

COMMITTEE OF THE WHOLE
APRIL 15, 2025
VILLAGE BOARD ROOM
2200 HARNISH DRIVE, ALGONQUIN
7:45 P.M.

Trustee Auger – Chairperson
Trustee Spella
Trustee Glogowski
Trustee Dianis
Trustee Smith
Trustee Brehmer
President Sosine

∞ AGENDA ∞

- 1. Roll Call – Establish a Quorum**
- 2. Public Comment – Audience Participation**
(Persons wishing to address the Committee must register with the Chairperson prior to roll call.)
- 3. Community Development**
- 4. General Administration**
- 5. Public Works & Safety**
 - A. Consider an Agreement with Trotter and Associates, Inc. for the Construction Oversight of the WWTP Biosolids Handling Project
 - B. Consider a Fiscal Year 2025-2026 Contract Extension Agreement with Christopher B. Burke Engineering Ltd. (CBBEL) for In-House Engineering Task Order
 - C. Consider an Agreement with Christopher B. Burke Engineering Ltd. (CBBEL) for the Clarendale Multi-Use Path Project
 - D. Consider an Agreement with Suburban Concrete for the 2025 MFT Concrete Program
- 6. Executive Session (if needed)**
- 7. Other Business**
- 8. Adjournment**



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: April 15, 2025

TO: Tim Schloneger, Village Manager
Committee of the Whole

FROM: Clifton Ganek, P.E., Village Engineer

SUBJECT: Recommendation to Approve a Proposal for Construction Oversight of the WWTP Biosolids Handling Project with Trotter and Associates, Inc.

The Public Works Department is undertaking a project at the Wastewater Treatment Plant (WWTP) to replace biosolids handling equipment with centrifuge technology. The Village of Algonquin’s 2014 and 2024 Wastewater Facility Plans identified significant deficiencies in biosolids processing. This project addresses the final major deficiency by improving the efficiency of the sludge dewatering process.

At the April 1st Village Board meeting, the construction contract with Manusos General Contracting, Inc. was approved. To provide proper oversight of construction activities, staff has included a proposal from Trotter & Associates, Inc (TAI) for managing the construction of this project. Over the last three years, TAI completed preliminary and final design which included detailed plans and return on investment analysis.

Trotter has recently completed construction oversight on the Creek Lift Station Upgrade (2022), Braewood Force Main Replacement (2024), and is currently completing the rehabilitation to the Braewood Lift Station. TAI’s proposal for construction oversight is a not-to-exceed amount of \$302,100.00, which is 7.5% of the construction bid. This project will span two fiscal years. Sufficient funds are available in FY 2025/26 and the remaining amount will be budgeted by staff to complete the project in FY 2026/27.

Summary

1. Experienced oversight of this project is necessary, TAI is more than capable of successfully overseeing construction of this significant project.
2. The proposal amount for oversight is within budget and below the estimated amount.

Therefore, the Public Works Department recommends the Committee of the Whole move forward with Trotter & Associates, Inc.’s proposal in the amount of \$302,100.00 and forward it to the Village Board for approval.



March 13, 2025

Mr. Clifton V. Ganek, P.E.
Village Engineer
Village of Algonquin
110 Meyer Drive
Algonquin, IL 60102

Re: WWTF Biosolids Handling
Phase 3 –Bidding and Construction Engineering Services Proposal

Dear Mr. Ganek, P.E.:

We sincerely appreciate this opportunity to offer our services. Enclosed for your review is the construction engineering services agreement for the referenced project. Please contact us if there are any questions or changes to the listed scope of services. If you would like to proceed with the contract, please sign and return one copy of the agreement.

Sincerely,

TROTTER & ASSOCIATES, INC.

Robert Scott Trotter, P.E., BCEE
President

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March 13, 2025

Mr. Clifton V. Ganek, P.E.
Village Engineer
Village of Algonquin
110 Meyer Drive
Algonquin, IL 60102

Re: WWTF Biosolids Handling – Phase 3 Bidding and Construction Engineering Services
Professional Services Letter Agreement and Exhibits

Dear Mr. Ganek, P.E.,

Trotter and Associates, Inc. (ENGINEER) is pleased to provide professional services to the Village of Algonquin (CLIENT) for the WWTF Biosolids Handling Phase 3 Bidding and Construction Engineering (hereinafter referred to as the “PROJECT”).

Project Background

The Village retained TAI for Phase 1 design engineering services in a contract dated August 5, 2021. The contract includes Conceptual Design and Preliminary Design phases. TAI was retained for Phase 2 design engineering services in a contract dated December 5, 2023. Trotter and Associates has completed design of the improvements and bid the project. The low bidder, Manusos General Contracting, will begin construction of the improvements upon award of the contract. The Village has requested that Trotter and Associates offer construction phase services to act on the Village’s behalf during construction of the improvements.

Project Understanding

The design includes replacement of the existing filter belt press with two centrifuges. Centrifuge technology will produce a dryer cake and has a smaller footprint allowing two centrifuges to be installed within the current dewatering room. The expected life of a centrifuge is 20 years. Design flows greater than 6 MGD will require the construction of a new sludge handling building; however, expansion beyond 6 MGD is not foreseen in the next 20 years. The project went out to bid in January 2025, with the project opening bids in March 2025.

The WWTF Biosolids Handling project scope includes:

- Demolition of: Belt Filter Press, Polymer System, Sludge Conveyor and Access Platforms, and Protected Water System and Booster Pump.
- Sludge Dewatering Improvements, including installation of two new centrifuges, new sludge feed pumps, new conveyor, new polymer feed skids, self-cleaning filter with stainless-steel screen for non-potable water, new piping, and a new access platform.

Project Schedule

Award of Contract: 4/1/2025

Notice to Proceed:

- Milestone 1 (Procurement): 365 calendar days after the Notice to Proceed
- Milestone 2 (Installation of Work): 200 calendar days after the Notice to Proceed
- Milestone 3 (Restoration and Punchlist): 56 calendar days after the Notice to Proceed
- Contract duration: 621 days maximum to Final Completion after the Notice to Proceed

Scope of Services

Our services will consist of customary civil engineering and surveying services and related engineering services incidental thereto, described as follows;

A. Bidding or Negotiating Phase

- 1) Assist the Village with advertising the project for bid.
- 2) Attend a pre-bid meeting with the Village and prospective bidders.
- 3) Respond to questions about bid documents. Issue addenda as appropriate to clarify, correct, or change the Bidding Documents.
- 4) Attend the bid opening, prepare bid tabulation, and assist the Village in reviewing the bids, participate in any negotiations or clarification discussion and awarding contracts.

