



## Village of Glencoe

### Board Agenda Memorandum

**DATE PREPARED:** October 8, 2014

**MEETING DATE:** October 16, 2014

**AGENDA SUBJECT:** Consideration of a Resolution Authorizing the Village Manager to Execute Amendment No. 3 to Engineering Services Agreement for Water System Facilities Review

**RECOMMENDATION:** That the Village Board Approve a Resolution Authorizing the Village Manager to Execute Amendment No. 3 to an Engineering Services Agreement with Strand Associates for a not-to-exceed amount of \$23,275

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**Background:** The Fiscal Year 2015 Village Budget includes funding in the Water Fund for supplemental engineering services related to the Village's ongoing water system facilities review. In March 2013 the Village Board approved the initial Agreement for Engineering Services with Strand Associates, Inc. of Joliet for the Water System Facilities Review Project. The scope of the initial Agreement included an evaluation of the current water production facility and associated systems including estimated remaining life and costs to upgrade various system components. Also included in the scope was general engineering consulting hours to assist the Village in the preliminary review and analysis of proposed alternatives from the Northwest Water Commission (NWC) relating to their interest in a water supply line through the Village.

**Analysis:** As work has progressed on the initial evaluation and study, additional needs have been identified that have required additional supplemental engineering services from Strand. Amendment No. 1 was approved by the Village Manager in February 2014 for a total fee of \$18,700. The scope of services in this amendment included the development of an updated water model of the Village's water distribution system that is being used to compare various bulk water supply scenarios as the Village continues to evaluate a number of possible locations for a new water treatment facility. Amendment No. 2 was approved by the Village Manager in April 2014 for a total fee of \$18,500. The scope of services in this amendment included further calibration of the previously created water model based on field hydrant flow testing. This model will be used to develop a Water System Master Plan that will summarize current and

future water system demands and population trends, include a discussion of the ultimately selected water supply, provide analysis of existing and required storage capacity that will all be summarized in a Capital Improvement Plan for the water system. Both Amendment No. 1 and Amendment No. 2 were approved by the Village Manager under the spending authority granted by the Village's Purchasing Policy.

Amendment No. 3 to the original Agreement includes additional engineering services in three areas. The first is additional water system modeling to evaluate the potential for interconnections to the Village of Glencoe's water supply with Winnetka or Highland Park, for possible short term or long term needs as part of Village water system improvements. The second is the evaluation and review of an alternative location for reconstructing a new water treatment plant immediately south of the existing facility. Lastly, Amendment No. 3 includes an additional 50 hours of general engineering consulting services related to ongoing discussion regarding the implementation of the Village's Water System Master Plan, and the planning and preparation for the presentation and discussion of plan to the Village Board in early calendar year 2015.

**Recommendation:**

Given the extensive work currently underway with the Village's review and development of a Water System Master Plan as it relates to the future needs of the Village's Water Treatment Facility, and the additional engineering review and analysis required to complete the Plan and present the results to the Village Board for discussion, staff recommends approval of Amendment No. 3 with Strand Associates, Inc.

Account	FY 2015 Budget	Current Balance	Recommended Expenditure	Balance
11-110-370-84115	\$15,000	\$1,827	\$23,275	(\$25,102)

While the recommended expenditure exceeds the available budget in the designated account line item, there are adequate available funds elsewhere in the FY 2015 Water Production Division of the Water Fund.

**Motion:**

If the Board concurs with the staff recommendation a motion can be made as follows:

***Move that the Village Board Acknowledge the Original Agreement for Engineering Services and subsequent Amendments No: 1 & 2; and, Approve a Resolution Authorizing the Village Manager to execute Amendment No. 3 to the Agreement for Engineering Services with Strand Associates, Inc. of Joliet for a Water System Facilities Review at a not-to-exceed fee of \$23,275***