Village of Glen Ellyn

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

Board or Commission: Capital Improvements

Date: March 7, 2023

Meeting: Special

Called to Order: 7:02 p.m.

Quorum: Yes

Adjourned: 9:33 p.m.

Member Attendance:

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

Also Present:

Mark Franz	Village Manager
Dave Buckley	Public Works Director
Elisa Pollina	Recording Secretary
Derek Peebles	Assistant Village Engineer

A. CALL TO ORDER

The March 7, 2023 Special Meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:02 PM at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES

APPROVAL OF FEBRUARY 15, 2023 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE MINUTES FROM FEBRUARY 15, 2023 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Saed
SECOND BY: Commissioner Lindquist
AYES: Szymanski, Galey, Lindquist, Saed, Ziegler, Zucchero

RESULT: UNANIMOUS APPROVAL

D. CURRENT BUSINESS

1. *Central Business District Streetscape and Utility Improvements Project – Phase 2-3* – Engineer Daubert states tonight's main item of business is to go over the CBD Streetscape and Utility Project Budget and Bids. Engineer Peebles will present the bids. Engineer Peebles states the bids were opened this morning at 10:00am. Tonight we will review the construction bids that we received and the two engineering estimates from Glen Ellyn and Civiltech. We received 3 bids on the construction contract and the lowest bid came from A Lamp at approximately $16,298,499. The breakdown of the bid includes: Capital Project Fund - $12,664,596.39, Water - $2,312,895.47, Sewer - $1,321,007.01. Engineer Daubert notes that the breakdown is based on classification of all the pay items and that a further breakdown of the streetscape related items has also been provided. Engineer Daubert reviews the category codes with the CIC. Engineer Peebles reviews the professional service items required to deliver the project with the CIC. This includes construction engineering, public outreach, and environmental engineering services. He reviews the funding breakdown for the construction engineering services with the not-to-exceed total remaining $931,950 as was last presented to the CIC. He notes that Muse Community + Outreach is $24,800 with Environmental Engineering $20,000. Engineer Daubert adds for environmental engineering services we use Huff & Huff. They will be on site to ensure the safe and propery disposal of any contaminated soil at a sanitary landfill. A discussion ensues on the Construction Engineering Service Cost Proposal – We will be going with BLA. Engineer Daubert notes that we used them in Phase 1 based on qualifications and cost. On the cost front, Daubert notes that per the CIC's suggestion, we did a comparison of where other firm's costs would fall relative to BLA's if we used them for Phase 2 – 3. In this regard, BLA's proposal remained significantly lower. This is given their very reasonable direct payroll rates and overhead rate. On the overhead, BLA is honoring their rate from the previous phase, 102.2% despite their IDOT approved rate increasing to 120%. They agreed to keep the overhead rate at 102% for us which comes out to be about a $70,000 savings. The one concession we had to make is to provide a printer for their engineer to use. Peebles states with respect to project hours, we had to make some assumptions here and basically the hours are doubled from phase 1. Engineer Peebles reviews the direct purchase items including benches, bike racks, litter receptacles, signage materials, light pole accessories, and trees. He states we have decided to have staff purchase, assemble, and install the majority of these items. The Village will purchase directly to save on the markup. Trees are still being finalized but are currently estimated at $60,000 – Max Brown has been visiting nurseries and evaluating the trees.

There was a pretty big density of bike racks, benches and trash receptacles. This is a reduction from what was in the initial plan. We plan on revisiting these quantities. These are not critical path items and are a placeholder of where the budget can be reduced. Engineer Daubert adds the feedback we have received was in some areas there were too many benches so we will err on the conservative side to start.

