

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

INFRASTRUCTURE COMMITTEE

Thursday, May 2, 2024
7:00 P.M. – City Council Chambers

AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes
 - A. Infrastructure Committee of April 4, 2024
3. Public Participation / Presentations
4. Items for Consent
 - A. Purchase of Three 2024 Ford F-150, Regular Cab, 4x4, Pick-up Trucks – Haggerty Ford, West Chicago, Illinois
 - B. Resolution No. 24-R-0045 – Contract Award – Independent Mechanical Industries for the A2O Phosphorous Removal Project for the West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant in an Amount Not to Exceed \$5,015,000.00
 - C. Resolution No. 24-R-0046 – Professional Engineering Services Agreement – Donohue & Associates, Inc. – A2O Phosphorous Removal Project for the West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant in the Not-to-Exceed Cost of \$307,230.00
 - D. Resolution No. 24-R-0047 – Contract Award – Landscape Material & Firewood Sales, Inc. for the Purchase of Course and Fine Aggregate Material Delivered for FY 2024 in an Amount Not to Exceed \$72,000.00
5. Items for Discussion
6. Unfinished Business
7. New Business
8. Reports from Staff
9. Adjournment

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Draft

MINUTES

INFRASTRUCTURE COMMITTEE

April 4, 2024 7:00 P.M.

1. Call to Order, Roll Call, and Establishment of a Quorum. Chairman Morano called the meeting to order at 7:00 P.M. Roll call found Aldermen Dan Beebe, Heather Brown, Joe Morano, Jeanne Short, and John C. Smith, Jr., present. Aldermen Sandra Dimas and Alton Hallett were absent.

Staff present included Director of Public Works Mehul Patel, Police Chief Colin Fleury, and Administrative Assistant Ashley Heidorn.

2. Approval of Minutes

A. Infrastructure Committee Minutes of March 7, 2024. Alderman Brown made a motion, seconded by Alderman Beebe to approve the Meeting Minutes of March 7, 2024.

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beebe, Brown, Morano, Short, and Smith. Voting Nay: 0.

3. Public Participation / Presentations. None.

4. Items for Consent. Alderman Brown requested discussion on Consent Items B and J. Alderman Morano made a motion, seconded by Alderman Brown to approve:

- A. Ordinance No. 24-O-0011 – Authorizing the Disposal of Surplus Equipment, Stock Inventory, and/or Personal Property Owned by the City of West Chicago
- C. Procurement of Unleaded and Diesel Fuel from Al Warren Oil Through the DuPage County Joint Purchasing Program
- D. Resolution No. 24-R-0030 – Contract Award – Consulting Engineering, Inc., for Services Related to the 2024 Water Distribution System Leak Survey for an Amount Not to Exceed \$26,349.75
- E. Resolution No. 24-R-0031 – Contract Award – Corrective Asphalt Materials, LLC for the 2024 Pavement Preventative Maintenance Program in an Amount Not to Exceed \$49,999.20
- F. Resolution No. 24-R-0032 – A Supplemental Resolution Appropriating the Use of Additional Motor Fuel Tax Funds for the City's General Maintenance and Approving City's Supplemental Estimate of Maintenance Cost for the 2024 Roadway Rehabilitation Project in an Amount Not to Exceed \$11,468.23
- G. Resolution No. 24-R-0033 – Contract Award – Plote Construction, Inc. for the 2024 Harvester Road Reconstruction Project in an Amount Not to Exceed \$3,819,800.57

- H. Resolution No. 24-R-0035 – Contract Award – Strada Construction Co. for the 2024 Sidewalk and Curb Maintenance Program in an Amount Not to Exceed \$110,000.00
- I. Resolution No. 24-R-0037 – Contract Award – St. Aubin Nursery & Landscaping, Inc. – 2024 Parkway Tree Planting Program in an Amount Not to Exceed \$42,500.00

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beebe, Brown, Morano, Short, and Smith. Voting Nay: 0.

5. Items for Discussion.

4.B. Ordinance No. 24-O-0012 – Amending the Municipal Code, Chapter 15, Article VII – General Standards for Parkway Tree Regulation. Alderman Brown inquired if “I. Areas with trees have lower crime rates” was accurate. Mr. Patel explained that this is one of the benefits associated with parkway trees, which has been proven by studies, and is used for justification as to why the City should have more trees. Alderman Brown also asked if residents would be fined for trimming trees with fallen or broken branches after a storm because of Sec 15-80 (A) (3). Mr. Patel noted Sec 15-86: Exceptions, which gives the Director of Public Works the discretion to waive portions of the ordinance in the event of an extreme event or catastrophic storm. **Alderman Brown made a motion, seconded by Alderman Smith to approve.**

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beebe, Brown, Morano, Short, and Smith. Voting Nay: 0.

4.J. Resolution No. 24-R-0038 – Change Order No. 2 – Construction, Inc. for the First and Lower Level Renovation Project at 200 Main St. in an Amount Not to Exceed \$21,600.00 for a Revised Contract Value of \$1,361,600.00. Alderman Brown wanted some clarification on this change order since it is not the first change order requested for this project. Initial Change Order No. 1 identified 20 necessary items that were missed, discovered, or expected to improve the project. With the \$150,000.00 amount approved at that time, an additional 9 items were able to be taken care of as well. Additional items have been found that require Change Order No. 2 since it goes beyond the \$150,000.00 previously approved. Staff is also requesting a \$20,000.00 contingency in case any other unforeseen circumstances arise while the project is wrapping up. Alderman Morano also noted that the cost is still well below the original estimate even with the two Change Orders. **Alderman Brown made a motion, seconded by Alderman Smith to approve**

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beebe, Brown, Morano, Short, and Smith. Voting Nay: 0.

