



Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
Special Meeting
February 15, 2023
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvements

Date: February 15, 2023

Meeting: Special

Called to Order: 7:01 p.m.

Quorum: Yes

Adjourned: 9:15 p.m.

Member Attendance:

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

Also Present:

Dave Buckley	Public Works Director
Bob Cheval	Senior Project Manager with CDM Smith
Steve Pasinski	Client Service Leader with CDM Smith
Chris Martel	Vice President with CDM Smith

A. CALL TO ORDER

The February 15, 2023 Special 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 DECEMBER 6, 2022 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE MINUTES FROM DECEMBER 6, 2022 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Lindquist

SECOND BY: Commissioner Saed

AYES: Szymanski, Foerster, Lindquist, Saed, Ziegler, Zuccherro

RESULT: UNANIMOUS APPROVAL

D. CURRENT BUSINESS

1. *Metra Station and Multimodal Access Improvements Project Update and Phase II Engineering Services* – Engineer Daubert asks members of the CDM Smith Team to introduce themselves to the CIC. Steve Pasinski introduces himself as Client Service Lead for CDM Smith. He overviews his background in Civil Engineering noting that he has been working on this project with the Village for several years now as well as notes that he is a Glen Ellyn Resident. Chris Martel introduces himself as Vice President for CDM Smith. He notes that he oversees the Chicago Office and is working on a nearly identical project for the City of Elmhurst. Bob Cheval introduces himself as Senior Project Manager for CDM Smith. He overviews his background in Architecture including experience on the private side, Chicago Transit Authority, and now his experience with CDM Smith. Bob notes that he is also working on the City of Elmhurst's similar transit station project.

Engineer Daubert notes that he will first provide an update on the project. He notes that the State recently concurred that the only adverse impact of demolishing the existing depot is to the depot itself. He elaborates that the State accordingly developed a draft Memorandum of Agreement which includes measures to mitigate the adverse effect. He notes that the measures are very reasonable. Daubert notes that staff and CDM Smith made numerous edits and comments to the MOA which have been transmitted back to the State for their consideration. Daubert goes on to discuss the project funding and costs. He notes that the Village currently has approximately \$20.4M in outside funding for the project. He notes that CDM Smith and their subconsultant Vistara have developed an updated cost estimate for the project. He notes that staff has made some comments to the cost estimate and submitted them to CDM Smith; hence it is still in draft form. He elaborates that some utility work including electrical, sewer, and water improvements is missing from the cost estimate. Engineer Daubert notes that in summary, the estimated cost of construction only is approximately \$41M; approximately \$45M with construction engineering services. He notes that staff also developed a project funding table which depicts current and future funding requests. He notes that while staff and CDM Smith are still working through the details, approximately \$18.2M in additional funding will be requested for the project. Including

Phase I and Phase II Engineering, the Village's total cost share for the project would be approximately \$12M out of \$50M if an additional \$18.2M in grants are secured. Daubert notes that we will know the fate of the applications in April (State ICC) and July (CMAQ and STP Shared Fund). However, even if we only get partial or no funding, there are additional opportunities to apply for funding between now and the sunset of the Village's existing grants.

Commissioner Foerster asks about what we were targeting for our all-in share for the project. Engineer Daubert notes that we were targeting our share to be approximately \$5M to \$8M however that was not within the context of the full street reconstruction and streetscape improvements. Commissioner Foerster suggest that this is a good point to make to the Village Board as any funding shortfalls are discussed as we are not that far off the mark. Engineer Daubert notes this is a good point but cautions that the \$12M local share is dependent on us securing significant additional funding.

Engineer Daubert goes on to discuss Phase II Engineering which is why CDM Smith is here. He reminds the CIC that the Village made a commitment to advance and fully fund Phase II Engineering as part of its pursuit of the existing federal funding it has for the project. He notes that he doesn't want to steal too much thunder from the CDM Smith Team but now is the time to advance Phase II Engineering if we want to complete this project with the existing funding. Daubert turns the presentation over to Steve Pasinski of CDM Smith.

