VILLAGE OF DOWNERS GROVE
Report for the Village
8/10/2021

SUBJECT:	SUBMITTED BY:
Award of Contract - Downers Drive Water Tower Rehabilitation Engineering Services	Andy Sikich Public Works Director

SYNOPSIS

A motion is requested to award a contract to Christopher B. Burke Engineering, Ltd. (CBBEL) of Rosemont, IL in the not-to-exceed amount of $132,061.60. The requested award amount includes a 10% contingency.

STRATEGIC PLAN ALIGNMENT

The Goals for 2019 to 2021 include *Top Quality Infrastructure.*

FISCAL IMPACT

The FY21 budget has $50,000 allocated for professional services associated with the Water Storage Tank Rehabilitation & Maintenance capital project (WP-019). This is sufficient to cover the design portion of this contract. Additional money will be budgeted in FY22 for the construction engineering portion of this contract.

RECOMMENDATION

Approval on the August 10, 2021 Consent Agenda.

BACKGROUND

The Downers Drive Water Tower serves the Village's water system as one of seven elevated water storage tanks. It is a 2,000,000 gallon Radial Arm Water Tower of welded steel construction that was constructed in 1957 by Chicago Bridge & Iron. It is located on the west side of Downers Drive, just north of Grant Street. The tower's coating system is deteriorating and there are safety-related as well as operational deficiencies that need to be rectified. The improvements will be performed by a contractor under a separate contract and they will include:

- Interior and exterior cleaning and re-coating for corrosion protection
- Safety improvements including installation of additional fall protection devices, and a vandal guard on the exterior ladder to meet Illinois EPA requirements
- Operational improvements including the installation of a tank mixing system for water quality, and an improved platform at the top of the water tower

The purpose of this contract is to engage a consultant with expertise and experience in this highly specialized area who will:

- Prepare detailed construction drawings, specifications and cost estimates for the Village to engage a

contractor for the work
- Coordinate removal and reinstallation of cellular equipment that is currently on the Downers Drive Water Tower
- Assist staff with the review of bidders and bidding documents
- Provide construction oversight and contract administration
- Conduct a one year anniversary warranty inspection

A Request for Proposals (RFP) was issued in accordance with the Village's purchasing policy. Four proposals were received. After reviewing proposals, Christopher B. Burke Engineering, Ltd., was identified as the firm with the proposal that best meets the needs of the Village. Staff recommends award of this contract to Christopher B. Burke Engineering, Ltd. based on their understanding of the project, capability to perform the work, and proposed fee.

ATTACHMENTS

Contract Documents

VILLAGE OF DOWNERS GROVE

COUNCIL ACTION SUMMARY

INITIATED: Public Works **DATE:** August 10, 2021
(Name)

RECOMMENDATION FROM: _____ **FILE REF:** _____
(Board or Department)

NATURE OF ACTION:

__ Ordinance

__ Resolution

_X_ Motion

__ Other

STEPS NEEDED TO IMPLEMENT ACTION:

Motion to authorize execution of an engineering services contract for the rehabilitation of the Downers Drive Water Tower with Christopher B. Burke Engineering, Ltd. in the amount of $120,056 plus 10% contingency in the amount of $12,005.60 for a total not-to-exceed $132,061.60.

SUMMARY OF ITEM:

Adoption of this motion shall authorize execution of an engineering services contract for the rehabilitation of the Downers Drive Water Tower with Christopher B. Burke Engineering, Ltd. in the amount of $120,056 plus 10% contingency in the amount of $12,005.60 for a total not-to-exceed $132,061.60.

RECORD OF ACTION TAKEN:

_____

_____

_____

REQUEST FOR PROPOSAL
(Professional Services)

Name of Proposing Company: Christopher B. Burke Engineering, Ltd.

Project Name: Downers Drive Water Tower Rehab Engineering Services
Proposal No.: RFP-5-0-2021/DM
Proposal Due: June 18, 2021 @ 10:00 A.M.

Required of Awarded Contractor:
Certificate of Insurance: Yes

Legal Advertisement Published: 5/28/2021
Date Issued: 5/28/2021
This document consists of 25 pages.

Return **original** and **two duplicate copies** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

VILLAGE OF DOWNERS GROVE
PUBLIC WORKS DEPARTMENT
ATTN: DAVID MOODY
5101 WALNUT AVENUE
DOWNERS GROVE, IL 60515
PHONE: 630/434-5460
FAX: 630/434- 5495
www.downers.us

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Village Hall, 801 Burlington Avenue, Downers Grove, IL 60515.

SPECIFICATIONS MUST BE MET AT THE TIME THE PROPOSAL IS DUE.

The Village Council reserves the right to accept or reject any and all proposals, to waive technicalities and to accept or reject any item of any proposal.

The documents constituting component parts of this Contract are the following:

I. REQUEST FOR PROPOSALS

II. TERMS & CONDITIONS

III. DETAILED SPECIFICATIONS

IV. PROPOSER'S RESPONSE TO RFP (Professional Services)

V. PROPOSAL/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT. Proposers MUST submit an original, and 2 additional paper copies of the total proposal. Upon formal award of the proposal this RFP document shall become the Contract, the successful Proposer will receive a copy of the executed Contract.

I. REQUEST FOR PROPOSALS

1. GENERAL

1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Proposals up to FRIDAY, JUNE 18TH, 2021 AT 10:00 A.M.

1.2 Proposals must be received at the Village of Downers Grove by the time and date specified. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer.

1.3 Proposal forms shall be sent to the Village of Downers Grove, ATTN: David Moody, in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of Proposals.

1.4 All Proposals must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting the Proposal. Telephone, email and fax Proposals will not be accepted.

1.5 By submitting this Proposal, the Proposer certifies under penalty of perjury that they have not acted in collusion with any other Proposer or potential Proposer.

2. PREPARATION OF PROPOSAL

2.1 It is the responsibility of the Proposer to carefully examine the specifications and proposal documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services. **DO NOT SUBMIT A PROPOSED CONTRACT. UPON ACCEPTANCE BY THE VILLAGE, THIS RFP DOCUMENT SHALL BECOME A BINDING CONTRACT.**

2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of Proposals. All changes or interpretations of the specifications shall be made by the Village in a written addendum to the Village's proposers of record.

2.3 In case of error in the extension of prices in the Proposal, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.

2.4 All costs incurred in the preparation, submission, and/or presentation of any Proposal including any Proposer's travel or personal expenses shall be the sole responsibility of the Proposer and will not be reimbursed by the Village.

2.5 The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions

necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.

3. MODIFICATION OR WITHDRAWAL OF PROPOSALS

3.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature of the person authorized for submitting a Proposal, provided that it is received prior to the time and date set for the Proposal opening. Telephone, email or verbal alterations of a Proposal will not be accepted.

3.2 A Proposal that is in the possession of the Village may be withdrawn by the Proposer, up to the time set for the Proposal opening, by a letter bearing the signature of the person authorized for submitting Proposals. Proposals may not be withdrawn after the Proposal opening and shall remain valid for a period of ninety (90) days from the date set for the Proposal opening, unless otherwise specified.

4. RESERVED RIGHTS

4.1 The Village reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all Proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of Proposals will not be waived.

II. TERMS AND CONDITIONS

5. VILLAGE ORDINANCES

5.1 The successful Proposer will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

6. USE OF VILLAGE'S NAME

6.1 The Proposer is specifically denied the right of using in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.

7. INDEMNITY AND HOLD HARMLESS AGREEMENT

7.1 To the fullest extent permitted by law, the Proposer shall indemnify, keep and save harmless the Village and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence or from the reckless or willful misconduct of the Proposer, its employees, or its subcontractors, and the Proposer shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. This agreement shall not be construed as requiring the Proposer to indemnify the Village for its own negligence. The Proposer shall indemnify, keep and save harmless the Village only where a loss was caused by the negligent, willful or reckless acts or omissions of the Proposer, its employees, or its subcontractors.

8. NONDISCRIMINATION

8.1 Proposer shall, as a party to a public contract:

(a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;

(b) By submission of this Proposal, the Proposer certifies that it is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11136 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this Proposal.

8.2 It is unlawful to discriminate on the basis of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity, or an unfavorable discharge from military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Sec. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101et. seq., and The Americans With Disabilities Act, 42 U.S.C. Sec. 1210l et. seq.

9. SEXUAL HARASSMENT POLICY

9.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:

9.1.1 Notes the illegality of sexual harassment;
9.1.2 Sets forth the State law definition of sexual harassment;
9.1.3 Describes sexual harassment utilizing examples;
9.1.4 Describes the Proposer's internal complaint process including penalties;
9.1.5 Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities; and
9.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

10. EQUAL EMPLOYMENT OPPORTUNITY

10.1 In the event of the Proposer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Proposer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the Contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Proposer agrees as follows:

10.1.1 That it will not discriminate against any employee or applicant for employment

because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, order of protection status, military status, sexual orientation, sexual identity or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

10.1.2 That, if it hires additional employees in order to perform this Contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

10.1.3 That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, order of protection status, military status, sexual orientation, or an unfavorable discharge from military services.

10.1.4 That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Proposer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Proposer in its efforts to comply with such Act and Rules and Regulations, the Proposer will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

10.1.5 That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

10.1.6 That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

10.1.7 That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this Contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the

Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

11. DRUG FREE WORK PLACE

Proposer, as a party to a public contract, certifies and agrees that it will provide a drug free workplace by:

11.1 Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the Village's or Proposer's workplace. (2) Specifying the actions that will be taken against employees for violations of such prohibition. (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will: (A) abide by the terms of the statement; and (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

11.2 Establishing a drug free awareness program to inform employees about: (1) the dangers of drug abuse in the workplace; (2) the Village's or Proposer's policy of maintaining a drug free workplace; (3) any available drug counseling, rehabilitation and employee assistance programs; (4) the penalties that may be imposed upon employees for drug violations.

11.3 Providing a copy of the statement required above to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

11.4 Notifying the contracting or granting agency within ten (10) days after receiving notice of any criminal drug statute conviction for a violation occurring in the workplace from an employee or otherwise receiving actual notice of such conviction.

11.5 Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted as required by section 5 of the Drug Free Workplace Act.

11.6 Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

11.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

12. PATRIOT ACT COMPLIANCE

12.1 The Proposer represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Proposer further represents and warrants to

the Village that the Proposer and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Contract on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Proposer hereby agrees to defend, indemnify and hold harmless the Village, and its elected or appointed officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities and expenses (including reasonable attorney's fees and costs) arising from or related to any breach of the foregoing representations and warranties.

13. INSURANCE REQUIREMENTS

13.1 The Proposer shall be required to obtain, from a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, such general liability insurance which, at a minimum, will protect the Proposer from the types of claims set forth below which may arise out of or result from the Proposer's operations under this Contract and for which the Proposer may legally liable:

13.1.1 Claims under workers compensation, disability benefit and other similar employee benefit acts which are applicable to the operation to be performed;

13.1.2 Claims for damages resulting from bodily injury, occupational sickness or disease, or death of the Proposer's employees;

13.1.3 Claims for damages resulting from bodily injury, sickness or disease, or death of any person other than the Proposer's employees;

13.1.4 Claims for damages insured by the usual personal injury liability coverage which are sustained: (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Proposer, or (2) by another person;

13.1.5 Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;

13.1.6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;

13.1.7 Claims for damages as a result of professional or any other type of negligent action by the Proposer or failure to properly perform services under the scope of the agreement between the Proposer and the Village.

13.2 The Proposer shall demonstrate having insurance coverage for a minimum of $2 million for professional liability (errors and omissions).

13.3 As evidence of said coverages, Proposer shall provide the Village with certificates of insurance naming the Village of Downers Grove as an additional insured and include a provision for cancellation only upon at least 30 days prior notice to the Village.

14. CAMPAIGN DISCLOSURE

14.1 Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village shall be required to submit with its submission, an executed Campaign Disclosure Certificate, attached hereto.