6. Unfinished Business. None.

7. New Business.

A. Cross Connection Program. Mr. Patel explained that backflow prevention devices go on a water system to prevent contamination backflowing into the water service and is required by the Illinois Environmental Protection Agency (IEPA) and City Code. The City is trying to get the Cross Connection Program up and running to record and track the annual testing of

backflow devices throughout the community. Every three years a survey would also be distributed to get updated information on how many cross-connection devices are throughout the town. A database would be created from this information, and those with backflow prevention devices would be notified of the annual testing requirement. Staff advertised a Request for Qualifications (RFQ) and determined Backflow Solutions, Inc. (BSI) to be the most qualified firm to handle this program and create the database. The only cost for the City is on a three-year basis for the mailed survey postcards. Some discussion followed. **The Committee approved the Cross Connection Program and authorized staff to proceed with the next steps.**

B. Alderman Brown asked if staff can mail notifications to residents if they have a lead water service. Mr. Patel noted that the City's Lead Service Inventory was just put up on the City's website today, so people can search for their address to determine if they have a lead service. Staff is working on the loan application to assist with these lead service line replacements and once that is closer to approval then staff will notify and coordinate with residents regarding their lead service and plan for replacement.

8. Reports from Staff. Mr. Patel noted that it will be a busy construction season for the City, and everyone's cooperation during the projects is much appreciated.

9. Adjournment. At 7:32 P.M., Alderman Brown made a motion to adjourn, seconded by Alderman Short. **Motion was unanimously approved by voice vote.**

Respectfully submitted,

Ashley Heidorn
Administrative Assistant of Public Works

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Purchase of Three 2024 Ford F-150, Regular Cab, 4x4, Pick-up Trucks - Haggerty Ford, West Chicago, Illinois

AGENDA ITEM NUMBER: 4A

COMMITTEE AGENDA DATE: May 2, 2024
COUNCIL AGENDA DATE: May 20, 2024

STAFF REVIEW: Mehul T. Patel, P.E., Director of Public Works

SIGNATURE _____

APPROVED BY CITY ADMINISTRATOR: Michael L. Guttman

SIGNATURE _____

ITEM SUMMARY:

For FY 2024, Public Works Department staff have planned and budgeted for the replacement of two 2014 Ford F150 Regular Cab in the Utilities Division (Unit 541 and 641) and one 2014 F150 Regular Cab with a liftgate in the Facilities Division (Unit 440) with three 2024 Ford F-150 Regular cab and other equipment. Units 541 and 641 are currently utilized as an everyday truck for functions of the Division and were on an eight-year initial replacement cycle. Unit 440 is currently utilized as an everyday truck for heavy lifting and transporting tools and equipment. Unit 440 is also on an eight-year initial replacement cycle. All units are overdue for a replacement.

The City of West Chicago is a member of the DuPage Mayors and Managers Conference, which is one of the sponsors of the Suburban Purchasing Cooperative (SPC), which is a joint purchasing program that represents 144 municipalities and townships in northeastern Illinois. In the past, we have had the luxury of being able to capitalize on the joint bid contracts for such purchases. The SPC currently has a contract for the F200 to F500 series but there is not one for the F100 series. Sourcewell is another cooperative purchasing avenue the City utilizes for fleet purchases which currently does not have a contract for F150 series.

To allow local vendors an opportunity to quote on the 2024 Ford F-150, Regular Cab, 4x4, Pick-up Trucks, staff recently solicited price quotes from four Ford dealerships (i.e., three local Ford dealerships and one Ford dealership from Taylorville). The table below summarizes the pricing received from interested parties.

Dealer	Price	Rank
Hopkins (Elgin)	\$44,364.00	1
Haggerty (West Chicago)	\$44,998.00	2
Hawk (St. Charles)	\$45,231.03	3
Ridings (Taylorville)	\$45,633.00	4

Since the price from Haggerty is within the three percent Local Vendor Preference Policy (Resolution 12-R-0009), based on comparable pricing received, staff recommends ordering three 2024 Ford F-150 Regular cab 4x4 pick-up truck from Haggerty Ford of West Chicago, Illinois, for an amount not to exceed \$44,998.00/each for a total of \$134,994.00. While a firm order cutoff date is not given, based on current economic conditions within the auto industry, the order cutoff can happen at any moment. Staff recommends placing an order as soon as possible.

In FY24, \$54,100.00 is budgeted in the Capital Equipment Replacement Fund (04-34-39-4804) for the

CITY OF WEST CHICAGO

replacement of Unit 541, \$51,700.00 is budgeted for replacement of Unit 641 and \$47,600.00 is budgeted for replacement of Unit 440, for a combined \$153,400.00. A third party vendor will do the up fit for each vehicle, for which \$3,000.00 is budgeted per unit in the same fund. The lead-time on the vehicles is four to six months.

ACTIONS PROPOSED:

That the West Chicago City Council authorize the purchase of Three 2024 Ford F-150, Regular Cab, 4x4, Pick-up Trucks, for a cost not to exceed \$134,994.00, from Haggerty Ford, West Chicago, Illinois, and authorize the City Administrator to contract with a third-party to install the necessary appurtenances/equipment for those three vehicles.

COMMITTEE RECOMMENDATION:

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Resolution No. 24-R-0045 – Contract Award – Independent Mechanical Industries for the A2O Phosphorous Removal Project for the West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant in an Amount Not to Exceed \$5,015,000.00

AGENDA ITEM NUMBER: 4.B.**COMMITTEE AGENDA DATE:** May 2, 2024**COUNCIL AGENDA DATE:** May 20, 2024**STAFF REVIEW:** Mehul T. Patel, P.E., Director of Public Works**SIGNATURE** _____**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** _____**ITEM SUMMARY:**

The West Chicago/Winfield Wastewater Authority (WCWWA) Regional Wastewater Treatment Plant (WWTP) operates under an NPDES permit regulated by the Illinois Environmental Protection Agency (IEPA); Permit No. IL0024369. As authorized by the Clean Water Act, the NPDES Permit Program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Water pollution degrades surface waters making them unsafe for drinking, fishing, swimming, and other activities. Industrial, municipal, and other facilities must obtain permits from the IEPA if their discharges go directly to surface waters and must renew their permits every five years. For years, the USEPA has pressured the IEPA to impose new and stricter nutrient removal limitations on wastewater treatment plants consistent with national policy. The most recent IEPA NPDES permit for the WCWWA WWTP expires on April 30, 2027.

