



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Engineering services relative to water main replacement and a lead water service transition plan required by Illinois Environmental Protection Agency		
Presenter & Title:	Bob Van Gyseghem, Superintendent of Water & Wastewater		
Date:	December 19, 2022		
Please Check Appropriate Box:			
<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: EMSII, ESIII			
Estimated Cost: \$98,750.00	Budgeted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
Executive Summary:			
<p>Staff is in need of Professional Engineering Services to assist in providing planning documents and a required lead water service transition plan to the Illinois Environmental Protection Agency (IEPA). The plan submitted to the IEPA will be another step in complying with the Lead Service Line Replacement and Notification Act sign into law by Illinois Governor Pritzker. Staff anticipates having roughly 900 lead and galvanized water services that will need to be replaced at an annual rate of 7% with up to 15 years for completion beginning no later than 2027. Staff has determined that a 10-year completion timeline plan is best to offer some flexibility in meeting the compliance date. The majority of the 900 lead and galvanized water services are connected to 100 plus year old water main that has reached its useful life. The 10-year plan will include the replacement of these water mains. The cost will be paid for within the existing budget and be reflected in a future budget amendment if necessary.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • Engineering Agreement 			
Voting Requirements:			
<p><i>This motion requires a simple majority of 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 vote; 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>			
Recommendation / Suggested Action: <i>(how the item should be listed on agenda)</i>			
Recommend approval of a Resolution authorizing the City Administrator to execute a Professional Engineering Service Agreement with Hampton, Lenzini and Renwick at a cost not-to-exceed \$98,750.00			

RESOLUTION NO. 2022-103
RESOLUTION AUTHORIZING EXECUTION OF
Professional Engineering Services

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

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, a Professional Engineering Service Agreement with Hampton, Lenzini and Renwick, Inc. relating to water main replacement and a lead water service transition plan.

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this ____ day of _____, 2022

AYES: __ NAYS: __ ABSENT: __ ABSTAINING: __ HOLDING OFFICE: __

Approved by me this ____ day of _____, 2022.

Mayor

ATTEST:

City Clerk



Hampton, Lenzini and Renwick, Inc.

Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists
www.hlrengineering.com

November 1, 2022

Bob VanGyseghem
Superintendent of Water & Wastewater
City of Geneva
1800 South Street
Geneva, IL 60134

Re: Water Main Construction and Lead Service Transition Plans

Dear Mr. VanGyseghem:

We prepared this letter to serve as the agreement between the City of Geneva (Client) and Hampton, Lenzini and Renwick, Inc. (Consultant) for preparation of planning documents services requested relative to water main replacement and lead service transitions plans required by the IEPA.

SCOPE OF SERVICES

The Client and Consultant have agreed to a list of Basic Services the Consultant will provide to the Client, listed on the appended Scope of Services, labeled as Exhibit A.

If agreed to in writing by the Client and Consultant, Additional Services shall be provided and shall be labeled as Exhibit B, appended hereto.

Services not set forth above as Basic Services and not listed in Exhibit A of this Agreement are specifically excluded from the scope of the Consultant's services. The Consultant assumes no responsibility to perform any services not specifically listed in Exhibit A.

RESPONSIBILITIES OF CLIENT

It is the Consultant's understanding that the Client will provide the following assistance, information, and related materials relative to the above-described project:

- GIS Data
- Size Requirements for new water mains
- Estimated minimum/maximum expenditures per year

Information Provided by Others

The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys, and instructions required by this Agreement. The Consultant may use such information, requirements, reports, data, surveys, and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof.

COMPENSATION

Billing Terms

For our services we will be compensated at the following hourly rates which will be considered payment in full to Hampton, Lenzini and Renwick, Inc. for actual employee time utilized to provide the required services, said rates include overhead and burden costs plus profit. Other out-of-pocket expenses will be reimbursed at our actual cost.

