



## PUBLIC WORKS

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### MEMORANDUM

To: Carie Anne Ergo, Village Administrator

From: Ross Hitchcock, Director of Public Works 

Date: June 13, 2019

Subject: Engineering Task Order 19-RO127 for Design & Construction Engineering - 2019 Sidewalk Trip Hazard Replacement Program

#### Introduction

The Village of Itasca performs an annual sidewalk inspection and replacement program. We have requested and received Task Order 19-RO127 from Robinson Engineering with a not-to-exceed amount of \$17,672 to provide design and construction engineering services.

#### Discussion

The sidewalk program involves inspection and replacement of sidewalk with separations of 1.5 inches or greater (trip hazards). The program is proactive, helping to insure safe pedestrian travel and the reduction the Village's liability. We also install new sidewalk as needed, this year we plan on installing sidewalk extensions/connections on Center Street at the food pantry, North Street across from Peacock Jr. High, and Willow from North Street to Division Street as funding allows.

#### Staff Recommendation

I recommend this item be placed on the Committee of the Whole agenda for June 18, 2019 for consideration and approval.

#### After Action Steps

#### Attachments

Task Order # 19-RO127

TASK ORDER 19-R0127

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: **2019 Annual Sidewalk Program**
- B. Description: **Design and Construction Engineering services for the annual sidewalk removal and replacement program at various locations throughout the Village.**

2 Services of Engineer:

**Design Engineering Services** - Physical site inspection; Field investigations necessary to develop a list of sidewalk removal and replacement locations to address trip hazards greater than 1 1/2-inch; Preparation of contract documents, specifications, and appropriate bidding documents, including advertisement for bids (published by Owner) for construction contract; administration of bidding process including response to bidder questions; conduct pre-bid meeting if required; assist Owner with bid openings; review all bids received, prepare bid tabulatinos and recommed construction contract award to the Owner, and all related contract administration. Construction cost is estimated to be approximately \$100,000.

**Construction Engineering Services** - Pre-construction meeting & documentation; Provide part-time construction observation; coordination with Owner and contractor and utility companies as needed; documentation of quantities; review of contractor invoices; and contract administration/management.

Principal Engineer	2 HR	@	\$196 /HR =	\$392
Senior Project Manager	20 HR	@	\$172 /HR =	\$3,440
Project Engineer 2	16 HR	@	\$126 /HR =	\$2,016
Resident Engineer 2	80 HR	@	\$134 /HR =	\$10,720
CADD Manager	4 HR	@	\$134 /HR =	\$536
Administrative 2	8 HR	@	\$71 /HR =	\$568
<b>Total Not-to-Exceed Cost:</b>				<b>\$17,672</b>

VILLAGE OF ITASCA

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

ROBINSON ENGINEERING, LTD.

By:  \_\_\_\_\_

Title: Aaron E. Fundich, PE, Exec. Vice President

Date Signed: 6/12/19

**RESOLUTION NO. 1128-19**

**A RESOLUTION AUTHORIZING ROBINSON ENGINEERING TASK ORDER 19-R0127 FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES RELATED TO THE 2019 SIDEWALK TRIP HAZARD REPLACEMENT PROGRAM**

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 19-R0127, attached hereto as Exhibit A and incorporated herein by reference, so as to allow for Robinson Engineering to perform design and construction engineering services related to the 2019 Sidewalk Trip Hazard Replacement Program, not to exceed \$17,672.

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-R0127, 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 19-R0127, 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 18<sup>th</sup> day of June, 2019.

APPROVED:

ATTEST:

\_\_\_\_\_  
Village President Jeffery J. Pruyn

\_\_\_\_\_  
Village Clerk Jody Conidi