

AGENDA
COMMITTEE OF THE WHOLE
September 11, 2018
2200 Harnish Drive
Village Board Room
- AGENDA -
7:30 P.M.

Trustee Spella – Chairperson
Trustee Jasper
Trustee Brehmer
Trustee Glogowski
Trustee Steigert
Trustee Sosine
President Schmitt

1. **Roll Call – Establish Quorum**
2. **The Village of Algonquin Proclaims September 17-23, 2018 Constitution Week**
3. **Public Comment – Audience Participation** (*Persons wishing to address the Committee on an item on this agenda must register with the Chair prior to roll call.*)
4. **Community Development**
5. **General Administration**
 - A. Consider an Agreement with Pecover decorating Services for the Lions Memorial Pool Painting Project
 - B. Consider Ordinances Abating a Portion of Taxes Heretofore Levied to Pay Principal of and Interest on Certain General Obligation Refunding Bonds
6. **Public Works & Safety**
 - A. Consider an Agreement with True North Consultants for Phase 1 & 2 Environmental Engineering Services Downtown Streetscape Stages 2 & 3
 - B. Consider an Agreement with Christopher Burke Engineering for the Grand Reserve Creek Analysis and Design
7. **Executive Session**
8. **Other Business**
9. **Adjournment**

PROCLAMATION

CONSTITUTION WEEK

WHEREAS: The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS: September 17, 2018, marks the two hundred thirty-first anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, John C. Schmitt, by virtue of the authority vested in me as Village President of the Village of Algonquin, in the state of Illinois, do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the (State or City) to be affixed this 11th day of September of the year of our Lord two thousand eighteen.

(Seal)

Village President John C. Schmitt

Attest:

Village Clerk Gerald S. Kautz



VILLAGE OF ALGONQUIN
GENERAL SERVICES ADMINISTRATION

– M E M O R A N D U M –

DATE: September 6, 2018

TO: Tim Schloneger, Village Manager

FROM: Katie Gock, Recreation Superintendent

SUBJECT: *Lions Armstrong Memorial Pool Painting Bid Results*

Staff recently completed a competitive bidding process for the Lions Armstrong Memorial Pool Painting project. Each bid was reviewed to ensure conformance with the bid specifications (certification, security, cost, etc.).

Bid Summary

In total, two (2) companies submitted a bid by the deadline of September 5 at 10AM for this project (one bid submitted after 10AM was refused):

Firm	Base Bid
Pecover Decorating Service	\$54,800
Tecorp Incorporated	\$58,000
N/A	<i>Submitted after deadline</i>

Analysis

The bid specifications call for surface preparation, repair, and painting of pool basin at the Lions Armstrong Memorial Pool. Both of the firms submitting bids are qualified to perform the work as outlined in the specification and provided all necessary bid documentation. References were checked for the low bidder, Pecover Decorating Services, and were found to be in good standing with municipal and park district aquatic facilities.

The allocated amount for this project is \$40,300, which was increased due to third party assessments at the facility completed earlier this year. Complete sandblasting and repainting of the facility has not been performed in approximately 15 years. Spot repairs and additional paint applications have left the basin with several layers of paint which flakes into the water causing additional operating costs (chemicals, reduced life expectancy of mechanicals, etc.) to maintain water quality at the facility. With a properly prepared basin and regular maintenance intervals, costs for this type of work are expected to significantly decrease in the future.

Budget Impact

Due to the aforementioned conditions, a more intensive process is necessary for this project and are reflected in the bid amounts. Approximately \$15,000 will need to be transferred to

the Outsourced Maintenance line-item (44445) to complete the project as specified. There is ample capacity in the Salaries line-item (41110) available to fully fund this project within the overall FY 18/19 budget. The availability of funds is due to weather closings and effective staffing level management during the pool season.

Recommendation

Staff recommends accepting the low bidder's, Pecover Decorating Service, proposal for \$54,800 to perform this work at the Lions Armstrong Memorial Pool this fall. Staff will be available prior to and at the Committee of the Whole meeting to answer any questions.

C: Michael Kumbera, Assistant Village Manager
Mike Reif, Internal Services Supervisor
Steve Ludwig, General Services Superintendent



VILLAGE OF ALGONQUIN
GENERAL SERVICES ADMINISTRATION

– M E M O R A N D U M –

DATE: September 6, 2018

TO: Tim Schloneger, Village Manager

FROM: Michael Kumbera, Assistant Village Manager

SUBJECT: *Abatement of 2018 Pledged Taxes: Bond Series 2013 & 2014A*

The Village ordinances that were approved in relation to Bond Series 2013 (Wastewater Treatment Facility expansion) and 2014A (Public Works Facility construction) require that Kane and McHenry County Clerks to annually levy taxes to provide funds for payment of the principal and interest coming due for each referenced bond series. The 2018 tax levy for these bond series are \$834,476.00 and \$630,376.00 respectively, or a total of \$1,464,852.00.