Bob VanGyseghem
 City of Geneva
 November 1, 2022
 Page 2

Employee Classification	2022 Rates
PRINCIPAL	\$ 225.00
ENGINEER 6	\$ 195.00
ENGINEER 5	\$ 175.00
ENGINEER 4	\$ 160.00
ENGINEER 3	\$ 150.00
ENGINEER 2	\$ 120.00
ENGINEER 1	\$ 105.00
STRUCTURAL 2	\$ 210.00
STRUCTURAL 1	\$ 170.00
TECHNICIAN 3	\$ 140.00
TECHNICIAN 2	\$ 120.00
TECHNICIAN 1	\$ 85.00
INTERN/TEMPORARY	\$ 60.00
LAND ACQUISITION	\$ 155.00
SURVEY 2	\$ 145.00
SURVEY 1	\$ 115.00
ENVIRONMENTAL 2	\$ 150.00
ENVIRONMENTAL 1	\$ 100.00
ADMINISTRATION 2	\$ 140.00
ADMINISTRATION 1	\$ 80.00

These rates will remain in effect through December 31, 2022. In the event our services are required after that date, we will submit revised rates to be utilized through December 31, 2023.

At this time, we estimate the cost of our services will not exceed **\$98,750.00**. Any additional services required beyond those set forth above will be charged at the rates stated above and be considered an addition to the not-to-exceed cost.

Payment Terms

Invoices shall be submitted by the Consultant on a monthly basis, are due upon presentation and shall be considered past due if not paid within 30 calendar days of the invoice date.

If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Consultant may suspend performance of services upon 30 calendar days' notice to the Client. The Consultant shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, the Consultant shall resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for the Consultant to resume performance.

If the Client fails to make payment to the Consultant in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the Consultant.

If the Client objects to any portion of an invoice, the Client shall so notify the Consultant in writing within ten (10) calendar days of receipt of the invoice. The Client shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with the other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after presentation of invoice by direct negotiation between the parties shall be resolved within

Bob VanGyseghem
 City of Geneva
 November 1, 2022
 Page 3

thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest as stated above shall be paid by the Client on all disputed invoice amounts that are subsequently resolved in the Consultant's favor and shall be calculated on the unpaid balance from the due date of the invoice.

Payments to the Consultant shall not be withheld, postponed, or made contingent on the construction, completion, or success of the project or upon receipt by the Client of offsetting reimbursement or credit from other parties who may have caused Additional Services or expenses. No withholdings, deductions, or offsets shall be made from the Consultant's compensation for any reason unless the Consultant has been found to be legally liable for such amounts.

GENERAL TERMS AND CONDITIONS

Assignment

Neither party to this Agreement shall transfer, sublet, or assign any rights under or interest in this agreement without the prior written consent of the other party. Subcontracting to sub-consultants normally contemplated by the Consultant shall not be considered an assignment for purposes of this agreement.

Authorized Representatives

The Client and Consultant hereby designate their authorized representatives to act on their behalf with respect to the services and responsibilities under this agreement. The following designated representatives are authorized to receive notices, transmit information, and make decisions regarding the Project on behalf of their respective parties.

For the Client:

Name	Bob VanGyseghem
Title	Superintendent of Water & Wastewater
Address	1800 South Street Geneva, IL 60134
Office Phone	630-232-1551
E-mail	bvangyseghem@geneva.il.us

For the Consultant:

Name	Randy Newkirk
Title	Principal in Charge
Address	380 Shepard Drive Elgin, IL 60123
Office Phone	847-697-6700
E-mail	rnewkirk@hlreng.com

Changed Conditions

If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the Consultant are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks, or other material terms of this Agreement, the Consultant may call for renegotiation of appropriate portions of this Agreement. The Consultant shall notify the Client of the changed conditions necessitating renegotiation, and the Consultant and the Client shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement, in accordance with the Termination provision hereof.

Consequential Damages

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor the Consultant, their respective officers, directors, partners, employees, contractors, or sub-consultants shall

Bob VanGyseghem
City of Geneva
November 1, 2022
Page 4

be liable to the other or shall make any claim for any incidental, indirect, or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation, or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract, and breach of strict or implied warranty. Both the Client and the Consultant shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

Corporate Protection

It is intended by the parties to this Agreement that the Consultant's services in connection with the Project shall not subject the Consultant's individual employees, officers, or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against Hampton, Lenzini and Renwick, Inc., a Delaware corporation, and not against any of the Consultant's individual employees, officers, or directors.

