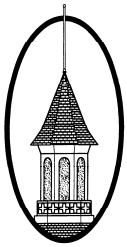


AGENDA
COMMITTEE OF THE WHOLE
June 18, 2019
2200 Harnish Drive
Village Board Room
- AGENDA -
7:45 P.M.

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

1. **Roll Call – Establish Quorum**
2. **Public Comment – Audience Participation**
(Persons wishing to address the Committee must register with the Chair prior to roll call.)
3. **Community Development**
4. **General Administration**
5. **Public Works & Safety**
 - A. Consider an Agreement with Metro Strategies, Inc. for Contracted Public Relations
 - B. Consider an Agreement with Martam Construction, Inc. for Downtown Streetscape Stage 2 Wet Utilities Construction
6. **Executive Session**
7. **Other Business**
8. **Adjournment**



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: June 12, 2019

TO: Tim Schloneger, Village Manager
Committee of the Whole

FROM: Bob Mitchard, Public Works Director

SUBJECT: Contracted Public Relations Firm for 2019/2020

Attached, you will find a proposal and resumes for contracted Public Relation services to be provided by Metro Strategies, Inc. This firm will begin immediately upon approval of the Board of Trustees and will be tasked with various communication services associated with the projects listed on Page 6 of the attached proposal. The list was compiled in a discussion between Michele Zimmerman, Assistant Public Works Director and myself. The list is intended as a starting point, is certainly not all-inclusive, and can be modified as Village staff sees fit. Services provided by this firm can also be provided to Community Development staff and General Administration by sending requests through my office.

During the budget approval process, \$100,000 was appropriated to pay for these services, split equally between the Street Improvement Fund and the Water and Sewer Improvement Fund. The lead contact assigned to our operation will be Ms. Tammy Wierciak, Director of Policy and Public Affairs, who has a wealth of experience and knowledge in providing quality public works and municipal communication services. Her efforts will be supported by the other two capable associates when Tammy is unavailable or on vacation. We anticipate the PR team to work weekly on all our current and future projects for a monthly retainer of \$3,000.00, plus a negotiated not-to-exceed contract price for each identified project.

Thank you for supporting this addition to our staff services. We believe this will boost the effectiveness of our construction and engineering communication and provide better service overall to our residents and businesses.



January 30, 2019

Mr. Robert Mitchard
Public Works Director
Village of Algonquin
110 Meyer Dr
Algonquin, IL 60102

526 Crescent Boulevard
Suite 314
Glen Ellyn, IL 60137
www.metrostrategiesinc.com

Dear Bob:

Please find attached Metro Strategies' proposal to provide communication support services to the Algonquin Public Works Department. Our staff has really enjoyed working with you and your team on the Old Town redevelopment project and are excited about the opportunity to continue to work with you.

Please let me know if you have any questions regarding the proposed work and fee.

Thank you for the opportunity.

A handwritten signature in blue ink that reads "Karyn Romano". The signature is written in a cursive, flowing style.

Karyn Romano
President

Village of Algonquin

Department of Public Works

Communications Support Services

Firm Overview

Metro Strategies is a public affairs, public engagement and planning firm that launched in 2004. Our clients range from local governments to regional planning organizations and state agencies. We also provide services to private sector and nonprofit clients. Most of our projects involve communications, outreach and public education campaigns. We provide services ranging from communication strategies and implementation to branding and developing communication materials.

Project Understanding

We understand the Village of Algonquin's Public Works Department does not have dedicated communications staff and is looking to work with a communications consulting firm to provide support services. Public Works staff wants to be proactive and communicate information in a timely manner and which promotes the many activities and achievements of the department. There will also be annual capital projects for which communications activities will need to occur from the planning phase through construction. Currently, Public Works uses social media, the Village's website and a quarterly print newsletter as the primary forms of communication to residents and business owners.

