



# Agenda Item Executive Summary

Amendment No. 1 to the Design Services Agreement for the Bittersweet Wastewater Treatment Plant Improvements for Construction Services

|           |                    |       |
|-----------|--------------------|-------|
| Item Name | Committee or Board | Board |
|-----------|--------------------|-------|

## BUDGET IMPACT

|         |             |          |             |
|---------|-------------|----------|-------------|
| Amount: | \$2,557,500 | Budgeted | \$2,922,500 |
|---------|-------------|----------|-------------|

List what fund  
Sewer Fund

## EXECUTIVE SUMMARY

Attached please find an amendment to the design services contract from Strand Associates for the Bittersweet Wastewater Treatment Plant (WWTP) Improvements. This includes bidding, construction, and loan services for the WWTP improvements that are proposed. Strand Associates completed the facility plan update and design for the wastewater treatment plant and performed well with village staff. Based upon staff selection and previous project experience, I recommend that the wastewater treatment plant improvements construction services be awarded to Strand Associates, Inc. in the amount of \$2,557,500.

For your information, we recently received the IEPA's Intended Use Plan for the loan program and Bartlett scored the highest on the Project Priority List putting us in line for our \$37M loan at an interest rate at 1.11%. We also qualify for the Environmental Impact Discount which lowers our rate by 0.2% for a final rate of 0.91% for 20 years. We plan to go out to bid this month and are closely watching where prices are going. We will contact some of the general contractors that will likely bid on the project to see where they see prices going, and will plan our bid schedule accordingly to get the best price possible.

## ATTACHMENTS (PLEASE LIST)

Memo, Strand Proposal, Original Agreement & Amendment #1, Resolution

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion:

**MOTION:** I move to approve Resolution 2021-\_\_\_\_\_, a Resolution Approving Amendment No. 1 to the Engineering Services Agreement Between the Village of Bartlett and Strand Associates, Inc. for the Bittersweet Wastewater Treatment Plant Improvements for Construction Services.

Staff: Dan Dinges, Director of Public Works

Date: 06/3/21

# Memo

DATE: June 3, 2021

TO: Paula Schumacher  
Village Administrator

FROM: Dan Dinges, PE  
Director of Public Works

SUBJECT: Amendment No. 1 to the Design Services Agreement for the Bittersweet Wastewater Treatment Plant Improvements for Construction Services

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**MOTION:** I move to approve Resolution 2021-\_\_\_\_\_, a Resolution Approving Amendment No. 1 to the Engineering Services Agreement Between the Village of Bartlett and Strand Associates, Inc. for the Bittersweet Wastewater Treatment Plant Improvements for Construction Services.

**RESOLUTION 2021 - \_\_\_\_\_**

**A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE ENGINEERING SERVICES AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND STRAND ASSOCIATES, INC. FOR THE BITTERSWEET WASTEWATER TREATMENT PLANT IMPROVEMENTS FOR CONSTRUCTION SERVICES**

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**BE IT RESOLVED** by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

**SECTION ONE:** Amendment No. 1 to the September 4, 2019 Engineering Services Agreement dated June 15, 2021 for the Bittersweet Wastewater Treatment Plant Improvements (the "Project Work") in the amount of \$2,557,500, as set forth in the agreement attached hereto and incorporated herein, is hereby awarded to Strand Associates subject to the terms and conditions of the defined Agreement.

**SECTION TWO:** that the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the Agreement on behalf of the Village of Bartlett.

**SECTION THREE: SEVERABILITY.** The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

**SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS.** All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

**SECTION FIVE: EFFECTIVE DATE.** This Resolution shall be in full force and effect upon passage and approval.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED:** June 15, 2021

**APPROVED:** June 15, 2021

\_\_\_\_\_  
Kevin Wallace, Village President

**ATTEST:**

\_\_\_\_\_  
Lorna Giles, Village Clerk

### **C E R T I F I C A T I O N**

I, Lorna Giles, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2021 - \_\_\_\_\_ enacted on June 15, 2021 and approved on June 15, 2021 as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk



June 7, 2021

Village of Bartlett  
228 South Main Street  
Bartlett, IL 60103

Attention: Mr. Dan Dinges, P.E., Director of Public Works

Re: Amendment No. 1 to the September 11, 2019, Agreement for General Services  
Bittersweet Wastewater Treatment Plant Improvements

This is Amendment No. 1 to the referenced Agreement.

Under **Scope of Services**,

Design Services, item No. 3, REPLACE items f., g., and k. in their entirety with the following:

- “f. Replacement of sand filtration with a new building housing cloth disc filtration.
- g. Replacement of chlorine disinfection with a new ultraviolet light disinfection structure.
- k. Miscellaneous improvements, including a new plant water system and new biosolids conveyors for the existing centrifuge.”

ADD the following:

- “l. New stormwater detention pond.
- m. New primary sludge pumping building.
- n. New return activated sludge (RAS) splitter structure and RAS fermentation for side stream enhanced biological phosphorus removal.
- o. New effluent pipe and outfall structure.”

Miscellaneous Design Services, REPLACE item No. 2 in its entirety with the following:

- “2. Assist OWNER in obtaining IEPA, DuPage County, and Village of Bartlett stormwater and erosion control permitting associated with construction at the WWTP site including wetlands review.”

ADD the following after Miscellaneous Design Services:

“Bidding-Related Services

1. Assist OWNER with the advertisement to bid.
2. Distribute Bidding Documents electronically through QuestCDN, available at [www.strand.com](http://www.strand.com) and [www.questcdn.com](http://www.questcdn.com).
3. Attend and conduct a prebid meeting.
4. Answer contractor questions during bidding.
5. Prepare and issue addenda as needed.