Defects in Service

The Client shall promptly report to the Consultant any defects or suspected defects in the Consultant's services of which the Client becomes aware, so that the Consultant may take measures to minimize the consequences of such a defect. The Client further agrees to impose a similar notification requirement on all contractors in its Client/Contractor contract and shall require all subcontracts at any level to contain a like requirement. Failure by the Client and the Client's contractors or subcontractors to notify the Consultant shall relieve the Consultant of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

Delays

The Client agrees that the Consultant is not responsible for damages arising directly or indirectly from any delays for causes beyond the Consultant's reasonable control, nor shall the Consultant be deemed in default of this Agreement. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; work slowdowns or stoppages; government ordered industry shutdowns; power or server outages; severe weather disruptions or other natural disasters; fires, riots, war, widespread infectious disease outbreaks (including but not limited to epidemics and pandemics), or other emergencies or acts of nature; failure of any government agency or utility to act in timely manner; failure of the Client to furnish timely information or approve or disapprove of the Consultant's services or work product; delays caused by the faulty performance by the Client's or by contractors of any level; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes increase the cost or time required by the Consultant to perform its services in an orderly and efficient manner, the Consultant shall be entitled to an equitable adjustment in schedule and/or compensation.

Entire Agreement

This Agreement, comprising pages 1 through 8, and Exhibits A, is the entire Agreement between the Client and the Consultant. It supersedes all prior communications, understandings, and agreements, whether oral or written. Amendments to this Agreement must be in writing and signed by both the Client and the Consultant.

Extension of Protection

The Client agrees that any and all limitations of the Consultant's liability and indemnifications by the Client to the Consultant shall include and extend to those individuals and entities the Consultant retains for performance of the services under this Agreement, including but not limited to the Consultant's officers, partners, and employees and their heirs and assigns, as well as the Consultant's sub-consultants and their officers, employees, heirs and assigns.

Bob VanGyseghem
City of Geneva
November 1, 2022
Page 5

Governing Law and Jurisdiction

The Client and the Consultant agree that this Agreement and any legal actions concerning its validity, interpretation, and performance shall be governed by the laws of the State of Illinois.

It is further agreed that any legal action between the Client and the Consultant arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the County of Kane, Illinois.

Indemnification

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors, and employees (collectively, Client) against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Consultant's negligent performance of professional services under this Agreement and that of its sub-consultants or anyone for whom the Consultant is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees, and sub-consultants (collectively, Consultant) against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its contractors, subcontractors, or consultants, or anyone for whom the Client is legally liable.

Neither the Client nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

Jobsite Safety

Neither the professional activities of the Consultant, nor the presence of the Consultant or its employees and sub-consultants at a construction/project site, shall relieve the General Contractor of its obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequence, techniques, or procedures necessary for performing, superintending, and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Consultant and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the General Contractor shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in the Client's contract with the General Contractor. The Client also agrees that the Client, the Consultant, and the Consultant's sub-consultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.

Mediation

In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the Client and the Consultant agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The Client and the Consultant further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, sub-consultants, suppliers, and fabricators, thereby providing for mediation as the primary method for dispute resolution between the parties to all those agreements.

Notice of Delay

If the Consultant becomes aware of delays due to time allowances for review and approval being exceeded, delay by the Contractor, the Client, the Client's consultants, or any other cause beyond the control of the Consultant, which will result in the schedule for performance of the Consultant's services not being met, the Consultant shall promptly notify the Client. If the Client becomes aware of any delays or other causes that will affect the Consultant's schedule, the Client shall promptly notify the Consultant. In either event, the Consultant's schedule for performance of its services shall be equitably adjusted.

Bob VanGyseghem
City of Geneva
November 1, 2022
Page 6

Opinions of Probable Construction Cost (Engineer's Estimate)

In providing opinions of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment, or materials, or over market conditions or the Contractor's method of pricing, and that the Consultant's opinions of probable construction costs are made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's opinion of probable construction cost.