14.2 The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

14.3 Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

14.4 By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

15. SUBLETTING OF CONTRACT

15.1 No contract awarded by the Village shall be assigned or any part subcontracted without the written consent of the Village Manager. In no case shall such consent relieve the Proposer from its obligation or change the terms of the Contract.

All approved subcontracts shall contain language which incorporates the terms and conditions of this Contract.

16. TERM OF CONTRACT

16.1 The term of this Contract shall be as set forth in the Detail Specifications set forth in Section III below. This Contract is subject to the Village purchasing policy with regard to any extensions hereof.

17. TERMINATION OF CONTRACT

17.1 In the event of the Proposer's nonperformance, breach of the terms of the Contract, or for any other reason, and/or that sufficient funds to complete the Contract are not appropriated by the Village, the Contract may be canceled, in whole or in part, upon the Village's written notice to the Proposer. The Village will pay the Proposer's costs actually incurred as of the date of receipt of notice of default. Upon termination, the Proposer will deliver all documents and products of whatever kind, and their reproducible originals related to the project, which have been produced to the date of the notice of termination.

18. BILLING & PAYMENT PROCEDURES

18.1 Payment will be made upon receipt of an invoice referencing Village purchase order number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any

bill approved for payment must be paid or the payment issued to the Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.

18.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Proposer requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.

18.3 Please send all invoices to the attention of Village of Downers Grove, Accounts Payable, 801 Burlington, Downers Grove, IL 60515.

19. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE

19.1 The relationship between the Village and the Proposer is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.

20. STANDARD OF CARE

20.1. Services performed by Proposer under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Contract, or in any report, opinions, and documents or otherwise.

20.2 If the Proposer fails to meet the foregoing standard, Proposer will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct errors and omissions caused by Proposer's failure to comply with the above standard and reported to Proposer within one (1) year from the completion of Proposer's services for the Project.

20.3 For Professional Service Agreements: Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) constructions means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contactor(s') failure to perform its work in accordance with contract documents.

21. GOVERNING LAW AND VENUE

21.1 This Contract will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of laws provisions. Venue is proper only in the County of DuPage and the Northern District of Illinois.

22. SUCCESSORS AND ASSIGNS

22.1 The terms of this Contract will be binding upon and inure to the benefit of the parties and

their respective successors and assigns; provided, however, that neither party will assign this Contract in whole or in part without the prior written approval of the other. The Proposer will provide a list of key staff, titles, responsibilities, and contact information to include all expected subcontractors.

23. WAIVER OF CONTRACT BREACH

23.1 The waiver by one party of any breach of this Contract or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof will be limited to the particular instance and will not operate or be deemed to waive any future breaches of this Contract and will not be construed to be a waiver of any provision except for the particular instance.

24. AMENDMENT

24.1 This Contract will not be subject to amendment unless made in writing and signed by all parties.

25. NOT TO EXCEED CONTRACT

25.1 The contract price is a "not-to-exceed" cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties who have executed the Contract.

26. SEVERABILITY OF INVALID PROVISIONS

26.1 If any provisions of this Contract are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Contract, but it will be construed as if not containing the invalid provision and the rights or obligations of the parties will be construed and enforced accordingly.

27. NOTICE

27.1 Any notice will be in writing and will be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party at the party's place of business. Notices shall be addressed to the Village as follows:

Village Manager
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515

And to the Proposer as designated in the Contract Form.

28. COOPERATION WITH FOIA COMPLIANCE

28.1 Contractor acknowledges that the Freedom of Information Act does apply to public records in possession of the Contractor or a subcontractor. Contractor and all of its subcontractors shall cooperate with the Village in its efforts to comply with the Freedom of Information Act. (5 ILCS 140/1 et seq.)

29. COPYRIGHT or PATENT INFRINGEMENT

29.1 The Proposer agrees to indemnify, defend, and hold harmless the Village against any suit, claim, or proceeding brought against the Village for alleged use of any equipment, systems, or services provided by the Proposer that constitutes a misuse of any proprietary or trade secret information or an infringement of any patent or copyright.

III. DETAIL SPECIFICATIONS

INTENT AND GENERAL INFORMATION

The Village of Downers Grove (Village) is seeking a qualified professional engineering firm to submit a Proposal to review the March 2021 inspection report of the Village's Downers Drive Water Tower – 2,000,000 gallon legged tank, provide detailed specifications for bidding of the repair and recoating of the interior and exterior of this structure, and provide all inspections and construction management of the project. The Village intends to utilize IEPA Revolving Loan Funds for the tank rehabilitation contract, but will use corporate funds for the engineering work.

There are currently four cellular companies that have cables and antennas on this tower. It will be the responsibility of the engineering firm to coordinate and provide all inspections of the removal and re-installation of the existing cables and antennas. The Village will work with the engineering firm as required to get this work completed. All mounting brackets, hardware, and cable runs will need to be reviewed, and a new layout for cellular antennas and cable runs designed and implemented. Recommendations and drawings will need to be completed to improve the current installation of both the cables and antennas

Dixon Engineering performed a maintenance inspection of the storage tank in March, 2021 and this report is attached for use to assist with creating the bidding specifications.

Downers Drive Water Tower is located at 4318 Downers Drive, Downers Grove, IL 60515.
The bid documents for the repair and repainting work must be completed for advertisement no later than November 1, 2021. It is anticipated that the repair work shall begin in March, 2022 and be completed prior to July 15, 2022

The engineering services will be broken down into two phases:

Phase 1: Review the March 2021 Dixon Engineering Inspection report, inspection and review of existing cellular cables and antenna installation, creating Bid documents, bidding project, and recommending contractor award. Firm shall be required to meet with the cellular companies prior to removal to discuss removal and re-installation process and timelines. Plans will need to conform with IEPA loan requirements. Consultant will also be required to submit all required IEPA paperwork prior throughout the contract including final close out.

Phase 2: Inspection/construction management of contractor's work. This will include any required modifications, welding, sandblasting and painting of the tower as well as final inspection. Coordination and inspection of removal and re-installation of all cellular cables and antennas will be included in this scope of services.

Phase 2a: Conduct a one year post construction warranty inspection and coordinate the contractor completing the work.

Purpose

The intent behind the Request for Proposal is for the Village to have one responsible consultant provide all engineering services needed to complete all required cellular coordination, bid documents, consultant engineering, inspections, and other project management assistance needed to rehabilitate the Village's 2,000,000 Gallon Legged Tank.

The Village expects this project to advance as rapidly as possible to minimize the time the tank is out of service. While the Village expects rapid progress, thorough attention to detail shall not be overlooked during the tank painting operations.

Qualifications
The firm must have a minimum of 10 years of experience with the inspection of steel storage tanks, and shall have completed 5 inspections on storage tanks of similar size and style within the past 5 years. Due to multiple cellular companies on this water tower, previous experience coordinating cellular equipment removal is required.

Inspection must be completed by an engineer with a minimum of 5 years of experience as a storage tank and coating inspector and must be NACE certified.

The inspections must be performed under the supervision of a Professional Engineer licensed in the State of Illinois. The inspection report must be prepared and reviewed by a Professional Engineer licensed in the State of Illinois.

Scope of Services
Consultants are to develop, and submit to the Village, a detailed scope of services and methodology to complete the Village's objectives for the water tower painting project. The Village has identified a general scope of services as described below. These services must be managed by a licensed professional engineer that is experienced with water tower inspection work.

The Consultant shall clearly describe the specific services to be provided and the deliverables that will be submitted to the Village.

PHASE 1:

1. Review existing inspection report that was created by Dixon Engineering in March 2021.

2. Review and record existing cellular cable routing and support brackets, antenna mounting and then recommend changes (if needed) to maximize the number of cables and antennas that can be mounted on this tank at this time and for future installations and improve the aesthetic look of the cables and antennas mounted on this tower.

3. Meet with the Village staff to discuss bid documents.

4. Meet with cellular companies to coordinate necessary work that they will need to complete and timeline.

5. Create bid documents for all required repairs, modifications, cathodic protection, and painting of the tank.

6. Assist the Village with the advertising of the bid. (See Specifications for Bid Requirements).

7. A pre bid meeting may be required.

8. Assist the Village with the selection of the painting contractor by reviewing all bids submitted, verifying references, and making a formal recommendation to the Village.

PHASE 2:
Complete Construction Management of project to include but not limited to:

1. Review Contractor Submittals and Shop Drawings: The Engineering Project Manager will review all contractor submittals for accuracy and make recommendations to the Village for action.

2. Conduct Pre-Construction and Monthly Progress Meetings: Supplying typed meeting notes in a timely manner for each meeting.

3. Provide Resident Inspector for Construction: The selected firm must have a qualified inspector complete inspections of the metal and welding improvements, sandblasting phase of construction, and all painting work. It is anticipated that approximately 100 days of inspection will be necessary for this project. Throughout the duration of the project, the Village requires written daily progress reports when work is occurring. The reports shall address, at a minimum, the following items:

- Temperature of steel
- Weather conditions
  - Temperature
  - Wind velocity and direction
  - Relative humidity
  - Dew point
- Location and quality of work performed and compliance with the project documents
- Paint batch numbers
- Surface profile
- Wet and dry film thickness readings
- Calibration record of dry mil thickness gauge
- Measure of the paint cure
- Number of personnel and equipment on the job
- Recommendations made
- Estimated completion date

The consultant's proposal shall describe the equipment that will be utilized to monitor the contractor's work.

5. Create bid documents for all required repairs, modifications, cathodic protection, and painting of the tank.

6. Assist the Village with the advertising of the bid. (See Specifications for Bid Requirements).

7. A pre bid meeting may be required.

8. Assist the Village with the selection of the painting contractor by reviewing all bids submitted, verifying references, and making a formal recommendation to the Village.

PHASE 2:
Complete Construction Management of project to include but not limited to:

1. Review Contractor Submittals and Shop Drawings: The Engineering Project Manager will review all contractor submittals for accuracy and make recommendations to the Village for action.

2. Conduct Pre-Construction and Monthly Progress Meetings: Supplying typed meeting notes in a timely manner for each meeting.

3. Provide Resident Inspector for Construction: The selected firm must have a qualified inspector complete inspections of the metal and welding improvements, sandblasting phase of construction, and all painting work. It is anticipated that approximately 100 days of inspection will be necessary for this project. Throughout the duration of the project, the Village requires written daily progress reports when work is occurring. The reports shall address, at a minimum, the following items:

- Temperature of steel
- Weather conditions
  - Temperature
  - Wind velocity and direction
  - Relative humidity
  - Dew point
- Location and quality of work performed and compliance with the project documents
- Paint batch numbers
- Surface profile
- Wet and dry film thickness readings
- Calibration record of dry mil thickness gauge
- Measure of the paint cure
- Number of personnel and equipment on the job
- Recommendations made
- Estimated completion date

The consultant's proposal shall describe the equipment that will be utilized to monitor the contractor's work.

4. Review Contractor Pay Request Submittals: The Project Engineering Manager, in coordination with the Resident Inspector, shall review all pay request submittals for accuracy and verify work completed. Upon review, the project manager shall make a recommendation to the Village for payment.

5. Assist with Change Orders: The Project Engineering Manager shall review all change orders to assess their need. If a change order is warranted, the manager shall forward the request to the Village for review and implementation into the contract.

6. Provide Final Inspection and Documentation: The selected firm shall assist with the project close-out. A final inspection of the tank shall be performed once all work is completed, prior to being put back into service.

7. Inspection of Cellular Cables and Antennas: Coordinate installation of all cables and antennas, inspect installations, and document with diagram and pictures of all cellular installations. It is anticipated that approximately 120 hours of inspection will be necessary for this work. Throughout the duration of this work the Village requires regular updates of the installation progress including a written progress report which shall be submitted after each inspection.

8. Consultant shall conduct a maintenance inspection warranty at the end of one year and provide a report to the Village. Consultant will also be required to inspect and repair work completed by the contractor.