The Village has historically abated property taxes for our General Obligation Bond Series. As a condition to abate the debt service in the tax levy, the Village is required to have funds on deposit sufficient to pay the principal and interest on the bonds when due.

Attached to this memorandum is a statement from the Treasurer certifying that sufficient funds are on deposit to pay the required principal and interest amounts.

Recommendation: Staff recommends approval of the tax abatement ordinances for Bond Series 2013 and 2014A. Staff will be available in advance of and at the Committee of the Whole meeting to answer any questions.

C: Susan Skillman, Comptroller

ORDINANCE NUMBER 2018 -O-

ORDINANCE abating a portion of taxes heretofore levied to pay principal of and interest on certain General Obligation Refunding Bonds, Series 2013, of the Village of Algonquin, McHenry and Kane Counties, Illinois.

* * *

WHEREAS, Division 6 of Article VII of the 1970 Constitution of the State of Illinois (the “**Constitution**”) provides that the Village of Algonquin, McHenry and Kane Counties, Illinois (the “**Village**”), is a home rule unit, and, as such, the Village is authorized to issue its full faith and credit obligations without first submitting the question of issuing such obligations to referendum approval; and

WHEREAS, pursuant to the provisions of the Constitution, the Village is a home rule unit and may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to tax and to incur debt; and

WHEREAS, the President and Board of Trustees (the “**Village Board**”) of the Village of Algonquin, McHenry and Kane Counties, Illinois (the “**Village**”), by an ordinance adopted on the 3rd day of December 2013 (the “**Ordinance**”), did provide for the issue of \$7,645,000 General Obligation Refunding Bonds, Series 2013 (the “**Bonds**”), of the Village and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, on the 18th day of December 2013, a duly certified copy of the Ordinance, executed by the Village officials in accordance therewith, for the Bonds, was filed in the offices of the County Clerks of The Counties of McHenry and Kane, Illinois (the “**County Clerks**”); and

NOW, THEREFORE, Be It Ordained by the President and Board of Trustees
of the Village of Algonquin, McHenry and Kane Counties, Illinois, as follows:

The Taxes heretofore levied in the Ordinance for the Bonds for 2018 shall be
abated as follows:

Year	Amount Levied	Amount to be Abated	Remainder of Tax to be Extended
2018	\$834,476.00	\$834,476.00	\$0.00

Forthwith upon the adoption of this ordinance, the Village Clerk shall file a certified
copy hereof with each of the County Clerks, and it shall be the duty of the County Clerks for
the year 2018, to abate the taxes heretofore levied in and for the year 2018 for the Bonds and
as shown hereinabove in Section 1 hereof.

This ordinance shall be in full force and effect forthwith upon its adoption.

Voting Aye:

Voting Nay:

Abstain:

Absent:

John C. Schmitt, Village President

(Seal)

ATTEST: _____
Gerald S. Kautz, Village Clerk

PASSED:

APPROVED:

PUBLISHED:

ORDINANCE NUMBER 2018-0-

ORDINANCE abating a portion of taxes heretofore levied to pay principal of and interest on certain General Obligation Refunding Bonds, Series 2014A, of the Village of Algonquin, McHenry and Kane Counties, Illinois.

* * *

WHEREAS, Division 6 of Article VII of the 1970 Constitution of the State of Illinois (the “**Constitution**”) provides that the Village of Algonquin, McHenry and Kane Counties, Illinois (the “**Village**”), is a home rule unit, and, as such, the Village is authorized to issue its full faith and credit obligations without first submitting the question of issuing such obligations to referendum approval; and

WHEREAS, pursuant to the provisions of the Constitution, the Village is a home rule unit and may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to tax and to incur debt; and

WHEREAS, the President and Board of Trustees (the “**Village Board**”) of the Village of Algonquin, McHenry and Kane Counties, Illinois (the “**Village**”), by an ordinance adopted on the 21st day of January 2014 (the “**Ordinance**”), did provide for the issue of \$2,885,000 General Obligation Refunding Bonds, Series 2014A (the “**Bonds**”), of the Village and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, on the 30th day of January 2014, a duly certified copy of the Ordinance, executed by the Village officials in accordance therewith, for the Bonds, was filed in the offices of the County Clerks of The Counties of McHenry and Kane, Illinois (the “**County Clerks**”); and

NOW, THEREFORE, Be It Ordained by the President and Board of Trustees of the Village of Algonquin, McHenry and Kane Counties, Illinois, as follows:

Section 1. The Taxes heretofore levied in the Ordinance for the Bonds for 2018 shall be abated as follows:

Year	Amount Levied	Amount to be Abated	Remainder of Tax to be Extended
2018	\$630,376.00	\$630,376.00	\$0.00

Section 2. Forthwith upon the adoption of this ordinance, the Village Clerk shall file a certified copy hereof with each of the County Clerks, and it shall be the duty of the County Clerks for the year 2018, to abate the taxes heretofore levied in and for the year 2018 for the Bonds and as shown hereinabove in Section 1 hereof.

