

VILLAGE OF LA GRANGE
Department of Public Works

BOARD REPORT

TO: Village President, Village Clerk
Board of Trustees, and Village Attorney

FROM: Robert Pilipiszyn, Village Manager
Ryan Gillingham, Director of Public Works

DATE: May 12, 2014

RE: **ENGINEERING SERVICES AGREEMENT- KENSINGTON AVENUE
RESURFACING PROJECT**

Kensington Avenue from Cossitt Avenue to Burlington Avenue is in need of repair due to the deterioration of the roadway. This section of roadway was considered to be in poor to fair condition in the 2010 Street Condition Survey. Additionally, a visual inspection of this roadway was completed and indicated a need for resurfacing in the near future.

In June 2013, the Central Council of Mayors issued a request for Local Surface Transportation projects for funding in Federal Fiscal Year 2016 to 2019. In order to apply for this grant funding, a roadway must be approved by the State as a Federal Aid Eligible Route (FAU Route). Roadways must meet minimum criteria such as lane width, traffic volumes, and connectivity to other FAU Routes to be designated as an FAU Route. Staff compared the FAU routes in La Grange to the 2010 Street Condition Survey in an effort to identify suitable roadway segments for the STP grant application. From this analysis, staff submitted an STP grant application for the resurfacing of Kensington Avenue from Cossitt Avenue to Burlington Avenue.

Based on the Village's application, Kensington Avenue was selected for funding through the Federal Surface Transportation Program. Please note Kensington Avenue from Cossitt Avenue to 47th Street is not a designated FAU route, and therefore not available for STP Funding. Resurfacing of Kensington Avenue from 47th Street to Burlington is planned to be completed in the preceding year (summer 2015) which will result in a consistent roadway condition along Kensington Avenue from 47th Street to Burlington Avenue.

We anticipate that the scope of work will generally consist of milling and resurfacing the existing pavement, intermittent curb and gutter patching, and ADA sidewalk ramp replacement.

The FY2014-15 Capital Projects Fund budget includes \$15,000 for the completion of the

design engineering work. Construction is budgeted in FY2016-17 in the amount of \$37,500.

The following table details the estimated expenses and funding sources needed to complete the resurfacing of Kensington Avenue based upon the receipt of STP grant funds:

Kensington Avenue Resurfacing – Cossitt to Burlington	Estimated
Expenses	
Engineering	
Design Engineering - Development of Plans and Specifications	15,000
Construction Engineering	12,000
Sub-total	27,000
Construction	138,000
Total	165,000
Funding Sources	
Capital Projects Fund – FY2014-15 (Engineering)	15,000
Federal Surface Transportation Program Funding (STP) – Federal FY16 - September 2015 to September 2016 (Construction)	112,500
Capital Projects Fund – FY2016-17 (Construction)	37,500
Total	165,000

As reflected in the above table the Village requested the maximum grant amount of \$112,500 from the Central Council of Mayors for this project. The FY2014-15 Capital Projects Fund budget includes \$15,000 for the completion of Phase II Engineering Services and the FY2016-17 budget includes \$37,500 for construction and construction engineering. Total cost to the Village is estimated to be \$52,500.

The current schedule for the project is as follows:

<u>Action</u>	<u>Completion Date</u>
Complete Engineering Design	December 2014
Award Construction Contract	Winter 2015
Construction Completion	Summer 2016

Engineering Services Agreement
Kensington Avenue Resurfacing Project
Board Report – May 12, 2014 – Page 2 of 3

Baxter & Woodman, Inc. proposes to complete the plans and specifications, for this work for an amount not-to-exceed \$15,000. We recommend Baxter & Woodman, Inc. perform the engineering work for this project in accordance with the attached task order based on their experience in this type of work familiarity with the Village, and past performance. If approved, the attached task order with Baxter & Woodman, Inc. will be executed for this work in accordance with their municipal engineering task order contract.

In summary, staff recommends approval of the task order with Baxter & Woodman in the total amount of \$15,000 for the completion of the detailed engineering and design for the Kensington Avenue Resurfacing Project.