Ownership of Instruments of Service

The Client acknowledges the Consultant's construction documents, including electronic files, as instruments of professional service. Nevertheless, the final documents prepared under this Agreement shall become the property of the Client upon completion of services and payment in full of all fees due to the Consultant. The Client shall not reuse or make any modification to the final documents without the prior written authorization of the Consultant. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees, and sub-consultants against any damages, liabilities, or costs, arising from the unauthorized reuse or modification of the documents by the Client or any person or entity that acquires or obtains the documents from or through the Client without the written authorization of the Consultant.

Requests for Clarification or Interpretation

The Contractor may, after exercising due diligence to locate required information, request from the Consultant clarification or interpretation of the requirements of the Contract Documents. The Consultant shall, with reasonable promptness, respond to such Contractor's requests for clarification or interpretation. However, if the information requested by the Contractor is apparent from field observations, is contained in the Contract Documents, or is reasonably inferable from them, the Contractor shall be responsible to the Client for all reasonable costs charged by the Consultant to the Client for the Additional Services required to provide such information.

Right of Entry

The Client shall provide for the Consultant's right to enter the property owned by the Client and/or others in order for the Consultant to fulfill the Scope of Services included hereunder. Although the Consultant will exercise reasonable care in performing its services, the Client understands that use of testing or other equipment may unavoidably cause some damage, the correction of which is not part of this Agreement. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees, and sub-consultants (collectively, Consultant) against any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising or allegedly arising from procedures associated with testing or investigative activities or connected in any way with the discovery of hazardous materials or suspected hazardous materials on the property.

Severability

Any term or provision of this Agreement found to be invalid under any applicable statute or rule of law shall be deemed omitted and the remainder of the Agreement shall remain in full force and effect.

Standard of Care

In providing services under this Agreement, the Consultant will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

Suspension of Services

If the Project or the Consultant's services are suspended by the Client for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, the Consultant shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the Client shall compensate the Consultant for expenses incurred as a result of the suspension and resumption of its services, and the Consultant's schedule and fees for the remainder of the Project shall be equitably adjusted.

Bob VanGyseghem
City of Geneva
November 1, 2022
Page 7

If the Consultant's services are suspended for more than ninety (90) days, consecutive or in the aggregate, the Consultant may terminate this Agreement upon giving not less than five (5) calendar days' written notice to the Client.

If the Client is in breach of the payment terms or otherwise is in material breach of this Agreement, the Consultant may suspend performance of services upon five (5) calendar days' notice to the Client. The Consultant shall have no liability to the Client, and the Client agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the Client. Upon receipt of payment in full of all outstanding sums due from the Client, or curing of such other breach which caused the Consultant to suspend services, the Consultant shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

Termination

In the event of termination of this Agreement by either party, the Client shall within fifteen (15) calendar days of termination pay the Consultant for all services rendered and all reimbursable costs incurred by the Consultant up to the date of termination, in accordance with the payment provisions of this Agreement.

The Client may terminate this Agreement for the Client's convenience and without cause upon giving the Consultant not less than seven (7) calendar days' written notice.

Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days' written notice for any of the following reasons:

- Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
- Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party;
- Suspension of the Project or the Consultant's services by the Client for more than ninety (90) calendar days, consecutive or in the aggregate;
- Material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

In the event of any termination that is not the fault of the Consultant, the Client shall pay the Consultant, in addition to payment for services rendered and reimbursable costs incurred, for all expenses reasonably incurred by the Consultant in connection with the orderly termination of this Agreement, including but not limited to demobilization, reassignment of personnel, associated overhead costs and all other expenses directly resulting from the termination.

Third-Party Beneficiaries

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client and Consultant agree to require a similar provision in all contracts with contractors, subcontractors, sub-consultants, vendors and other entities involved in this Project to carry out the intent of this provision.

Unauthorized Changes

In the event the Client, the Client's contractors or subcontractors, or anyone for whom the Client is legally liable makes or permits to be made any changes to any reports, plans, specifications or other construction documents prepared by the Consultant without obtaining the Consultant's prior written consent, the Client shall assume full

Bob VanGyseghem
City of Geneva
November 1, 2022
Page 8

responsibility for the results of such changes. Therefore the Client agrees to waive any claim against the Consultant and to release the Consultant from any liability arising directly or indirectly from such changes.

