

COUNCIL WORKSHOP ITEM

ITEM: 1007 Burlington Avenue and 5119 Main Street; Professional Environmental Services Task Orders
DATE: April 8, 2002
PREPARED BY: Joseph Skach, AIA, AICP, NCARB
Director of Redevelopment
Account Number: 107.422.0000.5315
Budget Amount: \$49,525

PURPOSE:

The purpose of this item is to advise and request approval, as part of the overall scope of work regarding the subject facilities, to enter into the attached task order agreements with Versar, Inc. ["Engineer"], for Professional Environmental Services at 1007 Burlington Avenue (former "Johnson Printers") and 5119 Main Street (former "E & E Monogram") as part of the project to remove both the these vacant buildings for additional temporary parking in the downtown.

DISCUSSION:

As part of the planned initiative to remove the subject facilities in preparation for redevelopment on the subject tract and to provide temporary downtown parking and/or logistics support space, certain required due diligence was conducted regarding environmental assessments of the subject facilities. It was determined that asbestos-containing materials (ACM's) are present and remediation of these materials will be needed prior to removal of the buildings. In addition the presence of certain hydraulic equipment will require testing and possible removal in accordance with proper removal procedures. Although attached as separate task orders as they are separate environmental tasks, these services would be managed and conducted as a coordinated work package.

Funds for this environmental work were contemplated and are available under the current environmental services budget approved by the Council on March 5, 2002 (attached) and are currently available in the subject account as part of the current professional environmental services agreement with Versar.

ATTACHMENT:

- A. Resolution Authorizing Agreement
- B. Proposed Task Order Agreements
- C. Project Costs Status as of 4/1/03
- D. Photo Aerial Map

RECOMMENDATION:

It is recommended that the Village Council place the subject item, to enter into task order professional environmental services agreements with Versar, Inc., on the Village Council Agenda for Tuesday, April 15, 2003.

c: Brian Pabst, Deputy Village Manager, Operations
Dave Van Vooren, Deputy Village Manager, Finance and Administration
Mike Millette, Assistant Director Public Works, Engineering

RESOLUTION NO. ____

**A RESOLUTION AUTHORIZING EXECUTION OF A
PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND VERSAR, INC.**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the form and substance of a certain Agreement (the "Agreement"), between the Village of Downers Grove (the "Village") and Versar, Inc. ("Versar"), for Asbestos Remediation Services for the property located at 1007 Burlington Avenue, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

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REDEVELOPMENT



January 13, 2003

Mr. Joseph Skach, AIA, AICP, NCARB
Director of Redevelopment
Village of Downers Grove
801 Burlington Avenue
Downers Grove, Illinois 60515

Subject: 1007 Burlington Avenue (Johnson Printers) Asbestos Remediation Services,
Downers Grove, Illinois - Versar Proposal No. Q03-5174

Dear Mr. Skach:

Versar, Inc. is pleased to submit this letter proposal to the Village of Downers Grove to prepare and implement an asbestos-containing material (ACM) remediation action plan (RAP) for the existing structure that comprises the former Johnson Printers (Site). The Site is located at 1007 Burlington Avenue in Downers Grove, Illinois. This proposal is submitted in accordance with the Village's written request for proposal (RFP) dated January 7, 2003.

The scope of work outlined herein includes ACM remediation services, contractor surveillance and monitoring of the remediation activities for compliance with applicable federal and state rules and regulations. It is our understanding that the structure will be demolished prior to re-development of the site.

Task 1. Prepare Remediation Action Plan

Versar will prepare a RAP for asbestos abatement based on the results of the survey sampling and analysis activity (Versar Project No. 110724.0001.001). The RAP will be prepared under the direction of our Illinois Department of Public Health (IDPH) licensed Project Designer and tailored to address the removal of the identified asbestos-containing materials prior to demolition of the structure.

The RAP will be prepared in accordance with, and will require compliance with, all applicable state and federal laws, regulations and guidelines, including but not limited to OSHA 29 CFR 1926.1101 and EPA 40 CFR Part 61 Subpart M. The RAP will include such documentation as may be required by the State of Illinois, USEPA, OSHA, County and local agencies.

Task 2. Remediation Management and Air Monitoring

Versar will provide remediation management and air monitoring services for the duration of this project (including on-site air sample analysis by Phase Contrast Microscopy). Background, area and clearance air monitoring will be conducted by Versar's IDPH licensed Asbestos Professionals, who are NIOSH 582 trained microscopists. Background area monitoring is performed prior to preparation of the work areas to establish the baseline quality of air. Monitoring during the abatement work will be performed on characteristic asbestos work tasks to establish the initial 8-hour and 30-minute

excursion Time Weighted Average (TWA) during the first exposure to airborne concentrations of asbestos. We will subsequently perform area monitoring on a daily basis.