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6. Attend the bid opening and prepare a tabulation of bids and a summary letter of the bid results.
7. Assist OWNER with bid certification to comply with IEPA Water Pollution Control Loan Program (WPCLP) documentation requirements.
8. Prepare four sets of Contract Documents for signatures.

#### Construction-Related Services

1. Contract Administration
  - a. Review contractor's initial schedule of values and list of subcontractors and suppliers.
  - b. Attend the preconstruction conference and an anticipated 28 monthly construction progress meetings up to substantial completion.
  - c. Review and respond to construction contractor requests for information.
  - d. Review contractor's schedule each month for up to 28 months.
  - e. Send cost proposal request to OWNER for review and to contractor for possible changes in scope of work, if necessary.
  - f. Prepare change order recommendations for OWNER if necessary.
  - g. Review shop drawings. A maximum of two submittal reviews has been budgeted for each specification item.
  - h. Visit construction site up to 28 times to observe construction progress
  - i. Conduct one partial utilization and one substantial completion review with OWNER and contractor and develop a substantial completion list of items to be completed or corrected.
  - j. Conduct one final completion review with OWNER and contractor.
  - k. Review the installed SCADA system functions in general conformance with the control descriptions contained in the Contract Documents.
2. Resident Project Representative (RPR)
  - a. Provide RPR services for 40 hours a week for 113 weeks and 16 hours a week for 24 weeks, for a total of 4,900 hours. In furnishing observation services, ENGINEER's efforts will be directed toward determining for OWNER that the completed project will, in general, conform to the Contract Documents; but ENGINEER will not supervise, direct, or have control over the contractor's work and will not be responsible for the contractor's construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.
  - b. Attend preconstruction conference.
  - c. Serve as a liaison between OWNER and contractor.
  - d. Observe specified tests, equipment, and system start-ups associated with the work.
  - e. Consider, review, and report contractor's requests for clarifications or modifications as necessary.
  - f. Assist in preparing a list of items to be completed or corrected for partial utilization, substantial completion, and final completion.
  - g. Review monthly pay request items.
  - h. Attend monthly construction progress meetings for 28 months. Prepare minutes for each meeting and distribute to attendees.

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3. Start-up and Training
  - a. Provide start-up services for the following systems: influent mechanical screening, grit removal, primary clarifiers, aeration tanks and biological phosphorus removal, secondary clarifiers, RAS pumps, primary sludge pumps, tertiary filtration, ultraviolet disinfection, plant water pumps, excess flow, aerobic digestion, and heating, ventilation, and air conditioning systems
  - b. Observe contractor-arranged equipment start-up and training by manufacturer's representatives.
4. Operation and Maintenance (O&M) Manual
  - a. Provide a written narrative, figures, and descriptive tables to assist the operators with the new wastewater treatment processes.
  - b. Prepare three paper copies and an electronic portable document format (PDF) version of the O&M manual for the improvements.
  - c. Organize equipment O&M manuals.
  - d. Assist OWNER in preparing IEPA WPCLP Certificate regarding O&M.
5. Prepare a Fiscal Sustainability Plan to comply with IEPA WPCLP documentation requirements.
6. Prepare record drawings based on contractor's markup drawings. Record drawings will be transmitted to OWNER in both paper and PDFs on a flash drive. ENGINEER is providing drafting Services only for record drawings based on the records presented to ENGINEER by contractor and OWNER. ENGINEER will not be liable for the accuracy of the record drawing information provided by contractor and OWNER.
7. Provide SCADA programming for operator interface and reports configuration as specified in Section 260900.
8. Assist OWNER in preparing the monthly IEPA request for loan disbursement during construction. Submit the monthly request for IEPA loan disbursement to IEPA electronically. Assist OWNER with IEPA loan closeout.
9. Provide ongoing assistance to OWNER during period following project's final completion and extending through the contractor 12-month warranty period. Closeout efforts will include office time and on-site time to assist with resolution of contractor or equipment warranty issues and answering OWNER's questions on operation of the new facilities."

Under **Service Elements Not Included**, DELETE item No. 3 in its entirety.

Under **Compensation**,

REPLACE the first sentence in its entirety with the following:

"OWNER shall compensate ENGINEER for Design Services and Miscellaneous Design Services a lump sum \$1,812,500."

ADD the following:

"OWNER shall compensate ENGINEER for Bidding-Related Services a lump sum of \$40,000.

OWNER shall compensate ENGINEER for item No. 1 of Construction-Related Services a lump sum of \$1,231,500.

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OWNER shall compensate ENGINEER for item No. 2 of Construction-Related Services on an hourly rate basis plus expenses and estimated fee of \$891,000.

OWNER shall compensate ENGINEER for items No. 3 through No. 9 of Construction-Related Services a lump sum of \$395,000.”

Under **Schedule**, CHANGE August 30, 2020, to “May 15, 2024.”

After **Opinion of Probable Cost**, ADD the following:

**“Payment Requests**

ENGINEER’s review of Payment Requests from contractor(s) will not impose responsibility to determine that title to any of the work has passed to OWNER free and clear of any liens, claims, or other encumbrances. Any such service by ENGINEER will be provided through an amendment to this Agreement.”

AMENDMENT AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

OWNER:

STRAND ASSOCIATES, INC.®

VILLAGE OF BARTLETT

\_\_\_\_\_  
Joseph M. Bunker  
Corporate Secretary

Date

\_\_\_\_\_  
Kevin Wallace  
Village President

Date