B. Construction Phase

- 1) Hold preconstruction meeting, on-site progress meetings during construction activity, prepare agendas and minutes for each meeting.
- 2) Provide construction administration and project management throughout the project duration.
- 3) Provide part-time field engineering services (resident engineer) throughout Milestones No. 2 and 3. Additional site visits will be made as required by the work throughout the various Milestones.
- 4) Provide weekly reports to Village staff on status of construction, hours spent on site, progress made over the previous week.
- 5) Review and approve Shop Drawings for conformance with the Contract Documents and compatibility with the design concept.
- 6) Review and approve O&M Manuals for conformance with the Contract Documents and as-built conditions.
- 7) Issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of Contractor's work.
- 8) Review and recommended Contractor's payment requests. Includes review of waivers, and prevailing and federal wage rate certified payroll.
- 9) Receive bonds, certificates, certificates of inspection, tests and approvals, Shop Drawings, Samples, and other data. Review and provide to the Village.

-
- 10) Perform punchlist inspections following Substantial Completion. Update and reissue punchlist periodically until final completion.
 - 11) Prepare and furnish to the Village Record Drawings showing appropriate record based on Project annotated record documents received from Contractor.
 - 12) Prepare operation and maintenance manuals and transmittal of documents to the Village.

Compensation

An amount equal to the cumulative hours charged to the Project by each class of ENGINEER's employees times Standard Hourly Rates for each applicable billing class for all services performed on the Project, plus Reimbursable Expenses and ENGINEER's Consultant's charges, if any.

ENGINEER's Reimbursable Expenses Schedule and Standard Hourly Rates are attached to this Exhibit B. Reimbursable Expenses included in the contract are limited to items listed in Exhibit B. All expenses that are not included in Exhibit B shall be considered outside the contract and shall be considered as extra and compensated for at cost. For example: title commitments, permit fees, architectural renderings, special public meetings, out of town travel expenses, consultant services beyond those identified in the scope, or items specifically requested by the owner.

The total compensation for services will not exceed \$302,100 based on the following distribution of compensation:

| | |
|---|-------------------|
| Bidding and Negotiating Phase | \$ 10,300 |
| <u>Construction Engineering Phase</u> | <u>\$ 291,800</u> |
| Total Authorized for Bidding & Construction Engineering | \$ 302,100 |

ENGINEER may alter the distribution of compensation between individual phases of the work noted herein to be consistent with services actually rendered, but shall not exceed the total estimated compensation amount unless approved in writing by CLIENT. The total estimated compensation for ENGINEER's services included in the breakdown by phases incorporates all labor, overhead, profit, and ENGINEER's Consultant's charges. The amounts billed for ENGINEER's services will be based on the cumulative hours charged to the PROJECT during the billing period by each class of ENGINEER's employees times Standard Hourly Rates for each applicable billing class, plus Reimbursable Expenses and ENGINEER's Consultant's charges. The Standard Hourly Rates and Reimbursable Expenses Schedule will be adjusted annually as of January 1st to reflect equitable changes in the compensation payable to ENGINEER.

Miscellaneous

This Agreement constitutes the entire agreement between the parties and supersedes any prior oral or written representations. This agreement may not be changed, modified, or amended except in writing signed by both parties. In the event of any conflict among the exhibits, the exhibit of the latest date shall control.

ENGINEER may have portions of the Services performed by its affiliated entities or their employees, in which event ENGINEER shall be responsible for such services and CLIENT shall look solely to ENGINEER as if ENGINEER performed the Services. In no case shall CLIENT'S approval of any subcontract relieve ENGINEER of any of its obligations under this Agreement. However, ENGINEER is not responsible whatsoever for any obligations its subcontractors might have to its [subcontractors'] employees, including but not limited to proper compensation of its employees.

In the event CLIENT uses a purchase order form or other CLIENT developed document to administer this Agreement, the use of such documents shall be for the CLIENT's convenience only, and any provisions, terms or conditions within the CLIENT developed document shall be deemed stricken, null and void. Any provisions, terms or conditions which the CLIENT would like to reserve shall be added to Exhibit C – Supplemental Conditions and agreed to by both parties.

ENGINEER acknowledges that this project and the scope of work performed thereto will require ENGINEER and all lower tiered subcontractors of ENGINEER to comply with all obligations under and pursuant to the any applicable local, state and/or federal prevailing wage laws (e.g. Davis-Bacon Act, Illinois Prevailing Wage Act, etc.), including but not limited to all wage, notice and/or record keeping requirements to the extent applicable, necessitated and required by law.

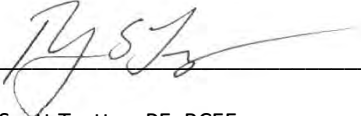
If during negotiations or discussion with a Client it becomes clear that Client has determined prevailing wages are not applicable to the work performed by Trotter & Associates, it is best to confirm that understanding in writing with appropriate indemnification language. The following is draft language to consider:

Trotter & Associates' services performed is based on its understanding through the actions, statements and/or omissions of CLIENT that this project [identify] and the work performed relating thereto is professional in nature and not subject to prevailing wage requirements (federal, state or local). If Trotter & Associates' understanding is incorrect, CLIENT agrees and acknowledges that it shall immediately notify Trotter & Associates in writing within forty-eight (48) hours from receiving this notice so that Trotter & Associates may submit a revised proposal and/or invoice reflecting the additional costs associated with applicable prevailing wage laws. If at any time it is determined that this project is or was subject to prevailing wage requirements under federal, state or local law, then CLIENT agrees and acknowledges that it shall reimburse and make whole Trotter & Associates for any back wages, penalties and/or interest owed to its employees or any other third party, including any appropriate governmental agency. CLIENT also agrees that prices, costs and/or applicable fees will also be increased prospectively as required by the increase in wage payments to Trotter & Associates' employees. CLIENT understands and acknowledges that it shall notify Trotter & Associates of any prevailing wage requirements or obligations under applicable laws relating to the work or services performed by Trotter & Associates. CLIENT also agrees to indemnify and hold Trotter & Associates harmless from any error, act or omission on its part with regard to prevailing wage notification that causes any claim, cause of action, harm or loss upon Trotter & Associates, including but not limited to prompt reimbursement to Trotter & Associates of any and all back wages, penalties and/or interest owed to its employees or any other third party, including reasonable attorneys' fees and costs associated with such claim, cause of action, harm or loss.

