

RESOLUTION NO. 28 - 18

A RESOLUTION APPROVING A CM&T WORK ORDER FOR THE PARK STREET REPAIR PROJECT AND CONSTRUCTION OBSERVATION OF SAID PROJECT

WHEREAS, the Village of Chatham (“Village”) is an Illinois Municipal Corporation existing and operating under the Illinois Municipal Code and the laws of the State of Illinois; and

WHEREAS, the engineers for the Village, CM&T, submitted a Work Order, attached as Exhibit A, for the design, bidding and construction phases of the Park Avenue roadway improvements and construction observation, as more fully set forth on Exhibit A; and

WHEREAS, the Work Order states the compensation for services, including reimbursable expenses, will not exceed \$63,665 for design and construction engineering services; and

WHEREAS, the Board of Trustees of the Village believe it is in the best interest of the Village to approve the Work Order and authorize the Village Manager to execute same.

NOW THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Chatham, Sangamon County, Illinois, as follows:

Section 1. Recitals. The foregoing recitals shall be and are hereby incorporated into and made a part of this Resolution as if fully set forth in this Section 1.

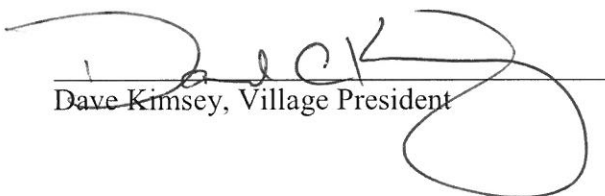
Section 2. Approval of Work Order. The Village Board hereby approves the Work Order submitted by CM&T for the Park Avenue roadway improvements, in an amount not to exceed \$63,665, and authorize the Village Manager to execute same.

Section 3. Effective Date. This Resolution shall be in full force and effect from and after its passage and approval.

SO RESOLVED this 12 day of June, 2018.

	YES	NO	ABSENT	PRESENT
TERRY FOUNTAIN	X			
BRETT GERGER	X			
NINA LINDHORST			X	
RYAN MANN	X			
MATT MAU	X			
PAUL SCHERSCHEL	X			
DAVE KIMSEY				
TOTAL	5	0	1	

APPROVED by the President of the Village of Chatham, Illinois this 12 day of June, 2018.



Dave Kimsey, Village President

Attest:



Amy Dahlkamp, Village Clerk

**EXHIBIT A
WORK ORDER**

**Village of Chatham
2018 Engineering Services Work Order
CMT WORK ORDER 18-05**

Park Avenue Roadway Improvements

Date:	6/8/18	Name:	Park Avenue Roadway Improvements
Project Description: <u>Prepare plans, specifications and estimates for the bidding and construction observation of roadway improvements along North Park Avenue from Walnut to Plummer Boulevard.</u>			
Services Required:			
<ol style="list-style-type: none"> 1. Data collection and preparation of engineering plans, specifications and estimates for the improvement of Park Avenue from Walnut Street to Plummer Boulevard. 2. Assist with advertisement and bidding procedures. 3. Construction engineering services, including contract documentation, material inspection and testing, review and submittal of pay estimates and final certification of the improvements. 			
Time Schedule:			
Work will begin upon receipt of this executed Engineering Services Work Order and will be completed November 1, 2018.			
Compensation:			
Compensation for the services provided under this Engineering Services Work Order will be in accordance with the provisions of the Retainer Contract. The compensation for the above services, including reimbursable expenses, will be invoiced as the work is performed. It is estimated that the compensation for the above services, including reimbursable expenses, will not exceed \$ 63,665.00 for design and construction engineering services. (See Exhibit A).			
Approval and Notice to Proceed:			
Village of Chatham		Crawford, Murphy & Tilly, Inc.	
By: _____		By: James M. Michael, P.E.	
Title: _____		Title: Project Manager	
Date: _____		Date: 6/8/18	
Chatham Work Order No. 18-05		CMT Project No. 18046-01-05	
Notice To Proceed Date:		CMT Project No. 18046-01-05	
Services provided under this Work Order shall be in accordance with the Agreement for Professional Services dated February 23, 2016 for general engineering services in 2018.			

