV Project (Cherry Lane and Hawthorne Circle)

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1. This contract shall embrace 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 9, 2021) 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
    - xii. Appendix D – CIP Shortlist Projects
    - xiii. Appendix E – Charles Lane Basin Utility Map
  - b. ENGINEER'S Statement of Qualifications (dated December 13, 2021)
  - c. ENGINEER'S Scope of Services, Work Effort, and Fee Schedule (dated December 19, 2023)
  - 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 4<sup>th</sup> day of January 2024.

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 \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

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

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

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this the 4th day of January, 2024.

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

Attest:

\_\_\_\_\_  
Elizabeth Brezinski , Village Clerk



## VILLAGE OF LOMBARD ENGINEER'S CERTIFICATION

\_\_\_\_\_, having been first duly sworn depose 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

\_\_\_\_\_  
(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 \_\_\_\_\_  
day of \_\_\_\_\_, 2023.

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



## COST ESTIMATE OF CONSULTANT SERVICES

	Personnel & Hours						Total Hours	% of Hours	Labor Cost	
	Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer	QC/QA Engineer				
	\$86.00	\$72.00	\$50.00	\$40.00	\$50.00	\$86.00				
1 Preliminary Engineering Phase	11	84	248	246	34	2	625	27.7%	\$31,106.00	
2 Design Engineering Phase	39	235	537	684	118	16	1629	72.3%	\$81,760.00	
Total Labor Cost									\$112,866.00	
Multiplier = 2.70									\$304,738.20	
Direct Costs and Sub Consultant Expense (See attached calculation)									\$39,428.07	
							Total Engineering Cost:	2254	100.0%	\$344,166.27



Proposal to Furnish Design Engineering Services  
**Lombard Meadows Phase 4**

Village of Lombard | December 19, 2023

## WORKHOURS

Task No.	Task	Personnel & Hours						Total Hours	% of Hours
		Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer	OC/OA Engineer		
A.	Preliminary Engineering Phase								
1	Initial Meeting with Village	2	2	3				7	1.1%
2	Early Coordination and Data Collection		2	4		2		8	1.3%
3	Field Survey, Preparation of Base Sheets, and Structure Survey								0.0%
	Base Sheet Preparation		1	8	24			33	5.3%
	Field Verification of Survey Data and Project Walk-thru		6	6	6			18	2.9%
	Utility Structure Inspections			8	8			16	2.6%
	Project Photolog			2				2	0.3%
4	Coordination with Geotechnical / Environmental Consultant		2	4				6	1.0%
5	Design Criteria and Preliminary Design Studies								0.0%
	Pavement Analysis and Design			4				4	0.6%
	Preliminary Geometric Design (Horizontal and Vertical)	2	16	56	64			138	22.1%
	Sidewalk/Pedestrian Facilities and ADA/PROWAG Compliance	1	4	8	16			29	4.6%
	Geotechnical Study, Pavement Cores and CCDD Compliance		1	2				3	0.5%
	Condition of Sanitary Sewers and Recommendation		4	12	4			20	3.2%
	Water Main Replacement and Lining		2	8				10	1.6%
	Utility Structure Inventory				2			2	0.3%
	Identification and Evaluation of Problematic Drainage Locations		8	24	8			40	6.4%
	Inlet Spacing and Storm Sewer Design		8	32	40			80	12.8%
	Tree Impact Analysis		1	4				5	0.8%
	Private Utility Investigation and Conflict Assessment		1	4	4			9	1.4%
	Project Right-of-Way Confirmation and Easement Requirements	1	2	4				7	1.1%
	Conceptual Street Lighting Design		8		4	32		44	7.0%
	DuPage County Countywide Stormwater and Flood Plain Ordinance Compliance		2	4	2			8	1.3%
	Preliminary Quantity Calculations and Estimates of Cost and Time	1	4	40	40			85	13.6%
	Review Meeting	2	2	3				7	1.1%
6	Finalize Project Development Report	2	8	8	24		2	44	7.0%
	Sub-total Item A	11	84	248	246	34	2	625	100.0%