Specifications for Bid Requirements:
The engineer shall be required to prepare technical specifications and contract documents for the project to include, but shall not be limited to, the following:

a. Advertisement for Bids
b. Information for Bidders
c. General Conditions
d. Detailed technical specifications and drawings
e. Proposal Format

The Village will provide the contractor with its standard boilerplate contract language to be incorporated in the bid document.

Once complete, the engineer shall direct mail advertisements to contractors who have been prequalified and approved as capable by the engineer, and send specifications to selected, appropriate construction plan rooms. The engineer shall be responsible to address all questions, written or verbal response, concerning the project and prepare addenda as necessary.

Upon the bid opening, the engineer shall review the bids submitted with Village staff and provide a written recommendation for the Village Council.

After the council has taken action, the engineer must work with the Village to furnish contract documents for the Village and contractor, review payment and performance bonds, and review

insurance certificates of the selected contractor. Finally, the engineer shall assist the Village on a Notice to Proceed for the recommended contractor.

PROPOSAL REQUIREMENTS

This RFP is the contract between the prospective Firm and the Village. You must submit this entire RFP document with your proposal.

Quantity and Format

One original and two copies of the Proposal (one copy to be in the form of a .pdf file on a USB flash drive) shall be submitted in an 8 ½ x 11 format and be organized as follows:

- Cover Letter/General Information
- Firm Experience (list are least 5 similar projects in last five years with references)
- Project Understanding/Approach
- Résumés/Project Organizational Chart
- Proposed Project Schedule
- Optional Tasks Beyond the Base Scope of Services – In addition to the base scope of services included in this RFP, issues that, in the Consultant's opinion, are critical to Village interests should be identified for possible inclusion into the scope. An identification and cost for each additional task is to be included as a supplement to the base scope and cost.
- Proposed Overall Not-To-Exceed Cost

The Proposal shall be succinct, and directly relevant to this project. Maximum number of pages for Firm generated proposal information (not including Village's RFP document) shall be approximately 20 single sided or 10 double sided. Double sided printing is allowable and encouraged. Only those persons planned to be directly involved with this project should be included.

Fees

The Village requires the method of compensation for professional services to be based on hourly-charged personnel rates plus expenses, with a Total "Not-To-Exceed" cost. Please submit an estimate of hourly personnel requirements to complete the scope of services outlined in your Proposal, a list of current hourly rates and a total "Not-To-Exceed" cost for providing the proposed services to the Village. This "Not-To-Exceed" cost shall include deliverables and reimbursable expenses, such as postage, delivery service, printing, etc. The Village shall be invoiced monthly. **Additional compensation above and beyond the "Not to Exceed" cost (i.e. change orders) will not be considered without a significant change in project scope.**

Firm Selection

Firm Selection will be based on the following:

- Approach to organizing and understanding of the project
- Firm's recent experience with similar work
- Responsiveness to requirements, terms, timeliness and conditions for performance of the project
- Familiarity with Village of Downers Grove policies and preferences
- Recognition of items related to project, including identification of design elements, and processes that will ultimately result in a quality, streamlined project

- Overall Not-to-Exceed Total Cost

Pre-Proposal Field Review

Prior to submitting a Proposal, each prospective Firm may make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the full performance of this project and to verify any representations made by the Village upon which the prospective Firm will rely. These investigations shall be limited to public property only. The monetary expenses incurred as a result of conducting these investigations shall be borne by the prospective Firm and shall not be the responsibility of the Village. The Pre-Proposal Field Review will take place on Monday, June 7th from 10:00 AM to 11:00 AM at 4318 Downers Drive in Downers Grove, IL 60515. This Pre-Proposal Field Review is optional to attend.

IV. PROPOSER'S RESPONSE TO RFP (Professional Services)

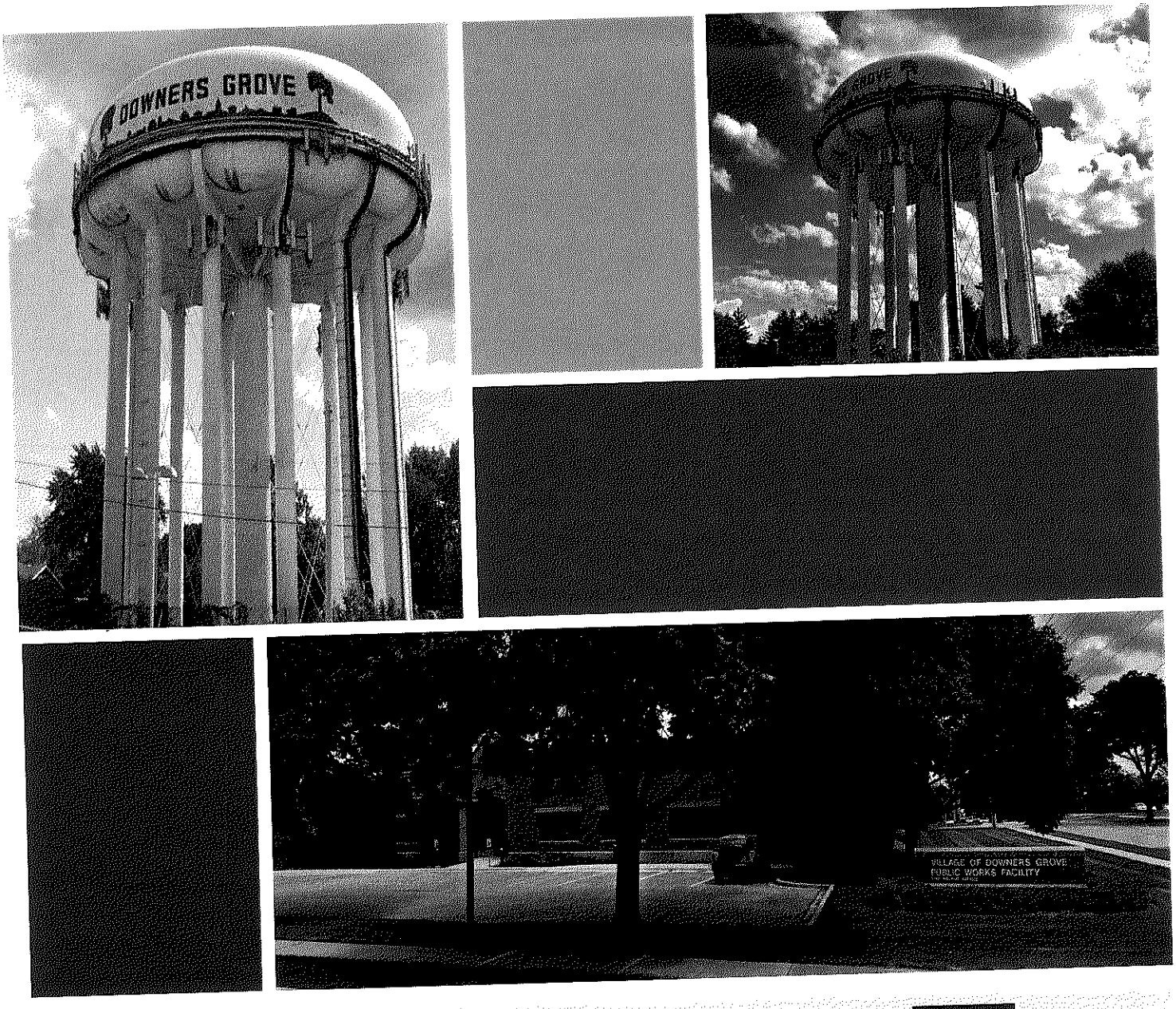
(Proposer must insert response to RFP here. DO NOT insert a form contract, the RFP document including detail specs and Proposer's response will become the Contract with the Village.)

JUNE 18, 2021

DESIGN AND CONSTRUCTION ENGINEERING SERVICES FOR

DOWNERS DRIVE WATER TOWER REHABILITATION

PROPOSAL NO. RFP-5-0-2021/DM



SUBMITTED TO:
DAVID MOODY
VILLAGE OF DOWNERS GROVE
PUBLIC WORKS DEPARTMENT
5101 WALNUT AVENUE
DOWNERS GROVE, IL 60515

SUBMITTED BY:
JOHN CARUSO, PE
CHRISTOPHER B. BURKE ENGINEERING, LTD.
9575 WEST HIGGINS ROAD | SUITE 600
ROSEMONT, IL 60018
JCARUSO@CBBEL.COM

Christopher B. Burke Engineering, Ltd.

CHRISTOPHER B. BURKE ENGINEERING, LTD.
9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

June 18, 2021

Mr. David Moody
Village of Downers Grove
Public Works Department
5101 Walnut Avenue
Downers Grove, IL 60515

Subject: **Request for Proposals**
Downers Drive Water Tower Rehabilitation
Design and Construction Engineering Services
Proposal No.: RFP-5-0-2021/DM

Dear Mr. Moody:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit one (1) original and two (2) copies of our proposal to provide Design and Construction Engineering Services for the Downers Drive Water Tower Rehabilitation Project. The material presented is in accordance with the information requested in your RFP.

The proposed Project Team consists of staff members who have worked on various water storage tank projects. The primary contact person for this proposal is Mr. John Caruso, PE, (jcaruso@cbbel.com) Head, Mechanical and Electrical Engineering Department, who will act as Project Manager for this work. He is available to answer any of your questions regarding this proposal.

The material provided in this proposal represents our ability and eagerness to perform the required services for the Village of Downers Grove. We trust that it will demonstrate our understanding of the project and our expertise to perform the assignment. The CBBEL project team looks forward to working with the Village and is committed to completing the work to your satisfaction and within the required time schedule.

If you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely,

Michael E. Kerr, PE
President

TABLE OF CONTENTS

1

119TH & CENTRAL &129TH & KOSTNER WATER TOWER REHABILITATIONS | ALSIP, ILLINOIS

2020

PROJECT TEAM
Gerald Hennelly
Project Manager

CLIENT
Village of Alsip
4500 W. 123rd Street
Alsip, IL 60803
Dan Trypan
708-385-6902

CONSTRUCTION COST
$1.6 million

FEE
$85 thousand

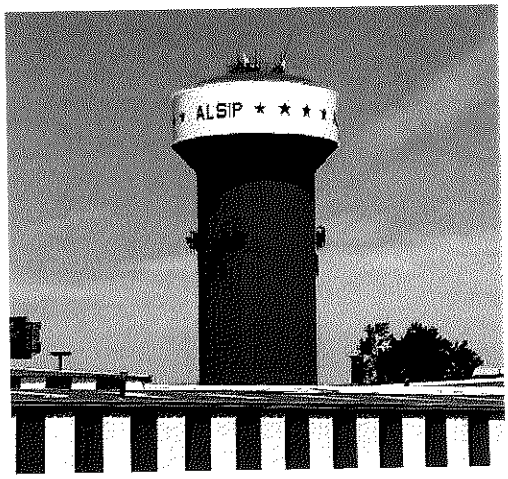
FUNDING SOURCE
Local

CBBEL coordinated relocation of cellular equipment, design of rehabilitation work, preparation of contract bidding specifications and provided construction observation services for the complete rehabilitation of two 1,000,000 gallon hydropillar high tanks.

CBBEL prepared the specification documents based on preliminary inspection reports for the full blast and recoating of all exterior and interior surfaces, new cathodic protection system, rehabilitation of all pump stations and piping.

SERVICES INCLUDED:

- Coordination for Temporary Monopole to Relocate Existing Cellular Equipment
- Design and Reconstruction Plans for Rehabilitation of the Existing Site
- Design of SCADA Inputs and Outputs from Tank
- Coordination and Preparation of Contract Bidding Documents
- Recommissioning of Rehabilitated Storage Facility
- Construction Observation and Administration



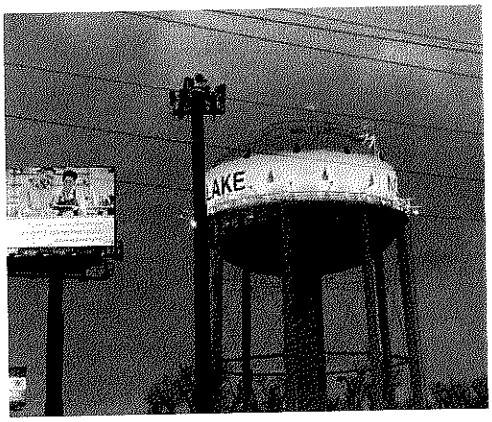
500,000 GAL. WATER TOWER & 1,000,000 GAL. RESERVOIR REHABILITATION | NORTHLAKE, ILLINOIS

CBBEL prepared construction documents, assisted the City with coordinating temporary removal of cellular equipment, design, bidding, coordinating taking the tank off-line, construction observation and bringing the tank back into service.