Contents of Agreement

This Letter Agreement and the Exhibits attached hereto and incorporated herein, represent the entire understanding with respect to the Project and may only be modified in writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

| | |
|-----------------------------|---|
| CLIENT: | Trotter and Associates, Inc.: |
| _____ |  _____ |
| By: _____ | By: <u>Scott Trotter, PE, BCEE</u> |
| Title: _____ | Title: <u>President</u> |
| Effective Date: _____ | Date Signed: |
| Address for giving notices: | Address for giving notices: |
| _____ | <u>40W201 Wasco Road, St. Charles, Illinois 60175</u> |
| Designated Representative: | Designated Representative: |
| _____ | <u>Dan Gillespie</u> |
| Title: _____ | Title: <u>Construction Engineering Manager</u> |
| Phone Number: _____ | Phone Number: <u>(630) 587-0470</u> |
| Facsimile Number: _____ | Facsimile Number: <u>(630) 587-0475</u> |
| E-Mail Address: _____ | E-Mail Address: <u>d.gillespie@trotter-inc.com</u> |

ATTACHMENTS:

- EXHIBIT A – STANDARD TERMS AND CONDITIONS
- EXHIBIT B – SCHEDULE OF HOURLY RATES AND REIMBURSIBLE EXPENSES
- EXHIBIT C – SUPPLEMENTAL GENERAL CONDITIONS
- EXHIBIT D – CONTRACT ADDENDUM



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: April 15, 2025
TO: Tim Schloneger, Village Manager
FROM: Cliff Ganek, P.E., Village Engineer
SUBJECT: In-House Engineering Task Order – FY2025-2026 Contract Extension

The Public Works Department has been utilizing engineering staff from Christopher B. Burke Engineering Ltd. (CBBEL) since June of 2019 due to the increase in project management workload. Since then, the Capital Budget and the number of projects has increased significantly. Specifically, in FY2025/26, the Engineering staff is tasked with over 50 capital projects, steady with last year's workload and nearly double that from 2019.

During FY 2025/26 budget discussions, money was budgeted in the Water and Sewer Improvement and Street Improvement funds to continue using CBBEL staff during this fiscal year; \$50,000 in each Capital account for a total of \$100,000. This amount remains unchanged from last fiscal year and represents a reduction of \$100,000 from FY2023/24 and a total reduction of \$140,000 since FY 2022/23 due to the additions of the Engineering Division staff.

Despite recent inflation, CBBEL has once again offered to keep the current rate of \$120 per hour for in-house engineering services. This rate is extremely favorable when compared to outside consultant engineering services. Staff has been pleased with the work that has been performed by CBBEL, and they are a great addition to our team at Public Works, as well as other departments in the Village.

Therefore, we recommend that the attached Task Order Amendment be moved forward by the Committee of the Whole to Village Board for In-House Engineering Services with CBBEL in the amount of \$100,000 for FY 2024-2025, beginning May 1, 2025.

**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 is looking to supplement their current in-house Public Works staff by utilizing the services of an outside consulting firm. We understand that the Village wishes to extend the existing agreement until April 30, 2026.

III. Scope of Services

A. Engineering Services

CBBEL will provide General Engineering Assistance as directed by Public Works Staff.
Contract Engineering (In-house Engineering)
\$ 50,000 - Water/Sewer Capital
\$ 50,000 - Street Capital

IV. Staff-Hour & Fee Summary

We will bill you on a time and materials basis at the rate of \$120 per hour for a not-to-exceed fee of \$100,000.

VILLAGE OF ALGONQUIN

Accepted by: _____

Title: Village President

Date: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.

Accepted by:  _____

Title: President

Date: 3/31/2025



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: April 15, 2025

TO: Tim Schloneger, Village Manager
Committee of the Whole

FROM: Clifton Ganek, P.E., Village Engineer

SUBJECT: Recommendation to Approve a Design Engineering Proposal
from Christopher B. Burke Engineering, LTD., for the Clarendale
Multi-Use Path Project

The Village has received several requests to install a safe pedestrian route along Algonquin Road from Clarendale of Algonquin to Oakleaf Road. The proposed path would connect to the existing multi-use path along Algonquin Road, providing access to the River Pointe Shopping Center. In response, staff engaged Christopher B. Burke Engineering, Ltd. (CBBEL) to prepare a proposal for the Clarendale Multi-Use Path Project to address these concerns and enhance pedestrian safety and mobility in the area.

The proposed project involves the construction of an ADA-compliant multi-use path along the identified corridor, with considerations for drainage, accessibility, and safe connectivity for both pedestrians and cyclists. Village staff coordinated with the McHenry County Division of Transportation (McDOT), which has agreed to fund one-third of the project cost, as the segment aligns with their long-range pedestrian improvement plan for Algonquin Road.

Although this project is not currently budgeted in the Village's FY2025/26 Street Fund, staff recently became aware of a grant opportunity through the American Association of Retired Persons (AARP) that promotes senior-friendly pedestrian infrastructure. Additionally, the Street Improvement Fund has available capacity due to Phase 2 of the Broadsmore/Stonegate Improvements project being awarded approximately \$200,000 under budget. With McDOT's cost-share and anticipated AARP grant, the Village's remaining share of the project cost is substantially reduced.

*Anticipated cost summary below.

| | |
|----------------------------------|------------------|
| *Total Project Cost: | \$350,000 |
| *McDOT Contribution: | \$116,667 |
| *AARP Grant (anticipated): | \$25,000 |
| *Remaining Village Share: | \$208,333 |

Summary

1. This project provides safe pedestrian travel along Algonquin Road from Clarendale of Algonquin connecting to an existing path to the River Pointe Shopping Center.
2. This segment has been identified in McDOT's Algonquin Road Pedestrian Improvement Plan. An IGA will be drafted for review at a later
3. Design costs are higher due to the challenging slopes, lack of right-of-way, and the need for a permanent retaining wall.

Therefore, the Public Works Department recommends that the Committee of the Whole take the necessary action to move the proposal from Christopher B. Burke Engineering, LTD. for \$59,528.00 for Design Engineering of the Clarendale Multi-Use Path to the Village Board for approval.



connection to existing bike path installed by McDOT in 2021

CLARENDALE OF ALGONQUIN

**CLARENDALE CONNECTING PATH
EXHIBIT A
AARP COMMUNITY CHALLENGE**



**THE VILLAGE OF
ALGONQUIN**
ILLINOIS

110 MITCHARD WAY ALGONQUIN, IL 60102
847-658-2700 WWW.ALGONQUIN.ORG

| | | |
|-----------|----------|----------------|
| DRAWN: | DJD | SHEET 01 OF 01 |
| APPROVED: | CG | SCALE: N.T.S. |
| DATE: | 2/3/2025 | DRAWING NO. |
| REV 1.: | | |
| REV 2.: | | |
| REV 3.: | | |

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06em

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

It is our understanding the Village of Algonquin (Village) wishes to construct a new 8 foot wide bituminous multi-use path within the south parkway of Algonquin Road between Oakleaf Road and Wander Way, a distance of approximately 750 feet.

This portion of Algonquin Road is under the jurisdiction of McHenry County Division of Transportation (County). The Village has held recent discussions with McHenry County and indicated that the County is agreeable to the construction of the proposed multi-use path within County right-of-way and secured easement.