Since 2015, the WCWWA has been a member of one local environmental group, the DuPage River Salt Creek Workgroup (DRSCW), formed in 2005 in response to concerns about Total Maximum Daily Loads (TMDLs) being set for the East & West Branches of the DuPage River and Salt Creek, which is made up of local communities, Publicly Owned Treatment Works (POTWs) or WWTPs, and private environmental organizations. The DRSCW has been working to produce comprehensive data sets for local watersheds to determine and resolve priority stressors to local aquatic systems. The organization continues to implement targeted watershed activities that resolve priority waterway problems efficiently and cost effectively. Working directly with the other environmental groups and the IEPA, the DRSCW has created, submitted, and received support for the implementation of special permit conditions and stream restoration projects. It is DRSCW's plan that implementation of its stream restoration projects will produce the greatest improvement in water quality and habitat for less money than individual POTW projects. Because of being a member of the DRSCW and paying Project Funding Assessments, participating POTWs received a temporary reprieve from the IEPA to upgrade its own POTW and comply with strict phosphorus limits likely to be imposed by the IEPA. The WCWWA agreement with DRSCW expired on December 31, 2022, at which time WCWWA stopped paying Project Funding Assessments. As a result, in WCWWA's current NPDES permit, a special condition has been added which states the total phosphorus removal limits of 1.0 mg/l would be effective Oct 1, 2026.

On December 7, 2020, authorized by Resolution No. 20-R-0076, the Mayor executed a contract with the Donohue & Associates, Inc. (Donohue) for a Phosphorus Removal Pilot Study at the West Chicago/Winfield Wastewater Authority (WCWWA) Regional Wastewater Treatment Plant. This Study was completed and the final report was provided in January 2022. The study recommended four different options to reduce the total phosphorus limits below 1.0 mg/l. After review of the report and discussions with WWTP contracted staff, the consensus is to implement an option called "Anaerobic/Anoxic/Oxic (A2O)" to achieve the total phosphorus limits. This option will also provide the WCWWA with total nitrogen removal, limits for which will be coming down the road. With this option, the Study shows, WCWWA can achieve 0.37 mg/l total phosphorus removal limits, which would be significantly below the 1.0 mg/l. The IEPA in the past has suggested more stringent total phosphorus removal limits

CITY OF WEST CHICAGO

including 0.5 mg/l and 0.1 mg/l. On February 20, 2023, the City Council authorized Resolution No. 23-R-0006 authorizing Donohue to perform all required design engineering services related to the A2O Phosphorous Removal Project.

The Project was first advertised for public bids in the Daily Herald and on an online bidding platform, QuestCDN, on January 25, 2024. Staff opened bids on February 22, 2024. On March 18, 2024, due to budgetary constraints, the City Council rejected all bids and authorized staff to rebid the Project.

This Project is critical to achieve the phosphorus removal limit of 1.0 mg/l by October 1, 2026. As such, staff reviewed the specifications and made necessary changes to possibly bring the overall costs within budget by reducing the scope of work by eliminating items not directly tied to the main objective of achieving phosphorus removal. The major cuts included removing Return Activated Sludge (RAS) pumps, chemical polishing system, and modified electrical scope. The Project was re-advertised for bids on March 28, 2024, in the Daily Herald and on QuestCDN, with a bid opening on April 18, 2024, and below are the bid results:

CONTRACTOR	AS-CORRECTED BID SUBMITTAL AMOUNT	RANK
Independent Mechanical Industries	\$5,015,000.00	1
John Burns Construction	\$5,194,000.00	2
Vissering Construction	\$5,287,000.00	3
ENGINEER'S ESTIMATE	\$4,864,150.00	-

All references provided a satisfactory recommendation. The Project is funded through the WCWWA.

ACTIONS PROPOSED:

Approve Resolution No. 24-R-0045 authorizing the Mayor to approve a Contract with Independent Mechanical Industries of Elk Grove Village, Illinois, for the A2O Phosphorous Removal Project at the West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant in an amount not to exceed \$5,015,000.00

COMMITTEE RECOMMENDATION:

RESOLUTION NO. 24-R-0045

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH INDEPENDENT MECHANICAL INDUSTRIES OF ELK GROVE VILLAGE, ILLINOIS, FOR THE A2O PHOSPHOROUS REMOVAL PROJECT AT THE WEST CHICAGO/WINFIELD WASTEWATER AUTHORITY REGIONAL WASTEWATER TREATMENT PLANT IN AN AMOUNT NOT TO EXCEED \$5,015,000.00

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Mayor is hereby authorized to execute an Agreement with Independent Mechanical Industries of Elk Grove Village, Illinois, for the A2O Phosphorous Removal Project at the West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant in an amount not to exceed \$5,015,000.00, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this 20th day of May, 2024.

AYES: _____

NAYES: _____

ABSTAIN: _____

ABSENT: _____

Mayor Ruben Pineda

ATTEST:

Executive Office Manager Valeria Perez



Donohue & Associates, Inc.
101 W. Ohio Street, Suite 1650 | Indianapolis, IN 46204
317.500.4221 | donohue-associates.com

April 23, 2024

Mr. Mehul Patel
City of West Chicago
475 Main Street
West Chicago, IL 60185

Re: Letter of Recommendation
Construction Contract Award
West Chicago / Winfield Wastewater Authority, West Chicago, Illinois
Phosphorus Removal Project
Donohue Project No. 14254

Dear Mr. Patel:

Pursuant to the Official Notice to Bidders, sealed bids for the above referenced project were received by the West Chicago / Winfield Wastewater Authority at the wastewater treatment plant on April 18, 2024 at 11:00 am and publicly opened and read aloud. We have reviewed all the Bids received for the Work and have enclosed a copy of the prepared Bid Tabulation for your information and consideration.