In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant from any damages, liabilities, or costs, including reasonable attorneys' fees and costs of defense, arising from such changes.

In addition, the Client agrees to include in any contracts for construction appropriate language that prohibits the Contractor or any subcontractors of any tier from making any changes or modifications to the Consultant's construction documents without the prior written approval of the Consultant and that further requires the Contractor to indemnify both the Consultant and the Client from any liability or cost arising from such changes made without such proper authorization.

If this agreement meets with your approval, please have the proper City officials sign and date same where indicated below and return one (1) copy for our file. If you have questions on any of the above, please call me at our Elgin office.

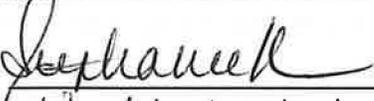
Yours truly,

HAMPTON, LENZINI AND RENWICK, INC.

Randy Newkirk, PE
Corporate Secretary

ACCEPTANCE

The terms and conditions of this letter agreement are hereby accepted by the City of Geneva for Water Main Construction and Lead Service Transition Plans services set forth above.

By 
Title City Administrator

Dec. 21, 2022
Date

ATTEST:

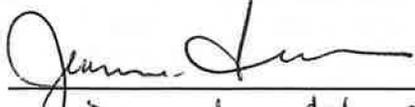
By 
Title Deputy City Clerk

EXHIBIT A
Scope of Service
Water Main Construction and Lead Service Transition Plans
City of Geneva

SCOPE OF SERVICES

The City of Geneva (hereinafter the "Client") has requested professional engineering services for water main construction and lead service transition plans (hereinafter the "Project"). The following outlines the proposed Project scope of services.

UNDERSTANDING OF THE PROJECT

Hampton, Lenzi and Renwick, Inc. (HLR) has prepared this Scope of Work for engineering services based on our knowledge of the Project from the following items:

- IEPA regulations
- Pre-Scope Meeting

The following is a list of basic project understandings

- The City will provide HLR basic information regarding the water system including
 - Current fee structure
 - Anticipated fee structure
 - Average use per household
 - Average Demand
 - Peak Demand
 - Location of known or suspected Lead Services
 - Violations related to lead services
- HLR will utilize City GIS to create maps for the project plan and transition plan.
- It is understood that this will be a tight timeline and HLR will utilize resources to try to stay on the schedule provided. Items reviewed by outside agencies are outside of our control. All delays will be notified to the Client
- This is a plan to secure funding for the City. The actual plan can be modified to fit outstanding situations
- The funding plan will be for the entire multi-year project. The City loans will be year to year from the IEPA. The lending rate will vary from year to year, accordingly, typically following 50% of commercial lending rate
- The lead service transition plan will be similar to the project plan with modifications to exhibits and narrative.

The project limits are understood to be:

Street	From & To
N. 1st Street	State to Hamilton
N. 1st Street	Hamilton to Peyton
N. 1st Street	Peyton to Ford
N. 1st Street	Ford to Stevens
N. 2nd Street	State to Hamilton
N. 2nd Street	Hamilton to Peyton
N. 2nd Street	Peyton to Ford
N. 3rd Street	Hamilton to Peyton
N. 3rd Street	Peyton to Ford