Section 3. This ordinance shall be in full force and effect forthwith upon its adoption.

Voting Aye:

Voting Nay:

Abstain:

Absent:

(Seal)

John C. Schmitt, Village President

ATTEST: _____
Gerald S. Kautz, Village Clerk

PASSED:

APPROVED:

PUBLISHED:



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: Friday, September 07, 2018
TO: Mr. Robert Mitchard, II
FROM: Mr. Shawn M. Hurtig
SUBJECT: *Letter of Recommendation*
Environmental Engineering Ph. 1 & 2 Design Services
Downtown Streetscape Stages 2 & 3

Bob,

I have reviewed the Proposal for the Phase 1 & 2 Environmental Engineering Services as indicated in the Request for Proposal (RFP) for the Downtown Streetscape Stages 2 & 3 project in the Village of Algonquin. As requested, the Village RFP was sent exclusively to True North Consultants. The proposal was reviewed with an emphasis on the firm's qualifications, expertise, work load, team makeup, and value. With that I have the following comments and recommendation.

The RFP was delivered to each company & contact listed below:

<u>Firm Name</u>	<u>First Name</u>	<u>Last Name</u>	<u>Street Address</u>	<u>Sub Address</u>	<u>City</u>	<u>State</u>
True North Consultants	Ryan	LaDieu	1000 E Warrenville Rd.	Suite 140	Naperville	IL

The following firm has responded:

<u>Firm Name</u>	<u>Price</u>	<u>Attach C</u>	<u>Attach D</u>
True North Consultants	29,985.00	Yes	Yes

Proposal Review:

Following is the criteria I used in the RFP for my recommendation.

1) Reviewed each proposal for conformance to the RFP requirements:

True North proposal is in full conformance to the requirements of the RFP.

2) Reviewed the cost of each proposal to meet the scope of services outlined in RFP:

The cost submitted fall well within the expected/estimated cost for this project.

3) Reviewed the technical aspects of the proposals, including any sub-consultants.

True North worked with the Village on Stage 1 and has shown they have an excellent understanding of the technical aspects of the proposal.

4) Other items:

True North took a few exceptions to the standard contract language, however these were not of any concern to the Village during the Stage 1 contract approval.

Budget Analysis

The Village did not budget any amount in the Capital Improvement fund code 04900300 - 42232 for this aspect of the Downtown Streetscape project. Additionally, the utility projects have been accelerated and thus the budget burden is likely to fall under the Water/Sewer Capital budget (12900400-42232). The overall budget in that fund code approved in the 2018/19 FY for the Downtown Streetscape project is \$200,000.00, when considering the fee for the Ph. 2 design of the utilities (estimated at 180K), the budget is likely to be exceeded by just under 10K.

Recommendation

True North provided the Village with good service during our Stage 1 project. They have a thorough understanding of the project area and are now very familiar with the Village personnel and processes. Thus, I am recommending that the RFP of **True North Consultants** at an estimated consultant cost of **\$29,985.00** be considered by the COTW. This cost is based on the schedule of fees provided and hourly rate sheet for 2018.

The project is scheduled for award by the Village Board on September 18th, 2018. Thus, the recommendation should go before the Committee of the Whole on September 11th, 2018.

Should you have any questions, comments, or concerns, please do not hesitate to contact me.

August 15, 2018

Mr. Shawn M. Hurtig
Project Manager of Public Works
Village of Algonquin
Public Works Department
110 Meyer Road
Algonquin, Illinois 60102

RE: Proposal - Preliminary Environmental Site Assessment
Environmental Engineering Services
Downtown Streetscape – Stages 2 & 3
Algonquin, Illinois
Proposal #T18-452

Dear Mr. Hurtig:

True North Consultants, Inc. (True North) is pleased to provide this response to the Village of Algonquin's (Client's) Request for Proposal for Environmental Engineering Services associated with the Downtown Streetscape – Stages 2 & 3 Project proposed in Algonquin, Illinois. The subject project limits, identified as various roads, associated right-of-ways, and public parks, are depicted on the two exhibits provided by the Client along with the RFP and are herein referred to as the Site.

The following sections of this proposal present True North's project approach, anticipated schedule, estimated costs, and limitations.

SCOPE OF SERVICES

Tasks 1 through 3: Phase 1 Services – Management, Coordination, & Communication; Research; and Preliminary Environmental Site Assessment (PESA)

True North will perform a Preliminary Environmental Site Assessment (PESA) in conformance with the requirements outlined by *Illinois Department of Transportation (IDOT) in Bureau of Design and Environment (BDE) 95-12, BDE 96-8, the Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation Highway Projects, and Section 20-12.03(b) - Preliminary Environmental Site Assessment of the IDOT Bureau of Local Roads Manual (Second Edition OFS 2012-1)*. The IDOT protocols are generally consistent with *The American Society for Testing and Materials (ASTM) Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process (E 1527-13)*.

