



**AGENDA ITEM # 13B**

**AGENDA ITEM EXECUTIVE SUMMARY  
Village Board Meeting  
March 26, 2018**

**Item Title:**           **Engineering Services 2018 Water Main Project**

**Staff Contact:**       **Victor C. Ramirez, P.E. Public Works Director**

**VILLAGE BOARD ACTION**

**Adopt a Resolution authorizing the Mayor to execute a Task Order for construction engineering services with Robinson Engineering for the 2018 Water Main Improvement Walnut Street and Spring Street Project.**

**Executive Summary:**

The Village previously awarded a contract for Robinson Engineering for the design and permitting of the 2018 Water Main Improvements Walnut St. and Spring St. The project was bid on March 16, 2018 and a recommendation to award the contract to the low bidder was issued. The project is scheduled to start on or about April 15<sup>th</sup> and be complete in 90 days.

As the design engineer, Robinson Engineering has the most knowledge of the project and is best suited to provide the construction Engineering Services as outlined in the Task Order. Staff recommends the selection of Robinson Engineering to perform these services.

**Implications:**

**Is this item budgeted?**   Yes. A total of \$120,000 has been budgeted for the design and construction engineering services.

**Any other implications to be considered?**   None.

**Attachments:**

RESOLUTION - Robinson Engineering  
TASK ORDER – Robinson Engineering

**RESOLUTION NO. 2018-**

**A RESOLUTION AUTHORIZING THE MAYOR  
TO EXECUTE A TASK ORDER FOR CONSTRUCTION ENGINEERING SERVICES  
WITH ROBINSON ENGINEERING FOR THE 2018 WATER MAIN IMPROVEMENT  
WALNUT STREET AND SPRING STREET PROJECT.**

WHEREAS, the Mayor and Board of Trustees of the Village of Roselle, DuPage and Cook Counties, Illinois, have determined that it is in the best interests of the Village of Roselle to enter into a Task Order for Professional Services with Robinson Engineering regarding the 2018 Water Main Improvement Walnut Street to Spring Street Project.

NOW, THEREFORE, be it resolved by the Mayor and Board of Trustees of the Village of Roselle, DuPage and Cook Counties, Illinois, that the Mayor is hereby authorized to sign and the Village Clerk is hereby directed to attest to that certain Task Order attached hereto and incorporated herein as fully set forth as Exhibit A.

ADOPTED this 26th day of March, 2018

AYES:

NAYS:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Andrew J. Maglio, Mayor

ATTEST:

\_\_\_\_\_  
Patricia Burns, Village Clerk

## TASK ORDER

In accordance with Paragraph 1.01 of the Agreement between the **Village of Roselle** ("OWNER") and **Robinson Engineering, Ltd.** ("ENGINEER") for General Professional Services dated October 10, 2016 ("Agreement"), OWNER and ENGINEER agree to as follows:

### 1. Specific Project Data:

- A. Title: 2018 Watermain Replacement Project – Construction Assistance and Observation
- B. Description: Time & Material Fee to provide part-time construction assistance and observation associated with the Village's 2018 Watermain Replacement Project. Scope of the project is approximately 3,300 LF of watermain replacement along Spring St and Walnut St. Total estimated construction cost of \$900,000.

### 2. Services of ENGINEER:

Tasks will include:

- Coordinate and attend pre-construction meeting
- Provide part-time, on-site construction observation (4hrs per day avg.)
- Coordinate with contractor and Village water department for resident notifications and water shut-offs
- Process contractor pay requests
- Measure pay items quantities in the field
- Provide soil sampling and pH testing and complete the LPC-662 Source Site Certification for signature by Village representative
- Process Notice of Award, Notice to Proceed, Certificate of Substantial Completion, Punchlist and Final Acceptance
- Coordinate completion of as-built plans by contractor
- Provide construction lay-out of main line improvements as needed

### 3. ENGINEERING FEES:

See attached breakdown for a Time & Material engineering fee not to exceed \$59,500 without written authorization.



Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2018:

VILLAGE OF ROSELLE (“OWNER”)

ROBINSON ENGINEERING, LTD. (“ENGINEER”)

Date Signed: \_\_\_\_\_

Date Signed: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

**2018 WATERMAIN PROJECT  
CONSTRUCTION ASSISTANCE AND OBSERVATION**

Detailed Fee Breakdown

All manhours and employee classifications are based on experience on prior projects. Actual employee utilized for various tasks may vary depending on resources available to enable project to meet critical path schedule.

Field Observation (50 working days @4hr/day)	200 hrs@	\$129/hr	=	\$25,800.00
Reporting and Documentation	40 hrs @	\$129/hr	=	\$5,160.00
Senior Engineer Field Engineering	20 hrs @	\$154/hr	=	\$3,080.00
Pay Request and Quantity Verification	40 hrs @	\$129/hr	=	\$5,160.00
LPC-662 Soil Certification Form Preparation	20 hrs @	\$133/hr	=	\$2,660.00
Project Close Out	40 hrs @	\$129/hr	=	\$5,160.00
Construction Survey and Layout (2-man crew)	40 hrs @	\$183/hr	=	\$7,320.00
Coordinate As-built Drawings	40 hrs @	\$129/hr	=	\$5,160.00
<b>TOTAL</b>				<b>\$59,500.00</b>