N. 3rd Street	Ford to Stevens
N. 4th Street	State to Hamilton
N. 4th Street	Hamilton to Peyton
N. 4th Street	Peyton to Ford
N. 4th Street	Ford to Stevens
N. 5th Street	State to Hamilton
N. 5th Street	Hamilton to Peyton
N. 5th Street	Peyton to Ford
N. 5th Street	Ford to Stevens
N. 6th Street	State to Hamilton
N. 6th Street	Hamilton to Peyton
N. 6th Street	Peyton to Ford
Ford Street	River to 1st
Ford Street	1st to 2nd
Ford Street	2nd to 3rd
Ford Street	3rd to 4th
Ford Street	4th to 5th
Ford Street	5th to 6th
S. 1st Street	State to James
S. 1st Street	James to Campbell
S. 1st Street	Campbell to Franklin
S. 1st Street	Franklin to Fulton
S 2nd Street	State to James
S 2nd Street	James to Campbell
S 2nd Street	Campbell to Franklin
S. 4th Street	State to James
S. 4th Street	James to Campbell
S. 4th Street	Campbell to Franklin
S. 4th Street	Franklin to Fulton
S. 4th Street	Fulton to South
S. 5th Street	State to James
S. 5th Street	James to Campbell
S. 5th Street	Campbell to Franklin
S. 5th Street	Franklin to Fulton
S. 5th Street	Fulton to South
S . 6th Street	State to James
S . 6th Street	James to Campbell
S . 6th Street	Campbell to Franklin
James Street	7th to 6th
James Street	7th to 8th
James Street	8th to 9th
James Street	9th to S. Lincoln
James Street	S. Lincoln to Kaneville

S. Lincoln	James to State
Campbell Street	7th to 6th
Franklin Street	7th to 6th
Franklin Street	6th to 5th
Fulton Street	7th to 6th
Fulton Street	6th to 5th
South Street	6th to 5th
South Street	5th to 4th
South Street	4th to 3rd
W. State Street	River Ln to 1st Street
W. State Street	1st Street to 2nd Street
W. State Street	2nd Street to 3rd Street
W. State Street	3rd Street to 4th Street
W. State Street	4th Street to 5th Street
W. State Street	5th Street to 6th Street
W. State Street	Logan to Grant
N. Lincoln	State to Peyton
N. Lincoln	Peyton to Ford
N. Lincoln	Center to Union
N. Lincoln	Union to Gray
McKinley	State to Peyton
McKinley	Peyton to Ford
McKinley	Ford to Center
McKinley	Center to Union
McKinley	Union to Gray
Anderson	State to Peyton
Anderson	Peyton to Ford
Anderson	Ford to Stevens
Anderson	Stevens to Center
Anderson	Center to Eklund
Anderson	Eklund to Gray
Ford	Logan to N. Lincoln
Ford	N. Lincoln to McKinley
Ford	McKinley to Anderson
Ford	Anderson to Richards
Richards	Union to Eklund
Richards	Eklund to Gray
Gray	Logan to Anderson
Wilson	Gray to Eklund
Illinois	Stevens to North
Illinois	North to Center
Illinois	Center to Union
Illinois	Union to Eklund

Edison	North to Center
Edison	Center to Union
Edison	Union to Eklund
Union	Richards to Illinois
Union	Illinois to Edison
Union	Edison to May
North	Richards to Illinois
North	Illinois to Edison
Shady	Cheever to Elizabeth
Elizabeth	Shady to Batavia Ave.
Forrest	Cheever to Easton
Hawthorne	Cheever to Easton
Dow	Cheever to Easton
Peck	Meadows to Hawthorne
Peck	Hawthorne to Batavia
Meadows	Cheever to Easton
Wall	Howard to Garfield
Howard	Wall to Jefferson
Garfield	State to Wall
Garfield	Wall to Jefferson
School	State to Wall
School	Wall to Jefferson
School	Jefferson to Dodson
Woodlawn	State to Summit
Woodlawn	Summit to Jefferson
Woodlawn	Jefferson to Dodson
N. Harrison	State to Jefferson
Jefferson	N. Harrison to Woodlawn
Jefferson	Woodlawn to School
Jefferson	School to Garfield
Jefferson	Garfield to Howard
Crissey	State to Oak
Crissey	Oak to Spring
Crissey	Spring to Chalmers
Nebraska	Oak to Spring
Nebraska	Spring to Chalmers
Kansas	State to Oak
Kansas	Oak to Spring
Kansas	Spring to Chalmers

Schedule – Based on our project understanding, the following are project milestones desired by Client.