It is also our understanding that McHenry County acquired a 15 foot permanent roadway easement outside the right-of-way in 2015 along the full length of the Clarendale of Algonquin property. This Public Roadway Easement is granted for any use appurtenant to or associated with roadway and utility construction and maintenance. The construction of the multi-use path falls within the existing easement provisions on the Clarendale of Algonquin property, however, additional earthen grading may be necessary outside the existing easement limits to maintain drainage. This proposal assumes one temporary construction easement will be required on the Clarendale of Algonquin property for grading and earthwork outside the path limits.

On the west end of the project, two residential properties lie between Oakleaf Road and Clarendale of Algonquin. Both properties have wooden fences erected near the property boundary, and are assumed to be maintained in place. This proposal assumes there will be no impacts or encroachments onto the two residential properties.

An 18” storm sewer drains Algonquin Road stormwater runoff from the west to the east, and lies directly below the proposed multi-use path. It is our assumption that this storm sewer, along with the existing flared end section at the northwest corner of the Clarendale of Algonquin property, will be avoided or minimally impacted with the construction of the multi-use path. It is anticipated that the existing flared end section may need to be adjusted or reconfigured for the addition of a retaining wall.

An existing drainage ditch within the south parkway of Algonquin Road will be regraded and reinstated to maintain surface drainage. In order to avoid impacts to the ditch and to private property, the proposed multi-use path will be constructed immediately behind the

back of curb on Algonquin Road, and pitched away from the road towards the existing ditch. This project will also likely require a length of retaining wall outside the path based on the very narrow right-of-way. The introduction of a new retaining wall creates a new hazard to cyclists on the path, therefore a barrier or railing is assumed on the south side of the path over the anticipated retaining wall.

A new barrier or railing will also be considered to separate path users from the high speed traffic on Algonquin Road. Algonquin Road has a 40 mph speed limit with an ADT of 31,600. Since the nearest traffic signal to the west is at Randall Road, a distance of 2,000 feet, vehicular traffic is likely accelerated to full speed at the project location, creating potentially dangerous conditions particularly when pairing the proximity to higher noise levels and morning or evening sun glare. The addition of any railings or barriers will have an impact on the proposed width of the multi-use path.

Roadway patching or resurfacing, curb and gutter replacement, or other roadway improvements along Algonquin Road will not be included as part of this project, except as necessary at the path termini to create a path crossing or connection to the existing sidewalk and path network.

The proposed path is assumed to begin at the crossing at Oakleaf Rd (west side). At this terminus, a connection to the existing HMA path to the west is assumed. This proposal assumes the connection will include new ADA ramps and high visibility pavement markings across Oakleaf Rd to complete the connection. The stop bar on Oakleaf Rd will likely need to be moved backwards to accommodate the new crossing. The visibility of vehicular traffic stopped on Oakleaf Rd will be analyzed to verify there are no impacts to intersection sight distances. At its east terminus at the driveway entrance for Clarendale of Algonquin, it is assumed the proposed path will end directly against the west curb return of the entrance (no ramp or driveway crossing is included). Pavement striping may need to be adjusted at both termini. This proposal will also explore the possibility of a sidewalk connection to the Clarendon of Algonquin sidewalk system approximately 200 feet west of the driveway entrance.

Because Algonquin Road is under McHenry County jurisdiction, it is assumed that the McHenry County Stormwater Ordinance will be used as a basis for stormwater permitting rather than the Village's adopted Kane County Stormwater Management Ordinance. However, the Kane County Stormwater Management Ordinance will also be reviewed for compliance. No stormwater detention is anticipated as a result of the added impervious area; this project is classified as a Public Road Development, with approximately 6,000 square feet (0.14 AC) of linear new impervious area created. For these reasons, this project is exempt from Stormwater Storage Requirements. There are no known existing stormwater storage facilities anticipated to be impacted by this project. Further, there are no known Waters of the U.S., Isolated Wetlands of McHenry County, special flood hazard areas, or other environmental factors in the project area. Erosion and Sediment Control measures will be implemented to address stormwater runoff during construction and avoid water quality impacts downstream.

This proposal of services does not include any private utility relocation permits, engineering, or fees.

It is our understanding the project will be designed in the Spring & Summer 2025 with construction occurring in the Summer and Fall of 2025, pending permit and easement approvals.

We also understand that the Village is seeking AARP grants for the partial funding of construction of the project. All remaining construction costs not covered by the awarded grant and all design costs for the project will be locally funded.

B. Design Criteria

Village/IDOT and McHenry County DOT (as applicable)

III. Scope of Services

A. Surveying and Geotechnical Services

Task A.1 – Topographic Survey

Topographic Survey will be performed along the south parkway of Algonquin Road for a length of approximately 900 feet from Oakleaf Drive to Wander Way. Topographic Survey will be completed from the Algonquin Road edge of pavement (EOP) to the approximate south right-of-way limits. The survey will also consist of one (1) detailed intersection crossing at Oakleaf Rd for special ADA ramp design of the proposed multi-use path.

Horizontal and Vertical Control: Utilizing state plane coordinates, CBBEL will set recoverable primary control utilizing state of the art GPS equipment.

Topographic Survey: CBBEL will field locate all pavements, driveways, curb and gutters (curb, gutter flow line, and edge of pavement/ face of curb), pavement markings, signs, manholes or utility vaults on sidewalks and parkways and within 10 feet of pavement area adjacent to the curb, drainage structures, driveway culverts, cross road culverts, fences, traffic signals, signs, traffic cameras, parking meters, and pay boxes, trees (including DBH) & bushes, light and power poles, sidewalks (back and face of sidewalks) and pavement. Elevations will be taken approximately every 10 feet along sidewalks, curbs, gutters, building or property line, doorway stoops or steps as applicable. Elevations of roadway 5 feet from the edge of pavement to be included.

Base Mapping: All of the above information will be compiled into one base map representative of existing conditions of the project corridor at a scale of 1"=20' for use in all design and engineering work.

Task A.2 – J.U.L.I.E. Utility Coordination

CBBEL will coordinate with JULIE to retrieve atlas information for all applicable underground utilities including water main, gas, electric, cable, etc. CBBEL will

compile all Utility Atlas information into the base map. Locations of existing utilities /obstructions / systems shown on the base map are the compilation of available utility plans provided by utility owners and JULIE Utility Coordination. All utilities /obstructions / systems may not be shown. Contractor shall be responsible for locating and protecting all underground utilities /obstructions / systems whether or not shown on base map. JULIE Utility Coordination Atlas information is typically isolated to Public Right-of-Way (off-site) & limited areas adjacent to Public Right-of-Way. Identification & location of all private subsurface utilities within project area (on-site) is the responsibility of the client.