CBBEL completed the rehabilitation of the City's 500,000 gallon above grade storage facility and the 1,000,000 gallon reservoir. CBBEL designed plans for all new hatches, ladder ways, vents, painters rail, cellular wiring, SCADA work, electrical rehabilitation to tank and coordination with cellular companies.

SERVICES INCLUDED:

- Coordination for Temporary Monopole to Relocate Existing Cellular Equipment
- Design and Reconstruction Plans for Rehabilitation of the Existing Site
- Design of SCADA Inputs and Outputs from Tank
- Coordination and Preparation of Contract Bidding Documents
- Recommissioning of Rehabilitated Storage Facility
- Construction Observation and Administration



2020

PROJECT TEAM
Gerald Hennelly
Project Engineer

CLIENT
City of Northlake
100 W. Palmer
Northlake, IL 60164
Tony Faciano
708-562-0940

CONSTRUCTION COST
$700 thousand

FEE
$100 thousand

FUNDING SOURCE
Local

RIDGE DR. ELEVATED WATER TANK IMPROVEMENTS | CHICAGO RIDGE, ILLINOIS

2018

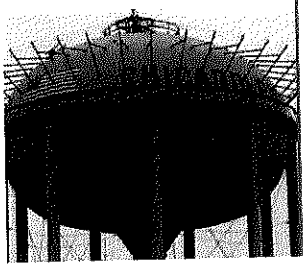
PROJECT TEAM
Gerald Hennelly
Project Manager

CLIENT
Village of Chicago Ridge
Department of Public Works
10046 Anderson Avenue
Chicago Ridge, IL 60415
Stan Barwock; 708-425-7700

CONSTRUCTION COST
$1.1 million

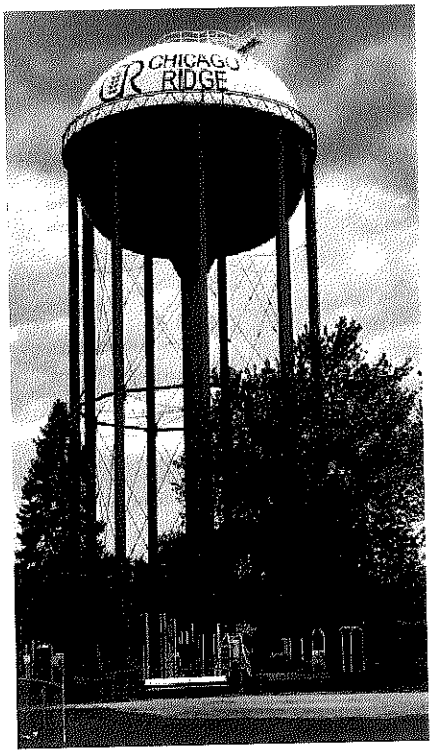
FEE
$35 thousand

FUNDING SOURCE
Local



CBBEL prepared construction documents, assisted the Village with bidding, coordinated taking the tank off-line, performed construction observation and brought the tank back into service.

CBBEL completed the rehabilitation of the Village's only above grade storage facility. CBBEL designed plans for all piping infrastructure work to remove existing altitude valve vault piping, SCADA work, electrical rehabilitation and drainage work servicing the tank, coordination of new logos, and orientation and coordination with cellular companies.

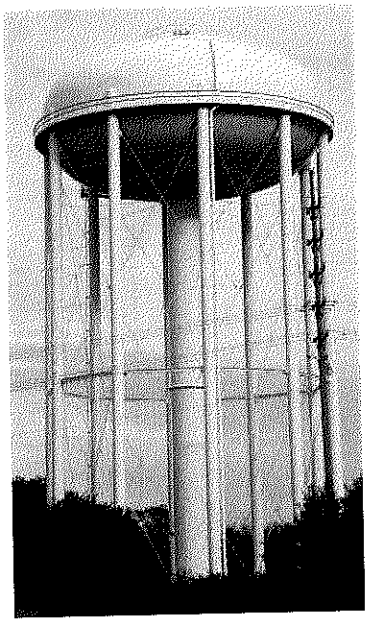


SERVICES INCLUDED:

- Coordination for temporary monopole to relocate existing cellular equipment.
- Design and reconstruction plans for rehabilitation of the existing altitude valve vault piping.
- Design of SCADA inputs and outputs from tank.
- Coordination and preparation of contract bidding documents.
- New branding and layout of logos.
- Recommissioning of rehabilitated storage facility.
- Construction observation and administration.

KATES RD. WATER STORAGE TANK PAINTING | DEERFIELD, ILLINOIS

CBBEL prepared construction documents, assisted the Village with bidding, coordinated taking the tank off-line, performed construction observation and brought the tank back into service.



CBBEL completed the rehabilitation of the Village's only above grade storage facility. CBBEL designed plans for all new hatches, ladder ways, vents, painters rail, cellular wiring, SCADA work, electrical rehabilitation to tank and site drainage work servicing the tank, and orientation and coordination with cellular companies.

SERVICES INCLUDED:

- Coordination for temporary monopole to relocate existing cellular equipment.
- Design and reconstruction plans for rehabilitation of the existing site.
- Design of SCADA inputs and outputs from tank.
- Coordination and preparation of contract bidding documents.
- Recommissioning of rehabilitated storage facility.
- Construction observation and administration.

2018

PROJECT TEAM
Gerald Hennelly
Project Manager

CLIENT
Village of Deerfield
Department of Public Works
465 Elm Street
Deerfield, IL 60015
Justin Keenan
847-317-2490

CONSTRUCTION COST
$963 thousand

FEE
$42 thousand

FUNDING SOURCE
Local

1,500,000 GALLON STANDPIPE PAINTING & REHABILITATION | LINCOLNWOOD, ILLINOIS

2018 - 2019

PROJECT TEAM
Gerald Hennelly
Project Manager

CLIENT
Village of Lincolnwood
7001 N. Lawndale Ave.
Lincolnwood, IL 60712
Andrew Letson,
Public Works Director
847-673-1540

CONSTRUCTION COST
$860 thousand

FEE
$30 thousand

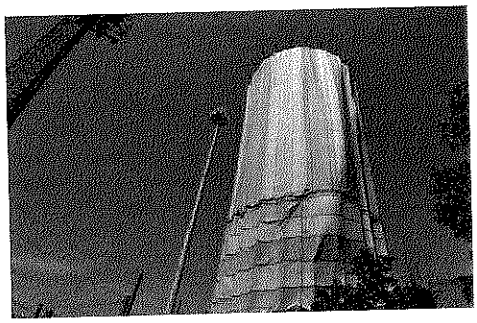
FUNDING SOURCE
Local

CBBEL provided design and construction engineering services for the interior and exterior painting of the Village's main water storage tank.

The project consisted of the rehabilitation of the Village's main potable water storage facility. The project had to be coordinated with the Village's other two water storage sites. The project included interior and exterior painting with full containment curtain to hold back overspray and blast material, welding repairs, new entryways, platform and installation of fall protection equipment.

SERVICES INCLUDED:

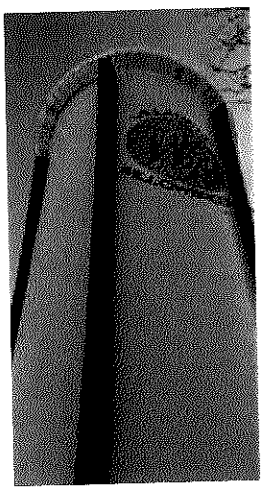
- Preparation of IEPA Low Interest Loan Documentation
- Preparation of Project Bidding Documents
- Bidding Assistance
- Construction Observation

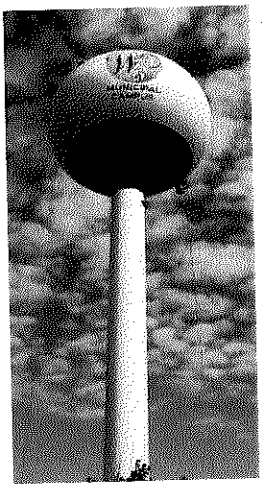


REHABILITATION OF 3 WATER STORAGE TANKS | WILLOWBROOK, ILLINOIS

CBBEL coordinated the design of contract bidding specifications and provided construction observation services for the complete rehabilitation of two 500,000 gallon spheroid high tanks and one 3,000,000 gallon standpipe.

CBBEL prepared the specification documents based on preliminary inspection reports for the full blast and recoating of all exterior and interior surfaces, new cathodic protection system, and installation of new safety climb devices.





SERVICES INCLUDED:

- Preparation of Bidding Documents & IEPA Loan Documents
- Assistance with Bidding
- Construction Observation and Contract Administration
- Coordination of Third Party Coating Inspections
- Final Project Closeout

2015 - 2017

PROJECT TEAM
Gerald Hennelly
Project Manager

CLIENT
Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527
Brian Pabst,
Village Administrator
630-323-8215

CONSTRUCTION COST
$950 thousand (standpipe)
$590 thousand (high tank)
$505 thousand (high tank)

FEE
$45 thousand (standpipe)
$37 thousand (high tank)
$19 thousand (high tank)

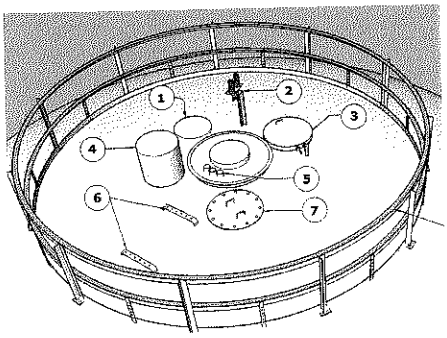
FUNDING SOURCE
IEPA Loan & Local

NTEC www.nelsontank.com Phone: 517-321-1692 e-mail: keith@nelsontank.com

TANK REHABILITATION

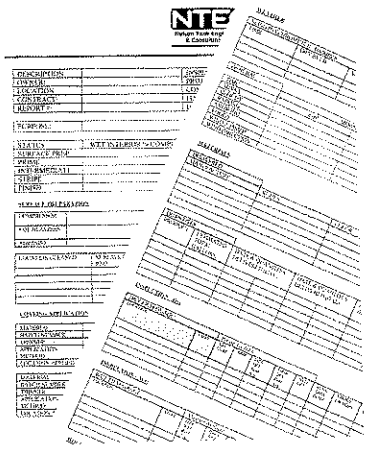
Engineering

- Structural evaluations of water storage tanks
- Corrosion surveys for water and wastewater facilities
- Technical specifications and contract documents for industrial coating projects
- Project Management
- Cost estimating
- Antenna structural analysis (tanks)



Consulting

- Failure analysis
- Environmental monitoring
- Environmental coating evaluation

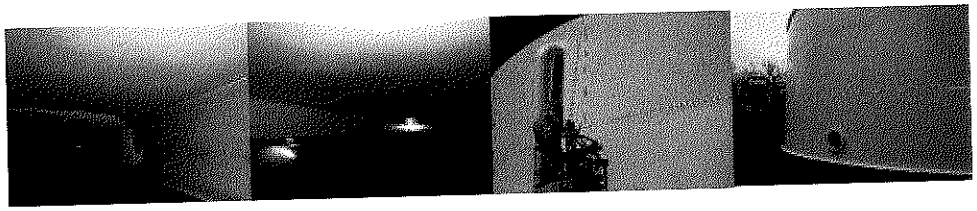


Testing

- Dry film thickness testing
- Wet film thickness testing
- Holiday testing
- Surface profile measurement
- Adhesion testing
- Coating failure analysis
- Ultrasonic thickness testing
- Lead, chrome and cadmium testing
- Hardness testing
- Black-light fluorescence
- Ambient conditions monitoring

