

NOTICE OF SPECIAL MEETING OF THE PUBLIC WORKS COMMITTEE

A Special Meeting of the Public Works Committee is scheduled for
Tuesday, July 11, 2017, beginning at 6:10 p.m. in the

South Pavilion
Tinley Park Convention Center
18451 Convention Center Drive
Tinley Park, Illinois

A copy of the agenda for this meeting is attached hereto.

Kristin A. Thirion
Clerk
Village of Tinley Park

NOTICE OF A SPECIAL MEETING
OF THE PUBLIC WORKS COMMITTEE

Notice is hereby given that a Special Meeting of the Public Works Committee of the Village of Tinley Park, Cook and Will Counties, Illinois, will begin at 6:10 p.m. on Tuesday, July 11, 2017, in the South Pavilion at the Tinley Park Convention Center, 18451 Convention Center Drive, Tinley Park, Illinois.

1. OPEN THE MEETING.
2. CONSIDER APPROVAL OF THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON JUNE 13, 2017.
3. DISCUSS CONTRACTUAL ENGINEERING WORK PLAN.
4. DISCUSS AWARDING CONTRACT FOR IRRIGATION MAINTENANCE AT VILLAGE OWNED PROPERTIES.
5. DISCUSS 2017 CRACK SEALING PROGRAM.
6. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION
VILLAGE CLERK

MINUTES
Public Works Committee Meeting
June 13, 2017 – 7:30 p.m.
Council Chambers at
Tinley Park Village Hall
16250 S. Oak Park Ave.
Tinley Park, IL 60477

Members Present: B. Younker, Chair
W. Brady, Village Trustee

Members Absent: M. Glotz, Village Trustee

Other Board Members Present: J. Vandenberg, Village President
M. Mangin, Village Trustee

Staff Present: D. Niemeyer, Village Manager
P. Carr, Assistant Village Manager
B. Bettenhausen, Village Treasurer
L. Godette, Deputy Clerk
S. Kissler, Planner 1
K. Workowski, Public Works Director
T. Kopanski, Water Superintendent
K. Mulqueeny, Streets Superintendent
F. Reeder, Fire Chief
L. Mason, Deputy Police Chief
T. Woolfalk, Commission Secretary

Item #1 - The meeting of the Public Works Committee Meeting was called to order at 7:30 p.m.

Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON APRIL 18, 2017 – Motion was made by Trustee Younker, seconded by Trustee Brady to approve the minutes of the Public Works Committee held on April 18, 2017.

Item #3 - DISCUSS THE 2017 HOLD HARMLESS AGREEMENT - ISAWWA - USE OF A WATER TRAILER – Kevin Workowski presented and overview of the 2017 Hold Harmless Agreement with ISAWWA. The Village is a member of Illinois Section of the American Water Works Association (ISAWWA) and as a member is eligible to host/borrow a portable drinking water fountain that is configured to provide potable water, via a connection from a fire hydrant, to hydrate Village residents during events. It is a trailer that the Village receives from ISAWWA to use for its block party. The Village must comply with a Hold Harmless Agreement in order to use the trailer.

Motion was made by Trustee Younker, seconded by Trustee Brady to recommend to the Village Board awarding this ISAWWA Hold Harmless Agreement. Vote by voice call. Chairman Younker declared the motion carried.

Minutes
Public Works Committee
June 13, 2017

ITEM #4 - DISCUSS AWARDING CONCRETE CONTRACT – Public Works Director Kevin Workowski presented an overview of the concrete contract for 2017. He stated that the Village extended the contract for an additional year to the lowest qualified bidder to include the removal and replacement of sidewalk, roll curb, gutter barrier curb, gutter and driveway aprons at locations throughout the Village of Tinley Park. Kevin Workowski discussed awarding the contract to J&J Newell Contract Concrete Contractors, Inc. The Village is in a three year contract that was bid in 2016. The Village is in the second year of that contract. J&J Newell Concrete Contractors, Inc. is asking for a \$3,602.50 increase. The increase is due to an increase in concrete pricing.