1. Historical Records Review: Available historical records associated with the Site and surrounding properties will be reviewed. These records include city directories, Sanborn Fire Insurance Maps, and aerial photographs. Commonly known or reasonably ascertainable information will also be pursued to the extent necessary to document information about the Site.
2. Environmental Regulatory Records Review: A computer search of Federal, State, Tribal, and local government agency records will be performed to determine if the Site or adjacent properties are included within the selected regulatory databases. Based on the results of this query, the Site and its surrounding properties shall be evaluated for recognized environmental concerns. Queries shall be performed, but not be limited to, the following regulatory databases:
 - ✖ National Priority List (NPL) of Hazardous Waste Sites;
 - ✖ Hazardous Waste Treatment, Storage, Disposal Facilities (TSDF);
 - ✖ Underground Storage Tank or Leaking Underground Storage Tank Locations (UST/LUST);
 - ✖ Sanitary Landfill and Solid Waste Sites (SL/SWS);
 - ✖ State Hazardous Waste Sites (SHWS);
 - ✖ CERCLIS sites; and
 - ✖ Small and Large Quantity Hazardous Waste Generators (RCRIS-SQG/LGG).
3. Report Preparation: A PESA report shall be prepared in conformance with IDOT standards to summarize the activities and results of the assessment. The report shall include pertinent documentation to support the screening results of this assessment. The report shall also include a conclusions section that shall summarize the evaluated conditions based on the limited information collected. An electronic copy (PDF) of the report will be provided to the client.

Please note that the Stage 2 and Stage 3 project areas shall be evaluated simultaneously, the findings of which shall be documented in a single comprehensive PESA report. The scope of services for the PESA does not include a review of asbestos, radon, lead-based paint, lead in drinking water, industrial hygiene, health & safety, ecological field studies, indoor air quality, biological pollutants, or high voltage power lines. In addition, surveys for potential jurisdictional wetlands, oil/gas well records, mineral rights records, or mining areas are also considered beyond the scope of this assessment. No wetland delineation or sampling of soil, water, air, or building materials for laboratory analysis shall be performed during the course of the assessment.

Task 10: Phase 2 Services – Management, Coordination, & Communication

Upon completion of Tasks 1 through 3, True North shall immediately develop a scope of work to evaluate the conditions identified in the PESA. True North will initiate conversation with the Village regarding the proposed Streetscape project details with respect to the PESA findings and simultaneously engage subcontractors necessary to

complete field activities in a timely fashion. True North will subcontract an environmental drilling contractor to advance soil borings at predetermined locations. Prior to mobilization and initiation of drilling activities, True North shall coordinate with the environmental driller and IDOT to secure the necessary permit(s) for drilling within the right-of-way. The locations of proposed soil borings shall be field marked and J.U.L.I.E. shall be notified of anticipated subsurface work. All utility locates will be verified prior to execution of drilling. Due to the nature of the project area, traffic control services will be secured and coordinated for on-site support during field activities as necessary.

Following completion of field activities, True North shall submit collected samples to an accredited laboratory as detailed below. The analytical results will be verbally communicated to the appropriate Village personnel upon receipt. An evaluation of the investigation results with respect the proposed project activities and recommendations will be communicated to the Village prior to issuance of the final report.

Task 11: Phase 2 Environmental Site Assessment (ESA)

The scope of work detailed herein includes the completion of a Preliminary Site Investigation (PSI) per IDOT requirements developed upon initial cursory review of environmental regulatory databases and nature of adjoining properties. As noted previously, a PESA will be completed as detailed in Tasks #1-3. Further consideration regarding the PSI scope of work will be necessary upon completion of the PESA and prior to execution of the PSI. Prior to initiation of field sampling activities, a Quality Assurance Project Plan (QAPP) as well as a general and Site-specific Health and Safety Plan (HASP) will be developed. The developed QAPP and HASP shall meet applicable EPA and OSHA requirements, respectively.

All soil characterization activities will be performed by True North personnel in conformance with standards set forth by the Illinois Environmental Protection Agency (IEPA) 35 Illinois Administrative Code (IAC) 742, “Tiered Approach to Corrective Action Objectives (742)”, United States Environmental Protection Agency (USEPA) SW-846, “Test Methods for Evaluating Solid Waste, Physical/Chemical Methods”, ASTM E1903-97 standard, “Standard for Environmental Site Assessments: Phase II Environmental Site Assessment Process,” Occupational Health & Safety Administration (OSHA) 1910 and 1926 Standards, and 35 IAC 1100, “Clean Construction or Demolition Debris Fill Operations (CCDD).”

True North will subcontract an environmental drilling contractor to advance up to twenty-three soil borings at predetermined locations. Twenty-one of the soil borings will be completed at representative locations within the proposed project areas to a depth of approximately fifteen feet below ground surface (bgs) based on True North’s understanding of the project. Based on the proposed Streetscape project and information provided by the Client, two additional soil borings shall be advanced to a depth of approximately twenty-five feet bgs; one in the vicinity of both the Harrison Street bridge and Triangle Park.