Task 3. Remediation Subcontracting

Versar will provide a list of pre-qualified contractors, and solicit bids from same for removal of the ACM as identified in the RAP. A pre-bid meeting will be held at the Site with the contractors prior to a detailed walk through the abatement work areas. Any relevant questions raised by the prospective contractors during the pre-bid or the walk through will be responded to by Versar in a Letter of Clarification.

In accordance with your RFP (dated January 7, 2003), Versar will then subcontract the ACM remediation work to the lowest responsive and responsible bidder. The abatement subcontractor will be licensed by the Illinois Department of Public Health for asbestos.

Task 4. Final Report Preparation

A final abatement report summarizing each phase of the asbestos abatement project will be issued to the Village. At a minimum, the report will include:

- 1) Detailed Description of all work performed;
- 2) Copies of the contractor's EPA NESHAP notification;
- 3) Copies of daily air monitoring results and work logs (including daily worker lists);
- 4) Copies of final clearance air sampling; and
- 5) Waste manifests and landfill receipts for all ACM removed and disposed of.

Work Schedule

Preparation of the RAP can be initiated immediately upon written authorization to proceed. Oversight will be provided for the project duration based on the abatement contractor schedule. We have assumed 7 days of oversight may be required during abatement activities. The final report will be provided within 20 business days of abatement completion. The expected start and completion dates are as follows.

<i>Task</i>	<i>Start Date</i>	<i>Completion Date</i>	<i>Duration</i>
Action Plan Preparation	01/15/03	01/29/03	10 days
Management & Air Monitoring	03/03/03	03/11/03	7 days
Remediation Subcontracting	03/03/03	03/11/03	7 days
Final Report Preparation	03/12/03	04/09/03	20 days

Mr. Joseph Skach
Village of Downers Grove
Versar Proposal No. Q03-5174

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Cost Estimate

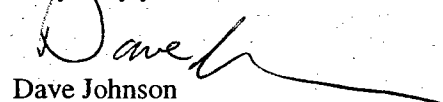
Versar will provide the above described services for a lump sum fee of \$41,300.00 in accordance with the rates and terms of our Professional Services Agreement with the Village. A breakdown of our lump sum fee, on a task-by-task basis follows:

Item 1.	Action Plan Preparation	\$1,800.00
Item 2.	Management & Air Monitoring	\$5,500.00
Item 3.	Remediation Subcontracting	\$33,000.00
Item 4	Final Report Preparation	\$1,000.00

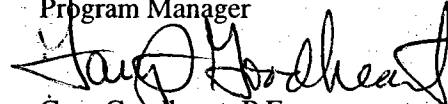
These costs include all labor, supervisor, project management, travel expenses, sample analysis and other direct costs for each task. Please note that our price is based on preliminary estimates to remove and dispose of all known ACM within the structure, as identified in the Site ACM survey. Versar will immediately advise the Village of any unusual and unforeseen circumstances requiring additional remedial action, or environmental sampling, and reserves the right to request a contract modification if the actual quantity of ACM significantly exceeds the known quantities or types of ACM. Any additional work performed which will increase the contract amount must be pre-approved in writing by the Village prior to commencement. Versar invoices are on terms of net 30 days. This quote is valid 30 days from date of issuance.

Please contact Gary Goodheart at (630)268-8555, Extension 220 or Dave Johnson, Extension 224, should you have any questions or require additional information. We look forward to working with you and your staff on this asbestos remediation project.

Very truly yours,



Dave Johnson
Program Manager



Gary Goodheart, P.E.
Project Manager

DLJ/dj

Accepted By:

Name

Date

RESOLUTION NO. ____

**A RESOLUTION AUTHORIZING EXECUTION OF A
PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND VERSAR, INC.**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the form and substance of a certain Agreement (the "Agreement"), between the Village of Downers Grove (the "Village") and Versar, Inc. ("Versar"), for Environmental Cleanup Services for the properties located at 5119 Main Street and 1007 Burlington Avenue, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____

Village Clerk



January 23, 2003

Mr. Joseph Skach
Director of Redevelopment
Village of Downers Grove
801 Burlington Avenue
Downers Grove, Illinois 60515

Subject: Proposal to Provide Environmental Cleanup Services
5119 Main Street and 1007 Burlington Avenue
Downers Grove, Illinois
Versar Proposal No. Q03-5184

Dear Mr. Skach:

This letter presents Versar's proposal to the Village of Downers Grove to provide environmental cleanup services at 5119 Main Street and 1007 Burlington Avenue, Downers Grove, Illinois (Site). This proposal covers the removal and disposal of hydraulic fluid and/or contaminated water from both buildings, the removal and disposal of hydraulic equipment, and cleaning of an oil-water separator system from the 5119 Main building, and remediation of hydraulic oil-impacted soils from beneath the 5119 Main building, if necessary.