Steve Pasinski starts a powerpoint presentation and notes that this is a complex project that involves a multitude of disciplines. Chairman Szymanski refers to the image in the presentation notes that the improvements will change the dynamics of how people walk to and from the train station. He notes that it will be important to overview this as the project moves forward. Pasinski overviews the lead staff for the project including Bob Cheval, Sarah Sutherlin, Chris Martel, and himself.

Discussions between Commissioners, Staff, and CDM Smith ensue revolving around ridership. Steve Pasinski notes that ridership is on the rise. Engineer Daubert notes that ridership is currently at 45% pre-COVID. He notes that it's very hard to predict what will happen but 100% ridership seems unlikely. Commissioner Zuccherro says certainly not 100% everyday given most people are only going into the office a few days a week.

Steve Pasinski shows a digital photograph model of the new depot. Perspectives are shown from the new Plaza area with discussions ensuing about the pedestrian underpass and its ramps.

Pasinski goes over the project benefits and goals. He notes how the project is a coordinated plan to implement all the improvements for the train station, underpass, parking lots, streetscape, and utility improvements. He discusses the expansion of the depot to meet current Metra Standards including accessibility requirements. He discussed the Plaza improvements, improved drop off/pick up areas, and talks about reducing maintenance.

Pasinski goes on to explain the need for the project. He discusses the poor condition of the existing station as a baseline need but emphasizes the project provides many accessibility and safety improvements. He also notes how the improvement is integral to the downtown improvement plan. He also notes that as part of Phase I, we heard from the public as to the needs

for the project in terms of safety and accessibility. Chris Martel notes that as part of Phase I we did a full facilities assessment of the depot. He notes that the lack of maintenance of the depot because a detriment to the Community. He elaborates on the economic benefit of a well-maintained depot in being an asset to the community for development. Commissioner Zucchero notes that developers that recently invested in the community likely did so in the context of the project. Engineer Daubert concurs that Developers were very interested in the project with the Avere on Duane Developer particularly seeing the project being a benefit. Engineer Daubert also notes that while not insurmountable, the depot has had several issues in the recent including a sewer backup, furnace failure, and burst pipes that required closure of the depot. He notes that repairs have been made.

Trustee Payne inquired about maintenance with a specific concern about relying on Union Pacific to maintain the new depot. Public Works Director Buckley notes correct me if I'm wrong but maintenance of the new depot would fall upon the Village. Engineer Daubert concurs and notes that this is another justification for asking Metra for additional funding as Metra technically is to reimburse UP for maintenance costs. Commissioner Saed asked about how we would cover operational and maintenance costs. Engineer Daubert notes that we would need to budget for O&M. He notes that as part of Phase II, we will establish such costs as it will drive decisions on design as well as perhaps continued funding sources similar to how food and beverage tax was set up to fund improvements in the downtown. Chris Martel note that we will be looking at life cycle costs during design.

Bob Cheval continues the presentation by going over the project team. He highlights the experience of Anna Ualat, Sarah Sutherlin, Ben Harber, John Medi, and Steve Hands. Chris Martel notes that the third column on the org chart is what makes this project complex due to the multitude of coordination and permitting with the State, Railroad, and Local Zoning.

Bob Cheval covers the schedule for the project. He notes that the gold bars involve the project validation which is required to keep the project on track. He notes that the green bars represent the UP critical path items and orange relate to the IDOT critical path. He also notes the grant sunset dates. Chris Martel notes that the key takeaway from this slide is the timeline to maintain the project funding. He notes that we don't have a lot of time to get Phase II going. Commissioner Saed inquires about whether construction is occurring at the 10% stage. Director Buckley notes that this schedule is for design only.

Bob Cheval covers the scope of work. The Tunnel Design was discussed as a particularly critical and challenging scope element. Chris Martel notes that we wanted to do what was done for Taylor Avenue in terms of pushing a pipe under the railroad but the site geometrics and soils are different so we have to use sequential excavation which requires a lot more up front engineering. Engineer Daubert notes that the grades are also different and that we have an existing box culvert to contend with that is directly adjacent to the proposed underpass. Commissioner Lindquist inquired about the tunnel dimensions and wanted to make sure it would be sufficient for foot traffic. Engineer Daubert noted that the tunnel design is still under revision in the current TS&L drawings however he had directed CDM Smith to target a walkable area of 8' to 8.5' wide with 9 feet of overhead clearance. Director Buckley inquired Engineer Daubert about the size of Taylor Avenue to which Daubert replied it is a 12' diameter tunnel with a walkable area that is approximately 8.5' wide by 8.5' tall. Hence Buckley noted that the size will be similar to Taylor

Avenue. Chris Martel noted that we have some value-added tasks in the scope as we do anticipate we may get push back from UP on the underpass verses overpass. Engineer Daubert notes we hope we don't need to go through this as we did well document UP's prior preference for an underpass and that Elmhurst just got approval for.