Three (3) sealed bids were received. The low Lump Sum bid was submitted by Independent Mechanical Industries, Inc. of Elk Grove Village, Illinois in the amount of \$5,015,000. The second low bid was submitted by John Burns Construction of Westmont, Illinois in the amount of \$5,194,000. The high bid was from Vissering Construction of Streator, Illinois in the amount of \$5,287,000. The opinion of the probable construction cost estimated by Donohue & Associates for the total bid amount on the Project was \$4,864,150. The low bid was \$150,850 or approximately 3.1% more than our opinion of the probable construction cost.

It is our opinion that the low bidder, Independent Mechanical Industries, Inc., submitted a responsive, responsible bid. We've checked five references from similar work and believe they are qualified and capable of performing the Work as specified. It is therefore recommended that the WCWWWA Board conditionally award a construction contract to Independent Mechanical Industries, Inc. in the amount of \$5,015,000 for Phosphorus Removal Project.

We respectfully present these recommendations for review and consideration by the WCWWWA Board. We will be pleased to answer any question concerning the recommendation set forth herein. If you concur with this recommendation, please advise us, and we will prepare and send to you a Notice of Award and Construction Agreement to be submitted to Independent Mechanical Industries, Inc. when the WCWWWA Board approves the Notice of Award.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gregory Garnes', is written over a light blue horizontal line.

Gregory Garnes, PE, BCEE

Enclosures: As noted

Copy: Terry Boyer, Donohue

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Resolution No. 24-R-0046 – Professional Engineering Services Agreement – Donohue & Associates, Inc. – A2O Phosphorous Removal Project for the West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant in the Not-to-Exceed Cost of \$307,230.00

AGENDA ITEM NUMBER:4.C.**COMMITTEE AGENDA DATE:** May 2, 2024**COUNCIL AGENDA DATE:** May 20, 2024**STAFF REVIEW:** Mehul T. Patel, P.E., Director of Public Works**SIGNATURE** _____**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman**SIGNATURE** _____**ITEM SUMMARY:**

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CITY OF WEST CHICAGO

mg/l. The IEPA in the past has suggested more stringent total phosphorus removal limits including 0.5 mg/l and 0.1 mg/l.

On February 20, 2023, the City Council authorized Resolution No. 23-R-0006 authorizing Donohue to perform all required design engineering services related to the A2O Phosphorous Removal Project. Staff is very satisfied with the services provided by Donohue to date. Due to their familiarity and knowledge of the project design, staff solicited a proposal from Donohue to provide construction related engineering services for this Project. Their scope of work will include general construction administration, progress meetings, shop drawing reviews, respond to request for information, construction oversight, prepare pay estimates, review change orders, startup services for new equipment and application engineering to incorporate new changes into the Supervisory Control and Data Acquisition (SCADA) for the WWTP.

Donohue's initial proposal was for \$663,890.00 which was reduced to \$446,830.00 after the scope reduction. It was further reduced to \$307,230.00 after successful negotiations. Staff feels the proposed fee of 6% is appropriate for a project cost of \$5 million. The construction engineering services will be paid for by the WCWWA.

ACTIONS PROPOSED:

Approve Resolution No. 24-R-0046 authorizing the Mayor to execute an Agreement with Donohue & Associates, Inc. for professional construction engineering services related to the A2O Phosphorous Removal Project for the West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant in the not-to-exceed cost of \$307,230.00

COMMITTEE RECOMMENDATION:

RESOLUTION NO. 24-R-0046

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH DONOHUE & ASSOCIATES, INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE A2O PHOSPHOROUS REMOVAL PROJECT FOR THE WEST CHICAGO/WINFIELD WASTEWATER AUTHORITY REGIONAL WASTEWATER TREATMENT PLANT IN THE NOT-TO-EXCEED COST OF \$307,230.00

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Mayor is hereby authorized to execute an Agreement with Donohue & Associates, Inc. for professional construction engineering services related to the A2O Phosphorous Removal Project for the West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant in the not-to-exceed cost of \$307,230.00, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this 20th day of May 2024.

AYES: _____

NAYES: _____

ABSTAIN: _____

ABSENT: _____

Mayor Ruben Pineda

ATTEST:

Executive Office Manager Valeria Perez

Project Plan

Quality Work,
On Time,
On Budget



A2O Improvements
Construction Phase Services

West Chicago/Winfield
Wastewater Authority

Date: April 23, 2024

PART I

PROJECT DESCRIPTION/SCOPE OF SERVICES/TIMING

A. Project Purpose and Description

The West Chicago/Winfield Wastewater Authority (OWNER) owns and operates a wastewater treatment facility rated at 7.64 mgd daily average flow (DAF) and 20.3 mgd design maximum flow (DMF). The treatment plant consists of screening, grit removal, primary clarification, activated sludge, secondary clarification, tertiary disk filtration, disinfection, anaerobic digestion, belt filter press, and landfill of dewatered biosolids.

The OWNER has contracted with Donohue & Associates, Inc. (ENGINEER) to perform the construction phase services for the A2O biological nutrient removal system. The scope of work will include construction phase services for the following key components:

- Structural repair of the aeration tanks and decking over the gallery
- Baffle walls to create selector zones
- Recycle pumps in selector zones
- New diffusers

B. Scope of Services

Basic Services to be provided by Donohue for this Project under this Agreement are as follows:

Task 1 - Construction Related Engineering Services

Upon successful completion of the Bidding Phase, and upon award of the construction contracts by the Owner, Donohue shall provide the following construction phase contract administration and observation services for the Project:

- 1.1 *General Administration of Construction Contracts.* Consult with Owner and act as Owner's representative as provided in the General Conditions of the Contract Documents as included in the Project Manual. Included in this effort is receipt and incorporation of constructability revisions to the documents, as directed from time to time, by the Owner.
- 1.2 *Pre-Construction Conference and Progress Meetings.* Conduct one Pre-Construction Conference prior to commencement of the Work at the Project site and prepare and distribute minutes. Donohue's project manager shall also attend on average, one (1) Construction Pay/Progress Meetings per month over the course of the estimated 12-month actual construction duration from Notice-To-Proceed to Substantial Completion. It is understood that the Contractor shall conduct the progress meetings and prepare the agenda and minutes for the meetings. Owner will review said minutes for accuracy.