This proposal is submitted in response to the Village's email Request for Proposal, dated December 20, 2002. The removal of asbestos-containing material from the 1007 Burlington building is covered under a separate proposal to the Village.

PROJECT BACKGROUND AND OBJECTIVES

The Village acquired the Site in conjunction with development of a new parking garage south of Curtiss Street. Versar conducted separate Phase I Environmental Site Assessments (ESAs) for each of the two properties, and a Phase II ESA of the consolidated Site for the Village in February 2001. No widespread soil or groundwater impacts were detected during the Phase II ESA; however, the Phase I ESAs identified several environmental issues that Versar recommends be addressed prior to demolition of the buildings:

- Two hydraulic lifts in the 5119 Main Street building;
- An oil-water separator in the 5119 Main Street building; and
- A hydraulic tank (reservoir) associated with the elevator in the 1007 Burlington property.

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The hydraulic tank (reservoir) associated with the lifts on the east side of the 5119 Main building was removed several years ago when the lifts were taken out of service. The hydraulic lift cylinders and piping are still in place beneath the floor. In addition, a double-basin, oil-water separator system is still in place beneath the floor on the south side of the building. Versar recommends removal and off-site disposal of the lift cylinders and associated piping, and the oil-water separator system. Versar also recommends appropriate remediation of any petroleum hydrocarbon-impacted soils around the lifts or the oil-water separator.

The hydraulic tank in the basement of the 1007 Burlington building is part of the elevator (hydraulic lift) used to move materials and equipment between the basement and the first floor. Versar recommends that fluid in the tank be drained and properly disposed prior to demolition of the building. The hydraulic fluids in each location should be tested for polychlorinated biphenyls (PCBs) prior to disposal.

PROPOSED SCOPE OF WORK

Task 1. Pre-Mobilization Activities

Health and Safety Plan - All field work will be conducted in accordance with a site-specific Health and Safety Plan prepared by Versar. We anticipate field work will be conducted in Level "D" personal protective equipment.

Subcontractor Coordination - Versar will solicit a competitive bid(s) from licensed subcontractor(s) to remove and properly dispose the hydraulic equipment, oil-water separator system, and petroleum hydrocarbon fluids to a licensed off-site disposal facility. Versar will coordinate with the successful subcontractor to confirm the project requirements and objectives, establish firm schedules and fees, and establish a subcontract agreement.

Hydraulic Fluid Sampling - Due to the age of the hydraulic equipment at the 5119 Main and 1007 Burlington buildings, Versar will sample hydraulic fluids in the equipment and analyze for the presence of PCBs. This will assure proper disposal of the fluids drained from the equipment.

Task 2. Hydraulic Equipment Removal and Disposal

Versar will engage a remedial contractor to implement environmental cleanup activities at the Site. Versar will provide field oversight of the contractor's activities, and conduct all inspection and

environmental testing to document that the cleanup activities have been conducted in accordance with Phase I ESA recommendations and this proposal.

Removal and Disposal of Contaminated Fluids - Hydraulic fluid will be removed from the tank in the 1007 Burlington building and from the equipment in the 5119 Main building prior to the start of demolition activities. The oil-water separator system in the 5119 Main building will be drained and cleaned prior to the start of demolition activities. The interior of oil-water separator basin will be power-washed, and the basins will be inspected for cracks, deterioration, and evidence of leakage to the surrounding soils. All fluids drained from the hydraulic equipment and the oil-water separator system, including wash and rinse water, will be properly disposed at a facility licensed to accept such waste. The basins will be considered RCRA clean, and can be removed by the demolition contractor as miscellaneous debris.

Removal of Hydraulic Equipment - The following activities will be conducted at the 5119 Main building prior to demolition:

- Remove concrete floor over lift cylinders and around the oil-water separator basins and stockpile concrete rubble on Site (stockpiled concrete rubble to be disposed by others);
- Remove two, double-pole hydraulic lifts and associated piping;
- Inspect equipment and excavations for evidence of hydraulic leaks and the presence of impacted soils; and
- Dispose of steel lift cylinders off-site and provide a Certificate of Destruction.

