



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item:	Change Order #2- East State Street Phase II Engineering Contract Bollinger, Lach & Associates, Inc.		
Presenter & Title:	Richard Babica, Director of Public Works		
Date:	July 19, 2021		
<b>Please Check Appropriate Box:</b>			
<input type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
X	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, EMS-III, ES-I, ES-II, EV-II & QL-I			
Estimated Cost: \$13,238.00		Budgeted? <input type="checkbox"/> Yes <input checked="" 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> This work will be accommodated within the overall Infrastructure Capital Projects Fund			
<b>Executive Summary:</b>			
<p>At the January 22, 2013 City Council Meeting, the City entered into a Professional Engineering Agreement with Bollinger, Lach &amp; Associates, Inc. (BLA) to provide design services for the Phase II portion of the East State Street Construction Project in the amount not to exceed \$909,252.52. At the August 17, 2020 City Council Meeting, Change Order #1 in the amount of \$438,348 was approved to conduct Land Acquisition Services increasing the contract to \$1,348,300.52. On May 19, 2021 IDOT staff advised Geneva staff that new and revised project submittals would be required for this project due to the passage of time from the Phase I Report approval in 2010 to now. Much of that delay can be attributed to the lack of progress in IDOT in approving and moving this project through their process. One item required to re-submit is hosting a Public Information Meeting for the project, last conducted in the Phase I Study. Therefore, attached for your review is Change Order #2 in the amount of \$13,238.00 to conduct this meeting in accordance with IDOT Standards. This will increase the value of the contract for the Phase II Engineering to \$1,361,538.52.</p>			
<b>Attachments:</b> <i>(please list)</i>			
<ul style="list-style-type: none"> <li>• Resolution</li> <li>• Addendum/Change Order #2- Bollinger, Lach, &amp; Associates dated July 7, 2021</li> </ul>			
<b>Voting Requirements:</b>			
<p><i>This motion requires 6 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>Recommend approval of a Resolution Authorizing the City Administrator to execute Change Order #2 with Bollinger, Lach, &amp; Associates, Inc. of Itasca, Illinois in the amount of \$13,238.00 increasing the overall contract to the amount not to exceed of \$1,361,538.52.</p>			

**RESOLUTION NO. 2021-61****RESOLUTION AUTHORIZING EXECUTION OF  
CHANGE ORDER NUMBER TWO FOR THE  
EAST STATE STREET PHASE II  
PROFFESIONAL ENGINEERING SERVICES AGREEMENT**

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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 22, 2013 entered into a contract with Bollinger, Lach, & Associates, Inc. of Itasca, Illinois, (the "Contractor") that exceeded \$10,000.

**SECTION 2:** Pursuant to the terms of the Agreement, the Contractor agreed to complete the Professional Engineering Agreement for the Phase II Design Services for East State Street at a cost not to exceed of \$909,252.52.

**SECTION 3:** That on August 17, 2020 Change Order #1 was approved by the City Council increasing the contract to \$1,348,300.52.

**SECTION 4:** That these Agreement were 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 5:** The Contractor is to make the changes requested by the City.

**SECTION 6:** 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 7:** 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 #2 as requested by Bollinger, Lach, & Associates dated July 7, 2021, 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 \$1,361,538.52.

**PASSED** by the City Council of the City of Geneva, Kane County, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

Approved by me this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

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



July 7, 2021

VIA EMAIL

vault - BLA

City of Geneva  
Mr. Rich Babica, Direct of Public Works, and  
Mr. Brian Schiber, Assistant Director of Public Works/City Engineer  
City Engineer  
1800 South Street  
Geneva, IL 60134

Re: Professional Services Proposal – Addendum #2  
East State Street – Phase II Engineering Services  
*Public Involvement Services*

Dear Mr. Babica and Mr. Schiber,

Please see the attached contract package requesting additional funds to perform Public Involvement activities relating to the East State Street Reconstruction and Streetscape project in the amount of **\$13,238.00**.

During the IDOT/FHWA coordination meeting of on May 19, 2021, it was determined that a new Public Information Meeting must be conducted in accordance with the Bureau of Design and Environment Manual. The effort must include newspaper publication and mailed invitations advertising the meeting to all property owners and other interested parties.

This contract addendum includes all aspects of preparing for and conducting the public meeting, including time for BLA to coordinate with IDOT regarding their requirements relating to this Public Involvement effort, which will involve preparing and submitting a Public Involvement Plan for IDOT approval prior to scheduling of the public meeting.

If this information correctly reflects your instructions and is acceptable, please sign below and return one copy for our file.

Should you have any questions or require additional information please contact us at (630) 438-6400 or by email at [dbruckelmeyer@bla-inc.com](mailto:dbruckelmeyer@bla-inc.com)

Sincerely,

BLA, INC.

Dan Bruckelmeyer, P.E.  
President/CEO

ACCEPTANCE:

City of Geneva

BY:



TITLE:

CITY ADMINISTRATOR

DATE:

JULY 20, 2021

**East State Street - Phase II Engineering Services**  
**Original Contract Amount, Executed 01/22/13**  
**Summary Breakdown**

	Amount	Services
BLA, Inc. (Prime)	\$ 799,065.16	<i>Phase II Design Engineering</i>
The Lannert Group	\$ 50,000.00	<i>Streetscape Design</i>
Rubino Engineering	\$ 11,815.00	<i>Geotechnical Engineering</i>
AMES Engineering	\$ 49,072.36	<i>Lighting/Electrical Design</i>
<b>Total Original Contract</b>	<b>\$ 909,952.52</b>	