Chairman Szymanski asks members of the CIC if this is an important project that we should still pursue? Commissioner Zuccherro answers yes. Zuccherro notes that the downtown is there as it was built off the access provided by train station. He adds that we have a safety problem in that we don't have an underpass and something needs to be done about it. He notes that we should move forward, the fee is reasonable given the complexity of the project. Commissioner Lindquist agrees and notes that we continue to have accidents that block the ability for people to walk across the tracks.

Commissioner Saed inquired about how construction would impact activities such as the 4th of July Parade. Engineer Daubert notes that we will dive into the construction schedule and impacts as the maintenance of traffic plans are developed for the project. He notes that our goal is to get the project to the June, 2025 State Letting. Construction would not start right away so it would not impact the parade that year. However, it will not be feasible to have the parade when we are reconstructing Crescent Boulevard with at least one parade being impacted based on a 2 year timeline for construction. Director Buckley adds that it's no different than the Streetscape Project where we are impacting the south side of the downtown this past year so events were held on the north side. He notes that when construction moves to the north side, events will need to move to the south side of the downtown.

Engineer Daubert notes that we budgeted \$1.3M to start Phase II in 2023; however CDM Smith estimates that they may expend up to \$1.7M depending on progress. Chris Martel notes we can take another look at our anticipated expenses for 2023.

Chairman Szymanski asks Engineer Daubert what we can do to help move this forward. Engineer Daubert prepares a motion for the CIC to recommend that the Village retain CDM Smith for Phase II Engineering for the project. The motion is then made by Commissioner Ziegler, seconded by Commissioner Lindquist, and unanimously approved by the Capital Improvements Commission.

MOTION TO RECOMMEND TO THE VILLAGE BOARD THAT THE VILLAGE RETAIN CDM SMITH OF CHICAGO, ILLINOIS FOR PHASE II ENGINEERING SERVICES FOR THE GLEN ELLYN METRA STATION AND MULTIMODAL ACCESS IMPROVEMENTS PROJECT IN THE NOT-TO-EXCEED AMOUNT OF \$3,971,481 OF WHICH IT IS ESTIMATED THAT \$1.7 MILLION WILL BE EXPENSED IN 2023.

MOTION BY: Chairman Ziegler

SECOND BY: Commissioner Lindquist

AYES: Szymanski, Foerster, Lindquist, Saed, Ziegler, Zuccherro

RESULT: UNANIMOUS APPROVAL

2. *Central Business District Streetscape and Utility Improvements Project – Project Update and Phase III Engineering Services* – Engineer Daubert advises the CIC that our new Assistant Village Engineer Derek Peebles has hit the ground running with taking the lead on this project moving forward. Daubert notes that we are releasing the project for competitive bidding with bids due on March 2nd. Trustee Payne inquires about the cost estimate. Engineer Daubert notes that Civiltech's Engineer's Estimate is approximately \$16.8M which is over what we budgeted but similar to last year staff is going through the cost estimate and thinks it may be slightly high. Engineer Daubert notes the bid opening will be right down the hall in room 306 at 10 am on Thursday, March 2nd. He notes it is a public bid opening so anyone can come. Engineer Daubert notes that we intend to hold another special meeting with the CIC on March 7th to review the project bids. He will send a meeting invite to confirm that we have a quorum.