1.3 *Visits to Site and Observation of Construction.* Perform the following services in connection with observations of the Construction Contractor's work-in-progress:

1.3.1 Donohue will provide to the project a Resident Project Representative (RPR) who will make visits to the Project Site at intervals and frequencies as described herein, as appropriate for the various stages of construction in order to observe the progress and quality of the Work. Such visits and observations by Donohue are not intended to be exhaustive or to extend to every aspect of a Construction Contractor's work-in-progress or to involve detailed inspections of a Construction Contractor's work-in-progress beyond the responsibilities specifically assigned to Donohue in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the work based on Donohue's exercise of professional judgment.

Based on information obtained during such visits and observations, Donohue will determine in general if the Construction Contractor's work is proceeding in accordance with the Contract Documents, and Donohue shall keep the Owner informed of the progress of the construction work. The Contract Document requires that the Construction Contractor be responsible for staking and layout of the work to be constructed. Therefore, it is agreed that Donohue's observation services specified herein do not include staking or layout of the work to be constructed. However, Donohue will provide to the Construction Contractor the coordinate points, benchmarks and control points used to design the Work, which is so stated in the Project Manual.

1.3.2 Under the fee prescribed for in this Agreement, Donohue's RPR will provide a limited level of construction observation efforts. To this end, Donohue will provide up to **208 hours of observation work**, including travel time and vehicle expense to and from the site within the estimated 12-month actual construction duration.

1.3.3 The purpose of Donohue's visits to the Site will be to enable Donohue to provide the Owner a greater degree of confidence that the completed work is in general conformance with the Contract Documents and that the integrity of the design concept of the completed Project, as functioning as a whole system. Donohue's RPR will not have authority over or responsibility for supervising the Construction Contractor's workers or the Owner's staff. Donohue's RPR will not, during such visits or as result of such observations of the work supervise, direct, or have control over any Construction Contractor's work, nor shall Donohue have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by any Construction Contractor, for safety precautions and programs incident to the Construction Contractor's work or for any failure of any Contractor to comply with laws and regulations applicable to Construction Contractor's furnishing and performing the work. Donohue does not guarantee the performance of any Construction Contractor nor assume the responsibility for any Construction Contractor's failure.

- 1.4 *Defective Work.* Donohue will recommend to Owner whether a Construction Contractor's work be disapproved and rejected while it is in progress if, on the basis of such observations, Donohue believes that such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.
- 1.5 *Clarifications and Interpretations and Field Orders.* Donohue will issue within a reasonable time period, upon Construction Contractor's written Request for Information (RFI) for the Construction Contract, the necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of each Contractor's work. Such clarifications and interpretations will be consistent with the intent of and interpretations reasonably inferable from the Contract Documents. Donohue may also issue Field Orders authorizing minor variations from the requirements of the Contract Documents, which the Owner and Contractor agree do not affect contract time of completion or the value of work. Donohue will respond to RFI's and Field Orders to the Owner's project manager at the same time that said documents are issued to the construction contractors. The compensation in Part III is based on 38 RFI's.
- 1.6 *Change Orders and Work Change Directives.* For the Construction Contract Donohue will recommend Change Orders and Work Change Directives to the Owner, as appropriate, and prepare Change Orders and Work Change Directives as required. Donohue will prepare support documentation related to said Change Orders and Work Change Directives and furnish change order documents to the Owner in advance of its regular month meetings.
- 1.7 *Shop Drawings and Samples.* Donohue will complete a technical review of shop drawings, product literature, and other submittals for the project's structural systems, pumps, electrical, process equipment, SCADA system components, piping systems, and other required items to determine general conformance to the design intent of the project's plans and specifications. The compensation in Part III is based on 50 shop drawings.
- 1.8 *Substitutes and "or-equal."* Donohue will evaluate Construction Contractor's substitution requests for determination of acceptability. Donohue will forward its evaluation of acceptability to Owner for action and Donohue will forward Owner's determination of acceptability to the Construction Contractor.
- 1.9 *Applications for Payment.* Donohue will review the Construction Contractors' Applications for Payment and accompanying supporting documentation. Such recommendations of payment will be in writing and will constitute Donohue's representation to Owner that, to the best of Donohue's knowledge, information and belief that the Construction Contractors' work has progressed to the point indicated and the quality of such work is generally in accordance with the Contract Documents.
- 1.10 *Startup Services.* Provide start-up assistance to Owner, for initial start-up of proposed systems: biological nutrient removal systems. Start-Up assistance is limited to 44 hours including trips to the site.

1.11 *Substantial Completion.* Promptly after notice from Construction Contractor that he or she considers the entire work ready for its intended use, in company with the Owner and Contractor, Donohue shall conduct a visit to the site to determine if the work is Substantially Complete. If after considering any objections of the Owner, Donohue considers the work to be Substantially Complete; Donohue shall deliver a Certificate of Substantial Completion to the Owner and the respective Contractor.

1.12 *Record Documents.* Receive and review annotated “red-lined” record documents for the Construction Contract. These annotated record documents are to be assembled by the Construction Contractor in accordance with the Contract Documents to obtain final payment. Prepare Record Drawings showing appropriate record information based on the Project annotated record documents received from the Contractor. Donohue will forward to the Owner the completed Record Drawing deliverables in the form of AutoCAD files and three 11” x 17” size printed-paper sets. Donohue takes no responsibility for the quality, thoroughness, and accuracy of the “red-lined” record documents provided by the Construction Contractor.