A motion was made by Trustee Brady and seconded by Trustee Younker to recommend to the Village Board the approval of extending the 2017 concrete contract to J&J Newell Concrete Contractors, Inc. Vote by voice call. Chairman Younker declared the motion carried.

ITEM #5 - DISCUSS AWARDING FIRE HYDRANT CONTRACT – Kevin Workowski stated that the Village sought a qualified contractor to paint 600 fire hydrants within the Village. A program to paint hydrants has been in place and the bid solicitation was to seek and secure a contractor to perform quality work at a competitive price.

Two bids were received; one bid did not include a bid bond for ten percent. Muscat Painting of East Dundee, Illinois provided the lowest bid of \$72.78 per hydrant.

A motion was made by Trustee Brady and seconded by Trustee Younker to recommend awarding the contract for the 2017 Fire Hydrant program to Muscat Painting to the Village Board. Vote by voice call. Chairman Younker declared the motion carried.

ITEM #6 – DISCUSS DOWNTOWN TINLEY FOUNTAIN – Kevin Workowski present an overview of the fountain situation in Downtown Tinley. The Village fountain has been damaged three times with the same kind of damage. The company who made the fountain is no longer in business. The last time the fountain was knocked down it was \$39,700 to replace. The Village would like to receive quotes on different fountains. Workowski stated that this is not in the 2018 fiscal year budget. Workowski stated that he would collect information on both replacing the fountain to be the same as what was previously there and to go the direction of the new branding initiative. Chairman Younker directed Public Works to go out for quotes on a new fountain, and then speak with the Village Treasurer regarding funding.

ITEM #7 - RECEIVE COMMENTS FROM THE PUBLIC - Lucas Hawley read a statement on behalf of Village resident Mike Paus who believes the fountain is an integral part of the Village and should be replaced.

Dean Zolner - Believes we should have a different fountain. He suggests a fountain with lights or something that would make the Village fountain stand out from surrounding towns. He suggests that we look at different ways to receive funding for the fountain, including asking local businesses to sponsor payment of the fountain.

Sheri Cunningham – stated concerns about the fire hydrant contract and the work that was done by the previous contractor for this project. Kevin Workowski stated that this issue has been addressed with the new contractor.

Motion was made by Trustee Younker, seconded by Trustee Brady, to adjourn this meeting of the Public Works Committee. Chairman Younker declared the motion carried and adjourned the meeting at 7:41 p.m.

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Memorandum



To: Kevin Workowski, Public Works Director
John Urbanski, Assistant Public Works Director
From: Ian Wade, Village Engineer
Date: July 6, 2017
Subject: Professional Engineering Services Contracts

Presented for July 11th, 2017 PW Committee Agenda for consideration and possible action:

Description: Public works is recommending contract awards for Professional/Engineering Services to the firms of Baxter & Woodman, Inc., Christopher B. Burke Engineering, LTD., and Robinson Engineering, LTD.

Background: Public Works recently posted publicly a Request for Qualifications (RFQ) for Professional/Engineering Services. After a review of the responses received, the Village has selected three firms for contract award. Public Works plans to assign projects based on specific areas of strength and expertise for each of the firms as follows:

- Baxter & Woodman, Inc. – Potable Water
- Christopher B. Burke, LTD. – General Services, Storm and Sanitary Sewer
- Robinson Engineering, LTD. – Roadways and Parking Lots

Specific projects will be assigned at the discretion of Public Works and services will be invoiced to the Village based on the attached unit rates provided in response to the RFQ by the respective firms.