VILLAGE OF LA GRANGE, ILLINOIS
KENSINGTON AVENUE STP IMPROVEMENTS

TASK ORDER NO. 55

In accordance with Section 1.2 of the Master Contract dated May 13, 2013, between the Village of La Grange (the "Village") and Baxter & Woodman, Inc. (the "Consultant"), the Parties agree to the following Task Number 55:

1. Contracted Services:

Baxter & Woodman, Inc. shall provide the Village with detailed engineering and design services as described in the Project Description (Exhibit A) and Scope of Services (Exhibit B), attached hereto.

2. Project Schedule (attach schedule if appropriate):

All services shall be completed prior to December 31, 2014.

3. Project Completion Date:

All Contracted Services must be completed on or before December 31, 2014.

4. Project Specific Pricing (if applicable):

Baxter & Woodman, Inc. shall be compensated on a cost plus fixed fee basis in an amount not to exceed \$15,000. See attached Exhibit C.

5. Additional Changes to the Master Contract (if applicable):

N/A

All other terms and conditions remain unchanged.

[signature page follows]

VILLAGE

CONSULTANT

Signature

Signature

Louis D. Haussmann, PE, PTOE

Director of Public Works

Name (Printed or Typed)

April 28, 2014

Date

Date

If greater than \$2,000, the Village Manager's signature is required.

Signature

Village Manager

Date

If greater than \$10,000, the Village Board must approve the Task Order in advance and the Village President's signature is required.

Signature

Village President

Date

VILLAGE OF LA GRANGE, ILLINOIS
KENSINGTON AVENUE STP IMPROVEMENTS

EXHIBIT A

PROJECT DESCRIPTION

Location:

This Project is located on Kensington Avenue from Cossitt Avenue to Burlington Avenue in the Village of La Grange, Illinois.

Project Understanding:

This Project will consist of the engineering services required to prepare Preliminary Engineering (PE I) and Design Engineering (PE II) for the rehabilitation of the Project. The construction work will include removal and replacement of existing hot-mix asphalt pavement, pavement patching, and curb and gutter removal and replacement, and pavement markings. The work will also include the replacement of sidewalk ramps including adjacent curb and gutter to achieve Americans with Disabilities Act (ADA) compliance. The Project length is 0.27 miles (1,430 feet).

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VILLAGE OF LA GRANGE, ILLINOIS
KENSINGTON AVENUE STP IMPROVEMENTS

EXHIBIT B

SCOPE OF SERVICES

1. PROJECT MANAGEMENT

- Plan, schedule, and control the activities that must be performed to complete the Project including budget, schedule, and scope.
- Coordinate with Village and Project team to incorporate Village goals into final Project. Prepare and submit monthly invoices and coordinate invoices from sub-consultants.
- Attend one kick-off meeting with the Village to review the Project and establish Project criteria and clear lines of communication, and attend one progress meeting to review the Plans, Contract Proposal, and Estimate of Cost.

2. PLAN PREPARATION

- AGENCY COORDINATION - Coordinate the proposed improvements with the Illinois Department of Transportation (IDOT) and attend one Kick-Off meeting.
- PHASE I DOCUMENTATION - Prepare and submit Phase I documentation as required for anticipated processing as Categorical Exclusion Group I with no report. Complete and maintain an updated funding application (PPI form) with Council of Mayors.
- FIELD EVALUATION - Perform a field evaluation of the condition of existing pavements, drainage structures, and curb and gutter. Estimate quantities of pavement repair. Observe and photograph the Project area and immediate surroundings in order to identify readily apparent physical conditions and patterns of use.
- UTILITY COORDINATION - Contact J.U.L.I.E. for potentially impacted utility companies and obtain available data of record indicating locations of underground utilities. Submit preliminary plans to utility companies so conflicts and relocation efforts can be identified. Coordinate utility relocation for conflicts within public right-of-way.
- PAVEMENT CORES AND SOIL BORINGS - Hire a geotechnical sub-consultant to take pavement cores of the surface and base material to determine the composition of the existing pavement material.
- GEOMETRIC DESIGN - Prepare plan sheets for design.