Project Approach & Services

Staff Meetings

We will start by setting up bi-monthly meetings with the Director of Public Works, key staff and capital improvements project managers. Metro Strategies staff will coordinate these meetings in order to understand the department's projects and activities and develop key messages that will be shared through communications channels (website, social media, newsletters, press releases), and the Village Board Communication Bulletin.

Newsletter Articles & Social Media Postings

Metro Strategies will work with the department to identify and craft informative news articles for the Village's quarterly newsletter to raise awareness about the important benefits and impacts of public works activities and projects. Social media posts will be crafted to share information in a visual, engaging and informative manner.

Village Board Communications Bulletin

Metro Strategies will assist the department in communicating department activities and news, planning projects and construction information to Village officials through the Village Board Communications Bulletin. Updates for the bi-monthly bulletin will include details about projects, as well as information about how the department is informing and engaging residents and business owners about projects and activities. This information will help Village officials respond to project inquiries in an effective manner. These articles will be provided for review before finalizing for the Bulletin.

Additional Communication Tools

Metro Strategies staff will work with department staff to identify additional strategies, activities, events and tools that can be implemented to help promote the department's activities and communicate essential information to residents, businesses, visitors and other stakeholders.

By providing consistent, accurate information through newsletters, social media and other outreach and engagement strategies, residents and business owners will view the Village and the Public Works Department as a credible and reliable source of information. It also helps build public trust.

Special Projects

At the beginning of the budget year, Metro Strategies will meet with the Village of Algonquin to discuss special projects that will require additional communication efforts. Examples include road construction projects, planning studies and improvement activities. As projects are identified, Metro Strategies will provide the Village with a proposal for the hours and direct expenses needed to conduct project outreach efforts. Proposals for specific projects will include recommended outreach activities, communication plans and any direct expenses anticipated, including project boards, email distribution services and websites. The work would be similar in nature to the communications and outreach services Metro Strategies provided on the Main Street construction project but tailored for each individual project and audience. **Depending on the size of the projects, outreach efforts have ranged from \$15,000 to \$60,000 plus.**

Staff

Tammy Wierciak, Metro Strategies' director of policy and public affairs, will oversee the communication efforts for the Village. Tammy will be supported by Jennie Vana and Noelle Lloyd. Tammy recently led the outreach campaign for the Old Town Algonquin project with the assistance of Noelle.

Proposed Fee

Our monthly fee for communication support services is **\$3,000**. This base fee includes social media posts, articles for the Village newsletter, website content and information for the Village Board Communications Bulletin. We will re-evaluate communication services and fee after a year. We will bill the Village after the end of each month and will provide a progress report of activities performed during the month.

We will provide scope and proposed hours for all additional infrastructure project services at an hourly rate. A listing of Metro Strategies staff and hourly rates is included in the following table.

Classification	Rates
President	\$180.00
Vice-President	\$159.15- \$168.72
Director	\$108.17 - \$164.42
Project Manager	\$90.87 - \$100.96
Office Coordinator	\$80.77
Project Associate	\$72.12 - \$73.56

Projects intended for PR Work by Metro Strategies

- Boyer & County Line Roads
- Terrace Hill Road Improvements
- Souwanas Creek Reach 2
- Downtown Streetscape, Water & Sewer projects
- Lake Braewood and Fields Property Drainage Project
- Stoneybrook Park Improvements
- Willoughby Farms Park Improvements
- Huntington to Countryside Water Transmission Main – East and West segments
- Woods Creek Reach 4
- Kelliher Park Parking Lot

The contracted Public Relations Firm will work under the general direction of the Public Works Director. The above list is not all-inclusive, but to provide general guidance with only some emphasis on priority. Additional assignments may be added with the approval of the Public Works Director.



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: Wednesday, June 12, 2019
 TO: Mr. Robert Mitchard, II
 FROM: Mr. Shawn M. Hurtig
 SUBJECT: *Letter of Recommendation – Construction Contract*
Downtown Streetscape Stage 2 Wet Utilities – VoA16-02-25B

This memo is to advise you of the recommendation I have for the bids received on the **Downtown Streetscape Stage 2 Wet Utilities – VoA16-02-25B** project that the Village of Algonquin is proposing. Each bid was reviewed to ensure conformance with the bid specifications (certification, security, cost, etc.). With that I have the following comments and recommendation.