**Amendment #1 Request, Dated 07/23/20**

BLA, Inc. (Prime)	\$ 25,248.00	<i>Management of Land Acquisition Activities</i>
SantaCruz Associates	\$ 413,100.00	<i>Appraisals, Review Appraisals, Negotiations</i>
<b>Total Amendment #1</b>	<b>\$ 438,348.00</b>	

**Amendment #2 Request, Dated 07/07/21**

BLA, Inc. (Prime)	\$ 13,238.00	<i>Public Information Meeting</i>
<b>Total Amendment #1</b>	<b>\$ 13,238.00</b>	

**Revised Contract Totals**

BLA, Inc. (Prime)	\$ 837,551.16
The Lannert Group	\$ 50,000.00
Rubino Engineering	\$ 11,815.00
AMES Engineering	\$ 49,072.36
SantaCruz Associates	\$ 413,100.00
<b>Total Contract, Incl. Amendments #1 and #2</b>	<b>\$ 1,361,538.52</b>

**Addendum #2 Percentage Increase vs. Original Contract**                      **1.45%**

Phase II  
City of Geneva  
FAU 347/IL Route 38 (East State Street): IL Route 25 to Kirk Road  
Section No.: 05-00102-00-PV  
Kane County  
Addendum #2

### **PROJECT SCOPE DESCRIPTION**

BLA proposes to perform Public Involvement activities relating to the East State Street Reconstruction and Streetscape project. New public involvement efforts are required by IDOT to re-validate the Categorical Exclusion approval for the project. While the scope and design of the project are generally unchanged since initial approval, it is assumed that the affected parcels have changed ownership such that a new Public Information Meeting is needed. The Public Information Meeting will be an Open House format and will be conducted in accordance with Chapter 19 of the Illinois Department of Transportation (IDOT) Bureau of Design and Environment Manual.

BLA's work shall include:

- Preparation of a Public Involvement Plan as requested for review and approval by IDOT;
- Preparation of notification letters & newspaper advertisements;
- Coordination of meeting location;
- Preparation of meeting brochure and handouts;
- Preparation of meeting exhibits;
- Attendance at the meeting;
- Preparation of meeting minutes;
- Compiling and responding to comments received;
- Other documentation of the above activities as required

It is assumed that the City will provide an updated mailing list for the corridor based on utility billing data.





**PAYROLL ESCALATION TABLE  
 FIXED RAISES**

FIRM NAME  
 PRIME/SUPPLEMENT  
 Prepared By

BLA, Inc.  
 Prime  
 DBB

DATE 07/07/21  
 PTB-ITEM# 0

CONTRACT TERM 12 MONTHS

START DATE 7/1/2021  
 RAISE DATE 7/1/2022

OVERHEAD RATE 126.61%  
 COMPLEXITY FACTOR 0  
 % OF RAISE 3%

END DATE 6/30/2022

**ESCALATION PER YEAR**

year	First date	Last date	Months	% of Contract
0	7/1/2021	6/30/2022	12	100.00%

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The total escalation = 0.00%

## PAYROLL RATES

<b>FIRM NAME</b>	<u>BLA, Inc.</u>	<b>DATE</b>	<u>07/07/21</u>
<b>PRIME/SUPPLEMENT</b>	<u>Prime</u>		
<b>PTB-ITEM #</b>	<u>0</u>		

**ESCALATION FACTOR**                      **0.00%**

*Note: Rates should be capped on the AVG 1 tab as necessary*

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Principal	\$70.00	\$70.00
Project Manager	\$50.19	\$50.19
Project Engineer	\$37.73	\$37.73
Public Outreach Coordinator	\$30.00	\$30.00

<b>BLA Manhours</b>	
<b>PROJECT: East State Street - Addendum #2</b>	
<b>ITEM</b>	<b>BLA TOTAL MH'S</b>
Management/Administration	
<i>Project Administration and Coordination</i>	12
	<u>Subtotal</u> 12
Public Information Meeting	
<i>Preparation of a Public Involvement Plan as requested for review and approval by IDOT;</i>	4
<i>Attendance at Public Information Meeting (1 meeting x 4 hours x 3 people)</i>	12
<i>Preparation of Public Meeting Brochures/Handouts</i>	8
<i>Preparation of Public Meeting notification letters and Newspaper Ads/Legal Notices</i>	4
<i>Preparation of Public Meeting Display Exhibits</i>	
<i>Location Map (24"x36")</i>	4
<i>General Public Meeting Announcement (24"x36"x2)</i>	8
<i>Project Schedule (24"x36")</i>	4
<i>Existing and Proposed Typical (24"x36")</i>	4
<i>Aerial Strip Map</i>	16
<i>Public Meeting Site Coordination</i>	8
<i>Compiling and responding to Public Meeting Comments received</i>	12
<i>Meeting Minutes and documentation</i>	8
	<u>Subtotal</u> 92
<b>Total</b>	<b>104</b>

**BLA Direct Costs**  
**PROJECT: East State Street - Addendum #2**

	<u>#</u>	<u>Rate</u>	<u>Total</u>
<b><u>Public Information Meeting</u></b>			
Location Map (22"x34") Color	1	\$15.00	\$15.00
Project Schedule (22"x34") Color	1	\$15.00	\$15.00
Plan Sheets, Aerial (22"x34") Color	15	\$15.00	\$225.00
Existing and Proposed Typical (22"x34") Color	1	\$15.00	\$15.00
Letter Mailers & Brochures	120	\$1.00	\$120.00
Newspaper Public Advertisements	2	\$500.00	\$1,000.00
Vehicle Days (1 meeting)	1	\$48.00	\$48.00
		<b>SubTotal</b>	<b>\$1,438.00</b>