Tank Modeling

- NTEC uses 3D tank modeling to assist in color selection and developing paint schematics
- Our designer creates a scale model of your tank that allows you to review color schemes, lettering and logo designs as they would appear on your tank



NTEC www.nelsontank.com Phone: 517-321-1692 e-mail: keith@nelsontank.com

TANK REHABILITATION REFERENCES

City of Port Huron 1200 Pine Grove Port Huron, MI 48060	NSC Booster Station WFP Piping Technical Specs, PA, Coating Inspections, 2020	Jamie Cameron	810-984-9780
Village of Sparta 156 E. Division St. Sparta, MI 49345	350,000-Gallon Elevated Tank, Specs, Modeling and Drawings, PA, Exterior Coating Inspections, 2020	Randy Carter	616-887-0854
MHOG 2911 Dorr Rd. Brighton, MI 48116	Genoa & Oceola Sewer Treatment Plant, Specs, PA, Cleaning, Coating Inspections, 2020	Greg Tatara	810-227-5225
Village of Northbrook 9575 W Higgins Rd #600 Rosemont, IL 60018	500,000-Gallon Elevated Tank, Maintenance Inspection, Coating and Repair Inspections, 2020	Gerry Hennelly, Christopher B. Burke Eng, Ltd.	847-823-0500
Fort Gratiot Twp 3720 Keewahdin Rd. Fort Gratiot, MI 48059	200,000-Gallon Elevated Tank, Specs, PA, Coating and Repair Inspections, 2020	Greg Randall	810-385-4489
NWWSD 12560 Middleton Pike Bowling Green, OH 43402	500,000, 250,000, 200,000 Gallon Tanks-McComb, Weston, CSX Technical Specs, PA, Weld, CP and Interior Coating Inspections, 2019	Tom Stalter	419-806-9152
Parkland Ventures, Inc. 4600 Cox Rd., Ste. 400 Glen Allen, VA 23060	75,000 Gallon Ground Tank, Countryside Village, Specs, PA and Int/Ext Coating & Repair Inspections	Jack Bailey	734-634-0529
HSRUA 247 S. Baldwin Resort East Tawas, MI 48730	1 Million Gallon Elevated Tank, Lakewood, PA, Int and Ext Coating and Repair Inspections, 2019	Catherine Winn, F&V Operations	517-362-0050
Town of Ossian 11020 Diebold Rd Fort Wayne, IN 46845	200,000 Gallon Elevated Tank Technical Specs, Interior and Exterior Coating Inspections, 2019	Jim Breckler, Engineering Resources, Inc.	260-490-1025
City of Dexter 8140 Main St. Dexter, MI 48130	500,000 Gallon Elevated Tank Specs, PA, CP and Interior Coating and Repair Inspections, 2019	Tim Stewart	248-420-1924

PROJECT UNDERSTANDING/APPROACH

The Village of Downers Grove is seeking an engineering consultant to perform design and construction engineering services related to the rehabilitation and painting of their 2,000,000 gallon legged water storage tank located on Downers Drive in Downers Grove, Illinois. The engineering consultant will review the March 2021 inspection report prepared by Dixon Engineering, prepare plans and specifications, construction cost estimates, and obtain the necessary permits. In addition, the Village would like the consultant to coordinate the removal and reinstallation of the cellular equipment located on the tower.

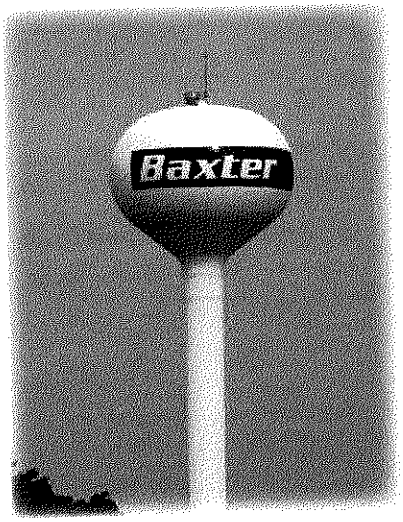
The rehabilitation portion of the project is not expected to begin until March 2022.

CBBEL has successfully completed the removal, temporary relocation and return to tower operations for cellular companies at 9 different water towers in the last 5 years. Some of these water towers had private cellular equipment and municipal community antennas such as police and fire.

CBBEL, along with NTEC, have worked together on several projects over the last 10 years and 13 individual rehabilitation and new construction projects in the last 4 years. CBBEL represents over 27 municipalities in the Chicagoland area which allows us to utilize our knowledge of municipal water system operations and maintenance to coordinate being able to take the water tower out of service efficiently and work with the Water Operations staff to bring the water system back online once the tank has been rehabilitated and is ready to be introduced back into the Village's water system. CBBEL coordinates all aspects of the inspection services performed by NTEC to determine if the project is being completed in a timely manner and all work performed is carried out according to the specifications, and assist with issues that arise while the tank is out of service. CBBEL and NTEC will prepare and interpret timely inspection reports and discuss these findings with Village staff and report any inconsistencies with the work.

SCOPE OF SERVICES

Task 1 - Historical Review: CBBEL and NTEC will review the listed documents, lease agreements from the cellular companies and municipalities and ascertain whether the Village or cellular companies are financially responsible for the costs of relocation and reinstallation of the equipment, meet with Village staff to discuss our findings and provide a Preliminary Design Memo outlining what rehabilitation work needs to be done on the tower and removal of the cellular equipment prior to taking the tower out of service and prior to the physical tank inspection. The Dixon Engineering report dated 03/31/21 will be the basis for the PDM.



Task 2 - Inspectional Services: NTEC will perform a physical review of all information provided in the Dixon report. NTEC will be responsible for the cellular cable and antenna inspections, daily inspections to include welding, repairs, surface preparation and painting, as well as the one-year warranty inspection. NTEC proposes performing a pre-inspection of the roof to document the current layout of the cellular antenna and cables. During installation, the inspector will conduct daily inspections and provide reports detailing progress in written form and with photo documentation. Any issues or concerns are addressed on a day-to-day basis to avoid delay in overall completion of work.

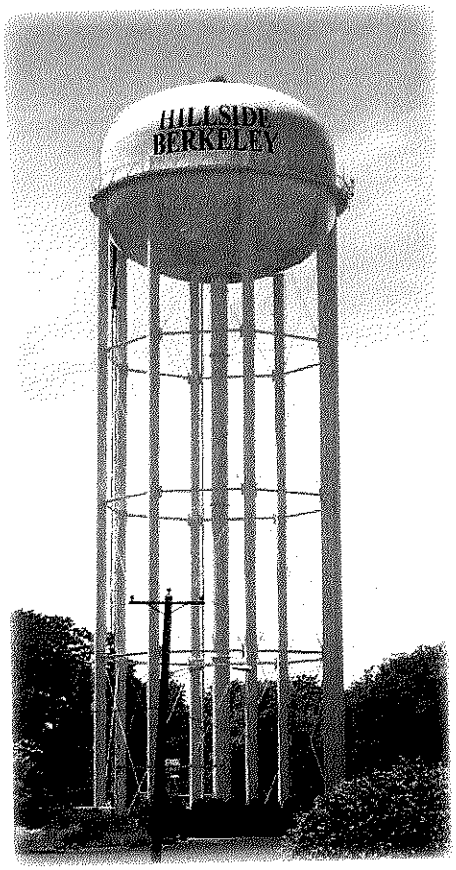
Daily inspection reports provide a comprehensive overview of the work site on that day. The reports will address the following items at the time they are relevant to work completed: steel temperature (infrared thermometer); weather conditions to include temperature, wind velocity and direction, relative humidity and dew point (sling psychrometer and anemometer); location and quality of work performed and compliance with specifications; review abrasive and coating materials for approved manufacturers; review abrasive blast cleanliness for specification requirement using SSPC Visual Standards; measure surface profile created by abrasive blast cleaning using compressive tape or surface comparator when required by specifications; perform ultrasonic thickness testing when records of plate thicknesses are unknown (Ultrasonic Thickness Gauge); record paint batch numbers; review coating mixing, thinning, induction time and application for manufacturer's requirements; review applied coating for coverage, uniformity and holidays; wet and dry film thickness readings (wet film thickness gauge and Elcometer 456 Ferrous Metal gauge); calibration record of dry mil thickness gauge; perform holiday test after final coat applied to wet interior (Positector Low Voltage Holiday Tester or PCWI High Voltage Holiday Tester, depending on coating thickness); measure paint cure (monitored by inspection manager); number of personnel and equipment on site; recommendations made; and estimated completion date (based on current progress compared to schedule provided by Contractor). Photos with descriptions will be included in each daily inspection report to further document progress.

NTEC understands that there is an estimated 100 days of painting and repair inspections for this project, which includes approximately 120 hours of cellular cable and antenna inspections. A previously mentioned pre-inspection will be conducted on the cable and antenna layout, as well as a final inspection of the tower and site upon removal of Contractor's equipment.

NTEC proposes conducting the one-year interior warranty inspection utilizing the Chasing Innovation Gladius Mini 4k Underwater Drone. The ROV inspection provides a safe, economical alternative to a traditional inspection by reducing risk of contamination. The tank is not drained, which reduces the tank out of service time. The submersible is chlorinated to 200 ppm, per AWWA C652 disinfection standard, prior to being placed in the tank. An experienced operator on the ground controls the sub while video images are recorded. The exterior of the tank is inspected in a traditional manner. Once the inspection is complete, an FIR, written report and photos will be presented to the Owner, along with the video on a USB drive. Repair of deficiencies discovered during the one-year warranty inspection will be inspected by NTEC.

Task 3 - Engineering Report: Upon review of the data collected in Task 1 and the results of the inspection report from Task 2, CBBEL will provide the 2nd of the two Design Memorandums required. The 2nd Design Memorandum will be utilized for the review meeting in Task 4 and when finalized, act as the proposed scope of work for the project.

Task 4 - Review of Engineering Report: From the information compiled in Tasks 1 - 3 above, CBBEL will define the necessary work required to meet AWWA D100 Standards, other rehabilitation required such as electrical, mechanical and possible SCADA upgrades. Upon completion of this meeting, the Village and CBBEL will have the complete scope of work required to prepare the documents associated with Task 5.