- DETAILED DRAWINGS - Complete required plan sheets required for bidding including: Cover, General Notes, Summary of Quantities, Schedule of Quantities, Typical Sections, Erosion Control, Removals, Plan and Profile, and Cross Sections.
- SPECIAL PROVISIONS - Prepare Project specific special provisions in accordance with Village and IDOT guidelines.
- ESTIMATE OF COST AND TIME - Prepare summary of quantities, estimate of time, schedules of materials, and an engineer's estimate of cost.
- QC/QA: Perform an in-house peer review and constructability review of the final plans, specifications, and estimates of cost for the Project.
- FINAL CONTRACT PLANS AND CONTRACT PROPOSAL - Prepare final contract documents consisting of Plans, Special Provisions, and Engineer's Estimate of Probable Construction Cost and submit these documents to IDOT to receive construction bids.

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VILLAGE OF LA GRANGE, ILLINOIS
KENSINGTON AVENUE STP IMPROVEMENTS

EXHIBIT C

PRELIMINARY ENGINEERING

Route: KENSINGTON AVENUE STP IMPROVEMENTS
Local Agency: VILLAGE OF LA GRANGE

Section:
Project:
Job No.:

*Firm's approved rates on file with IDOT's
Bureau of Accounting and Auditing:

Overhead Rate (OH)	147%
Complexity Factor (R)	0
Calendar Days	180

Method of Compensation:
Cost Plus Fixed Fee 1 14.5%[DL + R(DL) + OH(DL) + IHDC]
Cost Plus Fixed Fee 2 14.5%[DL + R(DL) + 1.4(DL) + IHDC]
Cost Plus Fixed Fee 3 14.5%[(2.8 + R)DL] + IHDC
Direct Labor Multiple
Specific Rate
Lump Sum

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
PROJECT MANAGEMENT	SR ENGINEER II	4	\$46.07	\$184	\$270		\$100	\$80	\$634
PLAN PREPARATION									
AGENCY COORDINATION	SR ENGINEER II	4	\$46.07	\$184	\$270		\$100	\$80	\$634
PHASE I DOCUMENTATION	ENGINEER I	4	\$24.95	\$100	\$147			\$36	\$283
FIELD EVALUATION	SR ENGINEER I	16	\$41.74	\$668	\$982		\$100	\$254	\$2,004
UTILITY COORDINATION	ENGINEER I	8	\$24.95	\$200	\$294			\$72	\$566
PAVEMENT CORES AND SOIL BORINGS	ENGINEER I	2	\$24.95	\$50	\$74	\$1,200		\$18	\$1,342
GEOMETRIC DESIGN	SR ENGINEER II	4	\$46.07	\$184	\$270			\$66	\$520
	ENGINEER I	40	\$24.95	\$998	\$1,467			\$357	\$2,822
	CADD TECH II	16	\$32.11	\$514	\$756			\$184	\$1,454
DETAILED DRAWINGS	ENGINEER I	4	\$24.95	\$100	\$147			\$36	\$283
	CADD TECH II	4	\$32.11	\$128	\$188			\$46	\$362
SPECIAL PROVISIONS	ENGINEER I	8	\$24.95	\$200	\$294			\$72	\$566
	CLERICAL I	8	\$25.40	\$203	\$298			\$73	\$574
ESTIMATE OF COST AND TIME	SR ENGINEER II	4	\$46.07	\$184	\$270			\$66	\$520
	ENGINEER I	8	\$24.95	\$200	\$294			\$72	\$566
QC/QA	SR ENGINEER III	4	\$54.14	\$217	\$319			\$78	\$614
FINAL CONTRACT PLANS AND CONTRACT PROPOSAL	SR ENGINEER II	2	\$46.07	\$92	\$135		\$59	\$42	\$328
	CADD TECH II	4	\$32.11	\$128	\$188			\$46	\$362
	ENGINEER I	8	\$24.95	\$200	\$294			\$72	\$566
TOTALS		152		\$ 4,734	\$ 6,957	\$ 1,200	\$ 359	\$ 1,750	\$ 15,000

In-House Direct Costs:
VEHICLE EXPENSES - TRAVEL 642 MILES @ \$0.560/MILE = \$359

Services by Others:
SOIL & MATERIAL CONSULTANTS \$1,200

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