Proposal to Furnish Design Engineering Services  
**Lombard Meadows Phase 4**

Village of Lombard | December 19, 2023

**WORKHOURS CONTINUED**

Task No.	Task	Personnel & Hours					Total Hours	% of Hours
		Director of Design Services	Project Manager	Project Engineer	Design Engineer	Lighting Engineer	QC/QA Engineer	
B	Design Engineering Phase							
	1 Preliminary and Pre-Final Contract Plans							
	Title Sheet and Index of Sheets (1 sheet)		1		4			5 0.3%
	General Notes and State/Village Standards (2 sheets)		1		2			3 0.2%
	Summary of Quantities (5 sheets)			1	4			5 0.3%
	Existing and Proposed Typical Sections (2 sheets)		2	4	12			18 1.1%
	Alignment, Ties and Benchmarks (1"=50') (1 sheet)		1	2	8			11 0.7%
	Roadway Plan and Profile (1"=20') (5 sheets)	4	32	80	128			244 15.0%
	Construction Staging Plan (1"=50') (1 sheet)	2	2	16	16			34 2.1%
	Intersection Grading Details (1"=10') (3 sheets)	8	8	24	16			48 2.9%
	ADA Grading Details (1"=5') (3 sheets)	8	8	40	24			72 4.4%
	Drainage and Utility Plan and Profile (1"=20') (5 sheets)	4	32	80	128			244 15.0%
	Erosion Control and Landscaping (1"=50') (1 sheet)	2	2	4	12			18 1.1%
	Cross Sections (1"=10H : 1"=5V) (12 sheets)	4	32	80	128			244 15.0%
	Street Lighting General Notes (1 sheet)		2	2	2	2		6 0.4%
	Street Lighting Plans (1"=20') (5 sheets)		8	24	24	48		80 4.9%
	Existing Wiring Diagram (1 sheet)		2	4	4	4		10 0.6%
	Proposed Wiring Diagram (1 sheet)		2	4	4	12		18 1.1%
	Lighting Details (2 sheets)		2	4	4	4		10 0.6%
	Construction Details (2 sheets)		2	2	8	6		12 0.7%
	Special Provisions and Bid Book	1	32	32	40	16		71 4.4%
	Quantity Calculations			40	40	2		96 5.9%
	Estimate of Construction Cost and Time	1	2	4	8	2		5 0.3%
	2 IEPA Project Permitting							
	3 Pre-final QC/QA Review	8	16	8	8	8	8	16 1.0%
	4 Submittals and Coordination		4	24	4	4		40 2.5%
	5 Utility Company Coordination		8	24	8			36 2.2%
	6 Public Meeting and Coordination	4	8	24	8		8	44 2.7%
	7 Final QC/QA Review	8						16 1.0%
	8 QC/QA (99%) and Final (100%) Plans, Special Provisions/Bid Booklet and Estimates							
	Final Plans	4	16	40	80	8		148 9.1%
	Final Special Provisions and Bid Book	1	4	4	16	2		11 0.7%
	Final Quantity Calculations			16	16	2		34 2.1%
	Final Estimate of Construction Cost and Time		2	8				2 0.1%
	9 Project Bidding							16 1.0%
Sub-total Item B		39	235	537	684	118	16	1629 100.0%
Total Hours:		50	319	765	930	152	18	2254
% of Hours:		2.2%	14.2%	34.8%	41.3%	6.7%	0.8%	100.0%



Proposal to Furnish Design Engineering Services  
**Lombard Meadows Phase 4**

Village of Lombard | December 19, 2023

## DIRECT AND SUBCONSULTANT COSTS

<b>ITEM 1 - Printing</b>		
<b>Preliminary Plans</b>		
Village 3 sets X 53 sheets/set X \$0.40/sheet		\$63.60
Utility Co. 4 sets X 53 sheets/set X \$0.40/sheet		\$84.80
<b>Pre-Final Plans</b>		
Village 3 sets X 53 sheets/set X \$0.40/sheet		\$63.60
Utility Co. 4 sets X 53 sheets/set X \$0.40/sheet		\$84.80
<b>Pre-Final Specification Books</b>		
Village 3 books X \$25/book		\$75.00
<b>QC/QA Plans</b>		
Village 3 sets X 53 sheets/set X \$0.40/sheet		\$63.60
Utility Co. 4 sets X 53 sheets/set X \$0.40/sheet		\$84.80
<b>QC/QA Specification Books</b>		
Village 3 books X \$25/book		\$75.00
<b>Final Plans</b>		
Village 3 sets X 53 sheets/set X \$0.40/sheet		\$63.60
Utility Co. 4 sets X 53 sheets/set X \$0.40/sheet		\$84.80
<b>Final Specification Books</b>		
Village 3 books X \$25/book		\$75.00
	<b>Total Item 1</b>	<b>\$818.60</b>
<b>ITEM 2 - Shipping</b>		
10 overnight shipping items X \$50/each		\$500.00
	<b>Total Item 2</b>	<b>\$500.00</b>
<b>ITEM 3 - Vehicle Expense</b>		
Mileage		
10 trips x 30 miles per trip x \$0.655/mile		\$196.50
	<b>Total Item 3</b>	<b>\$196.50</b>
<b>ITEM 4 - Supplemental Topographic Survey</b>		
<b>(to be completed by Jorgensen and Associates, Inc.)</b>		
	<b>Total Item 4</b>	<b>\$37,912.97</b>
	<b>TOTAL DIRECT EXPENSES:</b>	<b>\$39,428.07</b>