Task 2 – Applications Engineering

PLC, SCADA, and Historian Programming

- Engineer shall complete PLC and HMI programming in accordance with the agreed upon functional control descriptions listed in the specifications. In general, application engineering shall include control of biological nutrient removal systems, aeration systems and DO control, and chemical feed systems and ancillary systems. HMI graphics shall be completed in accordance with existing plant standards for seamless implementation of new work. Engineer shall provide field I/O checkout and instrument commissioning assistance to verify proper operation of equipment and instruments prior to startup. Startup and testing of process control system shall be completed in accordance with the Contractor’s schedule. Upon completion of Work, Engineer shall provide a programming documentation manual to the Client to document control strategies and application programs.

Field I/O Testing, Startup, and Functional Testing

- Donohue will work with the Contractor to perform Field I/O testing of all signals. The Contractor shall be responsible for preparing test procedures and signoff sheets. Donohue will verify functionality of each I/O point confirming the signal provided is indicated in the PLC, HMI graphics, and alarm notification system as required.
- Donohue will provide startup and functional testing of equipment to confirm functionality meets the design intent. The specified functional descriptions shall be used for the basis of the functional testing.

Operations and Personnel Training

- PLC program review training for maintenance personnel shall be provided to review the PLC programming, general navigation, organization, and basic functionality of the PLC programs. This training is intended for a basic level of understanding for troubleshooting and maintenance purposes.
- HMI graphic and operations training shall be provided for operations personnel to review the HMI graphics, general navigation, and functional control of the process equipment.

Documentation and O&M Manual

- Provide a SCADA Operations and Maintenance Manual in modifiable electronic format with the following sections:

- Functional descriptions
- Network configuration details
- PLC application programs
- OIT application programs
- Backup of SCADA system

C. Project Timing

Donohue shall be authorized to commence the work set forth herein upon execution of this Agreement and will perform the work according to the construction activities which are anticipated to be for a duration of 18 months after notice to proceed to the selected construction contractor. The estimated actual construction duration is 12 months for the active construction period.

PART II

OWNER RESPONSIBILITIES

A. Owner agrees to:

1. Identify a person authorized to act as the Owner's representative to respond to questions and make decisions on behalf of Owner, accept completed documents, approve payments to Donohue, and serve as liaison with Donohue as necessary for Donohue to complete its Services.
2. Furnish to Donohue copies of existing documents and data pertinent to Donohue's Scope of Services, including but not limited to and where applicable: design and record drawings for existing facilities; property descriptions, land use restrictions, surveys, geotechnical and environmental studies, or assessments.
3. Owner shall be responsible for all requirements and instructions that it furnishes to Donohue pursuant to this Agreement, and for the accuracy and completeness of all reports, data, programs, and other information furnished by Owner to Donohue pursuant to this Agreement. Donohue may use and rely upon such requirements, instructions, reports, data, programs, and information in performing or furnishing services under this Agreement, subject to any express limitations or reservations provided by Owner applicable to the furnished items.
4. Provide to Donohue existing information regarding the existence and locations of utilities and underground facilities.
5. Provide Donohue safe access to premises necessary for Donohue to provide the Services.

6. Inform Donohue whenever Owner observes or becomes aware of a Hazardous Environmental Conditions that may affect Donohue's Scope of Services or time for performance.

PART III

COMPENSATION, BILLING AND PAYMENT

A. COMPENSATION

Compensation for the professional engineering services as defined in Part I shall be in accordance with ENGINEER's standard charge out rates in effect at the time the Services are performed. Routine expenses will be billed at cost and subconsultant costs will include a 10% markup. The total compensation for these basic Services will not exceed \$307,230.00 without prior written approval from OWNER.

- B. Donohue will bill Owner monthly, with net payment due in 30 days.
- C. Donohue will notify Owner if Project scope changes require modifications to the above-stated contract value. Services relative to scope changes will not be initiated without written authorization from Owner.

West Chicago / Winfield Wastewater Authority
A2O Improvements
CRS Fee Estimate Summary - 18 Month Construction Time - Revision 02-20-24
Donohue & Associates, Inc.

Task	Labor								Total Hours	Total Labor	Sub	Expenses/Travel	Total
	PM	RPR	Const Admin	Struct	Process-Mech	Electrical	I&C	Mech					
Design Changes - RAS Addition	\$ 260	\$ 160	\$ 170	\$ 195	\$ 195	\$ 205	\$ 205	\$ 195	Hours	\$ 19,860		Printing	\$ 19,860
301 Project Management and Administration													
Preconstruction Meeting	8	16	8						32	\$ 6,000		\$ 500	\$ 6,500
Administration	40		120						160	\$ 30,800			\$ 30,800
Monthly Progress Meetings	40		180						220	\$ 41,000		\$ 3,600	\$ 44,600
Final Walkthrough	8	8	8	8	8	8	8		56	\$ 11,120		\$ 1,800	\$ 12,920
Substitute Evaluations	4		16			4	4		28	\$ 5,400			\$ 5,400
Monthly Progress Reports	8		24						32	\$ 6,160			\$ 6,160
									-	\$ -			\$ -
302 Requests for Information - Assume 50 RFIs	8	6	24	28	80	38	16		200	\$ 39,250		\$ 800	\$ 40,050
									-	\$ -			\$ -
303 Shop Drawings - Assume 130 Shop Dwgs	12	4	68	78	120	60	48		390	\$ 76,070		\$ 120	\$ 76,190
									-	\$ -			\$ -
304 RPR and Site Visits - Assume 1 day/week	16	1,200	24	16	24	24	16		1,320	\$ 216,240		\$ 23,000	\$ 239,240
									-	\$ -			\$ -
305 Start Up Assistance	4	4	4		24	8	8		52	\$ 10,320		\$ 5,500	\$ 15,820
									-	\$ -			\$ -
306 Record Drawings	4		4		32				40	\$ 7,960		\$ 1,200	\$ 9,160
									-	\$ -			\$ -
307 Change Order Preparation	4	2	12						18	\$ 3,400		\$ 750	\$ 4,150
									-	\$ -			\$ -
308 Standard Operating Procedures (O&M Manuals)	4		4		60				68	\$ 13,420		\$ 2,500	\$ 15,920
									-	\$ -			\$ -
309 Application Engineering - 245 I/O Points @ 560/point	12						600		612	\$ 126,120		\$ 11,000	\$ 137,120
									-	\$ -			\$ -
Total	172	1,240	496	130	348	142	700	-	3,228	\$ 593,260	\$ -	\$ 50,770	\$ 663,890
Total Labor Dollars by Labor Class	\$ 44,720	\$ 198,400	\$ 84,320	\$ 25,350	\$ 67,860	\$ 29,110	\$ 143,500	\$ -					