Task A.3 – Easement Exhibit and Legal Descriptions

It is assumed that one temporary construction easement will be required from Clarendale of Algonquin for the grading required outside the multi-use path limits. The following subtasks are included in the work to complete the Easement Exhibit and Legal Description:

1. Initial coordination with Client.
2. Research with the Mchenry County Recorder's Office.
3. Field survey to establish the existing boundaries of the subject parcels
4. Office calculations and plotting of field and record data.
5. CAD drafting of the easement exhibit for the proposed easement areas.
6. Write legal descriptions for the proposed easement areas.
7. Final review and submittal by an Illinois Professional Land Surveyor.

This task assumes the client is responsible for recording the plat of easement with the County Recorder's office.

Task A.4 – Geotechnical Investigation

A Geotechnical Investigation will be performed by CBBEL's subconsultant, Rubino Engineering, Inc. This includes two (2) soil borings to a depth of 15 feet to determine the existing condition of subgrade soil materials and characteristics along the assumed retaining wall locations (a length of 250 feet). An additional one (1) soil boring will be sampled to a depth of 5 feet at the east end of the proposed bike path alignment. The objective of the soil borings is to obtain and evaluate subsurface conditions and soil characteristics in support of the design of the proposed retaining wall.

The investigation will also include three direct push samples to a depth below existing grade of 5 feet. The objectives of the direct push samples to determine whether the associated laboratory analysis and PIP Evaluation provides a basis for Rubino to sign the IEPA Form LPC-663 for clean construction debris certification, the Unincorporated Soil Certification. A summary report will be prepared which describes the sampling procedures followed and presents results of the analytical

laboratory testing. If all analytical results meet their respective MACs, Form LPC-663 will be filled out and signed by a Licensed Professional Engineer or Geologist. The report will be provided, and will be addressed to Christopher B. Burke Engineering, Ltd.

B. Engineering Services

Task B.1 – Field Reconnaissance

CBBEL Staff will perform a Field Reconnaissance of the project limits with Village staff. The purpose of the Field Reconnaissance will be to verify site constraints and existing field conditions. The results of the Field Reconnaissance will be included in the Preliminary Plans and coordinated with the Village.

Task B.2 – Stormwater Review & McHenry County Stormwater Permitting

CBBEL will complete a detailed review of site drainage with respect to the proposed improvements. A new proposed ditch will be graded adjacent to the multi-use path to maintain existing drainage patterns. A new detailed drainage system will be developed in response to the path filling in the existing ditch to the west, with a newly graded open drainage ditch preferred. A closed drainage system may be necessary based on the proposed retaining wall and the allowable space to the right-of-way line. Because Algonquin Road is under McHenry County jurisdiction, this task includes all requirements to meet the McHenry County Stormwater Ordinance, including the design of erosion control and water quality measures. The Village's adopted Kane County Stormwater Management Ordinance will also be reviewed for compliance. No stormwater detention is anticipated as a result of the added impervious area. This task includes a stormwater technical memorandum report to be prepared and submitted to the Village and McHenry County to demonstrate the project meets all stormwater requirements.

This proposal assumes there is no additional permitting required through IDNR, USACE, FEMA, or IEPA. The total disturbed area of the proposed improvements will be less than one acre, therefore a NPDES SWPPP and NOI are not anticipated and not included in the scope of this work order.

Task B.3 – Plans, Specifications and Estimates

CBBEL will prepare detailed engineering plans, specifications and estimates and preparation of bid documents for the project. Engineering plan sheets are anticipated as follows:

- Cover Sheet
- General Notes Sheets
- Summary of Quantities
- Existing and Proposed Typical Sections
- Alignment Ties and Benchmarks
- Maintenance of Traffic Plans (if applicable)
- Existing Conditions and Removals Plans
- Proposed Improvements Plan and Profile

- Retaining Wall General Plan and Elevation
- Retaining Wall Details
- Landscaping and SESC Plans
- Soil Erosion and Sediment Control Notes and Details, as applicable
- Construction Details

CBBEL will draft the Plan base sheets at a scale of 1"=20' for use during design. We anticipate three submittals as part of the process: Preliminary, PreFinal, and Final Plan submittals.

Traffic control and protection will be coordinated with McHenry County and the Village to minimize disturbance and prioritize safety with respect to the construction of the bike path.

In addition to bid documents outlined above, CBBEL will prepare a detailed construction schedule for planning to complete construction within the 2025 construction season.

CBBEL will assist the Village in bidding and recommendations of the bids.

C. Meetings/Coordination

The following coordination meetings are assumed:

- 2 Meetings with the Village
- 2 Meetings with McHenry County
- 1 Meeting with Clarendale of Algonquin

D. Deliverables

PDFs of Preliminary, Prefinal, & Final Engineering Plans, Specifications and Estimates
Stormwater Technical Memorandum

E. Services by Others

N/A

F. Information to be Provided by Client

Private utilities on Clarendale of Algonquin property (electrical, telecommunications, fiber optic, etc).
GIS database

G. Not included in Work Order

Roadway improvements on Oakleaf Rd, Algonquin Rd, or Wander Way
Easements on two adjacent residential properties
Private utility relocation, permitting, engineering, or fees

IV. Staff-Hour & Fee Summary

A. Surveying and Geotechnical Services

Task A.1 Topographic Survey

| | | | |
|-------------|-------------------|---|-----------------|
| Survey V | 1 hrs x \$208/hr | = | \$ 208 |
| Survey IV | 1 hrs x \$196/hr | = | \$ 196 |
| Survey III | 3 hrs x \$179/hr | = | \$ 537 |
| Survey II | 16 hrs x \$140/hr | = | \$ 2,240 |
| Survey I | 16 hrs x \$119/hr | = | \$ 1,904 |
| CAD Manager | 6 hrs x \$187/hr | = | <u>\$ 1,122</u> |
| | | | \$ 6,207 |

Task A.2 J.U.L.I.E. Utility Coordination

| | | | |
|------------|------------------|---|---------------|
| Survey III | 4 hrs x \$179/hr | = | <u>\$ 716</u> |
|------------|------------------|---|---------------|

Task A.3 Easement Exhibit and Legal Descriptions

| | | | |
|-------------|------------------|---|-----------------|
| Survey V | 1 hrs x \$208/hr | = | \$ 208 |
| Survey IV | 9 hrs x \$196/hr | = | \$ 1,764 |
| Survey III | 1 hrs x \$179/hr | = | \$ 179 |
| Survey II | 8 hrs x \$140/hr | = | \$ 1,120 |
| Survey I | 8 hrs x \$119/hr | = | \$ 952 |
| CAD Manager | 6 hrs x \$187/hr | = | <u>\$ 1,122</u> |
| | | | \$ 5,345 |

Task A.4 Geotechnical Investigation

| | | | |
|-------------------------|--|---|-----------------|
| Rubino Engineering, Inc | | = | <u>\$11,900</u> |
|-------------------------|--|---|-----------------|