Task 3. Soil Remediation Activities (If Required)

If there is evidence of a release of hydraulic fluid to the surrounding soils, impacted soils will be remediated by excavation and off-site disposal, as necessary. Versar will contact the Village and obtain prior written approval before conducting soil remediation activities, which will be conducted after demolition of the buildings. Versar anticipates that soil remediation activities, if required, will be conducted as follows:

- Impacted soil will be excavated from the effected areas using a backhoe. The excavated soils will be stockpiled on and covered with polyethylene pending final disposition. The volume of soil to be remediated will depend on visual inspection to determine the lateral and vertical extent of the release.
- The stockpiled soil will be sampled and analyzed for polynuclear aromatic hydrocarbons (PNAs), PCBs (if appropriate, based on testing of hydraulic fluid) and Resource

Conservation and Recovery Act (RCRA) metals. All analytical testing will be conducted in accordance with appropriate USEPA protocols. The analytical data will be used for waste characterization and disposal purposes.

- Versar anticipates excavated impacted material will be disposed as non-hazardous waste; we will obtain pre-approval to dispose the material from the disposal facility.
- One documentation sample will be collected from the floor of each excavation where impacted soils are removed. The documentation samples will be analyzed for previously defined indicator contaminants.
- Upon receiving landfill approval to dispose the material, it will be loaded into dump trucks and transported to the disposal facility.
- The excavated area will be back-filled to existing grade using clean CA-6 fill material.

Task 4. Reporting

Versar will prepare a brief letter report to document the environmental cleanup activities described herein. The report will include a description of all field activities, a figure outlining remediated areas, and waste manifests documenting liquid and soil disposal, as appropriate.

PROJECT SCHEDULE

Versar will begin pre-mobilization activities based on your written authorization to proceed. Sampling and analyses of the hydraulic fluids will take approximately one week. Removal of fluids from the hydraulic equipment and the oil-water separator system, and cleaning and inspection of the oil-water separator system is estimated to take one day, and will be performed prior to demolition of the buildings.

Removal of the under-slab hydraulic equipment and basin cleaning will take two days, and will be accomplished prior to demolition of the 5119 Main building. If it is deemed necessary to remediate impacted soils, a separate schedule will be developed based on the quantity of impacted soil to be removed and disposed (generally, the work describe in Task 3 can be accomplished in two to three weeks). A final letter report upon completion of all environmental cleanup activities and within one week of receipt of disposal documentation.

STAFFING

Versar is a national firm with extensive local experience and personnel resources in the area of environmental assessment and remediation. This project will be staffed by personnel from Versar's

Mr. Joseph Skach
Village Downers Grove
Versar Proposal No. Q03-5184

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Lombard, Illinois office, who will oversee all Site activities. The project will be managed by Mr. Gary Goodheart, who will be responsible for all technical aspects of the project, ensuring that it is completed on time and within budget.

COST PROPOSAL

We perform the services outlined above in Tasks 1, 2 and 4 on a time-and-expense basis. We estimate the cost to perform these services will be approximately Eight Thousand Two Hundred Twenty-Five Dollars (\$8,225.00), including all labor, field supervision, equipment, waste disposal, and reporting costs. This amount shall be a not-to-exceed amount, and any additional work performed which will increase the contract amount must be pre-approved in writing by the Village prior to commencement. Attached is a breakdown of estimated costs for this project.

Liquid disposal of fluids removed from hydraulic equipment and the oil-water separator system will be performed on a unit cost basis. Our estimated cost is based on off-site disposal of 500 gallons of liquids. Unit prices are indicated on the attached cost breakdown. Estimated subcontractor costs in the breakdown include Versar's markup in accordance with the Contract.

Soil remediation services are not included in the above estimated costs. Based on prior sampling and analyses, there is no indication of widespread soil impacts; we anticipate that soil remediation, if required at all, will be relatively minor (likely between \$5,000 and \$10,000) and can be accomplished concurrently with the other tasks described herein. Soil remediation activities would be provided on a time-and-expense and/or unit cost basis. Versar will confirm the scope and estimated cost of soil remediation services, and obtain written approval from the Village prior to commencement of any soil remediation activities.

CONTRACT AUTHORIZATION

Versar will perform the scope of work outlined herein in accordance with the Terms and Conditions outlined in our Professional Services Agreement with the Village, dated September 18, 2001. Please sign below as our authorization to begin work on this assignment.



