



Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
Special Meeting
December 6, 2022
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvements

Date: December 6, 2022

Meeting: Regular

Called to Order: 7:01 p.m.

Quorum: Yes

Adjourned: 8:50 p.m.

Member Attendance:

Steve Szymanski	Chairman	Present
Joel Baldin	Commissioner	Present (to 7:30)
Joshua Cattero	Commissioner	Absent
Arthur Foerster	Commissioner	Present
Orion Galey	Commissioner	Present
Michael Lindquist	Commissioner	Present
Adil Saeed	Commissioner	Present
Jill Ziegler	Commissioner	Absent
Rocco Zuccherro	Commissioner	Present
Bill Payne	Trustee Liaison	Present
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

Dave Buckley	Public Works Director
Steven Fessenbecker	AECOM

A. CALL TO ORDER

The December 6, 2022 Meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:01 PM at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES

APPROVAL OF OCTOBER 11, 2022 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE MINUTES FROM OCTOBER 11, 2022 CAPITAL
IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Zucchero

SECOND BY: Commissioner Lindquist

RESULT: UNANIMOUS APPROVAL

D. CURRENT BUSINESS

1. Consultant Engineering Services for Multi-Year Utility and Roadway Improvements – Engineer Daubert overviews the current business at hand. He notes that the Village has traditionally retained consultants for engineering design services for the Village’s utility and roadway improvements projects on a project specific basis. This tends to be on an annual basis with one firm retaining for more limited scope street improvement projects, another firm for more reconstruction projects, and additional firms for federal aid and standalone utility projects.

Engineer Daubert notes that staff has developed an improved process to procure services more efficiently as well as more effectively manage the Village’s roadway assets. He notes that in summary, staff issued an RFP to retain a firm to design up to five years of Village Roadway projects that have overlapping utility improvements. The firm will also help staff maintain and manage the Village’s pavement management system. This system will allow the Village to dynamically manage the roadway program and make more informed decisions on the planning of pavement maintenance and rehabilitation work. Engineer Daubert notes that this is especially important in terms of the Capital Plan having many priorities with limited funding.

Engineer Daubert notes that the RFP process yielded AECOM as the recommended firm for the consultant services. He notes that he has direct experience with the firm on similar assignments including the recent pavement management study that was conducted by CMAP. He notes that Steven Fessenbecker, Project Manager with AECOM, is here tonight to give a presentation on their approach to the assignment. Engineer Daubert turns the presentation over to Steven Fessenbecker.

Steven Fessenbecker kicks off the presentation in the packet. He overviews the key personnel including himself. He notes his ties to the area having grown up in Glen Ellyn with parents that still live in the Community. Steven notes that the AECOM team includes a pavement management expert Abbas Kachwalla who will lead the pavement management services. He overviews the firm experience in delivering similar assignments for the Village of Schaumburg and City of Des Plaines. He notes that he and the firm have worked with the Village staff on

several recent projects such as the Montclair-East-Davis-Smith Turner project in 2017 as well as other past projects including the Lambert Road rehabilitation project which AECOM was successful in helping the Village secure outside funding for. He overviews the firm's experience with the CMAP Pavement Management Program. Fessenbecker notes that he and the firm have worked closely with staff and understand their expectations with specifications, utility construction, and communication. He notes that the firm has the ability to meet the Village's aggressive schedules for the assignment as it relates to getting the 2023 street program ready for bidding. He notes that the AECOM team is also working with staff to review opportunities to improve the pavement management system and practices such as reviewing alternative pavement cross sections for street resurfacing. Steve closes the presentation and questions are taken from the CIC.

Commissioner Galey inquired about the firm's approach towards the federal aid projects and ability to hit deadlines. Steven Fessenbecker noted that the firm is ready to get going on the assignment and apply for the grants. Engineer Daubert elaborates that the goal is to apply for the 2024 STP call for projects with the federal aid projects far enough along to demonstrate readiness. Daubert notes that full design approval will likely not be in place at that time.

Commissioner Galey inquired about how staff approaches holding Engineers accountable for their proposal fees. Engineer Daubert notes that part of its RFP process involves reviewing not just the fee but also the hours that the firms have allocated towards the project. He notes that staff wants to ensure that appropriate hours are allocated to deliver the design work expected by the Village. He also notes that the proposals are a starting point and that follow up discussions are had with firms to ensure that all needed scope and associated costs are accounted for. Additional services were negotiated with AECOM associated with sidewalk improvements, structure inspections, sewer televising review, the reconstruction of Bemis Road which AECOM originally anticipated as a resurfacing, as well as drainage improvements on Kenilworth Avenue and Cottage Avenue.

Commissioner Zuccherro notes that he is supportive of the recommendation. He notes that if you take out the low and high proposals, AECOM's hours are in line with the other proposals.

Chairman Szymanski notes that he understands the philosophy and the need to look at the project from several perspectives. He then asks the Commissioners if they're supportive of the process. Commissioners Zuccherro, Foerster, Galey, Lindquist acknowledge their support of the process. Commissioner Saed notes he would like to think about it a little more.

Engineer Daubert notes that staff would like a recommendation from the CIC to present to the Village Board along with its recommendation. Chairman Szymanski asks if there is support for the motion. Commissioner Galey notes he abstains from voting on the motion. Commissioner Lindquist makes the motion with Commissioner Zuccherro seconding it. The motion is approved by all present except for Galey who abstains and Baldin who was not present at the time as he left the meeting at 7:30 pm.

MOTION TO RECOMMEND THAT THE VILLAGE RETAIN AECOM TECHNICAL SERVICES, INC. OF LOS ANGELES, CALIFORNIA IN THE NOT-TO-EXCEED AMOUNT OF \$1,090,849 FOR ENGINEERING CONSULTING SERVICES FOR THE VILLAGE'S MULTI-YEAR UTILITY AND ROADWAY IMPROVEMENTS PROJECT INCLUDING ALTERNATES 1, 2, AND 3 TO BE EXPENSED TO THE CAPITAL PROJECTS AND WATER & SEWER FUNDS.

MOTION BY: Chairman Lindquist

SECOND BY: Commissioner Zuccherro

ABSTAIN: Commissioner Galey

RESULT: APPROVAL

E. TRUSTEE'S REPORT – Trustee Payne reports the Village Board has been focused on working through the 2023 Budget with no other major updates.

F. OTHER BUSINESS – None

G. PUBLIC WORKS REPORT – Public Works Director Buckley provided a brief update on department staffing and operations.

H. PROJECT REPORT – Engineer Daubert provided a brief update on the 2022 Street Improvement and Utility Projects, Central Business District Streetscape and Utility Improvements Project, and Metra Station and Multimodal Access Improvements Projects.

I. ADJOURNMENT – Commissioner Zuccherro motions and Commissioner Galey seconds to adjourn the meeting. The motion is unanimously approved, and meeting adjourned at 8:50 p.m.

Submitted and Reviewed by Richard Daubert, Professional Engineer