



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item:	2020 Citywide Watershed Study Change Order #1- WBK Engineering		
Presenter & Title:	Richard Babica, Director of Public Works		
Date:	July 24, 2020		
<b><i>Please Check Appropriate Box:</i></b>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other –
Associated Strategic Plan Goal/Objective: EMS-II, ES-III, ES-IV			
Estimated Cost: \$9,040		Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
<b>Executive Summary:</b>			
<p>At the January 21, 2020 City Council Meeting, the City entered into a Professional Engineering Agreement with WBK Engineering LLC to perform the 2020 City Wide Watershed Study. As this work has progressed, an identified shortcoming within the proposal specifications was found regarding web page hosting to encourage resident feedback for storm water and drainage issues had not been included within the specifications. For cybersecurity reasons, this web portal will be independent from the City's site but a link directing residents to the portal will be provided. Therefore, attached for your review is a proposal from WBK to host the web portal platform for twelve months in the amount of \$9,040. Staff recommends that the change order be accepted to enhance resident participation in the study as well for cybersecurity concerns for the City web site.</p>			
<b>Attachments:</b> <i>(please list)</i>			
<ul style="list-style-type: none"> <li>• Resolution</li> <li>• Change Order WBK Engineering LLC</li> </ul>			
<b>Voting Requirements:</b>			
<p><i>This motion requires 5 affirmative votes for passage.</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the aldermen or trustees has resulted in a tie; (b) when one half of the aldermen or trustees elected have voted in favor of an ordinance, resolution, or motion even though there is no tie votes; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.</i></p>			
<b>Recommendation / Suggested Action:</b> <i>(how item should be listed on agenda)</i>			
<p>Respectfully recommend that the City Council to authorize the City Administrator to execute Change Order #1 with WBK Engineering LLC of St. Charles, Illinois in the amount of \$9,040 increasing the overall contract to the amount not to exceed of \$287,967.34</p>			

**RESOLUTION NO. 2020-49****RESOLUTION AUTHORIZING EXECUTION OF  
CHANGE ORDER NUMBER ONE FOR THE  
2020 CITYWIDE WATERSHED STUDY**

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**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS**, as follows:

**SECTION 1:** That the City Council of the City of Geneva, Kane County, Illinois on January 21, 2020 entered into a contract with WBK Engineering of St. Charles, Illinois, (the "Contractor") that exceeded \$10,000.

**SECTION 2:** Pursuant to the terms of the Agreement, the Contractor agreed to complete the 2020 Citywide Watershed Study at a cost not to exceed of \$278,927.34

**SECTION 3:** That the Agreement was approved by the City Council and the scope of services to be provided by the Contractor needs to be increased, necessitating a contract modification in the Agreement.

**SECTION 4:** The Contractor is to make the changes requested by the City.

**SECTION 5:** Pursuant to 720 ILCS 5/33E-9, Change Orders, the City Council finds (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the Contract was entered; and (2) the change is germane to the original Contract as signed, and (3) the change order is in the best interest of the City.

**SECTION 6:** Whereas, 720 ILCS 5/33E-9 requires that any change order be made in writing.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Geneva, Kane County, Illinois, as follows:

That the provisions outlined in the Change Order as requested by WBK Engineering dated July 15, 2020, attached hereto, is hereby approved and the City Administrator is authorized to execute these Contract Modifications incorporating said proposal to increase the contract to the an amount of \$287,967.34.

**PASSED** by the City Council of the City of Geneva, Kane County, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 20

**AYES:** \_\_ **NAYS:** \_\_ **ABSENT:** \_\_ **ABSTAINING:** \_\_ **HOLDING OFFICE:** \_\_

Approved by me this \_\_\_\_ day of \_\_\_\_\_, 20.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

project number

# Change Order

Submitted To:

.....  
 .....  
 .....

Prepared By:

WBK Engineering, LLC

.....  
 .....  
 .....

Primary Contact:

.....  
 .....

Primary Contact:

.....  
 .....

The following Change Order is applicable to the Proposal dated ..... and executed between WBK Engineering, LLC and  
 .....  
 (mm) / (dd) / (yyyy)

..... for ..... for \$ .....  
 name of client project name original fee

## Additional Services

Task Name:

\_\_\_\_\_

Deliverable:

.....

*Budget*

Budget for Reimbursable Expenses ~~(Cost Plus 10%):~~

*Total Amount Budgeted For Additional Services Rendered:*

The terms of this Change Order are satisfactory and hereby accepted in accordance with the Schedule of Charges and General Terms & Conditions previously agreed upon in the prior proposal listed above. You are authorized to begin the work as specified. Payments will be made as outlined above.

Client Authorization By (Please Print): \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Route  
 Local Agency  
 Section  
 Project  
 Job No.  
 Existing Structu

Description		Urban Planner IV	In House Direct Costs
<b>1</b>	<b>Social Pinpoint Costs</b>		
1.1	Subscription Costs (As Shown in IHDC tab)		
1.2	Site Development	20	
1.3	Monthly Maintenance (12 months x 4 hrs bi-monthly)	24	
<b>SUB-TOTAL</b>		<b>44.0</b>	<b>\$ 2,880.00</b>
<b>PERCENT</b>		100%	
<b>TOTALS</b>		<b>44.0</b>	<b>\$ 2,880.00</b>
<b>PERCENT</b>		100%	

# CITY OF GENEVA 2020 WATERSHED STUDY WEB PORTAL HOSTING AND MANAGEMENT

Firm's **approved rates** on file with IDOT's Bureau of Accounting and Auditing:

Complexity Factor ( R )      0.0  
 Calendar Days                      0

Date: 1/0/1900

### Cost Estimate of Consultant's Services in Dollars

	Element of Work	Employee Classification	Man-Hours	Hourly Rate	(MH) x Hourly Rate	Services by Others	In-House Direct Costs (IHDC)	Total
1	Social Pinpoint Costs					\$ -	\$ 2,880.00	\$2,880.00
		Urban Planner IV	44.0	\$140.00	\$6,160.00			\$6,160.00
<b>Totals</b>			44.0		\$ 6,160.00	\$ -	\$ 2,880.00	\$ 9,040.00

# CITY OF GENEVA 2020 WATERSHED STUDY WEB PORTAL HOSTING AND MANAGEMENT

Escalation Factor 1.000

Description	2020	Adjusted Rate
Principal	\$ 215.00	\$ 215.00
Engineer VI	\$ 194.00	\$ 194.00
Engineer V	\$ 172.00	\$ 172.00
Engineer IV	\$ 145.00	\$ 145.00
Engineer III	\$ 119.00	\$ 119.00
Engineer II	\$ 105.00	\$ 105.00
Engineer I	\$ 88.00	\$ 88.00
Urban Planner VI	\$ 200.00	\$ 200.00
Urban Planner V	\$ 161.00	\$ 161.00
Urban Planner IV	\$ 140.00	\$ 140.00
Urban Planner III	\$ 106.00	\$ 106.00
Urban Planner II	\$ 86.00	\$ 86.00
ERS V	\$ 152.00	\$ 152.00
ERS IV	\$ 124.00	\$ 124.00
ERS III	\$ 105.00	\$ 105.00
ERS II	\$ 88.00	\$ 88.00
Technician IV	\$ 140.00	\$ 140.00
Technician III	\$ 117.00	\$ 117.00
Technician II	\$ 93.00	\$ 93.00
Technician I	\$ 78.00	\$ 78.00
Intern	\$ 49.00	\$ 49.00
Administrative	\$ 64.00	\$ 64.00
TBD		