Staff Direction Request:

1. Approve Professional Engineering Services unit rate contracts for each of the above referenced firms (three).

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
JANUARY, 2017

<u>Personnel</u>	Charges*
	(\$/Hr)
Principal	257
Engineer VI	232
Engineer V	191
Engineer IV	155
Engineer III	140
Engineer I/II	110
Survey V	213
Survey IV	180
Survey III	157
Survey II	115
Survey I	90
Engineering Technician V	182
Engineering Technician IV	148
Engineering Technician III	133
Engineering Technician I/II	115
CAD Manager	161
Assistant CAD Manager	140
CAD II	140
CAD I	108
GIS Specialist III	135
GIS Specialist I/II	78
Landscape Architect	155
Environmental Resource Specialist V	200
Environmental Resource Specialist IV	155
Environmental Resource Specialist III	128
Environmental Resource Specialist I/II	105
Environmental Resource Technician	105
Administrative	98
Engineering Intern	59
Information Technician III	118
Information Technician I/II	107
<u>Direct Costs</u>	
Outside Copies, Blueprints, Messenger, Delivery Services, Mileage	Cost + 12%

*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2017.

Standard Per Diem Rates:

CLASSIFICATION	RANGE OF RATES	CLASSIFICATION	RANGE OF RATES
Principal Engineer	\$194.00-\$200.00	CAD Manager	\$129.00
Senior Project Manager	\$166.00-\$180.00	CAD Designer	\$119.00
Senior Structural Engineer	\$175.00	CAD Technologist	\$90.00-\$102.00
Senior Engineer	\$151.00-\$161.00	Resident Engineer	\$116.00-\$140.00
Project Engineer	\$110.00-\$130.00	Resident Engineering Rep.	\$116.00-\$126.00
Project Manager	\$121.00-\$130.00	Field Superintendent	\$146.00
Engineering Technologist	\$90.00-\$113.00	Assistant Field Superintendent	\$135.00
Engineering Technician	\$97.00-\$108.00	Field Crew Chief	\$108.00
Chief Land Surveyor	\$151.00	Field Crew Member	\$70.00-\$86.00
Land Surveyor	\$108.00-\$135.00	Licensed Operator	\$99.00
Surveying Technologist	\$97.00-\$108.00	Operator	\$79.00-\$89.00
Grant Writer	\$85.00-\$102.00	IT Coordinator	\$129.00
Project Developer	\$97.00-\$151.00	IT Technologist	\$97.00
Intern	\$47.00	Administrative	\$71.00-\$82.00
GIS Coordinator	\$146.00	Project Administration	\$97.00
GIS Developer	\$118.00	Planner	\$119.00
GIS Technologist	\$96.00	Operations Manager	\$130.00

Rates are subject to revision on or after 1/1/2018

BAXTER & WOODMAN, INC.
 2017 HOURLY BILLING RATES AND EXPENSE ITEMS
 FOR PROFESSIONAL SERVICES

EMPLOYEE CLASSIFICATION	HOURLY BILLING RATES
Principal	\$180
Senior Engineer III to IV	\$150 to \$170
Senior Engineer I to II	\$130 to \$140
Engineer III to IV	\$105 to \$115
Engineer I to II	\$85 to \$95
Engineering Technician III to V	\$110 to \$140
Engineering Technician I to II	\$60 to \$100
Senior Geologist	\$135
CAD / GIS / Survey Technician III to IV	\$105 to \$140
CAD / GIS / Survey Technician I to II	\$90 to \$95
Clerical I to II	\$70
Support Manager	\$160

Hourly rates for inspection services do not include any overtime.
 The Engineer may adjust the hourly billing rate and out-of-pocket expenses on or about January 1 of each subsequent year and will send the new schedule to the Owner.
 Hourly Billing Rates include direct labor and indirect overhead expenses, readiness to serve, and profit, and are for 8 hours/day and 40 hours/week regularly scheduled work hours.
 Personal-owned vehicle Mileage Charges will be reimbursed at the rate set by the U.S. Internal Revenue Service.
 Company-owned/leased vehicle usage will be reimbursed at a rate of \$65.00 per diem or \$32.50 per half diem.
 Traffic Counters \$50/day.
 Miovision Traffic System usage will be reimbursed at a rate of \$600.00 per diem and \$24.00 per hour processing.
 Sub-consultant costs will be reimbursed at their invoice costs plus 5%