Engineers Daubert and Peebles review the overall budget and project costs noting that the project is approximately $800,000 over what was budgeted. Engineer Daubert notes that the breakdown is water and sewer fund heavy given the volume of water and sewer work as well as given how A Lamp formulated their bid. It is noted that similar to last year, the bid includes a $200,000 contingency line item. This is split across Capital, Water and Sewer Funds. Chairman Szymanski states if we can tell the board why the budget is over plan that will help. If it is mostly material costs that are driving the increase, we should include that when presenting to the board. We want to make sure the board understands our thought process on moving forward with the project. Trustee Payne states A-Lamp came in at $275,000 over your estimate and under Civiltech's estimate. Did we budget based on your estimate? Engineer Daubert states we based the budget on the pre-final plans back in November. It is approximately 4.8% off of what we budgeted. Trustee Payne asks how the cash flow works with the project - is everything coming out this year or next year. Engineer Daubert states he would estimate that about 55% will be expended this year and 45% next year. He adds that we have budgeted enough funds to pay for everything we will complete this year. Engineer Daubert notes that we are looking for a recommendation from the CIC to the Village Board to move forward with the project. Motions have been prepared for the CIC's consideration.

Motion to recommend award of contract to A Lamp Concrete Contractors, Inc. of Schaumburg, Illinois, in the amount of $16,298,498.88 for construction of the CBD Streetscape and Utility Improvements – Phase 2-3 to be expensed to the Capital Projects and Water & Sewer Funds.

Motion to recommend award of contract with Bollinger Lach & Associates (BLA) of Itasca, Illinois in the not-to-exceed amount of $931,850.00 for construction engineering services for the CBD Streetscape and Utility Improvements – Phase 2-3 to be expensed to the Capital Projects and Water & Sewer Funds.

Motion to recommend award of contract with MUSE Community + Design of Chicago, Illinois, in the not-to-exceed amount of $24,800.00 for project communication and outreach services for the CBD Streetscape and Utility Improvements – Phase 2-3 to be expensed to the Capital Projects and Water & Sewer Funds.

Motion to recommend award of contract with Huff & Huff, Inc. of Oak Brook, Illinois in the not-to-exceed amount of $20,000.00 for environmental engineering services for the CBD Streetscape and Utility Improvements – Phase 2-3 to be expensed to the Capital Projects and Water & Sewer Funds.

Motion to recommend purchase of Bike Racks, Benches, Litter Receptacles, Light Pole Accessories, Trees, and Signage Materials in the total amount $325,000.00 for the CBD Streetscape and Utility Improvements – Phase 2-3 to be expensed to the Capital Projects Fund.

Commissioner Zucchero notes that given we want flexibility for the direct purchase items (bike racks, benches, litter receptacles, light pole accessories, trees, and signage materials), we should change "total" to "not-to-exceed". Staff and the Commissioners agree. Commissioner Galey indicates that we have committed to the Streetscape Project and given that we're within 5% of what we budgeted, he is comfortable with the recommendation. Commissioners Lindquist, Ziegler, Zucchero, and Saed express their support in moving forward. Motion is made by Commissioner Galey, seconded by Commissioner Saed, and unanimously approved.

MOTION TO RECOMMEND AWARD OF CONTRACT TO A LAMP CONCRETE CONTRACTORS, INC. OF SCHAUMBURG, ILLINOIS, IN THE AMOUNT OF $16,298,498.88 FOR CONSTRUCTION OF THE CBD STREETSCAPE AND UTILITY IMPROVEMENTS – PHASE 2-3 TO BE EXPENSED TO THE CAPITAL PROJECTS AND WATER & SEWER FUNDS.

MOTION TO RECOMMEND AWARD OF CONTRACT WITH BOLLINGER LACH & ASSOCIATES (BLA) OF ITASCA, ILLINOIS IN THE NOT-TO-EXCEED AMOUNT OF $931,850.00 FOR CONSTRUCTION ENGINEERING SERVICES FOR THE CBD STREETSCAPE AND UTILITY IMPROVEMENTS – PHASE 2-3 TO BE EXPENSED TO THE CAPITAL PROJECTS AND WATER & SEWER FUNDS.