Village of Chatham

Park Avenue Improvements

Background

The Village of Chatham (Village) wishes to utilize MFT and local bond funds for the improvement of North Park Avenue from Walnut Street to Plummer Boulevard. This work will include the following: pavement patching, curb and gutter repair, reconstruction of the intersection radius returns and adjacent sidewalk ramps, adjustment of drainage structures and frame and grates, pavement patching, crack and joint sealing, milling and overlaying the pavement with Hot Mix Asphalt, pavement marking, and site restoration. Work shall be planned and designed during the summer of 2018 in anticipation of fall 2018 letting and construction.

It is the intent of the Village to use Motor Fuel Tax (MFT) and local bond funds for construction phases of the Park Avenue and local bond funds for the engineering services for the improvement project described above. As requested, CMT is submitting a proposal for design and construction observation engineering services.

Scope of Work

Based on the direction provided by the village board, the Village of Chatham desires to make roadway improvements to North Park Avenue from Walnut Street to Plummer Boulevard. In addition to the roadway improvements, this corridor has been identified by the village's ADA transition group as a priority route. As such, sidewalk ramps, crossings, pavement marking and damaged walkways will be updated to current standards. The following scope of services and attached estimate of design and construction engineering cost summarizes the anticipated tasks for this work.

Scope of Services

1. Data Collection & Field Surveys

- Acquisition of record plans, electronic files, aerial mapping, etc.
- Drone surveys along the corridor and development of current aerial mapping and a digital terrain model.
- Miscellaneous field survey pick-ups of existing right-of-way, property lines, drainage items, existing topography, utilities and critical survey grades.
- Miscellaneous survey for construction layout.

2. IDOT Review and Approval

Since the construction of these improvements along Park Avenue will use Motor Fuel Tax funds, all plans, specifications and contract documents are subject to review and approval by IDOT District 6 Local Roads

3. Preliminary / Prefinal Plans

Preparation of preliminary /prefinal plans will include all design and drafting required to provide the following:

- Cover Sheet
- General Notes
- Summary of Quantities

- Typical Sections
- Plan Sheets
- Intersection Details
- Pavement Marking
- Special Details
- Development of a SWPPP for area disturbances greater than 1.0 Acres
- IDOT Highway Standards / Details
- Contract Specifications
- Estimates of Construction Cost and Time
- Proposal and Contract Documents.

4. *Preliminary / Prefinal Plan Revisions*

- Plan revisions per IDOT interbureau reviews, Village reviews & Consultant QA reviews
- Update / Verify quantity computations, contract specifications and estimates
- Plot and assemble final bidding documents
 - It is assumed that this project will require two submittals (review and approval)
- CMT will assist the village with letting and bidding services associated with the procurement of a contractor to perform the work.

5. *Administration*

Project coordination and reporting

6. *QC / QA*

Internal reviews/checks and constructability assessment.

7. *Meetings / Field Checks*

A kick-off meeting will be held between Village staff and CMT team members at the beginning of the project to review project scope and schedule. Field checks / on-site meetings will be held sporadically throughout the construction duration.

8. *Material Testing*

Material testing will be performed by CMT and an outside testing company for documentation and performance purposes.

9. *Observation & Documentation*

CMT will provide construction documentation and part-time construction observation. Construction observation will be on an as-needed basis with an emphasis on major construction tasks such as review of sidewalk layout, major concrete pours, material certification and testing documentation, etc. As well as documentation of quantities for payment.

Additional Services (not included at this time)

There are several additional tasks that could be incorporated into the project if so desired by the Village. Possible tasks include:

- Land Acquisition Services
 - It is the Village's intent to have all sidewalk improvements within the existing roadway right-of-way

- Drainage Studies due to sidewalk grade conflicts. It is assumed that the majority of the proposed sidewalk will follow the general line and grade of the existing walkways currently in place.
- Design or reconfiguration of parking lots or drives on private property due to conflict with sidewalk location or grades.