Memorandum



To: John Urbanski, Assistant Public Works Director and
Kevin Workowski, Public Works Director

From: Kelly Mulqueeny, Street Superintendent

Date: June 21, 2017

Subject: Recommend Bid Award: Contract Award Irrigation 2017

Presented for July 11, 2017 Village Board Agenda for consideration and possible action:

Description: Public Works, in its role of maintaining village-owned properties seeks the services of a capable contractor to do winterization, repairs, and start up to our irrigation system at 3 site locations and 4 facilities locations.

- LaGrange Rd- (Does not begin until final walk through is approved)
- Harlem Avenue
- 171st Medians
- Fire Station #4
- Oak Park Ave Metra Stations
- Village Hall
- Police Station

Background: This service contract was advertised on March 31st 2017 in accordance with state bidding laws; two (2) sealed bids were received. Bids were opened and read publicly on Wednesday, April 25th, 2017 at 2:00 p.m. and received as follows:

<u>Contractor</u>	<u>Location</u>	<u>Bid</u>
Aquamist Plumbing and Lawn Sprinkling Co., Inc	Dalton, IL	\$28,907.00
*Halloran and Yauch	Lake Forest, IL	\$16,970.00

*Does not qualify. Quote did not meet the scope in the bid specifications and bid was incomplete. Bids were reviewed by Village attorneys and a recommendation from a specialist was required.

Budget / Finance: Funding in the amount of \$28,907.00 is available in the approved FY18 Budget; Road and Bridge Operating and Maintenance Budget.

Budget Available	\$30,000.00
Lowest responsible quote	<u>\$28,907.00</u>
Difference -under BUDGET-	\$1,093.00

Staff Direction Request:

1. Approve the bid for the FY18 in the amount of \$28,907.00 to Aquamist Plumbing and Lawn Sprinkling.
2. Direct Staff as necessary.

Attachments

1. Bid tabulations
2. Recommendation letter from Site Design Group
3. Recommendation letter from FRS Design Group LLC

Irrigation Maintenance Bid Opening 4/25/2017 2:00 PM

Maintenance Services:

Company	Location	Bid Bond/ Check Bond	A (Facilities Sites)	B (Streets Sites)	A+B	Cost Escalations for 2018-2021*	Other
Halloran and Yauch	Pattori, IL	\$	11,190.00	\$	5,780.00	N/A	Did not acknowledge Addendum
Aquamist	Lake Forest, IL	\$	19,612.00	\$	9,295.00	3%, 3%, 3%, 5%	Acknowledged Addendum

Repair Services:

Company	Location	Install 4" spray nozzle	Install 12" spray nozzle	Install 4" rotor nozzle	Install 2.5" iso. valve	Replace 10" valve box	Replace 12" valve box	Install 2" Main	Install 2" Lateral
Halloran and Yauch		\$ 125.00	\$ 130.00	\$ 130.00	\$ 450.00	\$ 85.00	\$ 90.00	\$ 8.00	\$ 7.00
Aquamist		\$ 51.15	\$ 59.65	\$ 61.95	\$ 185.00	\$ 64.00	\$ 78.00	\$ 6.50	\$ 5.75
Halloran and Yauch		\$ 290.00	\$ 320.00	\$ 350.00	\$ 110.00	\$ 110.00	\$ 20.00	\$ 110.00	\$ 15.00
Aquamist		\$ 115.00	\$ 130.00	\$ 158.00	\$ 95.00	\$ 45.00	\$ 124.00	\$ 13.50	\$ 24.50

*Additional info on the item was included in the addendum

May 25, 2017

Ms. Kelly Mulqueeny
Street Superintendent
Village of Tinley Park
16250 S. Oak Park Ave.
Tinley Park, Illinois 60477



RE: **Contractor Recommendation for Village of Tinley Park 2017 Irrigation Maintenance**

Dear Kelly,

site design group, ltd. (site) has reviewed the two bids opened on April 25, 2017 for the 2017 Irrigation Maintenance project, and we recommend beginning contract negotiations with **Aqua Mist Plumbing and Lawn Sprinkling Co., Inc. (Aquamist)**.