- Agreement approved November 7, 2022 for the Project Plan, Funding Nomination, and Lead Service Transition Plan
- IEPA Project Plan Submitted by December 31, 2022
- Funding Nomination Form Submitted by March 31, 2023
- Chosen projects are notified by July 1, 2023
- Advertise for first group of projects by October 1, 2023
- Transmit Lead Service Transition Plan to IEPA by April 15, 2024

Project Plans (Watermain Replacement and Lead Service Replacement Plans) - HLR will prepare a Project Plan Report identifying key elements and defining the basis of design and preliminary project costs associated with the City of Geneva 2023 Watermain and Lead Service Line Replacement Program. The Project Plan will be prepared in accordance with the Illinois Environmental Protection Agency requirements for securing funding from the Public Water Supply Loan Program (PWSLP). The plans have some redundancies but evaluating alternatives and separating cost estimates and determining user fee impacts will require separate calculations. The Project Plan will include:

- EXECUTIVE SUMMARY
- IDENTIFY NEEDS
 - Define Service Area
 - Define Existing Water System
 - Identify Regulatory Issues
 - (Including Lead Service Line Replacement)
 - Identify Environmental Parameters
 - (Per SRF Environmental Checklist)
 - Project Future Demands
- IDENTIFY ALTERNATIVES
 - Materials
 - Construction Methods
 - Temporary Mitigation
 - Coordination with Other Improvements
- TECHNICAL ANALYSIS
 - Water Quality
 - Durability
 - Repair & Replacement
 - Environmental Impacts
 - Construction Impacts
- COST EFFECTIVENESS
 - Construction Costs
 - Operations, Maintenance & Repair Costs
 - Replacement Costs
 - Engineering Costs
 - Administrative and Legal Costs
- SELECTED ALTERNATIVE DESCRIPTION
 - Basis of Design
 - Materials
 - Environmental Benefits
 - Construction Impacts

- Regulatory Issues
- Scheduling
- Costs

- FINANCIAL PLAN
 - SRF Loan Terms & Repayment Schedule
 - Dedicated Source(s) of Revenue
 - User Fee Impacts
- IMPLEMENTATION SCHEDULE
 - Planning
 - Design
 - Financing
 - Bidding
 - Construction

HLR will complete the Environmental Checklist and assist the City to prepare correspondence and associated documentation with the required environmental agencies. The City will provide HLR with the required information relative to the physical capabilities and limitations of the existing potable water system, proposed improvements which may impact elements of the Project Plan, and information relative to existing user fee structure in support of the Project Plan effort.

Lead Service Transition Plan - HLR will prepare a Lead Service Transition Plan that will identify how the City of Geneva plans to meet the 15-year transition required by the IEPA. This plan will be based on the inventory of known services, cost estimates and funding opportunities information included in the Project Plan. The Lead service Transition Plan will define a program to specifically identify the limits of areas with known lead service to be replaced on an annual basis to reach the targeted complete replacement of all known lead services within the targeted time frame of 15 years. This will include mapping and estimated annual cost information.

The report will be transmitted to the IEPA on or before April 15, 2024 as required by the IEPA.



**CITY OF GENEVA
PROPOSED ENGINEERING SERVICES
WATERMAIN PROJECT PLAN / LEAD SERVICE REPLACEMENT PLAN /
LEAD SERVICE TRANSITION PLAN
DETAILED COST BREAKDOWN**

Task	Description	Employee Classification				Direct Costs	Hours	Fee
		E6	E5	E3	T3			
1. WATERMAIN PLANNING SERVICES								
	Project Plan - Water Main Replacement	8	100	145	52		305	\$ 48,090.00
	Project Plan - Lead Service Replacement	8	72	90	38		208	\$ 32,980.00
	Lead Service Transition Plan	8	24		10		42	\$ 7,160.00
2. COORDINATION AND CONSULTATION								
	Prepare and Attend Coordination Meeting	8	8				16	\$ 2,960.00
	Coordination with IEPA	2	12				14	\$ 2,490.00
3. QUALITY ASSURANCE AND PROJECT ADMINISTRATION								
	Quality Assurance and Quality Control	12					12	\$ 2,340.00
	Project Administration	14					14	\$ 2,730.00
	Total	60	216	235	100	\$ -	611	\$ 98,750.00