Subtotal Task A **\$24,168**

B. Engineering Services

Task B.1 Field Reconnaissance

| | | | |
|--------------|------------------|---|---------------|
| Engineer IV | 3 hrs x \$175/hr | = | \$ 525 |
| Engineer III | 3 hrs x \$157/hr | = | <u>\$ 471</u> |
| | | | \$ 996 |

Task B.2 Stormwater Review and McHenry County Permitting

| | | | |
|--------------|------------------|---|-----------------|
| Engineer IV | 6 hrs x \$175/hr | = | \$ 1,050 |
| Engineer III | 8 hrs x \$157/hr | = | <u>\$ 1,256</u> |
| | | | \$ 2,306 |

| | | | |
|---|-------------------|---|-----------------|
| Task B.3 Plans, Specifications, and Estimates | | | |
| Engineer VI | 2 hrs x \$242/hr | = | \$ 484 |
| Engineer V | 2 hrs x \$208/hr | = | \$ 416 |
| Engineer IV | 52 hrs x \$175/hr | = | \$ 9,100 |
| Engineer III | 68 hrs x \$157/hr | = | \$10,676 |
| Engineer I/II | 40 hrs x \$135/hr | = | \$ 5,400 |
| CAD Manager | 10 hrs x \$187/hr | = | <u>\$ 1,870</u> |
| | | | \$27,946 |

Subtotal Task B **\$31,248**

C. Meetings/Coordination

| | | | |
|---------------|-------------------|---|-----------------|
| Engineer IV | 6 hrs x \$175/hr | = | \$ 1,050 |
| Engineer III | 6 hrs x \$157/hr | = | \$ 942 |
| Engineer I/II | 12 hrs x \$135/hr | = | <u>\$ 1,620</u> |

Subtotal Task C **\$ 3,612**

| | | | |
|--------------------------|---|--|------------------|
| Subtotal | | | \$ 59,028 |
| Direct Costs | | | <u>\$ 500</u> |
| Not-to Exceed Fee | = | | \$ 59,528 |

VILLAGE OF ALGONQUIN

Accepted by: _____

Title: _____

Date: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.

Accepted by:  _____

Title: President _____

Date: 4/1/2025 _____

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

| <u>Personnel</u> | <u>Charges</u> <u>(\$/Hr)</u> |
|---|----------------------------------|
| Engineer VI..... | 242 |
| Engineer V..... | 208 |
| Engineer IV..... | 175 |
| Engineer III..... | 157 |
| Engineer I/II..... | 135 |
| Survey V..... | 208 |
| Survey IV..... | 196 |
| Survey III..... | 179 |
| Survey II..... | 140 |
| Survey I..... | 119 |
| Engineering Technician V..... | 191 |
| Engineering Technician IV..... | 170 |
| Engineering Technician III..... | 123 |
| Engineering Technician I/II..... | 95 |
| CAD Manager..... | 187 |
| CAD II..... | 136 |
| CAD I..... | 119 |
| GIS Specialist III..... | 157 |
| Landscape Architect II..... | 179 |
| Landscape Architect I..... | 157 |
| Landscape Designer III..... | 136 |
| Landscape Designer I/II..... | 106 |
| Environmental Resource Specialist V..... | 208 |
| Environmental Resource Specialist IV..... | 170 |
| Environmental Resource Specialist III..... | 145 |
| Environmental Resource Specialist I/II..... | 110 |
| Environmental Resource Technician..... | 123 |
| Bus Ops Department..... | 120 |
| Engineering Intern..... | 81 |

Updated January 13, 2025



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: April 15, 2025

TO: Tim Schloneger, Village Manager

FROM: Jake Benner, Engineer II

SUBJECT: Recommendation to Award the MFT Concrete Replacement Program to Suburban Concrete, Inc.

The Village opened bids for the 2025 MFT Concrete Replacement Program on Tuesday, April 1, 2025 at 10:00 A.M. The program consists of removing and replacing concrete sidewalk, curb and gutter, and driveway aprons. Public Works staff have aggressively pursued sidewalk inspections, repairs, and replacement to improve walkability and correct hazards throughout the Village.

The Village was split into five sidewalk zones to organize the concrete replacement program. This year will focus on areas within Zone B and a couple miscellaneous locations, which can be found in the attached location map.

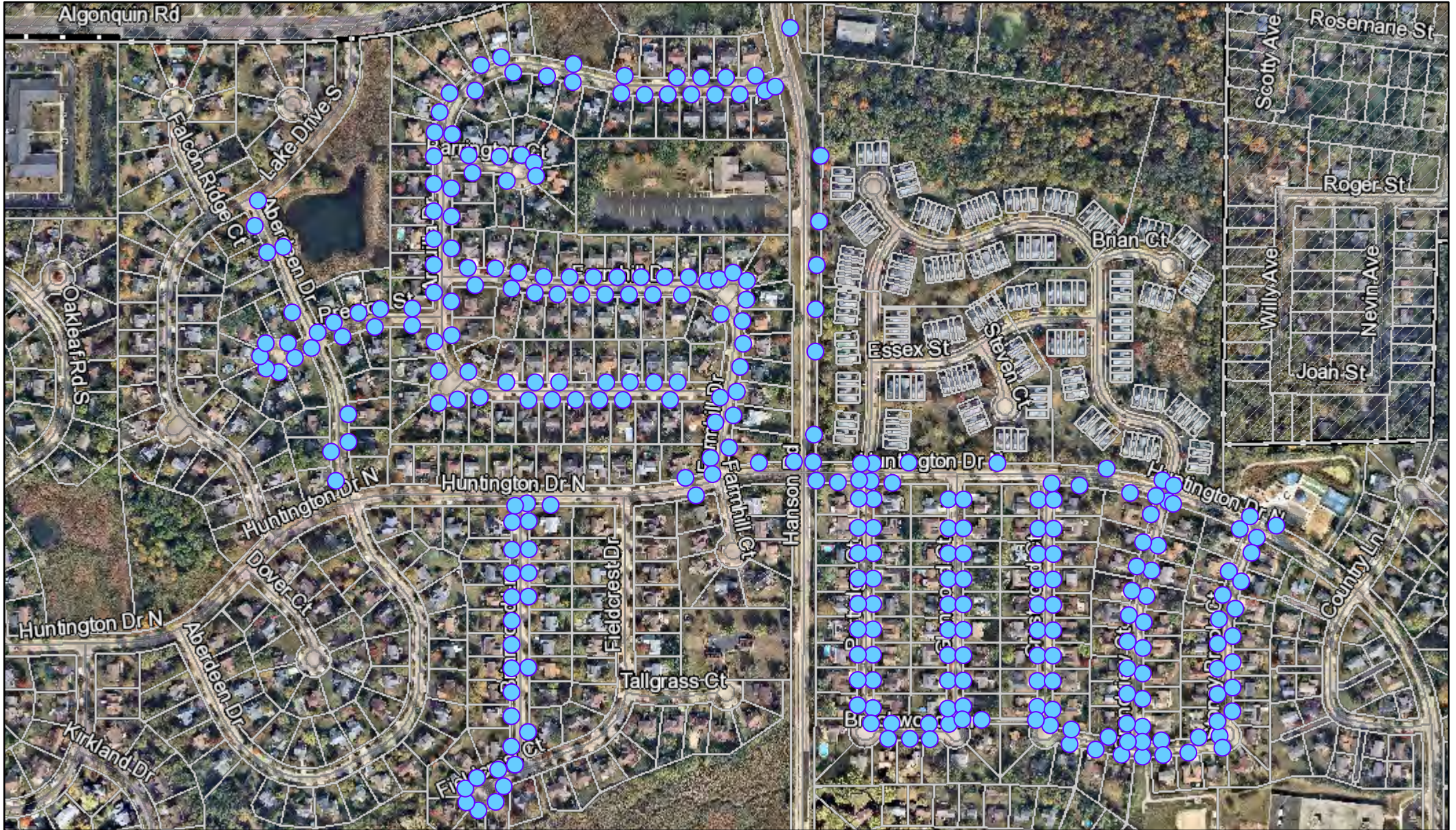
Seven bids (7) bids were received and are summarized in the attached bid tabulation. Village staff have reviewed the bids, and the low bidder is Suburban Concrete, Inc., in the amount of \$355,945.50. The approved budget of \$500,000 in the MFT Capital Fund is under the proposed bid amount. Suburban Concrete, Inc. has not completed work for the Village in the past, so staff contacted references provided by Suburban Concrete in their bid to assess their capability. The reviews given by other municipalities were all positive.