Engineer Daubert notes that staff wants to make sure there is support to continue using BLA for Phase III i.e. construction engineering services for the project. He notes that we used our competitive RFP process to secure them for the first phase of the project however we are not proposing to repeat this process for Phases 2 and 3 of the project. He notes that they performed well on the first phase of the project both from a technical standpoint and business support standpoint. He noted that staff did spend considerable time with getting them up to speed on staff and community expectations. However, the firm has gained so much knowledge on how to construct the intricacies of the project to the Village's standards and the business community really likes the Resident Engineer Clay Keller as he works with them to resolve issues. Commissioner Lindquist adds that they worked through issues such as trash pickup that were a problem early on the project. Director Buckley adds that businesses spoke highly of Clay and there is hope that he continues to work on the next phase of the project on the north side.

Engineer Daubert notes that we accordingly provided BLA with our preliminary plan review comments and asked them to provide a proposal for Phase III for the 2nd and 3rd phases of the project. He notes that they then estimated the hours required and submitted a proposal in the amount of \$931,850. He notes that they increased payroll by 2% each year and that the overhead and fixed fee stayed constant. Daubert noted that BLA did indicate that their overhead will increase from 102.02% to approximately 120% but perhaps we negotiate for them to keep their overhead at 102.02%. Commissioner Zuccherro asks what our contract value is with BLA for the first phase? Engineer Daubert notes it is \$445,000 so this is a little over double for two years of work. He elaborated that BLA included additional hours for Saturdays and extended working days during the week as there's a lot of underground work. Commissioners inquired about what the concern is to which Trustee Payne noted that the Board doesn't like getting noncompetitive proposals. Commissioner Foerster inquired if we could provide some context on the costs relative to the proposals received last year. Engineer Daubert referenced the proposals received last year noting that we received seven proposals and excluding the low and high, proposals were approximately \$425,000 to \$495,000. He noted that Civiltech who did fare well in the evaluation process had a proposal of approximately \$586,000. Commissioner Zuccherro adds that their proposal is within reason when you take out the lows and highs. Chairman Szymanski asks Engineer Daubert what's at risk if we go out for proposals. Engineer Daubert notes that it's not necessarily risk but we have a proven engineer at a reasonable fee. He notes that it's also theoretically possible they may not submit if we issue an RFP but that's probably unlikely as they are committed to the project. Commissioner Ziegler notes that engineering rates have gone up i.e. alluding to likely higher cost proposals. Engineer Daubert agrees and notes that the firm's

payroll rates are very reasonable. He notes that we are paying the RE approximately \$47/hour whereas on some past projects we have paid the RE as high as \$67/hour. Engineer Daubert notes that if there's any concern with this approach we can certainly issue an RFP between now and the Contract Award. Commissioners do not direct the RFP approach and support the direction that staff is going in. Engineer Daubert notes that staff will bring the Phase III recommendation to the CIC along with the construction bids in early March.

E. TRUSTEE'S REPORT – Trustee Payne reports that the Village has been engaged with the Park District on matters relating to the Park on the former US Bank Property. He notes that the Village is also working on the comprehensive plan update as well as evaluating proposals for the former hotel property on Roosevelt Road.

F. OTHER BUSINESS – None

G. PUBLIC WORKS REPORT – Public Works Director Buckley provided a brief update on department staffing noting that we are interviewing for the management analyst position. He notes that the Village is also working on an IGA with the Park District as it relates to various properties. Director Buckley notes that the Village is also working to amend an IGA with the Forest Preserve District for the salt storage facility and McKee House on St. Charles Road.

H. PROJECT REPORT – Engineer Daubert provided a brief overview on the project report with specific discussions on the first phase of the CBD Streetscape project as well as the Crescent Boulevard Federal Aid project. Trustee Payne inquired if we had any specific updates on the completion of the utility undergrounding on Hillside Avenue. Engineer Daubert reports that ComEd was going to start wrecking equipment but AT&T has been the hold up and they have been on site working. Daubert notes that he spoke to the AT&T Engineer this morning and asked for a written update on their anticipated date of completion. AT&T did respond with March 24th as their targeted completion date including wrecking equipment. Daubert notes that WOW and Comcast still have work to do but hopefully everyone is done in the next month as to allow A Lamp to finish the balance of the roadway work on Hillside in early spring.

I. ADJOURNMENT – Commissioner Zucchero motions and Commissioner Ziegler seconds to adjourn the meeting. The motion is unanimously approved, and meeting adjourned at 9:15 p.m.

Submitted and Reviewed by Richard Daubert, Professional Engineer