Halloran and Yauch (H&Y) was the low bidder for the base bid, which was the maintenance work. Aquamist generally had lower numbers for the line items related to repairs.

H&Y did not acknowledge the addendum as required in the bid documents, and they did not submit any cost escalation numbers as part of the bid. Aquamist completed all of the required bidding forms, submitted the appropriate bid security, and they have met all of the requirements outlined within the project manual.

In addition, we discussed the bids with our irrigation expert Dan Feick of FRS Group and some additional concerns about past experiences with H&Y were raised at that time. Those concerns are detailed in a separate recommendation letter from FRS Group.

Please let us know if you have any questions or concerns.

Sincerely,

Mitch Murdock
Project Manager – site design group, ltd.

CC: RKS / BM/ KM



May 17, 2017

Ms. Kelly Mulqueeny
Street Superintendent
Village of Tinley Park
16250 S. Oak Park Ave.
Tinley Park, Illinois 60477

RE: Village of Tinley Park 2017 Irrigation Maintenance
- Contractor Recommendation

Dear Kelly:

Upon thorough review of the two bids opened on April 25, 2017 for the 2017 Lawn Treatment project, we would like to recommend beginning contract negotiations with Aqua Mist Plumbing and Lawn Sprinkling Co., Inc. (Aquamist).

Upon review of the bid documents, Halloran and Yauch (H&Y) was the low bidder for all of the base maintenance work, although Aquamist generally had lower numbers for the repair items.

H&Y did not acknowledge the addendum as required in the bid documents, and they did not submit any cost escalation numbers as part of the bid. Aquamist completed all of the required bidding forms, submitted the appropriate bid security, and they have met all of the requirements outlined within the project manual. In addition

My experience with H&Y is that they may be fit to do the work. The question is will they do the work and reports. It has been my experience with them on other projects, that they do not follow the drawings and specifications very well at all. Just like they didn't follow the bid directions in this case.

They can't seem to get projects punched out and finalized in a timely manner. We have a couple of projects with them right now and the punch list is very long and is over a year old on some projects and the only way they come back is to pressure the general contractor to get them back to the site so the client can wrap up the project. We had another project that it took them two years to finish the punch list. They say they do things on a punch list and we show up and they haven't done what they said they completed at all. So if you send them out to do something in your case who is going to watch over them to see if they actually did it or not. Your LaGrange Road is still not punched out with this contractor yet either.

I have one client that has begun to not allow them to bid any additional work, even if the next guy is higher. It is just not worth the aggravation for them. We are going to another project for the same client this week, that I know there will be numerous issues with the installation. One issue is that they were to provide daily logs and a daily field as-built log and turn that in with pay apps. H&Y sent me what they had and it is just their daily time sheets, which mean nothing to me or the client. So in short, they did not complete the paperwork as they were supposed to and now the system is in and the client is out a very important part of the as-built that he paid for but never will get. These reports were even brought up in a preconstruction meeting and they understood that they had to do them, but didn't.

So from experiencing their work and track record of documentation and paperwork, or the lack of it, I would not recommend H&Y at this time.

Please let us know if you have any questions or concerns.

Sincerely,

Dan Feick, PLA

Memorandum



TO: Kevin Workowski, Public Works Director
From: Kelly Mulqueeny, Street Superintendent
Date: June 30, 2017
Subject: Recommend Bid Award: 2017 Crack Sealing Program

Presented for July 18, 2017 Village Board Agenda for consideration and possible action:

Description:

Public works is recommending that we extend the contract for an additional year to the lowest qualified bidder to include the approximately 350,000 feet of crack filling to Village owned streets and 22,225 feet to parking lots.