Soil will be continuously screened from grade to the end of borings for characterization in accordance with the Unified Soil Classification System (USCS). Representative soil samples

will be screened with a calibrated photoionization detector (PID) with a 10.6eV lamp to determine the presence of photoionizable vapors that are potentially indicative of the presence of volatile compounds in the soil. All downhole equipment will be decontaminated between each probe point with distilled water and liqui-nox solution and a distilled water rinse.

True North will collect soil samples from each soil boring to determine if the soils are impacted above the Maximum Allowable Concentration (MAC) and/or Tier I Soil Remediation Objective (SROs) values as referenced in the CCDD and 742 regulations, respectively. Since a permitted CCDD facility for potential management of uncontaminated soils has not been selected, True North has prepared the PSI sampling plan that will meet the requirements of at least four (4) potential facilities that are close to the project area:

- Reliable Lyons (#311715020) – 4226 Lawndale Ave., Lyons, Illinois
- Hanson Materials Service Yard (#311745012) – 9101 West 47th Street, McCook, Illinois
- Vulcan Construction Materials LP McCook Quarry - (#0311745029) - 5500 E Joliet R, McCook, Illinois
- Bluff City Materials (Gifford East) – (#0314125046) - 1395 Gifford Rd, Elgin, Illinois

Based on the requirements of the above facilities, samples shall be collected for a strategic combination of Volatile Organic Compounds (VOCs), Benzene, Ethylbenzene, Toluene, Xylenes (BETX), Semi-volatile organic compounds (SVOCs), Polynuclear Aromatic Hydrocarbons (PNAs), RCRA Metals, Polychlorinated biphenyls (PCBs), and pH. One sample will be collected from each boring for laboratory analysis for a combination of the aforementioned compounds, dependent upon the boring location with respect to the PESA findings.

The following table summarizes the PSI and CCDD characterization analytical parameters:

Compound or Group of Compounds	USEPA Analytical Method	Method Identification Matrix
Volatile Organic Compounds (VOCs)/ Benzene, Ethylbenzene, Toluene, Xylenes (BETX)	5035/8260	Soil
Semi-volatile organic compounds (SVOCs)/Polynuclear Aromatic Hydrocarbons (PNAs)	8270	Soil
Polychlorinated Biphenyls (PCBs)	8082	Soil
Resource Conservation Recovery Act (RCRA) Metals	6010B/747 0/7470	Soil

Compound or Group of Compounds	USEPA Analytical Method	Method Identification Matrix
Toxicity Characteristic Leachate Procedure (TCLP) RCRA Metals (when necessary)	1311/6010	Soil
pH	9045C	Soil

Additionally, True North will submit a soil sample to the laboratory with a “hold” status for potential waste characterization laboratory analysis. The characterization sample will be comprised of soils that are collected from within representative sample locations in each project area. Upon receipt of all analytical results, True North will discuss the final destination of soils with the Village. Should the results of preliminary soil sampling results identify soils that require alternative management as a non-hazardous, non-special waste at a permitted Subtitle D facility, True North will release the held composite sample for laboratory analysis. The following table summarizes the waste characterization analytical parameters for landfill disposal:

Compound or Group of Compounds	USEPA Analytical	Method Identification Matrix
Toxicity Characteristic Leachate Procedure (TCLP) RCRA Metals	1311/6020	Soil
TCLP VOCs & TCLP SVOCs	1311/8260 & 8270	Soil
TCLP Pesticides	1311/8082	Soil
Polychlorinated Biphenyls (PCBs)	8082	Soil
Phenols	8041	Soil
Reactive Cyanide/Sulfide	9010/9030	Soil
pH, Paint Filter, Flashpoint	9045C	Soil

Based on the location of the project, three facilities are available for the management of soils that cannot be managed at a permitted CCDD facility. These soils could potentially be managed as a non-hazardous, non-special waste. The three facilities are provided below:

- Advanced Disposal Landfill in Zion, Illinois
- Waste Management Countryside Landfill Facility in Grayslake, Illinois
- Waste Management Laraway RDF Facility in Elwood, Illinois

True North shall compile all field screening data and laboratory results in a PSI report format consistent with IDOT requirements to document the investigation findings. The summary report shall include field sampling locations, analytical tables, laboratory data, and any pertinent historical and regulatory information used to formulate and support the investigation findings. Additionally, True North will prepare and execute an Illinois Environmental Protection Agency (IEPA) LPC #663 Form for soils that can be certified as uncontaminated and managed at a permitted CCDD facility.



PROJECT COSTS

The project costs are presented on the Village of Algonquin's Request for Proposal line item form provided in Appendix A.

Should the Client request a change in the scope-of-work, or should circumstances render the current estimate invalid, a new estimate will be prepared and mutually agreed to in writing before further work proceeds. Our Schedule of Terms and Conditions shall apply to the proposed work and is attached for your review. Written authorization to proceed will form a binding contract and indicates your acceptance of our Terms and Conditions. Any changes to our Terms and Conditions must be agreed to in writing by both parties prior to your authorization to proceed.