Construction Cost Estimate \$5,125,000
9.89%

Design Fee \$308,430 6.02%
Constr Fee \$506,910 9.89%
Total \$815,340

Application Engineering \$ 137,120
- based on 245 points at \$560/point

15.9%

**West Chicago / Winfield Wastewater Authority
A2O Improvements
CRS Fee Estimate Summary - 18 Month Construction Time - Revision 04-17-24
Donohue & Associates, Inc.**

Task	Labor								Total Hours	Total Labor	Sub	Expenses/ Travel Printing	Total Cost
	PM	RPR	Const Admin	Struct	Process-Mech	Electrical	I&C	Mech					
Design Changes - RAS Addition - Rebid	\$ 260	\$ 160	\$ 170	\$ 195	\$ 195	\$ 205	\$ 205	\$ 195		\$ 19,860			\$ 19,860
301 Project Management and Administration													
Preconstruction Meeting	8	16	8						32	\$ 6,000		\$ 500	\$ 6,500
Administration	24		80						104	\$ 19,840			\$ 19,840
Monthly Progress Meetings - assume 12	24		120						144	\$ 26,640		\$ 2,600	\$ 29,240
Final Walkthrough	8	8	8	8	8	8	8		56	\$ 11,120		\$ 1,800	\$ 12,920
Substitute Evaluations	4		16			4	4		28	\$ 5,400			\$ 5,400
Monthly Progress Reports	8		24						32	\$ 6,160			\$ 6,160
11 - month warranty walk through	8		8						16	\$ 3,440		\$ 400	\$ 3,840
302 Requests for Information - Assume 38 RFIs	6	6	24	32	52	36	8		164	\$ 32,000		\$ 800	\$ 32,800
									-	\$ -			\$ -
303 Shop Drawings - Assume 75 Shop Dwgs	12	4	68	78	120	60	48		390	\$ 76,070		\$ 120	\$ 76,190
									-	\$ -			\$ -
304 RPR and Site Visits - Assume 1 day/week for 12 months	16	416	24	16	24	24	16		536	\$ 90,800		\$ 17,500	\$ 108,300
									-	\$ -			\$ -
305 Start Up Assistance	4	4	4		16	8	8		44	\$ 8,760		\$ 2,500	\$ 11,260
									-	\$ -			\$ -
306 Record Drawings	4		4		32				40	\$ 7,960		\$ 1,200	\$ 9,160
									-	\$ -			\$ -
307 Change Order Preparation	4	2	8						14	\$ 2,720		\$ 750	\$ 3,470
									-	\$ -			\$ -
308 Standard Operating Procedures (O&M Manuals)	4		4		82				90	\$ 17,710		\$ 1,500	\$ 19,210
									-	\$ -			\$ -
309 Application Engineering - 125 I/O Points @ 560/point	8						320		328	\$ 67,680		\$ 15,000	\$ 82,680
Total	142	456	400	134	334	140	412	-	2,018	\$ 382,300	\$ -	\$ 44,670	\$ 446,830
Total Labor Dollars by Labor Class	\$ 36,920	\$ 72,960	\$ 68,000	\$ 26,130	\$ 65,130	\$ 28,700	\$ 84,460	\$ -					

Total fee \$ 735,400

Construction Cost Estimate \$5,400,000

Design Fee \$308,430 5.71%
 Constr Fee \$344,290 6.38%

**West Chicago / Winfield Wastewater Authority
A2O Improvements
CRS Fee Estimate Summary - 18 Month Construction Time - Revision 04-23-24
Donohue & Associates, Inc.**

Task	Labor								Total Hours	Total Labor	Sub	Expenses/ Travel Printing	Total Cost
	PM	RPR	Const Admin	Struct	Process-Mech	Electrical	I&C	Mech					
Design Changes - RAS-Addition - Rebid	\$ 260	\$ 160	\$ 170	\$ 195	\$ 195	\$ 205	\$ 205	\$ 195		\$ 19,860			\$ 19,860
301 Project Management and Administration													
Preconstruction Meeting	8	16	8						32	\$ 6,000		\$ 500	\$ 6,500
Administration	24		40						64	\$ 13,040			\$ 13,040
Monthly Progress Meetings - assume 12	24		60						84	\$ 16,440		\$ 1,300	\$ 17,740
Final Walkthrough	8	8	8	8	8	8	8		56	\$ 11,120		\$ 1,800	\$ 12,920
Substitute Evaluations	4		8			4	4		20	\$ 4,040			\$ 4,040
Monthly Progress Reports	8		12						20	\$ 4,120			\$ 4,120
									-	\$ -		\$ -	\$ -
302 Requests for Information - Assume 38 RFIs	6	6	24	32	52	36	8		164	\$ 32,000		\$ 400	\$ 32,400
									-	\$ -			\$ -
303 Shop Drawings - Assume 50 Shop Dwgs	8	4	24	48	48	40	32		204	\$ 40,280		\$ 120	\$ 40,400
									-	\$ -			\$ -
304 RPR and Site Visits - Assume 1 day every 2 weeks for 12 r	16	208	24	16	24	24	16		328	\$ 57,520		\$ 3,600	\$ 61,120
									-	\$ -			\$ -
305 Start Up Assistance	4	4	4		16	8	8		44	\$ 8,760		\$ 2,500	\$ 11,260
									-	\$ -			\$ -
306 Record Drawings	4		4		32				40	\$ 7,960		\$ 1,200	\$ 9,160
									-	\$ -			\$ -
307 Change Order Preparation	4	2	8						14	\$ 2,720		\$ 750	\$ 3,470
									-	\$ -			\$ -
308 Standard Operating Procedures (O&M Manuals)	(O&M Manuals will be reviewed as part of shop drawings)									-	\$ -	\$ -	\$ -
									-	\$ -			\$ -
309 Application Engineering - 125 I/O Points @ 560/point							340		340	\$ 69,700		\$ 1,500	\$ 71,200
Total	118	248	224	104	180	120	416	-	1,410	\$ 273,700	\$ -	\$ 13,670	\$ 307,230
Total Labor Dollars by Labor Class	\$ 30,680	\$ 39,680	\$ 38,080	\$ 20,280	\$ 35,100	\$ 24,600	\$ 85,280	\$ -					