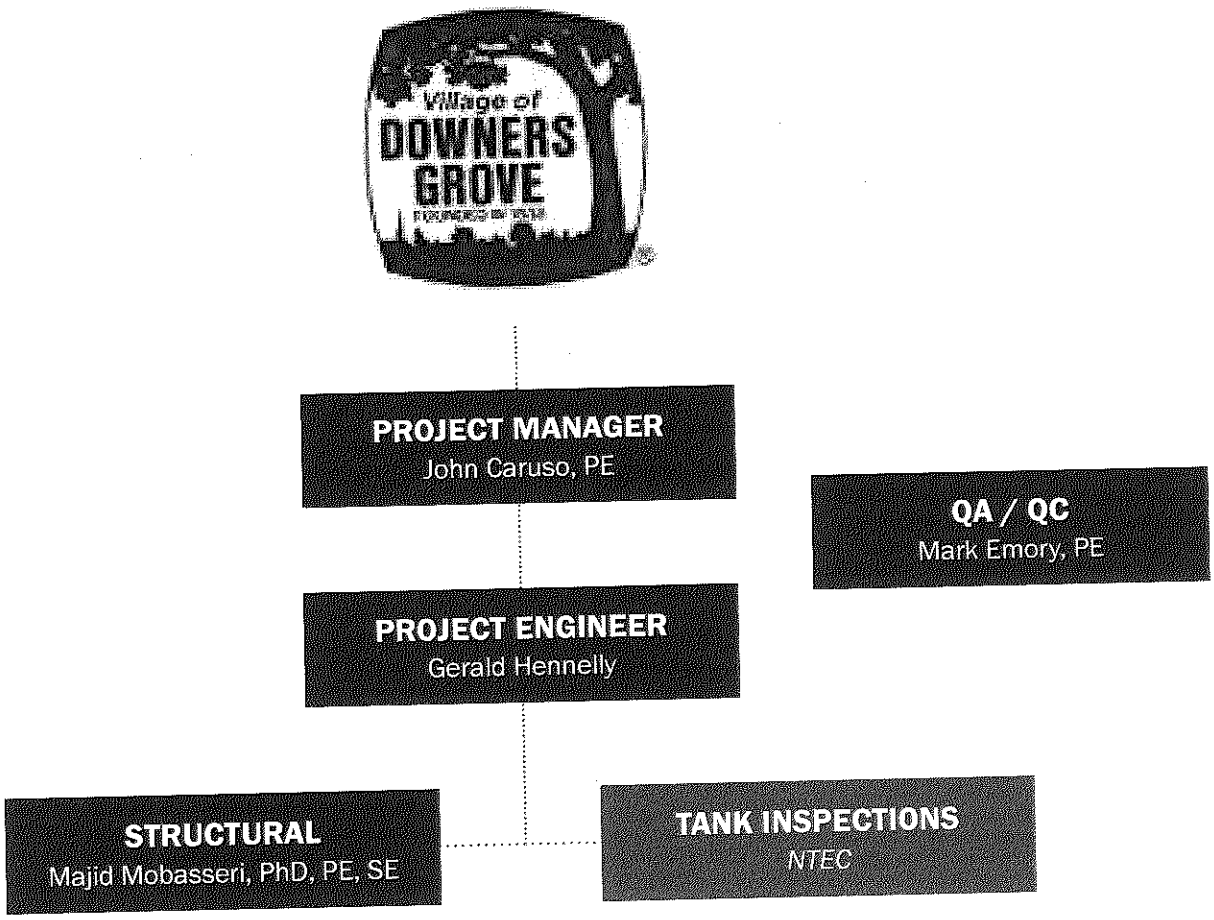


Task 5 - Pre-Construction Engineering Services: CBBEL will complete the final bidding documents and construction costs based on Tasks 1 - 4. CBBEL anticipates that these documents will be prepared conventionally and the work will be paid for utilizing an IEPA Low Interest Loan. CBBEL will solicit contractors regularly engaged in this work and have proven track records for performing this type of work in northern Illinois. CBBEL will assist the Village with preparing any addendum, bid opening and bid recommendation, up to and including securing contracts.

Task 6 - Construction Engineering Services: CBBEL and NTEC have a proven track record for delivering projects of this magnitude on time and within budget. CBBEL will handle the office and project management of the construction portion of the contract, being the main point of contact with the Village and the contractor. Based on the contractor's schedule, CBBEL and NTEC will coordinate the day to day inspections required. CBBEL will review shop drawings, RFI's, payment requests, prepare inspection reports, perform preliminary punchlists and final punchlists as required and assemble and prepare any record dawings and Operations and Maintenance Manuals.

ORGANIZATIONAL CHART

DOWNERS DRIVE WATER TOWER REHABILITATION
PROPOSAL NO.: RFP-5-0-2021/DM



The Project Team is available to work on this project to meet all project deadlines as stated in the RFP and pertinent sections herein.

■ **CBBEL Employee** ■ **Subconsultant**

John Caruso, PE

Vice President, Head, Mechanical/Electrical Engineering Department

YEARS EXPERIENCE: 33
YEARS WITH CBBEL: 33

EDUCATION
Bachelor of Science, 1988
Mechanical Engineering
University of Illinois at Chicago

PROFESSIONAL REGISTRATION
Professional Engineer, IL, 062.048356, 1993

Professional Engineer, WI, 43186-6, 2013

Professional Engineer, IN, PE11012145, 2010

PROFESSIONAL DEVELOPMENT
Ethics in City Government, Ethics Training for CDA/OMP Contractors, Vendors and Employees

PROFESSIONAL AFFILIATIONS
American Society of Mechanical Engineers

Engineers Without Borders

Illuminating Engineers Society

Professional Engineer experienced in design of mechanical/electrical engineering projects. Experience includes pump station design, water model studies, roadway and site lighting design, SCADA system design and irrigation design. Participated and/or acted as Resident Engineer on various potable water and sewage related pumping station projects, roadway lighting, and stormwater management projects. Responsibilities include design coordination with all related engineering disciplines on various projects with an emphasis on pumping applications including storm, sewage and potable water pump stations, as well as roadway lighting design and electrical design. Duties include preparation of design memorandum and preliminary engineering reports; acquisition of permits from state, county, and local agencies; preparation of contract specifications and construction plans; review of drawings and specifications for code compliance; providing RE services; design of standby engine generators and electric services; design of lighting systems for roadway, parking lot, landscape, and interior applications; and design of SCADA systems for sanitary, storm and potable water applications. Performs water model analyses using WaterGems, Infowater, WaterCAD and EPANET.

WATER STORAGE TANKS

Glenwood School for Boys & Girls Painting of 150,000 Gallon High Tank, St. Charles: Project Manager for painting 150,000 gallon elevated water tank. Coordinated use of temporary hydropneumatic tanks for water supply during time tank was out of service.

500,000 Gallon Elevated Water Storage Tank Painting, Rosemont: Assisted in preparation of contract documents and administration of bid process. This tank was awarded the 2006 Tank of the Year by the Tnemec Paint Company.

Painting of 2 Million Gallon Standpipe, Darien: Assisted in preparation of bidding plans and contract documents.

SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM DESIGN

Village of Forest Park SCADA System: Design and project management of SCADA system including 2 elevated tanks, 2 pump stations, meter station, emergency interconnection and lift station. Construction cost $100,000.

Village of Chicago Ridge SCADA System: Design, contract document preparation and contract administration of a SCADA system incorporating a main potable water pump station, booster pump station, 1MG elevated water storage tank and three sanitary lift station sites. Construction cost $100,000.

Village of Willowbrook SCADA System: Design, contract document preparation and contract administration of a SCADA system. System included 2 elevated storage tanks and a 3MG standpipe and booster pump station. Construction cost $70,000.

WATER MODEL STUDIES

Water Distribution Study, Bensenville: Developed & calibrated a water distribution model (MWH Soft Info Water) and established user demands for water distribution system. Identified impacts on system from the removal of the existing piping and water supply demand within the O'Hare Modernization Program expansion area.

Residences at the Grove, Downers Grove: Water model constructed for a proposed 15 acre development to determine available fire flows for multi-family development.

Apple Creek Estates, Woodstock: Constructed water model for proposed 540 acre development, including single family, multi-family, commercial & a school. Fire flows, resultant pressures were analyzed along with sizing watermains and future elevated tank.

Oak Grove Business Park, Waukegan: Performed water model for industrial park including five flow demands for most distant building and sizing watermain. Model was basis for construction of 16" watermain extension to supplement park's watermain.

Village of Palos Park: Three, million dollar construction contracts for more than 10 miles of watermain and sanitary sewer. Through the use of CYBERNET, AutoCAD and KYPIPE, a water model was constructed and analyzed to size booster pump stations and watermain throughout selected portions of the Village.

DuPage Technology Park, West Chicago: Analyzed fire flow and water demands of Technology Park being connected to existing City of West Chicago water supply system.

City of Rolling Meadows: Review of an existing water model to determine effects of potable water pump station upgrades and pump selection.

PUMP STATIONS

Southwest Storm Mitigation Phase I, Elmhurst: Project Manager for the design of an 17-acre-foot storm water detention reservoir with a 5 cfs duplex dewatering pump station including SCADA, fiber optic network communications and video surveillance of the facility. The pumps are housed in a 10 foot x 8 foot precast concrete wet well and discharge through a 1,600 foot, 12" diameter PVC forcemain. Remote telemetry is used to determine when pumping/dewatering can occur into the storm sewers after surcharging recedes.

Lansing Pump Station Improvements, Chicago Heights: Project Manager/Design Engineer for replacement of (3) 7,000 gpm horizontal split case potable water pumping units including associated isolation butterfly valves, globe check valves, pipe fittings, insertion flow meter, SCADA improvements to the City of Chicago Heights potable water pumping station.

Meter Vault at Lansing Pump Station, Chicago Heights: Project Manager/Design Engineer for installation of 10' x 10' poured in place concrete, below grade meter vault over existing 36" water transmission main, including the installation of an insertion meter, electric and communication conduit and cable, connection to and modifications to existing SCADA system.

Potable Water Booster Station, New Lenox: Project Manager/Design Engineer for construction of booster pump station at existing Village stand pipe and pump station. Improvements include modification to existing building adding approximately 400 SF of floor space including new standing metal seam roof, roof trusses, brick and CMW block wall construction for 2 new 750 gpm potable water booster pumps to create new pressure zone in remote, elevated area of the Village currently experiencing low water pressure. New standby diesel generator, modifications to existing motor control center, pressure reducing valves, and remote pressure monitor station reporting back to SCADA via radio is included in scope.

East Main Pump Station, Lake County Public Works Department: Performed QA/QC for the $2.4 million rehabilitation Lake County's Regional East Main Pump Station originally placed in service in 1980. The East Main Pump Station has an average daily flow of 4 million gallons per day (MGD) with peak flow rates over 20 MGD. The project included replacing 2 of the vertical style non-clog pumps with 125 horsepower submersible style pumps that will allow the station to continue operations should the dry well ever flood in the future. The mechanical bar screens were replaced with mechanical shredders, thereby eliminating disposal of the screenings and significantly reducing odors and gases created in the screen room, which are treated by an existing forced air carbon scrubber. Two new stainless steel slide gates and new stainless steel grates and plates were added to the screen channels. The 1200 amp main electrical service entrances (2 ComEd feeds) were replaced with new switchgear which includes an automatic transfer switch between the ComEd feeds. A Kirk key operated generator receptacle was added to allow the County to power the station with one of two 500 kW portable generators. New variable frequency drives (VFD's) were added for each pump and the existing cone valves were modified to utilize individual REXA hydraulic units in lieu of the original Parco compressed air/hydraulic system. New PLC based controls and new level and flow instrumentation were included as well as new station LED lighting, a fresh coat of paint and new TPO roof.

IL Route 53 Storm Water Pump Station, Lombard: Project Manager for the design of a 170 cfs storm water pump station including 5 axial flow submersible propeller pumps, 2 submersible centrifugal pumps, a 650 kW diesel fuel standby generator, a 30' x 12' precast concrete electrical controls building, a below grade structural concrete wet well, discharge chamber and junction chamber, on site storm water detention, landscaping, pavement, water main, sanitary sewer, storm sewer, handrails, electric service, culvert lining and existing pump station modifications.

Flood Mitigation Project, Elmwood Park: Project Manager/Lead Designer for 150 cfs stormwater pump station, including four 250 Hp pumps, 1,600A motor control center, 1,000 kW engine generator, 30'x12' control building, SCADA, CCTV and 1,000' of twin 36" HDPE forcemains.

Storm Water Pump Station Rehabilitation, Winnetka: Project Manager/Design Engineer for the rehabilitation design of an existing storm water pump station. Improvements consisted of the removal of existing intake structures, removal of 4 existing 7,500 gpm pumps, installation of new 9' x 6' box culvert, intake structures with motor operated trash rake mechanism, 4 new 10,000 gpm submersible pumps, motor control center (MCC), modifications in below grade pump controls vault, new 1,000 amp CT cabinet, electric service and trash raker controls panel.

Cummins Technical Center Flood Risk Reduction, Columbus, IN: Project Manager responsible for design of flood control pumping stations. Project was a flood wall design to protect the Technical Center building. Included 45 cfs pump station, 5 cfs pump station, and over 500' of concrete flood wall.