Scope of Work:

The annual crack filling program for the roads within the Village of Tinley Park is in place to extend the life of the current road surface typically by two to three years. This is done by filling in cracks and protecting the road base from moisture.

Background:

Two (2) contractors provided sealed bids. Bids were opened and read publicly on Wednesday July 29th 2015 at 10:01 AM by the Village Deputy Clerk, Village Engineer and public works management staff.

Bids summaries are as follows:

<u>Bidder</u>	<u>Location</u>	<u>Bid</u>
Denler	Mokena, IL	\$158,224.00
SKC Construction	Elgin, IL	\$352,672.00
	<i>Engineers Estimate</i>	<i>\$158,001.25</i>

Budget/ Finance:

Funding in the amount of \$158,224.00 is available in the approved FY2018 Budget.

R&B Budget Available	\$165,000.00
Lowest responsible bidder	<u>\$158,224.00</u>
Difference-under budget	\$ 6,776.00

Staff Direction Request:

1. Approve contract with Denler, Inc. in the amount of \$158,224.00
2. Direct staff as necessary

Attachments:

1. Recommendation letter from Robinson Engineer.
2. Bid Tabulations.



Municipal Expertise. Community Commitment.

Jennifer S. Prinz, PE
Direct Line: (708) 210-5687
Email: jprinz@reld.com

Project 16-005.02

May 19, 2016

Village of Tinley Park
16250 South Oak Park Avenue
Tinley Park, Illinois 60477

Attn.: Ms. Kelly Mulqueeny, Street Superintendent

RE: FY 2017 Crack Sealing Program

Dear Kelly:

Denler, Inc. was awarded the multi-year crack sealing program contract for FY 2016. FY 2017 is the second year (of three) for this maintenance contract. Work for this project includes crack sealing of various village streets and municipal parking lots at the same unit prices awarded in the first year of the contract and under the same standards as outlined in the plans and specifications.

At this time we would recommend that the Village award the second year of this contract to the low responsive bidder, Denler, Inc. in the amount of One Hundred and Fifty Eight Thousand Two Hundred Twenty Four Thousand Dollars and Zero Cents (\$158,224.00).

Should there be any questions on this matter, please feel free to call me.

Respectfully yours,
ROBINSON ENGINEERING, LTD.

A handwritten signature in black ink that reads "Jennifer S. Prinz".

Jennifer S. Prinz, PE, CFM
Village Engineer

Encl: FY 2016 award recommendation letter
Bid tabulation from FY 2016 bid opening

Xc: Steve Tilton, Village Manager
Kevin Workowski, Director of Public Works
John Urbanski, Facilities Superintendent



Carrie A. Pintar, PE
Direct Line: (815) 412-2715
Email: cpintar@reltd.com

July 29, 2015

Project 15-005.02

Village of Tinley Park
16250 South Oak Park Avenue
Tinley Park, Illinois 60477

Attn.: Mr. Steve Tilton, Asst. Village Manager

RE: FY 2016 Cracking Sealing & Parking Lot Maintenance Program

Dear Steve:

Bids were received and publicly read on Wednesday July 29, 2015 at 10:01 am for the above-mentioned project. The bid results are as follows:

<u>Contractor</u>	<u>Location</u>	<u>As Read & Calculated Bid</u>
Denler	Mokena, IL	\$158,224.00
SKC Construction	Elgin, IL	\$352,672.00
<i>Engineer's Estimate</i>		\$158,001.25

We have reviewed the bids and found them to be correct and in order; therefore, at this time we would recommend that the Village award the contract to the low responsive bidder One Hundred Fifty-Eight Thousand Two Hundred Twenty-Four Dollars and Zero Cents (\$158,224.00)

Should there be any questions on this matter, please feel free to call me.

Respectfully yours,
ROBINSON ENGINEERING, LTD.

Carrie A. Pintar, PE
Project Engineer
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CAP/pc
Encl: Bid tabulation

**COMMENTS FROM
THE PUBLIC**

ADJOURNMENT