Summary

1. This annual program utilizes MFT funds to replace damaged sidewalk, curb & gutter, and driveway aprons.
2. The low bidder, Suburban Concrete, Inc., is below the budgeted amount.
3. Suburban Concrete has provided satisfactory performance on previous concrete projects for surrounding municipalities.

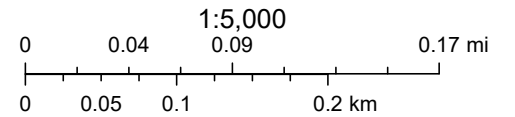
Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board to award the 2025 MFT Concrete Replacement Program to Suburban Concrete, Inc. in the amount of \$355,945.50.

2025 Concrete program

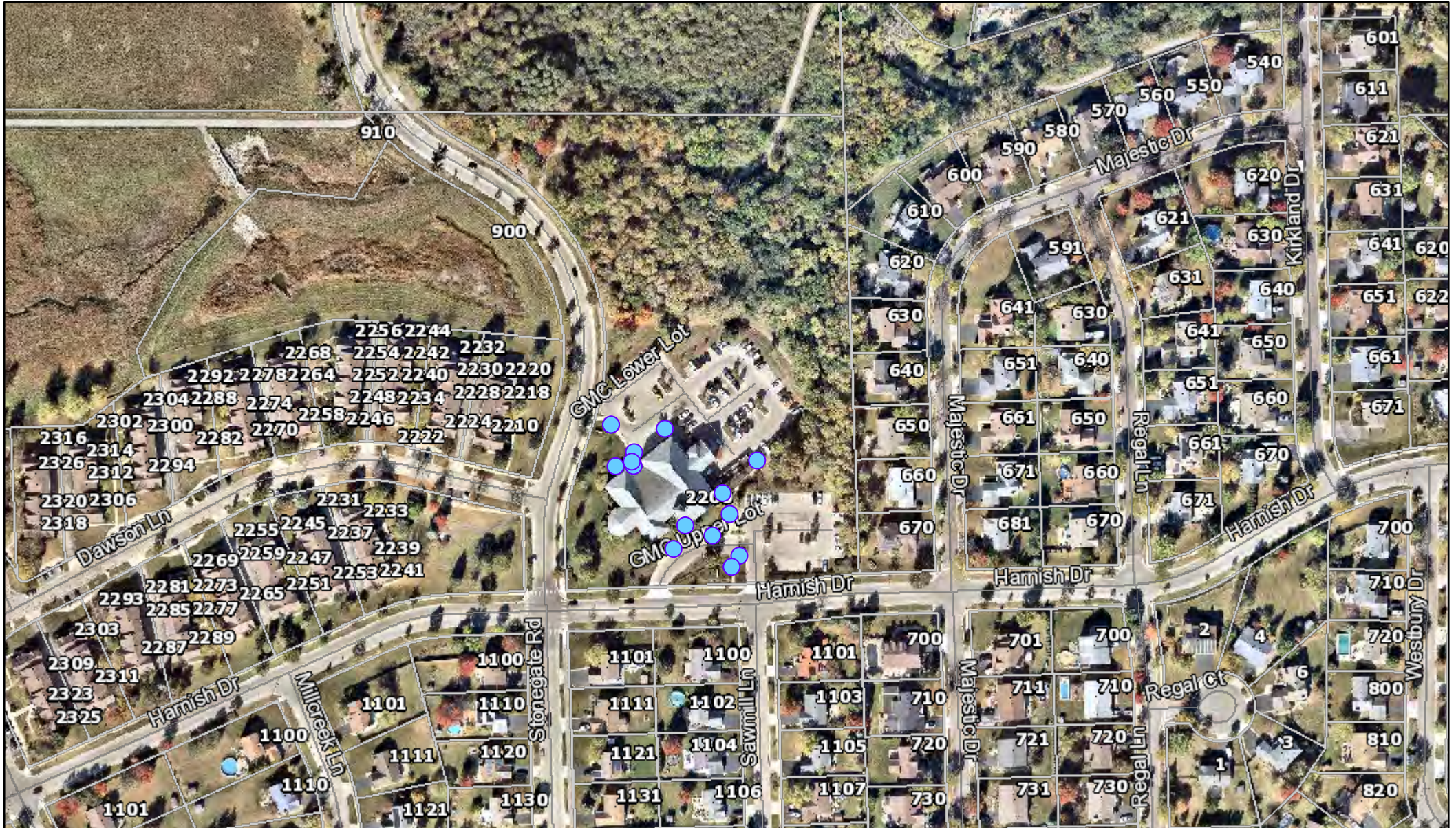


January 9, 2025

- SG SIDEWALK REPLACE
- Street Name
- 2024
- Tax Parcels
- Village Limit
- Construction Projects
- 2025
- In Maintenance
- 2023