Total fee \$ 595,800

Construction Cost Estimate \$5,015,000

Design Fee \$308,430 6.15%
Constr Fee \$216,170 4.31%

CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Resolution No. 24-R-0047 – Contract Award – Landscape Material & Firewood Sales, Inc. for the Purchase of Coarse and Fine Aggregate Material Delivered for FY 2024 in an Amount Not to Exceed \$72,000.00

AGENDA ITEM NUMBER: 4.D.

COMMITTEE AGENDA DATE: May 2, 2024
COUNCIL AGENDA DATE: May 20, 2024

STAFF REVIEW: Mehul T. Patel, P.E., CFM, Director of Public Works

SIGNATURE _____

APPROVED BY CITY ADMINISTRATOR: Michael L. Guttman

SIGNATURE _____

ITEM SUMMARY:

Aggregate materials, such as gravel, rock, and sand, are used in numerous maintenance and repair activities performed by the staff in the Public Works Department. Examples include shoulder work on unimproved roads and alleyways and backfill for underground utility (e.g., water main, sanitary sewer, and storm sewer) repairs within the right-of-way and utility easements. Aggregate material is ordered and delivered to the Streets Division or directly to the job site on an as-needed basis; therefore, total quantities vary each year. The actual quantities correlate directly with the number of utility repairs such as water main breaks and sanitary sewer repairs.

Staff prepared bid specifications using estimated quantities for the purpose of establishing unit prices for FY 2024. The contract specifications allow for variations in total unit quantities ordered based on the needs for each item, provided the total contract amount does not exceed the award amount.

A public bid notice was placed in the Daily Herald on March 7, 2024. A bid notice was also placed on the online bidding platform called QuestCDN on the same date. Staff opened bids on March 26, 2024, and the following are the bid results:

CONTRACTOR	BID AMOUNT	RANK
Landscape Material & Firewood Sales, Inc.	\$72,000.00	1
Viking Brothers, Inc.	\$76,300.00	2
ENGINEER'S ESTIMATE	N/A	N/A

Landscape Material & Firewood Sales, Inc. of West Chicago, Illinois submitted the lowest responsible bid in the amount of \$72,000.00. The FY 2024 budget includes \$10,000 in the Sewer Fund Account 05-34-43-4638 and \$35,000 in the Water Fund Account 06-34-47-4621. If needed, additional funds are also available in General Fund Account 01-09-24-4650. The staff recommends awarding the contract to Landscape Material & Firewood Sales, Inc. for FY 2024 Coarse and Fine Aggregate Material Delivered and authorizing a Purchase Order in the amount not to exceed \$72,000.00.

ACTIONS PROPOSED:

Approve Resolution No. 24-R-0047 authorizing the Mayor to execute a contract with Landscape Material & Firewood Sales, Inc. for the purchase of Coarse and Fine Aggregate Material Delivered for FY 2024 in an amount not to exceed \$72,000.00

COMMITTEE RECOMMENDATION:

RESOLUTION NO. 24-R-0047

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH LANDSCAPE MATERIAL & FIREWOOD SALES, INC. FOR THE PURCHASE OF COARSE AND FINE AGGREGATE MATERIAL DELIVERED FOR FY 2024 IN THE AMOUNT NOT TO EXCEED \$72,000.00

BE IT RESOLVED by the City Council of the City of West Chicago, in regular session assembled, that the Mayor is hereby authorized to execute a Contract with Landscape Material & Firewood Sales, Inc. of West Chicago, Illinois, for the purchase of Coarse and Fine Aggregate Material Delivered for FY 2024 in the amount not to exceed \$72,000.00, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this 20th day of May 2024.

AYES: _____

NAYES: _____

ABSTAIN: _____

ABSENT: _____

Mayor Ruben Pineda

ATTEST:

Executive Office Manager Valeria Perez



City of West Chicago
Tabulation of Bids

Project Name: 2024 Coarse & Fine Aggregate Material Delivered

Date: March 26, 2024 11:00 A.M.

Opened by: Dave Shah
Recorded by: Tom Tretowicz

**Landscape Material & Firewood
Sales, Inc.**
27W250 Saint Charles Road
West Chicago, IL 60185

Viking Brothers, Inc
1665 Eastwood Drive
Aurora, IL 60506

ITEMS		Units	Quantity	Unit Price	Total	Unit Price	Total
1	CA-6 CRUSHED STONE, #8	TON	2000.00	\$18.50	\$37,000.00	\$19.75	\$39,500.00
2	CA-11 CRUSHED STONE, ¾ chips	TON	500.00	\$23.50	\$11,750.00	\$26.03	\$13,015.00
3	CA-1 CRUSHED LIMESTONE 3"	TON	300.00	\$24.50	\$7,350.00	\$23.95	\$7,185.00
4	FA-5 SCREENINGS	TON	100.00	\$12.75	\$1,275.00	\$12.00	\$1,200.00
5	¾" WASHED GRAVEL	TON	500.00	\$19.75	\$9,875.00	\$21.00	\$10,500.00
6	FA-2 SAND	TON	200.00	\$23.75	\$4,750.00	\$24.50	\$4,900.00
Total As Read					\$72,000.00		\$76,300.00
Total As Corrected					\$72,000.00		\$76,300.00