MOTION TO RECOMMEND AWARD OF CONTRACT WITH MUSE COMMUNITY + DESIGN OF CHICAGO, ILLINOIS, IN THE NOT-TO-EXCEED AMOUNT OF $24,800.00 FOR PROJECT COMMUNICATION AND OUTREACH SERVICES FOR THE CBD STREETSCAPE AND UTILITY IMPROVEMENTS – PHASE 2-3 TO BE EXPENSED TO THE CAPITAL PROJECTS AND WATER & SEWER FUNDS.

MOTION TO RECOMMEND AWARD OF CONTRACT WITH HUFF & HUFF, INC. OF OAK BROOK, ILLINOIS IN THE NOT-TO-EXCEED AMOUNT OF $20,000.00 FOR ENVIRONMENTAL ENGINEERING SERVICES FOR THE CBD STREETSCAPE AND UTILITY IMPROVEMENTS – PHASE 2-3 TO BE EXPENSED TO THE CAPITAL PROJECTS AND WATER & SEWER FUNDS.

MOTION TO RECOMMEND PURCHASE OF BIKE RACKS, BENCHES, LITTER RECEPTACLES, LIGHT POLE ACCESSORIES, TREES, AND SIGNAGE MATERIALS IN THE NOT-TO-EXCEED AMOUNT $325,000.00 FOR THE CBD STREETSCAPE AND UTILITY IMPROVEMENTS – PHASE 2-3 TO BE EXPENSED TO THE CAPITAL PROJECTS FUND.

MOTION BY: Commissioner Galey
SECOND BY: Commissioner Saed
AYES: Szymanski, Galey, Lindquist, Saed, Ziegler, Zucchero

RESULT: UNANIMOUS APPROVAL

E. TRUSTEE'S REPORT – Trustee Payne reports Engineer Daubert and CDM Smith presented to the board the Train Station project. The board had sticker shock when they heard it would be $50 million for the project. The board was in support of starting Phase II engineering with CDM Smith in the amount of $1.625 million. There was a lot of discussion on the Capital Improvement Plan to support the overall project cost. The board took a vote and 4 Trustees voted to move forward with Phase II Engineering by CDM Smith and that we should look at all the projects and the sequence of them from a big picture view. Payne adds we did get 4 out of 6 Trustee votes in support of moving forward with the project but President Senak vetoed it. We can revote but we still have the overall funding issue to work through. Engineer Daubert adds we are already working on value engineering for the project and that will be a major component of Phase II Engineering. Daubert notes that from a capital planning perspective, we will be looking at different scenarios and assumptions, but we will need more time to do complete this.

F. OTHER BUSINESS – None

G. PUBLIC WORKS REPORT – Public Works Director Buckley reports Glen Ellyn has received the Tree City Award for the 39th year in a row.

H. PROJECT REPORT – Engineer Daubert reports the CBD Streetscape Utility Improvements Phase 1 project on Hillside Ave is moving along. AT&T has indicated they should be done with their work by March 24. We are pushing Comcast and Wow for updates on when their work will be completed. Apex Garage – there is spalling coming from the beams that we are addressing with the Developer. Community Development is taking the lead on this. Village Manager Franz adds we will not take ownership of that property until that issue is resolved. Engineer Daubert notes that the Crescent Boulevard Federal Aid Project may need to be pushed back a year due to slow review times by the State. He notes that we are working with CMAP and DMMC to ensure the project funding remains in place. Engineer Daubert notes that he included information in the monthly report regarding the proposed tunnel section for the Metra Station Pedestrian Underpass. He reviews this information with the CIC including a comparison of the proposed downtown tunnel relative to the Taylor Avenue underpass.

I. ADJOURNMENT – Commissioner Zucchero motions and Commissioner Lindquist seconds to adjourn the meeting. The motion is unanimously approved, and meeting adjourned at 9:33 p.m.

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Richard Daubert, Professional Engineer