



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Phase III Engineering Services for Water Plant HVAC		
Presenter & Title:	Bob Van Gyseghem, Superintendent of Water & Wastewater		
Date:	August 21, 2023		
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: \$41,600.00		Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other <input type="checkbox"/> Yes Funding? <input type="checkbox"/> No
Executive Summary:			
<p>Engineering Solutions has prepared specifications and bidding services for the Water Plant HVAC Rehabilitation and Modernization Project. Phase III engineering services will be necessary during construction to ensure specification compliance. The Resident Project Representative for Engineering Solutions will perform oversight of construction activities, review of submittals and shop drawings, review of pay requests, and final inspection and punch list.</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>			
<p>Recommend approval of a Resolution authorizing the City Administrator to execute a Professional Engineering Service Agreement with Engineering Solutions at a cost not-to-exceed \$41,600.00</p>			

RESOLUTION NO. 2023-81

**RESOLUTION AUTHORIZING EXECUTION OF
Professional Services Agreement with Engineering Solutions**

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 enter into, on behalf of the City of Geneva, a Professional Services Agreement in an amount not to exceed \$41,600.00, related to Phase III engineering services for the HVAC Modernization project at Water Treatment Plant.

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 _____, 2023

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

Approved by me this ____ day of _____, 2023.

Mayor

ATTEST:

City Clerk



July 11, 2023

Mr. Bob Van Gyseghem
Superintendent of Water and Wastewater
City of Geneva Public Works Department
1800 South Street
Geneva, IL 60134

SUBJECT: The Water Treatment Plant
HVAC System Rehabilitation and Modernization Project – Phase 3 Engineering
Proposal and Letter Agreement for Engineering Services

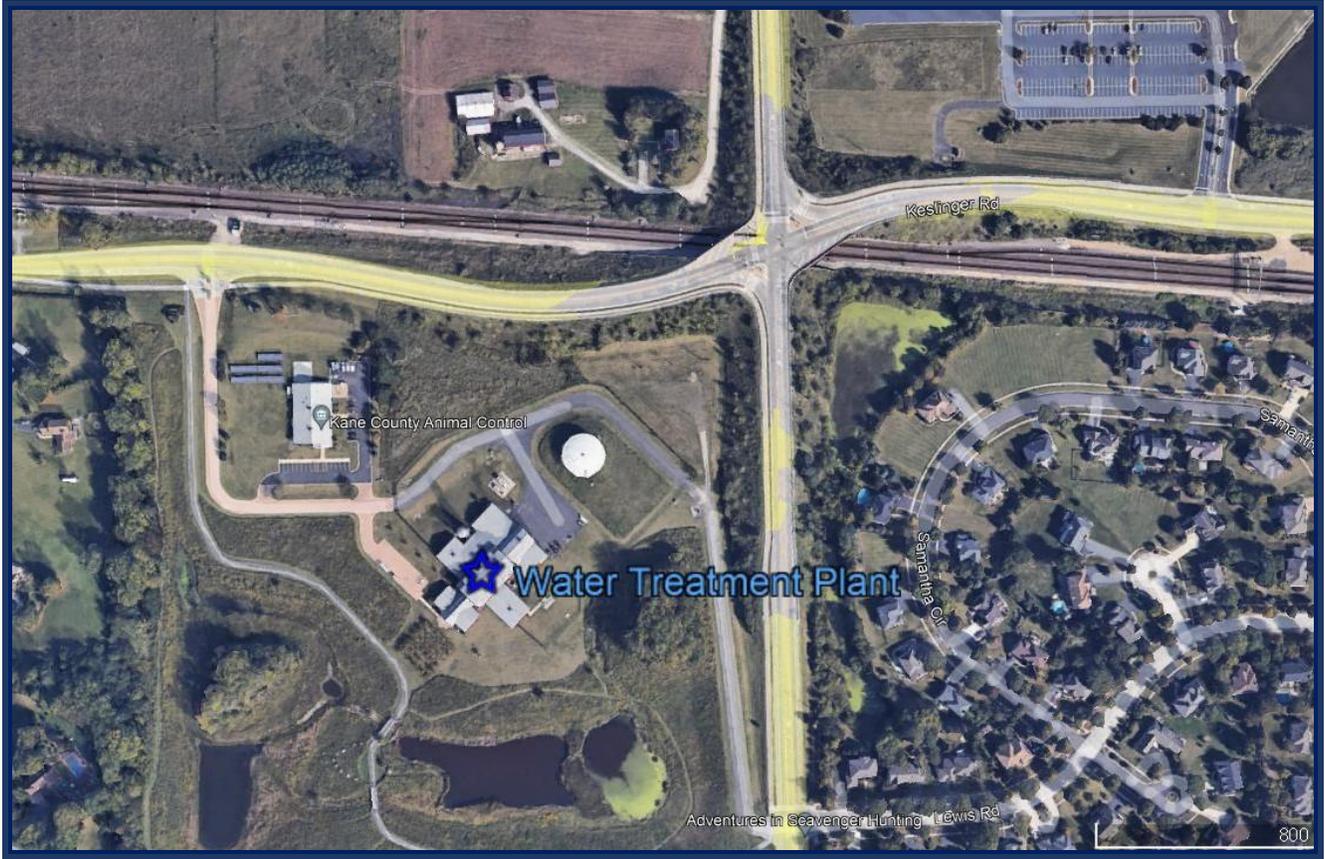
Dear Mr. Van Gyseghem:

Thank you for your request to have the Engineering Solutions Team continue to be of service to The City of Geneva with the required Phase 3 Construction Engineering and Administration Services for the Water Treatment Plant HVAC System Rehabilitation and Modernization Project.

This proposal is based on the Phase 2 RE-BID Plan and Specifications and Contract Document which was advertised on June 7 with Non-Mandatory Pre-Bid Meeting on June 22, Bid Opening on July 10, 2023 and the low bid of \$486,153. By the Ogni Group.

Existing Conditions:

Upon completion of the Bid Award Process the City of Geneva will enter into contract with the Ogni Group to supply and install the HVAC System Rehabilitation and Modernization Project at the Water Treatment Plant. The construction is intended to begin on or around August 9, 2023 and to be completed on or around December 22, 2023.



The Project Site Plan



The Water Treatment Plant.

The Proposed Action Plan:

The Resident Project Representatives [RPR] will plan to visit the construction sites on days when the contractor is on-site and working and will spend up to a half day on the site. Daily Reports will be prepared by the inspecting engineer and distributed to all involved project team members after each site visit.

This proposal for Engineering Services as RPR will provide the necessary communication between the Owner and the Contractor to ensure that the project is moving forward in accordance with all parties' expectations. The RPR will perform the following tasks:

- Organize and manage project initiation meetings for the HVAC Rehabilitation and Modernization Construction Project.
- Review the contractor submittals and shop drawings.
- Perform the site inspections complete with daily reports.
- Review of partial pay requests complete with recommendations to the City.
- Organize and manage punch lists and final inspections.

Project Schedule:

- | | |
|---|-------------------|
| ○ Notice to Proceed and services to begin | August 8, 2023 |
| ○ Anticipated substantial construction completion | December 22, 2023 |
| ○ Complete Site Work and all project documentation and payments | April 12, 2024 |

Owner Responsibility:

The **Owner** will provide the **Engineer** with:

1. Close coordination between Owner and Engineer during this construction project.
2. The City Client Coordinator and the Engineer will communicate regularly to ensure that all parties are proceeding in accordance with all expectations.

Insurance:

The Engineering Solutions Team, Company carries \$1,000,000.00 / \$2,000,000.00 of Professional Liability Insurance with Continental Casualty Company through The David Agency / CNA Insurance Companies / V.O. Schinnerer & Co. The Engineering Solutions Team, Company also carries business liability insurance with an aggregate of \$4,000,000.00 with The State Auto Insurance Companies. If the **City of Geneva** would like to be listed as an additional insured for this project; please advise the Engineering Solutions Team, Company.

Project Team:

Construction Project Manager = Edward J Kalina, PE

Construction Project Engineer = Larry McElheny, PE

Engineering Team Billing Rates:

Based on the above-described work, the Engineer proposes to be compensated as follows:

Resident Project Manager	=	\$155./hour
Resident Project Engineer	=	\$155./hour

Engineer's Anticipated Efforts and Proposed Fee:

○ Project Initiation Meetings:	40 hours	=	40 hours
○ Shop Drawings Review and Approvals	40 hours	=	40 hours
○ Site Inspections and Daily Reports	4 hours x 32 days	=	128 hours
○ Review the Pay Requests	4 hours x 5 months	=	20 hours
○ Punch Lists and Final Inspections	32 hours	=	<u>32 hours</u>
	<i>TOTAL HOURS</i>	=	<i>260 HOURS</i>
○ Direct Costs: mileage – 40 days *50 miles * \$0.65/mile		=	<u>\$ 1,300.</u>

$$\text{TOTAL PROPOSED FEE} = [260 * \$155.] + \$1,300. = \$ 41,600.$$

Additional Services:

Although Engineering Solutions Team has the capability and would be pleased to perform the following services, our proposal considers the following listed services as "Additional Services".

- Phase 3 Engineering Services for any Additional Sites.
- Any potential unforeseen conditions requiring Design Services during construction which would immediately be presented to the City of Geneva for involvement and guidance.
- Any requested assistance with guidance and training and maintenance of the newly installed HVAC Systems.

Term of This Agreement:

It is intended that all terms of this Agreement will apply for 1 month from the date of this proposal. Should the OWNER postpone concurrence with this Agreement beyond that specified date; then the ENGINEER reserves the right to review and adjust the required scope, schedule, efforts and fees for this Project.

Close:

The **Engineering Solutions Team** again looks forward to the opportunity to provide the Construction Engineering Services and Solutions to **The City of Geneva** for the Rehabilitation and Modernization of the HVAC System Project at the Water Treatment Plant.

Furthermore, The Engineering Solutions Team, ensures that the Said work will be performed as described. This letter is intended to act as our Agreement.

Thank you. Respectfully yours,

Edward J Kalina

Edward J Kalina, PE
President, Project Manager

Larry McElheny

Larry McElheny, PE
Project Engineer

Cc: Mr. Mike Anderson, City of Geneva, Project Manager

I have reviewed this letter, and hereby agree to the terms of this agreement.

Name/Title [print]

Signature and Date: City of Geneva