BREAKDOWN OF ESTIMATED COSTS
5119 MAIN STREET, DOWNERS GROVE, ILLINOIS
Versar Proposal Number Q03-5184

ITEM	COST
1. Pre-mobilization activities: PCB Samples: 2 @ \$150/sample + \$725 labor, vehicle & personnel	\$600.00 \$1,025.00
2. Environmental Cleanup Activities:	
• Versar labor, vehicle and incidental costs (2 day @ \$725/day)	\$1,450.00
• Subcontractor: Lift Removal Lump Sum = \$3,160 Basin Cleaning Lump Sum Labor = \$275 Liquid disposal assuming 500-gallons: \$285 trans. + \$95 on-site +500 gal. @ \$.58/gallon	\$4,105.00
3. Soil Remediation	Not Included
4. Reporting & Project Management	\$1,045.00
Total Estimated Cost	\$8,225.00

- Notes: 1 Subcontractor costs include 15 percent markup.
2 Task 3 costs are not included. Scope and cost breakdown provided upon request.



Mr. Joseph Skach
Village Downers Grove
Versar Proposal No. Q03-5184

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CLOSING

Versar appreciates the opportunity to be of continued service to the Village of Downers Grove. If you have questions or need further information, please contact Gary Goodheart at (630) 268-8555, Extension 220.

Sincerely,

Gary F. Goodheart, P.E.
Department Head, Engineering

Accepted By:

Name

Date



Project Description	Budget (\$)	Contract Amt (\$)	Paid to Date (\$)	Remaining (\$)	Remarks
(Task Additions¹)	(3/5/02)				
PARKING DECK					
Phase III - Weiher Property/Hart Garage	25,000	0	0	0	
Phase III (Hart) Coord Remediation_Impacted Soils		14,660	13,108	0	Complete 1/9/03; Recd Report
Phase III Hart (Curtiss/Existing Residence)	10,000				
Additional Phase II, Hart (Curtiss Existing Residence)		6,600	5,559	0	Complete 8/26/02; At Hart vehicle storage
Pre-Demo ACM/LBP Survey		2,250	2,250	0	Complete; 10/24/02, No further action by VDG
Phase I New Hart Location (719 Rogers Street)	2,800	2,800	2,580	0	Complete; No further action by VDG
Phase II - New Hart Location (719 Rogers Street)	4,000	0	0	0	No further action by VDG
Phase III - New Hart Location (719 Rogers Street)	25,000	0	0	0	No further action by VDG
Kardynalski - Remediation Lead	5,000	5,000	5,000	0	Complete
Kardynalski - Remediation Asbestos	5,000	5,370	5,370	0	Complete
Kardynalski Phase II & III - Cistern and Heating Oil Tank		4,190	4,190	0	Complete
Sub-Total Deck	76,800	40,870	38,057	0	
CURTISS BLOCK					
Phase III Village Owned (Johnson Printers)	50,000				
Pre-demolition ACM/LBP Survey (Johnson/E&E Monogram)		2,500	2,500	0	Complete
Remediation; Asbestos (Johnson Printers)		41,300	0	41,300	Pending; Council Review
Phase II/III; Hydraulic Removal (Johnson/E&E Monogram)		8,225	0	8,225	Pending; Council Review
Phase III; Soil Remediation (Johnson/E&E Monogram)		0	0	0	Not expected, but may be required
Phase II & III Village Owned (Balance)	36,000	0	0	0	
Phase I Krause	3,000	3,000	1,161	0	Approved 12/31/01; No further action by VDG
Phase II & III - Krause-	8,000	0	0	0	
Phase I Hultman	3,000	3,000	1,230	0	Approved 12/31/01; No further action by VDG
Phase II & III - Hultman	6,000	0	0	0	
Phase I Giordano's	2,500	2,500	0	0	Approved 12/31/01; No action expected by VDG
Preliminary (4) Borings	15,000	0	0	0	
Sub-Total Curtiss Block	123,500	60,525	4,890	49,525	
STATION CROSSING					
Environmental Monitoring/Reporting		41,550	21,875	19,675	
Sub-total Station Crossing		41,550	21,875	19,675	During remediation; Expect grant portion
MISCELLANEOUS					
Potable Water Ordinance	5,000	5,417	5,417	0	Complete; Ordinance #4423, Approved 6/18/02
Sub-Total Miscellaneous	5,000	5,417	5,417	0	
PROGRAM MANAGEMENT					
Program/Project Management (10% of Estimated)	20,530	0	0	0	
Sub-Total Program Management	20,530	0	0	0	
TOTALS	225,830	148,362	70,240	69,200	Budget Approved 3/5/02; Res 2002-21
Budget Remaining (Budget less contract amount)	77,468				
Obligated (Contract amount as percentage of Budget)	66%				
FINAL ESTIMATE			139,440		
BUDGET REMAINING (Budget less final estimate)	86,390				
Notes:					
1. Task additions/substitutions are <u>deducted from</u> the approved budget not added to the approved budget.					