CRAWFORD, MURPHY & TILLY, INC.
CONTRACT ATTACHMENT - EXHIBIT A - 2018 PROFESSIONAL SERVICES COST ESTIMATE
 CLIENT Village of Chatham
 PROJECT NAME Park Avenue Improvements
 CMT JOB NO. _____

Prep By	PROJ MGR
DATE	06/08/18

Apprvd	PROJ PNCL
DATE	06/08/18

TASK NO.	CLASSIFICATIONS	PRINCIPAL	ENGINEER / MANAGER	ARCHITECT	PROJECT MANAGER	PROJECT SURVEYOR	SENIOR ARCHITECT	SENIOR ENGINEER	MANAGER	SENIOR TECHNICAL	GIS SPECIALIST	SENIOR PLANNER	ARCHITECT	SENIOR TECHNICIAN	PLANNER	TECHNICAL MGR	TECHNICIAN II	TECHNICIAN I	ACCOUNTANT	ADMIN ASSISTANT	MAN HOURS & LABOR SUMMARY	TOTAL
		\$210	\$205	\$175	\$140	\$130	\$120	\$120	\$120	\$130	\$85	\$105	\$80	\$50	\$50	\$80	\$105	\$80	\$50	\$50		
1	CURRENT YEAR 2018 HOURLY RATES																					
2	Data Collection & Field Surveys		4	36		12											8					52
3	IDOT Review and Approval		4	4		36																16
4	Preliminary / Prefinal Plans		8	8		24					24											152
5	Preliminary / Prefinal Plan Revisions		16	16		8																56
6	Administration		4	8		8																16
7	QC / QA		8	8		8																12
8	Meetings / Field Checks		8	8		8																16
9	Material Testing		8	8		8																16
10	Observation & Documentation		8	8		16										140						164
11																						
12																						
13																						
14																						
15																						
	TOTAL MAN HOURS			68	132						24											484
	SUBTOTAL - BASE LABOR EFFORT			\$11,900	\$18,480					\$3,120												\$58,480

TASKS (CONTINUED)	TOTAL LABOR EFFORT	TRAVEL MILEAGE	MEALS & LODGING	PRINTING	EQUIP- MENT	MISC	SURVEY MTL	SUBS ADMIN	OTHER EXP	TOTAL EXPENSE	TOTAL FEE
1 Data Collection & Field Surveys	\$7,180	\$20			\$750		\$50			\$820	\$8,000
2 IDOT Review and Approval	\$2,100			\$50						\$50	\$2,150
3 Preliminary / Prefinal Plans	\$15,840			\$50						\$50	\$15,890
4 Preliminary / Prefinal Plan Revisions	\$7,880			\$75						\$75	\$7,955
5 Administration	\$2,800									\$2,800	\$2,800
6 QC / QA	\$1,820	\$20								\$20	\$1,840
7 Meetings / Field Checks	\$2,520	\$20								\$20	\$2,540
8 Material Testing	\$18,340							\$3,500		\$3,850	\$3,850
9 Observation & Documentation	\$18,340	\$300								\$300	\$18,640
TOTALS	\$58,480	\$360	2020	\$175	\$750		\$50	\$3,500		\$5,185	\$63,665
PERCENTAGE OF PROJECT	2018	2019	2021	TOTAL	EST % OF OT HRS INCLUDED ABOVE						
WEIGHTING FACTOR FOR 5% ANNUAL ADJUSTMENT	100%			100%	AVERAGE OVERTIME RATE PREMIUM						
ESTIMATED CONTINGENCY	1.0000			1.0000	OT ADJUSTMENT FACTOR						
ROUNDING											
TOTAL FEE											\$63,665

MATH CROSS CHECK IS OK
 MULTI-YEAR + OT MULTPLR & AMT 1.0000