Wastewater Treatment Plant Modifications, Rochester, IN: Modifications included replacement of 6 electric motors with inverter duty rated motors, installation of 6 variable frequency drives for trickling filter effluent pumps.

Old Plank Park, Naperville: Design of approx. 7 cfs stormwater dewatering pump station for approx. 80 ac-ft stormwater detention facility. Required coordination and modifications to existing Country Commons pumping facility.

Graff Drive Stormwater Pump Station, Rosemont: Design of 20 cfs stormwater pump station including SCADA and 100kw standby generator to alleviate local flooding in residential area.

Country Commons, Naperville: Design of 2 cfs stormwater pump station to dewater 49 acre-feet stormwater reservoir underdrain system.

Well No. 9, Shorewood: Design of brick Well House for electrical, variable frequency drive and SCADA controls for 400 Hp, 1,200 gpm deep well pump. Packaged meter vault, manual transfer switch, and 2400 volt step up transformer included.

Well Nos. 6 & 8, Sycamore: Project Manager/Lead Designer for rehabilitation of two existing well houses. Upgrades included building additions to accommodate future radium treatment/removal equipment; electrical upgrades to existing well pumps; new diesel stand-by generator; underground piping revisions; well house piping revisions.

Wood Dale-Itasca Reservoir and Pump Station, DCDEC: Multi-phased stormwater management project along Salt Creek. Project included excavation of over 500,000 cy of material; construction of an earthen embankment approx. 0.5 mile long; 25 cfs pump station, 45' deep with two 75 hp pumps; 5 hp dewatering well, and SCADA telemetry system with a 75' tall radio antenna.

Mark Emory, PE

Head, Pumping Applications Section

YEARS EXPERIENCE: 45
YEARS WITH CBBEL: 25

EDUCATION
Bachelor of Science, 1975
Civil Engineering
University of Illinois at Urbana-Champaign

PROFESSIONAL REGISTRATION
Professional Engineer, IL, 062.038850, 1979

CERTIFICATIONS
AWWA Utility Risk and Resilience Certificate Program

PROFESSIONAL DEVELOPMENT
Ethics in City Government, Ethics Training for CDA/OMP Contractors, Vendors and Employees

PROFESSIONAL AFFILIATIONS
American Water Works Association (AWWA)

Professional Engineer within the Mechanical Engineering Department experienced in engineering projects in water supply and distribution, wastewater collection and treatment, and stormwater fields. Experienced in civil, mechanical and electrical engineering disciplines. Overall experience includes field investigations and troubleshooting, water supply and planning studies, water system evaluations with distribution network hydraulic modeling, preliminary engineering, and preparation of final design, including bidding and contract documents. Construction experience includes assistance during bidding, services during construction, including construction observation, and shop drawing review. Qualified Project Liaison drawing from the experience of these many engineering projects.

Responsibilities encompass engineering activities for potable water and wastewater projects. Responsible for conceptual planning, preliminary engineering, final design, cost estimating, contract document preparation, permit and regulatory submittal preparation, bidding, and services during construction including construction observation. Duties include client contact and representation, responsible charge for overseeing the work of other project team members, and liaison for the coordination, presentation and delivery of the project. Proficient in Microsoft Word, Excel, Power Point, Microsoft Project, Bentley MicroStation, Haestad Methods Sewer CAD, WaterGEMS and EPANET Software.

Lake Michigan Water Project, Village of Bartlett: Project manager for all four engineering phases of Bartlett's five-year conversion to a Lake Michigan Water Supply from the DuPage Water Commission (DWC). Engineering for the project included Alternative Selection, Planning, Design Engineering and Construction Observation Engineering. The Alternatives Study through construction occurred between 2014 and the Spring of 2019. The project was operational before the end of Bartlett's 35-year water supply contract with its previous water provider. The initial Alternatives Study assessed five alternatives available to Bartlett for its potential water supply. The comparison of alternatives included identifying the available alternatives, projecting capital and financing costs, water purchase cost, operating and maintenance cost, soft cost, and Bartlett's projected water rate for each alternative. As the Alternative selection phase moved forward to Board's final selection of DWC, the available alternatives and their costs continually evolved. Multiple presentations were made at public Board meetings to update the status of the current alternatives under consideration. Bartlett's Board made its selection of DWC to be its future water supplier approximately 2 ½ - years after the presentation of the initial study. Engineering of the project moved forward into Planning and securing a Lake Michigan Water Allocation from IDNR-OWR. Bartlett utilized an IEPA low interest loan to finance the Receiving Station component of the project which required obtaining all Agency required planning approvals. Comprehensive water modeling was performed of the system serving 41,000 people using WaterGEMS software. The water modeling essential for making pump selections for the Receiving Station and determining the extent of internal water main improvements needed to facilitate the new Lake Michigan Water supply. Future capital improvements were evaluated as well. Upon the completion of the IEPA planning and receipt of the IDNR Lake Michigan Water Allocation, detailed bidding and contract documents were prepared for the Receiving Station which featured a 60-foot by 80-foot aesthetically treated metal building housing pressure adjustment and flow control of the DWC supply, 7-variable speed pumps, chlorination equipment, and full standby power. The Receiving Station also featured 2 - 1.5-million-gallon bolted steel ground storage tanks, and a new system wide SCADA system with seven cellular based sites. Engineering duties included responsibility for construction observation of the $8.0 facility which was constructed to substantial completion in 10 – months through the winter season. The project was coordinated throughout with DWC, IEPA and IDNR. The project was completed on-time and under budget.

Elevated Tank Repainting, Hillside-Berkeley Water Commission: Prepared contract documents including bidding documents and specifications. The elevated tank was built in the 1950's and supports telecommunications equipment for two vendors. Construction is complete and the tank is in operation.

Pump Gallery Piping Improvement, Hillside-Berkeley Water Commission: Design and construction observation. Undersized and out of date piping, valve headers, and manifolds were upsized and modernized. Pump Station maintained in-service throughout construction phase with 3 out of 4 pumps always available. Construction is complete and the station is in operation.

Elevated Reservoir, Vernon Hills: Periodic construction observation for the construction of a 500,000 gallon elevated reservoir. The reservoir is constructed in tight quarters on the corner of the Prairie Material Vernon Hills Yard. Work included 360 LF of bored and jacked watermain crossing of two railroads and wetland. The base of the tower houses pressure adjusting and rate of flow control equipment which receives and regulates water from a regional Lake Michigan water supply facility. Project is to be dedicated to the Lake County of Public Works who closely reviewed the tank design.

500,000 Gallon High Tank, Hillside-Berkeley Water Commission: Project Manager for repainting of Hillside-Berkeley Water Commission's 500,000 gallon high tank located in Bellwood. Duties included review of tank condition report, field reconnaissance of tank, preparation of contract documents, bidding services and coordination of construction observation and third party inspectors. The tank is on a relatively small site and adjacent to residential areas. Communications equipment was removed from the tank and temporary communications equipment was utilized by the communications vendors during construction. Containment was provided. The tank has a cathodic protection system installed.

City Acres 1,250,000 Gallon High Tank, Plano: Project Manager for planning and design of a new high tank. Tank was designed to provide service for Lakewood Homes City Acres Subdivision. Design was coordinated with the Village and their consulting engineer. Services also included shop drawing review during the construction phase.

Enterprise Drive 2 Million Gallon Fluted Column High Tank Painting, Westchester: Participated in the repainting project for a 2 million gallon fluted column tank. Served as Project Engineer performing QA/QC duties.

East Main Pump Station, Lake County Public Works Department: Project manager for the $2.3 million rehabilitation Lake County's Regional East Main Pump Station originally placed in service in 1980. The East Main Pump Station has an average daily flow of 4 million gallons per day (MGD) with peak flow rates over 20 MGD. The pre-improvement station was a wet well / dry well station with four 100 horsepower pumps with two mechanical bar screens prior to the renovation. The project included replacing 2 of the vertical style non-clog pumps with 125 horsepower submersible style pumps that will allow the station to continue operations should the dry well ever flood in the future. The mechanical bar screens were replaced with mechanical shredders, thereby eliminating disposal of the screenings and significantly reducing odors and gases created in the screen room, which are treated by an existing forced air carbon scrubber. Two new stainless steel slide gates and new stainless steel grates and plates were added to the screen channels. The 1200 amp main electrical service entrances (2 ComEd feeds) were replaced with new switchgear which includes an automatic transfer switch between the ComEd feeds. A Kirk key operated generator receptacle was added to allow the County to power the station with one of two 500 KW portable generators they maintain in their fleet. New variable frequency drives (VFD's) were added for each pump and the existing cone valves were modified to utilize individual REXA hydraulic units in lieu of the original Parco compressed air/hydraulic system. New PLC based controls and new level and flow instrumentation were included as well as new station LED lighting, a fresh coat of paint and new TPO roof. CBBEL worked with the Contractor and the County to implement the improvements with utilizing handful of limited duration shutdowns and staged construction rather than the originally planned 6 week full station by-pass pumping period.

Potable Water Supply Facility, Hawthorn Woods: Planning, design and construction observation of a new water supply facility including two deep sandstone wells, cast-in-place concrete Ground Storage Reservoir, variable high service and fire flow pumping; hydropneumatic tank, ion exchange softening and automated supervising controls. Project was done on an accelerated schedule with water available within 4 months of initial facility concept. Site and building aesthetics also played a key role because the facility is at a marquise park-like intersection. Aesthetics were addressed through coordination with Engineer, Village Architect and Village Planner by locating utilitarian facilities below grade with a small stone cottage structure above grade.

Water Transmission Main Project, Hillside Berkeley Water Commission: Project Manager overseeing the design of new water transmission mains. Over 20,000' of new 16" water transmission mains were designed to replace and upsize the Commission's aging transmission mains that provide drinking water for the Villages of Hillside and Berkeley. Recent higher occurrences of breaks on the 50 year old mains coupled with re-development potential for higher water demand were major driving factors leading to replacing the transmission mains. The alignment of the mains is almost entirely on the Village of Bellwood's public ROW. Selection of alignment was closely coordinated with Bellwood to use streets scheduled for roadway improvements, streets with minimal utility conflicts and streets with low impact on Bellwood's residents. The $5 million project nearly doubled the Commission's flow conveyance capacity without modifying the existing pumping facilities and at the same time reduced electrical consumption.

South Booster Station and Transmission Main, Lombard: Project Manager overseeing the design of a $2.5 million new inter-zone pumping station and transmission main. Pump station featured 3 split case pumps at 60 horsepower, emergency generator and full incorporation into the Village's SCADA system. A pressure reducing station was also built to allow flow in either direction between the Village's pressure zones. The pump station building was designed and constructed to blend in with the adjacent property by providing the building with an exterior façade similar to the school next door. Project included design of nearly 4,000' of 20" water transmission main. After completion of a detailed alignment study, an alignment was selected under the pavement of a high traffic, 4 lane County highway. Traffic control and final alignment selection were closely coordinated with the Village and the County.

Water Rate Study, Forest Park: Conducted a Water System Review Study with recommendations for planning capital improvements. Prepared opinions of cost for the recommended improvements. Reviewed Village's current Water Fund and Water Rates. Prepared projections for water consumption and water system expenditures. Water Rate Spreadsheet provided input parameters to allow the Village to review future expenditures related to proposed capital improvements and effect on Water Fund. Spreadsheet also allowed the Village to input rate increases to determine the rates needed to fund various levels of capital improvements.

Eisenhower Lane Reservoir Facility, Lombard: Prepared preliminary design for 2 million gallon cast-in-place water storage reservoir, pump station and DuPage Water Commission Receiving Metering Station. Summarized preliminary design in report including station layout and identification of major equipment needed for facility. Prepared a preliminary opinion of cost.

DuPage County Rate Study: Project Manager overseeing the preparation of a User Charge Rate Study Report for the DuPage County Public Works Department Water and Wastewater Systems. The study reviewed and made recommendations for user rates for DCPWD county wide potable water and wastewater service areas.

