



Itasca Public Works Department
411 N Prospect Ave
Itasca, IL 60143
630/773-2455 – fax 630/773-9856
www.itasca.com

MEMORANDUM

To: Carie Anne Ergo, Village Administrator

From: Ross Hitchcock, Director of Public Works *RH*

Date: December 10, 2020

Subject: 2020 Engineers Services Task Order #20-RO201.04 IT Non-Residential/Industrial User Survey

Introduction

We have requested and received task order #20-RO201.04 IT from Robinson Engineering with a not-to-exceed amount of \$45,000 for assistance with an industrial user survey as part of our industrial pretreatment program.

Discussion

The Village is required by the USEPA to perform an industrial user survey as part of our NPDES wastewater permit. This survey will identify possible pollutants in our wastewater system at the point of collection and help determine if additional monitoring or corrective action is needed.

Staff Recommendation

I recommend this item be forwarded to the COW meeting on December 15, 2020 for consideration and approval.

After Action Steps

Attachments

Task Order Project #20-RO201.04 IT from Robinson Engineering

TASK ORDER 20-R0201.04 IT

In accordance with Paragraph 1.01 of the Agreement between the Village of Itasca ("Owner") and Robinson Engineering, Ltd. ("Engineer") for General Professional Services dated January 2013 ("Agreement"), Owner and Engineer agree to as follows:

1 Specific Project Data

- A. Title: **WWTP Pretreatment Program Non-Residential Users Survey**
- B. Description: **The Village is required to undertake periodic Surveys of its Non-Residential Users to update its list of Significant Industrial Users**

2 Services of Engineer:

REL will assist with an Industrial User Survey - prepare and send a one-page survey to all Non-Residential Users; review the survey results, conduct follow-up with non-respondents and conduct site visits, where warranted; the Village to provide a list of all business license holders to survey in addition to other databases; review and categorize the responses; prepare a short letter report; submit the findings to the USEPA

| | | | | | |
|---|--------|---|-----------|---|----------|
| Principal Engineer | 10 HR | @ | \$198 /HR | = | \$1,980 |
| Senior Project Manager 2 | 55 HR | @ | \$188 /HR | = | \$10,340 |
| Senior Project Manager 1 | 100 HR | @ | \$174 /HR | = | \$17,400 |
| Project Engineer 2 | 100 HR | @ | \$152 /HR | = | \$15,200 |
| <hr/> | | | | | |
| Total Not-to-Exceed cost: \$45,000 | | | | | |

VILLAGE OF ITASCA

By: _____

Title: _____

Date Signed: _____

ROBINSON ENGINEERING, LTD.

By:  _____

Title: Steven G. Zehner, PE, Senior Project Manager

Date Signed: 12/8/2020 _____

RESOLUTION NO. 1261-21

A RESOLUTION AUTHORIZING TASK ORDER 20-RO201.04 WITH ROBINSON ENGINEERING, LTD. FOR NON-RESIDENTIAL/INDUSTRIAL USER SURVEY

WHEREAS, the Village of Itasca has previously entered into a General Professional Services Agreement with Robinson Engineering, Ltd.; and

WHEREAS, the Village now desires to approve Task Order 20-RO201.04, attached hereto as Exhibit A and incorporated herein by reference, so as to allow for Robinson to perform a non-residential/industrial user survey as part of the Village's pretreatment program for a total cost not-to-exceed \$45,000.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees of the Village of Itasca, DuPage County, Illinois, as follows:

SECTION ONE: The corporate authorities of the Village of Itasca hereby approve Task Order 19-RO201.04, Exhibit A, between Robinson Engineering, Ltd. and the Village of Itasca.

SECTION TWO: The Village President, or his designee, is hereby authorized to sign and execute Task Order 20-RO201.04, Exhibit A, on behalf of the Village.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Resolutions and Ordinances in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in effect immediately upon its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this 5th day of January, 2021.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Jody Conidi