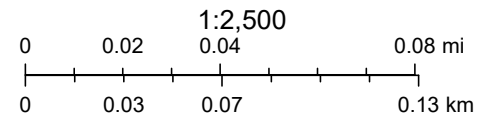


2025 Concrete program



January 9, 2025

- SG SIDEWALK REPLACE
- Tax Parcels
- 2025
- Not in Village
- Construction Projects
- In Maintenance
- Village Limit
- 2023
- 2024
- Street Name
- Site Address Points

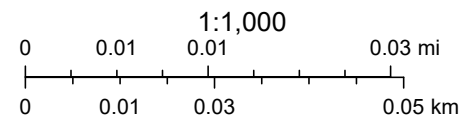


1117 Sawmill Location



2/20/2025, 11:13:13 AM

- Road Centerlines
- Tax Parcels
- Not in Village
- Waterlines
- Boundaries - Village Limit
- Building Floor Plans

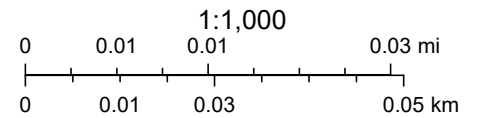


619 N Harrison Location



2/20/2025, 11:06:17 AM

- Road Centerlines
- Tax Parcels
- Not in Village
- Waterlines
- Boundaries - Village Limit
- Building Floor Plans





Tabulation of Bids - 7 Bidders

| | | | |
|----------------------|---------|----------------|--------------|
| Local Public Agency | County | Section Number | Letting Date |
| Village of Algonquin | McHenry | 25-00000-00-GM | 04/01/25 |

| | |
|------------------------------|--------------------------------------|
| Approved Engineer's Estimate | Attended By (IDOT Representative(s)) |
| \$0.00 | |

| | | | | | | | |
|--------------------|---------------------|-----------------------|---------------------|--------------------|---------------------|----------------------|-------------------|
| Bidder's Name | Suburban Concrete | Schroeder & Schroeder | Strada Construction | Globe Construction | D'Land Construction | Alliance Contractors | Everlast Blacktop |
| Bidder's Address | 21227 W. Commercial | 7306 Central Park | 1742 Armitage Ct | 1781 W Armitage Ct | 1300 Chase St | 1166 Lake Ave | 7N540 IL Rte 25 |
| City, State, Zip | Mundelein, IL 60060 | Skokie, IL 60076 | Addison, IL 60101 | Addison, IL 60101 | Algonquin, IL 60102 | Woodstock, IL 60098 | Elgin, IL 60120 |
| Proposal Guarantee | | | | | | | |
| Terms | | | | | | | |

Approved Engineer's Estimate

| Item No. | Item | Delivery | Unit | Quantity | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total |
|-------------------|---------------------------|----------|-------|----------|------------|----------------|--------------|--------------|--------------|--------------|--------------|--------------|-------------|--------------|-------------|--------------|-------------|--------------|-------------|--------------|
| 1 | PCC Sidewalk, 4 IN SPL | | SQ FT | 14475 | | \$0.00 | \$7.5000 | \$108,562.50 | \$8.7500 | \$126,656.25 | \$6.5000 | \$94,087.50 | \$8.6500 | \$125,208.75 | \$10.2500 | \$148,368.75 | \$11.5000 | \$166,462.50 | \$12.9000 | \$186,727.50 |
| 2 | PCC Sidewalk, 6 IN SPL | | SQ FT | 17280 | | \$0.00 | \$7.8500 | \$135,648.00 | \$8.7500 | \$151,200.00 | \$7.0000 | \$120,960.00 | \$9.3500 | \$161,568.00 | \$11.2500 | \$194,400.00 | \$12.7500 | \$220,320.00 | \$13.1000 | \$226,368.00 |
| 3 | Detectable Warnings | | SQ FT | 400 | | \$0.00 | \$31.0000 | \$12,400.00 | \$26.0000 | \$10,400.00 | \$26.0000 | \$10,400.00 | \$39.0000 | \$15,600.00 | \$38.0000 | \$15,200.00 | \$40.0000 | \$16,000.00 | \$61.0000 | \$24,400.00 |
| 4 | Sidewalk Removal | | SQ FT | 31755 | | \$0.00 | \$1.0000 | \$31,755.00 | \$0.7500 | \$23,816.25 | \$3.0000 | \$95,265.00 | \$2.0000 | \$63,510.00 | \$1.4500 | \$46,044.75 | \$1.0000 | \$31,755.00 | \$1.8000 | \$57,159.00 |
| 5 | Comb C C&G R&R SPL | | FOOT | 300 | | \$0.00 | \$38.0000 | \$11,400.00 | \$40.0000 | \$12,000.00 | \$40.0000 | \$12,000.00 | \$55.0000 | \$16,500.00 | \$48.0000 | \$14,400.00 | \$74.0000 | \$22,200.00 | \$59.0000 | \$17,700.00 |
| 6 | PCC Driveway R&R | | SQ YD | 200 | | \$0.00 | \$80.0000 | \$16,000.00 | \$75.0000 | \$15,000.00 | \$94.5000 | \$18,900.00 | \$99.0000 | \$19,800.00 | \$105.0000 | \$21,000.00 | \$114.5000 | \$22,900.00 | \$136.0000 | \$27,200.00 |
| 7 | HMA Driveway R&R | | SQ YD | 400 | | \$0.00 | \$65.0000 | \$26,000.00 | \$35.0000 | \$14,000.00 | \$54.0000 | \$21,600.00 | \$87.0000 | \$34,800.00 | \$55.0000 | \$22,000.00 | \$97.5000 | \$39,000.00 | \$29.7900 | \$11,916.00 |
| 8 | Structures to be ADJ | | EACH | 29 | | \$0.00 | \$420.0000 | \$12,180.00 | \$300.0000 | \$8,700.00 | \$100.0000 | \$2,900.00 | \$250.0000 | \$7,250.00 | \$550.0000 | \$15,950.00 | \$200.0000 | \$5,800.00 | \$350.0000 | \$10,150.00 |
| 9 | Traf Control & Protection | | L SUM | 1 | | \$0.00 | \$2,000.0000 | \$2,000.00 | \$6,004.5000 | \$6,004.50 | \$2,500.0000 | \$2,500.00 | \$19,000.00 | \$19,000.00 | \$16,200.00 | \$16,200.00 | \$15,800.00 | \$15,800.00 | \$28,081.05 | \$28,081.05 |
| Total Bid: | | | | | | As Read: | | \$355,945.25 | | \$367,777.00 | | \$378,612.50 | | \$463,236.75 | | \$493,563.50 | | \$540,237.50 | | \$589,701.60 |
| | | | | | | As Calculated: | | \$355,945.50 | | \$367,777.00 | | \$378,612.50 | | \$463,236.75 | | \$493,563.50 | | \$540,237.50 | | \$589,701.55 |
| | | | | | | % Over/Under: | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |