



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Supplemental Agreement and Change Order #2 for Geneva SE Development Substation and Distribution project.		
Presenter & Title:	Aaron Holton – Superintendent of Electric Services		
Date:	November 18, 2024		
Please Check Appropriate Box:			
<input 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			
Estimated Cost: \$ 25,920	Budgeted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
<p>The City of Geneva originally entered into a Professional Service Agreement with Stanley Consultants in 2014, amended in 2018 and subsequent Supplemental Agreement/Change Order #1 was accepted in October of 2022. Due to delays from the developer and the award of a Rebuild Illinois Grant and the administration requirements of the Grant, Stanley has submitted Change Order #2 for the project.</p> <p>Change Order #2 includes additions due to the extended completion date of the project into 2026 as well as increased administration costs for the Grant. A schedule of additional hours and hourly rates and classifications are included.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Professional Service exhibit from Stanley Consultants • Resolution 			
Voting Requirements:			
<p><i>This motion requires a simple majority of affirmative votes for passage. (City Council Only)</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the alderpersons has resulted in a tie; (b) when one half of the alderpersons 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 Resolution accepting Supplemental Agreement and Change Order #2 to the Professional Service Agreement with Stanley Consultants for Geneva SE Development Substation and Distribution project in a total amount of \$25,920 for a new total amount not to exceed \$647,452.</p>			

RESOLUTION NO. 2024-122

RESOLUTION ACCEPTING SUPPLEMENTAL AGREEMENT AND CHANGE ORDER #2 TO THE PROFESSIONAL SERVICE AGREEMENT WITH STANLEY CONSULTANTS FOR GENEVA SE DEVELOPMENT SUBSTATION AND DISTRIBUTION PROJECT

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, on behalf of the City of Geneva, to accept the Supplemental Agreement and Change Order #2 to the Professional Service Agreement with Stanley Consultants for Geneva SE Development Substation and Distribution Project, in the form attached hereto.

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 18th day of November, 2024

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

Approved by me this 18th day of November, 2024.

Mayor

ATTEST:

City Clerk



SUPPLEMENTAL AGREEMENT NO. 24-01

This Supplemental Agreement, made and entered into by and between STANLEY CONSULTANTS, INC (Consultant) and CITY OF GENEVA, ILLINOIS (Client) amends their agreement of August 6, 2018, for Consultant to provide services to the Client for the Geneva SE Development Substation and Distribution Feeders Project, as follows:

Scope of Services

See Attached Exhibit 1 - Change Order 2.

Time of Beginning and Completion

Begin at time of signature, and end March 1, 2026

Fees and Payments

See Attached Exhibit 1 - Change Order 2.

Except as specifically amended by this Supplemental Agreement, all the terms and conditions of the original Agreement dated August 6, 2018, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Supplemental Agreement to be executed on the date below indicated.

STANLEY CONSULTANTS, INC

CITY OF GENEVA, ILLINOIS

By: 
Eric D. Kamm, Business Development
Manager

By: _____

Date: 10/25/2024

Date: _____

Attest:

Attest:

By: 
Philip E. Schulz, Project Manager

By: _____



Change Order Description

Item 1: Project Time Extension

The original Kautz Road distribution and substation design that was started in 2018. This project was put on hold and restarted in 2022 with an anticipated finish date of Nov 2024 (engineering) and 2025 (construction). Due to delay in the Development this project now has a projected finish date of Nov 2024 (engineering) and 2026 (Construction). This change order item is to provide additional fee to cover updating the remainder of the hours that will be required increased rates from 2022-2024 to 2024-2026 rates.

Item 1 Change order amount: \$15,000

Item 2: Grant Added to Project

The original contract was being performed without a grant being obtained by the City of Geneva to help pay for a portion of the Kautz Road Substation. Due to a grant being obtained there was additional coordination work required with the grant administrator, the City of Geneva, and the Contractor. This also required additional work in putting together the bidding and contract documents.

Item 2 Change order amount: \$10,920

Total Change order amount: \$25,920

SE Development Change Order 2 Estimated Hours

	Admin		Civil	Structural		Physical		Electrical			
	Senior Project Manager 1	Project Administrator 1	Senior Engineer 2	Senior Engineer 2	CAD Designer 2	Senior Engineer 2	CAD Designer 2	Consultant (E2)	Senior Engineer 2	CAD Designer 2	
Project Time Extension											\$ 15,000.00
Rate Increase for remaining hours	229	47	20	95	98	53	90	223	428	96	
Grant Addition											\$ 10,920.00
Incorporating Grant into Contract	20										
Coordination with Grant Administrator	20										
											Total \$ 25,920.00

Hourly Rates

Compensation for office-based personnel in the U.S. for time in the performance of the work, including travel time, shall be in accordance with the following Hourly Rates.

Client	City of Geneva
Description	Geneva SE Development Substation and Distribution Feeders Project
Location	Geneva, Illinois

Hourly Rates subject to revision on or after 2 Apr 2025

Billing Category*	Hourly Rate
BC-03	\$87.00
BC-04	\$100.00
BC-05	\$113.00
BC-06	\$127.00
BC-07	\$140.00
BC-08	\$153.00
BC-09	\$167.00
BC-10	\$180.00
BC-11	\$193.00
BC-12	\$206.00
BC-13	\$220.00
BC-14	\$233.00
BC-15	\$246.00
BC-16	\$260.00
BC-17	\$273.00
BC-18	\$286.00
BC-19	\$300.00
BC-20	\$313.00
BC-21	\$326.00

* Representative Labor Classifications for each BC can be provided upon request

Billing Category (BC)

Representative Labor Classifications

Based on Stanley Fiscal Year 24-25 (Apr 2024 - Mar 2025)



The following Labor Classifications are representative of those that typically align with BCs, which are salary-based categories. Actual alignments may vary up to 2 BC levels based on geography, technical discipline, external market factors, etc.

BC-02	Student Intern, Project Administrator 1	BC-11	Principal Architect 1, Resident Project Rep 3
BC-03	CAD Technician 1, CAD Technician 2	BC-12	Senior Engineer 2, Principal CAD Designer, Senior Resident Project Rep 1, Principal GIS Analyst
BC-04	Architect Intern 1, Project Administrator 2, Field Technician 1, Field Technician 2, Construction Observer 1	BC-13	Principal Scientist 2, Principal Scientist 3, Senior Resident Project Rep 2, Project Manager 1, Senior Project Controls Specialist 2
BC-05	Engineer in Training 1, Senior CAD Technician 1, Senior CAD Technician 2, Senior GIS Analyst 1, Senior Project Administrator 1	BC-14	Senior Engineer 3, Principal Engineer 1, Principal Scientist 1, Project Manager 2, Principal Project Controls Specialist
BC-06	Architect Intern 2, Scientist 1, CAD Designer 1, Project Controls Specialist 1, Senior Project Administrator 2	BC-15	Principal Engineer 2, Senior Resident Project Rep 3
BC-07	Engineer in Training 2, Engineer 1, Architect 1, Architect 2, Scientist 2, CAD Designer 2	BC-16	Principal Engineer 3, Project Manager 3
BC-08	Senior Architect 1, CAD Designer 3, Senior CAD Designer 1, Senior GIS Analyst 2	BC-17	Senior Project Manager 1
BC-09	Engineer 2, Senior Architect 2, Senior Scientist 2, Resident Project Rep 1, Construction Observer 2	BC-18	
BC-10	Senior Engineer 1, Senior Architect 3, Senior CAD Designer 2, Construction Observer 1, Resident Project Rep 2, Senior Project Controls Specialist 1	BC-19	Senior Project Manager 2

BC-20 thru BC-25 are levels typically reserved for project or program roles requiring high levels of experience and expertise (expert witness, program managers, etc.)