Bids

In total 4 firms submitted a bid by the deadline of 5-23-19 @ 10AM, below is a summary.

<u>FIRM</u>	<u>Read Total</u>	<u>Calc. Total</u>	<u>Matched</u>	<u>SECURITY</u>	<u>CERT</u>
Martam Construction, Inc.	\$2,494,665.96	\$2,494,665.96	YES	YES	YES
Bolder Contractors, Inc.	\$2,772,930.00	\$2,772,930.00	YES	YES	YES
DiMeo Brothers, Inc.	\$3,289,957.00	\$3,289,957.00	YES	YES	YES
Trine Construction Corp.	\$4,418,572.70	\$4,418,572.70	YES	YES	YES

Average Cost	\$3,244,031.42		
Full Bid Results Spread	\$1,923,906.74	77%	Max \$ to Min \$Difference
Difference Avg to Lo	-\$749,365.46	-23%	Reduction in \$ from Low to Avg
Difference Avg to Hi	\$1,174,541.29	36%	Increase in \$ from Avg to Hi
3 Low Total Bid Average	\$2,852,517.65		
3 Low Total Bid Spread	\$795,291.04	28%	3 Low Bid Spread

Engineers Estimate of Probable Cost	\$2,554,327.50	12%	Increase in \$ from 3 Low bid to EEOC
-------------------------------------	----------------	-----	---------------------------------------

Village Budgeted Amount	Illinois EPA State Revolving Fund Loan Program (IEPA-SRFL)	
-------------------------	--	--

Analysis

Per the bid requirements all firms submitted unit pricing based on 84 line items. The bids received have a large cost spread, as there is a 77% cost difference from the max and min bids received, indicating uncertainty of the plans and specifications, or in this instance site conditions. The Village and Engineer for the project were asked frequently about the impact of ground water on the installation, due to the proximity of the Fox River to the project and the depth of the excavations necessary to install the proposed sanitary sewer. Test holes were performed to provide additional ground water information beyond what was called out in the Village supplied geotechnical report. Yet, even with that information it is obvious by the bid spread and drilled down line item numbers that bidders were taking vastly different approaches in dealing with the ground water issue. Some amount of comfort should come from the 10% spread of the 2 low bids. Lastly, in reviewing the low bidder unit pricing against the engineers estimate, two line item (Mobilization & Sanitary Service – 6”) had a cost that stuck out. In the case of the Mobilization line item it is evident that all contractors used this line item to catch costs involved with the dewatering uncertainty. As for the Sanitary Service line item, it appears that the engineer may have missed on their estimate as the two low bid contractor line items were consistent with each other.

Budget Information:

The Engineers Estimate of Probable Cost (EEOPC) was provided in the amount of \$2,554,327.50, which is 2% higher than the cost of the low bid. This projects funding is unique in that the Village has applied for Illinois Environmental Protection Agency (IEPA) State Revolving Fund Loans (SRFL). Previously the Board authorized (Ordinance No. 2018-0-24) the borrowing of \$2,924,400.00 from the IEPA SRFL program for this project. The IEPA limited the financing of the project to \$2,851,128 and per the bids the anticipated loan agreement amount will be written for \$2,569,505.94, including the low bid amount and 3% contingency.

Recommendation

The Village has worked extensively with Martam Construction, Inc. of Elgin, IL over the last 18 months, as they are the key contractor for the ongoing Downtown Streetscape improvement projects. They most recently completed the wet utility installations on Stage 1C (N. Main St.) and are very familiar with the Village process and expectations. It is for those reasons and the analysis conducted that I, along with Trotter & Associates, Inc. recommend entering into a contract with Martam Construction, Inc. for \$2,494,665.96 on the subject project. Please confirm this recommendation so that I may prepare the award and contract.

Projected Project Schedule (2019/20)

4/17 – Notice to Bidders **(Completed)**

5/23 – Bid Opening **(Completed)**

6/13 – Bid Recommendation for Committee of the Whole **(Pending)**

6/18 – Committee of the Whole Approval **(Pending)**

6/19 – Prepare Contract Signature Documents

7/2 – Village Board Approval

7/8– Awarded Contractors Contract & Insurance Due

8/5/2019 – Estimated Start of Construction

7/3/2020 – Completion of Construction (300 calendar days)



DOWNTOWN STREETScape STAGE 2 WET UTILITIES
Bid Opening: May 23, 2019 10:00 AM
William J. Ganek Municipal Center, 2200 Harnish Drive, Algonquin, Illinois 60102



				Engineer's Estimate		Martam Construction, Inc. 1200 Gasket Drive Elgin, IL 60120		Bolder Contractors, Inc. 316 Cary Point Drive Cary, IL 60013		DiMeo Brothers, Inc. 720 Richard Lane Elk Grove, IL 60007		Trine Construction Corp. 27W364 North Avenue West Chicago, IL 60185	
Item No.	Description	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	AGGREGATE BASE REPAIR	CY	100	\$ 35.00	\$ 3,500.00	\$ 60.96	\$ 6,096.00	\$ 70.00	\$ 7,000.00	\$ 55.00	\$ 5,500.00	\$ 35.70	\$ 3,570.00
2	BITUMINOUS MATERIALS (TACK COAT)	LB	6188	\$ 0.50	\$ 3,094.00	\$ 1.51	\$ 9,343.88	\$ 1.40	\$ 8,663.20	\$ 2.00	\$ 12,376.00	\$ 0.30	\$ 1,856.40
3	BITUMINOUS MATERIALS (PRIME COAT), SPECIAL	LB	1237	\$ 0.50	\$ 618.50	\$ 1.51	\$ 1,867.87	\$ 1.40	\$ 1,731.80	\$ 2.00	\$ 2,474.00	\$ 0.30	\$ 371.10
4	BLOCK RETAINING WALL REMOVAL AND REPLACEMENT	SF	350	\$ 30.00	\$ 10,500.00	\$ 75.61	\$ 26,463.50	\$ 30.00	\$ 10,500.00	\$ 32.00	\$ 11,200.00	\$ 45.00	\$ 15,750.00
5	BRICK PAVEMENT REMOVAL	SY	734	\$ 20.00	\$ 14,680.00	\$ 27.00	\$ 19,818.00	\$ 8.00	\$ 5,872.00	\$ 15.00	\$ 11,010.00	\$ 15.45	\$ 11,340.30
6	BYPASS PUMPING	L SUM	1	\$ 30,000.00	\$ 30,000.00	\$ 17,420.24	\$ 17,420.24	\$ 2,000.00	\$ 2,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,100.00	\$ 25,100.00
7	CASING PIPE, 16"	L SUM	21	\$ 300.00	\$ 6,300.00	\$ 367.91	\$ 7,726.11	\$ 120.00	\$ 2,520.00	\$ 250.00	\$ 5,250.00	\$ 203.00	\$ 4,263.00
8	CURB & GUTTER REMOVAL, SPECIAL	LF	456	\$ 5.00	\$ 2,280.00	\$ 8.25	\$ 3,762.00	\$ 6.00	\$ 2,736.00	\$ 6.00	\$ 2,736.00	\$ 9.10	\$ 4,149.60
9	CURB & GUTTER REMOVAL & REPLACEMENT, SPECIAL	LF	590	\$ 30.00	\$ 17,700.00	\$ 33.53	\$ 19,782.70	\$ 50.00	\$ 29,500.00	\$ 45.00	\$ 26,550.00	\$ 52.70	\$ 31,093.00
10	DECOMMISSION AND ABANDON EXISTING LIFT STATION	L SUM	1	\$ 35,000.00	\$ 35,000.00	\$ 20,958.52	\$ 20,958.52	\$ 9,000.00	\$ 9,000.00	\$ 50,000.00	\$ 50,000.00	\$ 27,982.50	\$ 27,982.50
11	DRIVEWAY PAVEMENT REMOVAL	SY	1226	\$ 5.00	\$ 6,130.00	\$ 13.12	\$ 16,085.12	\$ 7.00	\$ 8,582.00	\$ 7.00	\$ 8,582.00	\$ 10.30	\$ 12,627.80
12	DUST CONTROL WATERING	DAY	100	\$ 150.00	\$ 15,000.00	\$ 80.00	\$ 8,000.00	\$ 50.00	\$ 5,000.00	\$ 50.00	\$ 5,000.00	\$ 141.35	\$ 14,135.00
13	EXPLORATORY TRENCH, SPECIAL	LF	200	\$ 100.00	\$ 20,000.00	\$ 50.00	\$ 10,000.00	\$ 70.00	\$ 14,000.00	\$ 25.00	\$ 5,000.00	\$ 36.00	\$ 7,200.00
14	FERTILIZER	LB	30	\$ 10.00	\$ 300.00	\$ 3.12	\$ 93.60	\$ 5.00	\$ 150.00	\$ 10.00	\$ 300.00	\$ 6.45	\$ 193.50
15	FILL & ABANDON SANITARY MANHOLE	EA	9	\$ 1,500.00	\$ 13,500.00	\$ 1,134.98	\$ 10,214.82	\$ 470.00	\$ 4,230.00	\$ 600.00	\$ 5,400.00	\$ 3,067.00	\$ 27,603.00
16	FILL & ABANDON VALVE VAULTS	EA	5	\$ 1,500.00	\$ 7,500.00	\$ 1,075.85	\$ 5,379.25	\$ 470.00	\$ 2,350.00	\$ 450.00	\$ 2,250.00	\$ 710.00	\$ 3,550.00
17	FIRE HYDRANT TO BE REMOVED (COMPLETE TO MAIN)	EA	1	\$ 1,000.00	\$ 1,000.00	\$ 1,369.95	\$ 1,369.95	\$ 900.00	\$ 900.00	\$ 1,000.00	\$ 1,000.00	\$ 1,160.00	\$ 1,160.00
18	FIRE HYDRANT, SPECIAL, COMPLETE TO MAIN	EA	1	\$ 5,000.00	\$ 5,000.00	\$ 8,386.15	\$ 8,386.15	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00	\$ 7,395.00	\$ 7,395.00
19	HMA BINDER COURSE, IL-19.0, N50	TON	385	\$ 80.00	\$ 30,800.00	\$ 103.72	\$ 39,932.20	\$ 96.00	\$ 36,960.00	\$ 105.00	\$ 40,425.00	\$ 156.50	\$ 60,252.50
20	HMA DRIVEWAY, SPECIAL	SY	324	\$ 35.00	\$ 11,340.00	\$ 59.42	\$ 19,252.08	\$ 59.00	\$ 19,116.00	\$ 62.00	\$ 20,088.00	\$ 38.55	\$ 12,490.20
21	HMA SURFACE COURSE, MIX "C", N30	TON	239	\$ 85.00	\$ 20,315.00	\$ 141.54	\$ 33,828.06	\$ 131.00	\$ 31,309.00	\$ 145.00	\$ 34,655.00	\$ 159.35	\$ 38,084.65
22	HMA SURFACE REMOVAL - BUTT JOINT	SY	93	\$ 8.00	\$ 744.00	\$ 16.21	\$ 1,507.53	\$ 15.00	\$ 1,395.00	\$ 18.00	\$ 1,674.00	\$ 70.75	\$ 6,579.75
23	INLET FILTER BASKETS	EA	25	\$ 100.00	\$ 2,500.00	\$ 185.12	\$ 4,628.00	\$ 50.00	\$ 1,250.00	\$ 125.00	\$ 3,125.00	\$ 131.15	\$ 3,278.75
24	METER RISER BOX & HYDRANT	EA	1	\$ 8,500.00	\$ 8,500.00	\$ 8,498.91	\$ 8,498.91	\$ 5,000.00	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	\$ 4,099.95	\$ 4,099.95
25	MOBILIZATION	L SUM	1	\$ 5,000.00	\$ 5,000.00	\$ 148,000.00	\$ 148,000.00	\$ 160,000.00	\$ 160,000.00	\$ 175,000.00	\$ 175,000.00	\$ 423,245.00	\$ 423,245.00
26	MODIFY LIFT STATION	L SUM	1	\$ 35,000.00	\$ 35,000.00	\$ 16,299.50	\$ 16,299.50	\$ 19,000.00	\$ 19,000.00	\$ 30,000.00	\$ 30,000.00	\$ 27,665.00	\$ 27,665.00
27	PAINT PAVEMENT MARKING - LINE 4"	LF	3232	\$ 2.25	\$ 7,272.00	\$ 0.40	\$ 1,292.80	\$ 1.00	\$ 3,232.00	\$ 1.50	\$ 4,848.00	\$ 1.30	\$ 4,201.60
28	PAINT PAVEMENT MARKING - LINE 24"	LF	13	\$ 4.00	\$ 52.00	\$ 3.12	\$ 40.56	\$ 40.00	\$ 520.00	\$ 15.00	\$ 195.00	\$ 25.70	\$ 334.10
29	PATCHING, HMA 4"	SY	1074	\$ 60.00	\$ 64,440.00	\$ 44.30	\$ 47,578.20	\$ 41.00	\$ 44,034.00	\$ 52.00	\$ 55,848.00	\$ 45.00	\$ 48,330.00
30	PATCHING, PCC 6"	SY	2324	\$ 80.00	\$ 185,920.00	\$ 45.00	\$ 104,580.00	\$ 45.00	\$ 104,580.00	\$ 55.00	\$ 127,820.00	\$ 58.15	\$ 135,140.60
31	PAVEMENT REMOVAL, SPECIAL	SY	5404	\$ 5.00	\$ 27,020.00	\$ 9.45	\$ 51,067.80	\$ 9.00	\$ 48,636.00	\$ 15.00	\$ 81,060.00	\$ 12.85	\$ 69,441.40
32	PCC DRIVEWAY, SPECIAL, 6"	SY	879	\$ 45.00	\$ 39,555.00	\$ 70.98	\$ 62,391.42	\$ 64.00	\$ 56,256.00	\$ 70.00	\$ 61,530.00	\$ 79.65	\$ 70,012.35
33	PCC SIDEWALK REMOVAL & REPLACEMENT	SF	689	\$ 45.00	\$ 31,005.00	\$ 11.98	\$ 8,254.22	\$ 15.00	\$ 10,335.00	\$ 12.00	\$ 8,268.00	\$ 12.85	\$ 8,853.65
34	REMOVE AND DISPOSE OF NON-HAZARDOUS SPECIAL WASTE OR CERTIFIED NON-SPECIAL WASTE	CY	100	\$ 75.00	\$ 7,500.00	\$ 86.00	\$ 8,600.00	\$ 120.00	\$ 12,000.00	\$ 150.00	\$ 15,000.00	\$ 56.00	\$ 5,600.00
35	REMOVE AND REPLACE BUFFALO BOX	EA	15	\$ 1,200.00	\$ 18,000.00	\$ 600.00	\$ 9,000.00	\$ 700.00	\$ 10,500.00	\$ 750.00	\$ 11,250.00	\$ 288.35	\$ 4,325.25
36	REMOVE AND REPLACE BUFFALO BOX & CURB STOP	EA	2	\$ 1,500.00	\$ 3,000.00	\$ 1,568.63	\$ 3,137.26	\$ 3,000.00	\$ 6,000.00	\$ 1,000.00	\$ 2,000.00	\$ 3,031.40	\$ 6,062.80
37	REMOVE AND REPLACE FIRE HYDRANT	EA	3	\$ 7,000.00	\$ 21,000.00	\$ 6,500.00	\$ 19,500.00	\$ 9,000.00	\$ 27,000.00	\$ 10,000.00	\$ 30,000.00	\$ 7,550.00	\$ 22,650.00
38	REMOVE AND REPLACE LINEAR DRIVEWAY DRAIN	LF	32	\$ 100.00	\$ 3,200.00	\$ 250.00	\$ 8,000.00	\$ 150.00	\$ 4,800.00	\$ 300.00	\$ 9,600.00	\$ 179.30	\$ 5,737.60
39	REMOVE AND RESET MAILBOX	EA	1	\$ 450.00	\$ 450.00	\$ 500.00	\$ 500.00	\$ 900.00	\$ 900.00	\$ 150.00	\$ 150.00	\$ 581.25	\$ 581.25
40	REMOVE METER VAULT	EA	1	\$ 2,000.00	\$ 2,000.00	\$ 513.71	\$ 513.71	\$ 900.00	\$ 900.00	\$ 250.00	\$ 250.00	\$ 1,264.15	\$ 1,264.15
41	ROCK EXCAVATION, SPECIAL	CY	20	\$ 200.00	\$ 4,000.00	\$ 280.49	\$ 5,609.80	\$ 200.00	\$ 4,000.00	\$ 300.00	\$ 6,000.00	\$ 353.40	\$ 7,068.00
42	SANITARY DROP MANHOLE, 5' DIAMETER, TYPE 1 FRAME, CLOSED LID	EA	4	\$ 15,000.00	\$ 60,000.00	\$ 11,517.04	\$ 46,068.16	\$ 12,000.00	\$ 48,000.00	\$ 25,000.00	\$ 100,000.00	\$ 24,820.00	\$ 99,280.00
43	SANITARY FORCE MAIN ABANDONMENT, 8"	LF	330	\$ 15.00	\$ 4,950.00	\$ 38.91	\$ 12,840.30	\$ 3.00	\$ 990.00	\$ 8.00	\$ 2,640.00	\$ 32.45	\$ 10,708.50
44	SANITARY MANHOLE, TYPE A, 4' DIAMETER, TYPE 1 FRAME, CLOSED LID	EA	1	\$ 5,500.00	\$ 5,500.00	\$ 5,351.60	\$ 5,351.60	\$ 6,000.00	\$ 6,000.00	\$ 7,500.00	\$ 7,500.00	\$ 19,710.30	\$ 19,710.30
45	SANITARY MANHOLE, TYPE A, 5' DIAMETER, TYPE 1 FRAME, CLOSED LID	EA	7	\$ 12,000.00	\$ 8								



May 31, 2019

President and Board of Trustees
Village of Algonquin
2200 Harnish Drive
Algonquin, IL 60102

**Subject: Village of Algonquin Downtown Streetscape Stage 2 Wet Utilities
Recommendation to Award**

Dear President and Trustees,

The Village of Algonquin advertised the above referenced project in accordance with local, state, and federal guidelines on April 18, 2019. The Village received bids until 10:00 a.m. on Thursday, May 23, 2019. Four bids were received for the project and these bids were opened and read aloud at William J. Ganek Municipal Center. The following is a tabulation of the bids received:

<u>Company</u>	<u>Base Bid Amount</u>
Martam Construction, Inc.	\$2,494,665.96
Bolder Contractors, Inc.	\$2,772,930.00
DiMeo Brothers, Inc.	\$3,289,957.00
Trine Construction Corp.	\$4,418,572.70

Martam Construction, Inc. of Elgin, Illinois was the apparent low bidder with a bid amount of \$2,494,665.96. We have reviewed the bidding documents, required certifications and disadvantaged business enterprise (DBE) requirements of the Illinois EPA Loan Program and confirmed that Martam Construction, Inc. has provided a complete bid package and has met all bidding requirements.

The Village has authorized borrowing \$2,924,400.00 from the Illinois EPA Loan Program for this project under Ordinance No. 2018-O-24. The Illinois EPA will limit the amount financed to \$2,851,128.00. The anticipated loan agreement will be written for \$2,569,505.94, including the bid amount and 3% contingency.

It is therefore our recommendation that the Village of Algonquin award the Downtown Streetscape Stage 2 Wet Utilities construction contract to Martam Construction, Inc. for the bid amount of \$2,494,665.96. The Notice of Intent to Award form is enclosed to notify the Contractor that the bid is accepted and contingent upon approval of the Illinois EPA and execution of the loan agreement for the project. A final Notice of Award will be issued upon IEPA approval and the Contractor will execute the Agreement and required to furnish a performance bond, payment bond, and certificates of insurance at that time. If you should have any questions or wish to discuss this further, please contact me at your earliest convenience.

Sincerely,

Scott Trotter, P.E., BCEE
President

VILLAGE OF ALGONQUIN

Notice of Intent to Award

Date: May 31, 2019

To: Martam Construction, Inc.
1200 Gasket Dr.
Elgin, IL 60120
(847) 608-6800

Project: Village of Algonquin Downtown Streetscape Stage 2 Wet Utilities

The OWNER has considered the BID submitted by you for the above described WORK in response to its Advertisement for Bids and Information for Bidders.

You are hereby notified that your BID will be accepted, contingent upon Illinois Environmental Protection Agency (IEPA) approval, for items in the amount of **Two Million Four Hundred Ninety Four Thousand Six Hundred Sixty Five Dollars and Ninety Six Cents (\$2,494,665.96)**.

You will be required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S PERFORMANCE BOND, PAYMENT BOND and CERTIFICATES OF INSURANCE within ten (10) calendar days of the final Notice of Award to be sent upon IEPA approval, to you.

Dated this 18th day of June, 2019.

John Schmitt, Village President



May 31, 2019

President and Board of Trustees
Village of Algonquin
2200 Harnish Drive
Algonquin, IL 60102

**Subject: Village of Algonquin Downtown Streetscape Stage 2 Wet Utilities
Recommendation to Award**

Dear President and Trustees,

The Village of Algonquin advertised the above referenced project in accordance with local, state, and federal guidelines on April 18, 2019. The Village received bids until 10:00 a.m. on Thursday, May 23, 2019. Four bids were received for the project and these bids were opened and read aloud at William J. Ganek Municipal Center. The following is a tabulation of the bids received:

<u>Company</u>	<u>Base Bid Amount</u>
Martam Construction, Inc.	\$2,494,665.96
Bolder Contractors, Inc.	\$2,772,930.00
DiMeo Brothers, Inc.	\$3,289,957.00
Trine Construction Corp.	\$4,418,572.70

Martam Construction, Inc. of Elgin, Illinois was the apparent low bidder with a bid amount of \$2,494,665.96. We have reviewed the bidding documents, required certifications and disadvantaged business enterprise (DBE) requirements of the Illinois EPA Loan Program and confirmed that Martam Construction, Inc. has provided a complete bid package and has met all bidding requirements.

The Village has authorized borrowing \$2,924,400.00 from the Illinois EPA Loan Program for this project under Ordinance No. 2018-O-24. The Illinois EPA will limit the amount financed to \$2,851,128.00. The anticipated loan agreement will be written for \$2,569,505.94, including the bid amount and 3% contingency.

It is therefore our recommendation that the Village of Algonquin award the Downtown Streetscape Stage 2 Wet Utilities construction contract to Martam Construction, Inc. for the bid amount of \$2,494,665.96. The Notice of Intent to Award form is enclosed to notify the Contractor that the bid is accepted and contingent upon approval of the Illinois EPA and execution of the loan agreement for the project. A final Notice of Award will be issued upon IEPA approval and the Contractor will execute the Agreement and required to furnish a performance bond, payment bond, and certificates of insurance at that time. If you should have any questions or wish to discuss this further, please contact me at your earliest convenience.

Sincerely,

Scott Trotter, P.E., BCEE
President