SCHEDULE

True North can proceed with the above scope of work immediately upon receipt of authorization to proceed. True North can provide the PESA report within three weeks of authorization to proceed assuming governmental agency responses and associated documentation is provided in a timely manner. The IDOT permit application for the PSI shall be applied for upon authorization to proceed to expedite the investigation process. True North anticipates mobilizing for the PSI field work within approximately six weeks of authorization to proceed pending receipt of the IDOT permit. Analytical results will be available within approximately two weeks of field work completion. The PSI summary report shall be delivered within two weeks of receipt of the analytical results.

LIMITATIONS & QUALIFICATIONS

It is assumed for purposes of this estimate that access to the Site is available during normal working hours and that records relating to the properties are reasonably ascertainable. In addition, there are no encumbrances on the property that may limit observations.

The results reported and any opinions reached by True North are for the benefit of the Client and unless agreed to by True North in writing, are not to be disclosed to or relied upon by any other party. The results and opinions set forth by True North shall be valid from the date of the final report for a time frame limited to that specified in the standard.

The Client and their respective subcontractors shall be responsible for complying with the terms of health and safety plans, Federal, and State requirements applicable to this project.

True North has not included the cost of obtaining a Village permit for the project. True North assumes that all drilling activities will not require ROW permits from the Village, County or IDOT. In addition, True North has not included permit fees, private utility locate costs, or other fees that may pertain to the performance of work within this cost estimate. True



North shall contact the Client to inform them and request payment of any fees that have been incurred outside the scope of this estimate.

True North cannot guarantee that all permitted CCDD facilities will accept the proposed analytical sampling. Certain CCDD facilities may require additional soil analysis beyond the scope of this proposal. True North is not responsible for the costs to collect samples for additional analysis beyond this proposal. The Client shall be responsible for disposal of all soils rejected from the CCDD operation as a special waste at a permitted landfill.

The Client will provide True North with existing utility plans and assist True North with ensuring all utility locations are complete prior to Site mobilization.

This proposal does not include any additional work, inclusive of delineation sampling to define any areas exhibiting constituents above the MACs.

This proposal is based on field work performed in Level D personal protection (i.e., steel-toed boots, hard hats, safety glasses, and gloves). True North will postpone field work and notify client immediately if field conditions warrant an increase in personal protection.

This proposal is valid for a period of 45 days from the date of this proposal. In the event that authorization is received after 45 days from the date of this proposal, True North reserves the right to resubmit a new cost estimate for approval to reflect any additional costs associated with the proposed scope of work, if necessary.

TERMS OF AGREEMENT

If this proposal meets with your approval, please sign the attached service agreement and return it to our office via mail, fax or e-mail. This agreement for professional services represents a contract between True North Consultants, Inc. and the Client. Our Terms and Conditions are hereby incorporated as part of this agreement.

True North appreciates the opportunity to offer this proposal for environmental assessment consulting services. If you have any questions, please contact me at 630.717.2880.


Regards,

TRUE NORTH CONSULTANTS, INC.

Sean P. Brady, P.E.
Project Manager

Ryan M. LaDieu, P.E.
President

True North Proposal # T18-452 is hereby accepted and the conditions attached and outlined herein agreed to:

CLIENT	TRUE NORTH CONSULTANTS, INC.
By:	By: Ryan M. LaDieu
Signature:	Signature: 
Date:	Date: August 15, 2018



APPENDIX A

Village RFP Forms

VILLAGE OF ALGONQUIN

REQUEST FOR PROPOSAL FOR Downtown Streetscape – Stages 2 & 3

Likely Usage Percentage of Scope of Services Tasks

Task 1	Ph. 1 Mgmt, Coord., Comm.	\$525.00
Task 2	Research	\$915.00
Task 3	Ph.1 ESA	\$2,800.00
Task 10	Ph. 2 Mgmt., Coord., & Comm.	\$840.00
Task 11	Ph.2ESA	\$24,905.00
	Total	\$29,985.00

Written Out Total: Twenty Nine Thousand Nine Hundred Eighty Five Dollars and Zero Cents

Company: True North Consultants, Inc

Signature:

Date: 09 IC re

Print: Ryan LaDieu

Title: President

VILLAGE OF ALGONQUIN

Attachment C

NON-COLLUSION CERTIFICATION Downtown Streetscape – Stages 2 & 3

By Submission of this proposal, the Offeror R_y_a_n_L_a_o_d_e_u certifies,
Name of Offeror

That (s)he is P_r_e_s_i_d_e_n_t of True North Consultants, Inc and,
Title Name of Firm

under penalty of perjury, affirms:

1. The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening, directly or indirectly, to any other Offeror or to any competitor; and
3. No attempt has been made or will be made by the Offeror to induce any other person, partnership or corporation to submit or not submit a proposal for the purpose of restricting competition.
4. The proposal was not made in the interest of or on behalf of any undisclosed person, partnership, company, organization or corporation.
5. Each person signing the proposal certifies that:

(A) - (S)he is the person in the Consultant's organization responsible within that organization for the decision as to prices being offered in the proposal and that he has not participated and will not participate in any action contrary to (1-4] above;

Or

(B) - (S)he is not the person in the Consultant's organization responsible within that organization for the decision as to prices being offered in the proposal but that he has been authorized in writing to act as agent for the persons responsible for such decisions in certifying that such persons have not participated, and will not participate, in any action contrary to (1-4) above, and that as their agent, does hereby so certify; and that he has not participated, and will not participate in any action contrary to (1-4) above.

VILLAGE OF ALGONQUIN

Attachment D

NON-CONFLICT OF INTEREST STATEMENT Downtown Streetscape – Stages 2 & 3

I certify that neither I nor any member of my immediate family has a material personal or financial relationship with any offeror, or to a direct competitor of any offeror under consideration by this proposal evaluation committee. I further certify that no other relationship, bias or ethical conflict exists which will prevent me from evaluating any proposal solely on its merits and in accordance with the Request for Proposal's evaluation criteria.

Furthermore, I agree to notify the Village of Algonquin if my personal or financial relationship with one of the offerors is altered at any time during the evaluation process. If I am serving as the Procurement Officer of record I agree to advise my supervisor of any changes that could appear to represent a conflict of interest.

Name: Ryan LaDieu
(Print)

(Signature)

Title: President

Date: Q8 t 'S

Department/Agency True North Consultants, Inc.



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: September 7, 2018

TO: Tim Schloneger, Village Manager
Committee of the Whole

FROM: Robert Mitchard, Public Works Director

SUBJECT: Grand Reserve Creek Analysis and Design

Tim, attached you will find a Master Agreement Work Order from Christopher B. Burke Engineering for the Hydrology & Hydraulics Analysis, technical memorandum and preparation of plans, specifications and estimates for the selected alternative modifications of the Grand Reserve Creek that runs behind residential properties on the east side of Harnish Drive.

This area has been a flooding and maintenance challenge for the Public Works Department and the homeowners since the development of the subdivision and the construction of the four homes that are contiguous to the naturally existing stream and fenn. Problems have ranged from basement flooding, sump pump overload conditions, backyard flooding, and invasive growth of opportunistic plants from the natural area onto private property, among other related issues.

This proposal will provide several alternative approaches to improving the situations of the contiguous property owners, while also providing relief to the ongoing difficult maintenance conditions and flooding that our crews have had to manage regularly. The engineers' analysis will also consider whether this project will allow for further development of the additional available residential lots that remain on Harnish Drive adjacent to the creek. However, our department remains steadfast that development and construction of more homes on these particular lots will just exacerbate an already bad situation, creating more adversarial relationships between the Village and the current and future property owners.

Therefore, our recommendation is for the Committee of the Whole to take the necessary action to move approval of this proposal with CBBEL for \$32,698.00 onto the Board of Trustees at their September 18th meeting.

Consulting Engineering
Master Agreement Work Order Form

I. Incorporation of Master Agreement

All terms and conditions contained within the Village Engineer Master Agreement executed between the parties shall be applicable to the work to be performed under this Work Order and shall be deemed to be fully incorporated as if fully set forth herein.

II. Project Understanding

A. General Understanding/Assumptions

CBBEL understands that the Village of Algonquin would like to complete a Hydrology and Hydraulics (H&H) Analysis, technical memorandum (for 3 alternatives) and preparation of plans, specifications and estimates for the selected alternative for the Grand Reserve Creek.

B. Design Criteria

Village Standards

III. Scope of Services

A. Engineering Services

Task 1 – Hydrology and Hydraulics (H&H)

Task 1.A Hydrologic Analysis

CBBEL will utilize the tributary area, previously determined, to be the problem area adjacent to Harnish Drive. We will quantify the area and the runoff characteristics of the tributary area including the Curve Number, time of concentration and number of subbasins. We will account for the storage east of Eineke Boulevard using aerial topography. The results of the hydrologic analysis will be used to determine the peak discharge on the west of Eineke Boulevard for the 2, 5, 10 and 25-year design storm events.

Task 1.B – Existing Conditions Hydraulic Model

We will prepare an existing conditions model utilizing XP-SWMM model and the peak discharges from Task 1. The survey information for the culvert under Eineke Boulevard, as well as the storm sewers in the study area will be included in the model. We will run a recent storm event where significant flooding inundation occurred to calibrate our model.

Task 1.C – Proposed Conditions Hydraulic Model

Based on the results of Task 2, we will look at three (3) alternatives to relieve the flooding. The first alternative will be a ditch with a storm sewer below it. The second alternative will be a ditch with a new storm sewer constructed adjacent to

it. The last alternative will consider only constructing a ditch. Each of these alternatives will be evaluated using the XP-SWMM model. A table will be prepared comparing the existing water surface elevations and flooding durations for the 2, 5, 10 and 25-year design storm events and the resulting elevations and durations for the 3 alternatives.

Task 2 – AES

Task 2.1 - Channel Modification/Stabilization Design Assistance

AES will assist CBBEL with channel and riparian area restoration and/or stabilization design alternatives and elements by collaborating over the geometry, cross sections, and native planting zones. AES can provide CBBEL with details for items such as typical planting sections, artificial riffles (cross vanes or J-hooks), planting details, etc.

Task 2.2 – US Army Corps of Engineers (USACE) Permitting

AES will prepare a USACE/IEPA Joint Application for the proposed project. For the USACE/IEPA Joint Application permit, AES will submit the 90% Design Plan or Final Design Plan, wetland delineation report, obtain a jurisdictional determination, submit appropriate applications to the IDNR, USFWS, and SHPO as well as prepare the application package and coordinate with the USACE project manager. AES also anticipates meeting the USACE project manager on site to discuss the project details and respond to USACE's requests for additional information and/or revisions to the plan.

Task 3 – Technical Memorandum

CBBEL will provide the Village with a Technical Memorandum that gives up to 3 alternatives, and cost estimate for the proposed improvements. The improvements will be based on a hydrologic assessment of the tributary area to the system and to ensure there are no adverse upstream impacts.

Task 4 – Plans, Specifications, and Estimates

CBBEL anticipates the following for plans, specifications, and estimates:

Cover Sheet	1
General Notes and Summary	2
Typical Sections	3
Existing Conditions/Removal Sheets	4
Drainage Plan and Profile	5
Soil and Erosion Control Notes and Details	6
Soil and Erosion Control and Landscape Plan	7
Working Day & Construction Cost Estimates	
Special Provisions	

B. Meetings/Coordination

1 Meeting with Village

C. Deliverables

Technical Memorandum

D. Services by Others

AES

E. Information to be Provided by Client

Reviews

IV. Man-Hour & Fee Summary**A. Engineering Services****Task 1 - Hydrology and Hydraulics (H&H)****Task 1.A - Hydrologic Analysis**

Engineer III	10 hrs x \$112/hr	=	\$1,120
Engineer VI	2 hrs x \$184/hr	=	<u>\$368</u>
			\$1,488

Task 1.B - Existing Conditions Hydraulic Model

Engineer III	24 hrs x \$112/hr	=	\$2,688
Engineer VI	4 hrs x \$184/hr	=	<u>\$736</u>
			\$3,424

Task 1.C - Proposed Conditions Hydraulic Model

Engineer III	24 hrs x \$112/hr	=	\$2,688
Engineer IV	8 hrs x \$121/hr	=	\$968
Engineer VI	4 hrs x \$184/hr	=	<u>\$736</u>
			\$4,392

Task 2 - AES (by others)

2.1 - Channel Modification/Stabilization			\$2,500
Design Assistance			
2.2 - USACE Permitting			<u>\$6,500</u>
			\$9,000

Task 3 - Technical Memorandum

Engineer V	8 hrs x \$150/hr	=	\$1,200
Engineer III	12 hrs x \$112/hr	=	\$1,344
Engineer Tech IV	4 hrs x \$115/hr	=	<u>\$460</u>
			\$3,004

Task 4 - Plans Specifications and Estimates

Engineer V	4 hrs x \$150/hr	=	\$600
Engineer I/II	40 hrs x \$91/hr	=	\$3,640
CAD II	40 hrs x \$112/hr	=	<u>\$4,480</u>
			\$8,720

B. Meetings/Coordination

Engineer V	5 hrs x \$150/hr	=	\$750
Engineer IV	8 hrs x \$115/hr		<u>\$920</u>
			\$1,670

Subtotal			\$31,698
Direct Costs			<u>\$ 1,000</u>
Not-to-Exceed Fee	=		<u>\$32,698</u>

VILLAGE OF ALGONQUIN

Accepted by: _____

Title: _____

Date: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.

Accepted by: 

Title: EXEC V.P.

Date: 2/6/16

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES

<u>Personnel</u>	<u>Charges</u> <u>(\$/Hr)</u>
Principal	210
Engineer VI.....	184
Engineer V	150
Engineer IV	121
Engineer III.....	112
Engineer I/II.....	91
Survey V	150
Survey IV	115
Survey III.....	110
Survey II	86
Survey I.....	67
Resource Planner V	102
Resource Planner IV	97
Resource Planner III	88
Resource Planner II.....	80
Engineering Technician IV.....	115
Engineering Technician III	95
Engineering Technician I/II.....	87
CAD Manager.....	121
Assistant CAD Manager	115
CAD II	112
CAD I.....	87
GIS Specialist III	107
GIS Specialist I/II	60
Environmental Resource Specialist V	133
Environmental Resource Specialist IV	121
Environmental Resource Specialist III	102
Environmental Resource Specialist II.....	83
Environmental Resource Technician	78
Administrative	79
Engineering Intern	46
Survey Intern	46
Information Technician III	84
Information Technician I/II	54