Gregg's Landing Ground Storage Reservoir and Pump Station, Lake County: Design and construction observation for a cast-in-place concrete ground storage reservoir and pump station. Facility was funded by a private developer and dedicated to the Lake County Public Works Department. The facility was designed for a low profile, low impact appearance in order to blend into a future upscale housing development on one side and a high profile commercial area on another side. Project included controls and valves necessary to fill the reservoir from the distribution system as well as full integration of controls with the LCPWD existing supervisory controls.

Gerald Hennelly

Senior Project Manager

YEARS EXPERIENCE: 36
YEARS WITH CBBEL: 25

EDUCATION
Associate of Science, 1987
Electronic/Computer
Technology Control
Data Institute

CERTIFICATIONS
ICORS Training Seminar, IDOT

PROFESSIONAL DEVELOPMENT
Ethics in City Government, Ethics Training for CDA/OMP Contractors, Vendors & Employees

ComEd New Business Services, 2009

Steel Tank Institute (STI)/ SPFA Steel Water Tank Design and Construction Seminar, 2009

Writing at Work, Advanced Technical Writing, 2008

Highway Lighting Seminar, ACEC Illinois & IDOT, 2006, 2014

National Electrical Code Review, 2005

PROFESSIONAL AFFILIATIONS
International Code Council

Irish Engineers & Contractors

Senior Project Manager experienced in a wide range of engineering disciplines including electrical, mechanical and civil engineering design. Experience also includes construction observation and resident engineering assignments and final review of completed projects. Further responsibilities include design and coordination of various types of mechanical and electrical projects, including potable water storage facilities, stormwater pumping stations, wastewater lift stations, street lighting installations recreation and sports lighting installations, recreational park designs, dry utility relocation projects and general public works and building improvement projects. Duties include the preparation of design plans, calculations and specifications, and field observation and contractor shop drawing review of construction projects. Performs electrical and mechanical site plan review for several municipalities as well as preparation of CAD design drawings for Mechanical and Electrical Engineering design projects.

MECHANICAL AND ELECTRICAL

250,000 Gallon Legged High Tank Rehabilitation, Elmwood Park: Project consisted of coordination of in service water tower inspection, coordination of removal and temporary relocation of cellular equipment on tower, preparation of preliminary design memo, preparation of contract documents, bidding assistance and analysis, construction observation, project management and final closeout.

1,000,000 Gallon Hydropillar Rehabilitations for Two Sites, Alsip: Project consisted of coordination of in service water tower inspection, coordination of removal and temporary relocation of cellular equipment on tower, preparation of preliminary design memo, preparation of contract documents, bidding assistance and analysis, construction observation, project management and final closeout.

500,000 Gallon Legged High Tank and 1,000,000 Gallon Reservoir Rehabilitation, Northlake: Project consisted of coordination of in service water tower inspection, coordination of removal and temporary relocation of cellular equipment on tower, preparation of preliminary design memo, preparation of contract documents, bidding assistance and analysis, construction observation, project management and final closeout.

500,000 Gallon Legged High Tank and 500,000 Gallon Hydropillar Rehabilitation, Forest Park: Project consisted of coordination of in service water tower inspection, coordination of removal and temporary relocation of cellular equipment on tower, preparation of preliminary design memo, preparation of contract documents, bidding assistance and analysis, construction observation, project management and final closeout.

500,000 Spheroid High Tank Rehabilitation, Northbrook: Project consisted of coordination of in service water tower inspection, coordination of removal and temporary relocation of cellular equipment on tower, preparation of preliminary design memo, preparation of contract documents, bidding assistance and analysis, construction observation, project management and final closeout.

750,000 Gallon Spheroid High Tank Rehabilitation, Carol Stream: Project consisted of coordination of in service water tower inspection, coordination with cellular companies to leave infrastructure in place, coordination of sector shut downs, preparation of preliminary design memo, preparation of contract documents, bidding assistance and analysis, construction observation, project management and final closeout.

Ridge Dr. 1 Million Gallon Legged High Tank Rehabilitation, Chicago Ridge: Project included coordination of ROV inspections, cellular equipment removal and replacement, preparation of Preliminary Design Memo, contract documents, bidding, construction observation, project documentation and closeout.

Kates Rd. 1.5 Million Gallon Water Tower Rehabilitation, Deerfield: Project included coordination of ROV inspections, coordination of cellular equipment removal and replacement, preparation of Preliminary Design Memo, contract documents, bidding, construction observation, project documentation and closeout.

1.5 Million Gallon Standpipe Painting and Rehabilitation, Lincolnwood: Project included coordination of ROV inspections, cellular equipment removal and replacement, preparation of Preliminary Design Memo, contract documents, bidding, construction observation, project documentation and closeout.

500,000 Gallon Black Rd. Spheroid High Tank Interior Dry Painting and Rehabilitation, Shorewood: Project included coordination of ROV inspections, cellular equipment removal and replacement, preparation of Preliminary Design Memo, contract documents, bidding, construction observation, project documentation and closeout.

Enterprise Drive 2 Million Gallon Fluted Column High Tank Painting, Westchester: Prepared contract documents, administered the bid process and reviewed received bids. Performed resident engineering services during construction.

Orchard Road 1.5 Million Gallon Elevated Water Storage Tank Rehabilitation, Wheaton: Design and construction observation for complete rehabilitation of the City's southern most water storage facility.

67th and Wilmette 500,000 Gallon Spheroid High Tank Rehabilitation, Darien: Design and construction observation for complete rehabilitation of the Village north water storage facility.

Glenwood School for Boys & Girls Painting of 150,000 Gallon High Tank, St. Charles: Prepared bidding plans and contract documents. Coordinated use of temporary hydropneumatic tanks while existing tank was out of service. Coordinated with the school for water shut down and performed construction management services.

Water Storage Tanks, Willowbrook: Preparation of bidding documents, assisted Village with bid analysis and provided construction observation on rehabilitation of two 500,000 gallon spheroid water storage tanks and one 3,000,000 gallon standpipe.

500,000 Gallon Elevated Water Storage Tank Painting, Rosemont: Assisted in preparation of contract documents, administration of the bid process and reviewed received bids. Performed resident engineering services during construction. This tank was awarded the 2006 Tank of the Year by the Tnemec Paint Company.

Painting 2 Million Gallon Standpipe, Darien: Assisted in preparation of bidding plans and contract documents. Performed construction observation and coordinated with property owners.

City Acres 1,250,000 Gallon High Tank, Plano: Assisted in design of a new high tank, also assisted with planning, coordination of land requirements, preparation of bidding documents, permitting and shop drawing review.

Lakewood Springs 750,000 Gallon High Tank, Plano: Assisted in design of a new high tank, also assisted with planning, coordination of land requirements, preparation of bidding documents, permitting and shop drawing review.

Dry Utility Relocation Project and Downtown Lighting, Huntley: Worked with ComEd, AT&T, and Comcast on preparation of plans to underground all existing overhead utility lines and to install underground in conduit. After completion of underground projects, designed and provided construction coordination for installation of new lighting system for downtown area.

Old Town Area Redevelopment Underground Utility Relocation, Bloomingdale: Design and coordinated plan preparation of construction plans and construction observation for relocation of all private and public dry utilities for redevelopment of 125 year old area of the Village.

Electrical and Ventilation Upgrades, Forest Park Fire Station: Completed a study of existing fire station to provide a complete survey of total power consumption of the building and recommendations of ventilation needs.

FAA Wind Shear Tower LLWAS Site No. 9, Rosemont: Design of new FAA Low Level Weather Alert System wind shear tower site. Responsibilities included coordination with Federal and local agencies. Put into operation the new site prior to decommissioning of existing site.

Library Chiller Removal and Replacement, Rolling Meadows Library District: Project consisted of the design of a new chilled water cooling system for the Library's well as in the incorporation of design calculations for future Library expansion.

South Booster Station, Lombard: Assisted in design of a potable water booster station which included in line booster pumps and emergency standby generator.

Lift Station Upgrades Phase II, Lombard: Design and construction observation of 4 sanitary lift stations throughout the Village including demolition of existing dry-type stations.

Highland Avenue Pump Station Generator and Electrical Upgrades, Lombard: Design consisted of retrofit of a new outdoor rated diesel standby generator and electrical upgrades.

Yorktown Lift Station Upgrades, Lombard: Design consisted of reconstruction of existing lift station to include addition of fourth pumping unit and generator building.

Woodridge Green Valley Stormwater Clarifier, DuPage County Department of Public Works: Assisted in design of new electrical power and control for new clarifier tank and related appurtenances.

Hawthorn Woods Potable Water Pumping Station: Design and construction of a 300,000-gallon underground reservoir and pumping station along with standby generator. For aesthetic purposes of residential community in close proximity, pumping station was housed in a building that resembles adjacent homes.

Water Works Campus Pump Station and Electrical Upgrades, Riverside: Assisted in design, construction observation, decommissioning and demolition of existing pump station and related electrical power and control for rehabilitation of existing Village potable water pumping systems and construction of a new pump station and campus electrical distribution system.

Hillside-Berkeley Potable Water Pump Station Upgrades, Hillside-Berkeley Water Commission: Assisted in design of new pumps, motors and controls for new 125 hp pumps to increase commission water pressure and capacity.

Booster Station #2 Building Upgrades and Generator Upgrades, Northlake: Design and construction observation of a 400 SF building addition to house; a new 230kw standby power generator, including upgraded ComEd transformer; installation of a new 400 amp ATS, variable frequency drive, heating and ventilation system and controls.

Wood Dale-Itasca Spillway, Wood Dale: Assisted in design of a gated spillway structure for Salt Creek. Design included 4 motor operated gates and associated controls including office/control building and video surveillance equipment.

Lift Station Upgrades, Northlake: Preparation of plans and specifications for replacing 3 dry-pit type lift stations with more modern type submersible pumps in a concrete wet well and upgrades to all power and control circuitry.

Hartsdale Pond, Lake County, IN: Assisted in design of a stormwater pump station adjacent to a detention area.

City of Chicago, Department of Water Management: Design of multiple sewer projects for various streets, totaling over 20,000 LF of RCP and VCP sewers. Tasks included coordination of total topographic surveys of existing conditions, utility coordination and back checking, drainage studies including sewer slopes and drainage flows, coordination of connection structures to MWRD Interceptor and CDWM Main Sewers, proposed plan and profile layout, and Special Provisions Preparation.

Farmers Creek Pump Station, Des Plaines: Assisted in mechanical and electrical design of a (3) 200 Hp storm water pump station and gated closure structure used to divert flows and alleviate flooding conditions in the surrounding Rand Park Residential Community.

Majid Mobasseri, PhD, PE, SE

Head, Structural Engineering Department

YEARS EXPERIENCE: 37
YEARS WITH CBBEL: 15

EDUCATION
Doctor of Philosophy, 1986
Structural Engineering
University of Texas at Austin

Master of Science, 1981
Structural Engineering
Washington State University

Bachelor of Science, 1978
Structural Engineering
Arya-Mehr Univ., Tehran, Iran

PROFESSIONAL REGISTRATION
Structural Engineer, IL, 081.005058, 1993

Structural Engineer, MA, 35841, 1990

Professional Engineer, IL, 062.047793, 1992

Professional Engineer, IN, PE10101277, 2001

CERTIFICATIONS
IDOT Approved Bridge Program Manager, ID: 00302; National Bridge Inspection Standards (NBIS) Qualified

PROFESSIONAL AFFILIATIONS
American Concrete Institute

American Railway Engineering and Maintenance-of-Way Association (AREMA)

American Society of Civil Engineers

Earthquake Engineers Research Institute

Head of Structural Engineering responsible for the study, design, and generation of construction contract documents for structural systems employed in buildings, industrial facilities and bridges serving highway traffic. Experience includes planning and concept design, bridge type/size/location studies, structural inspections, structural ratings, rehabilitation and renovation studies, final designs and the production of plans, specifications and estimates, and construction inspection. IDOT Approved Bridge Program Manager for 13 municipalities.

I-294 over Irving Park Road Widening, Tollway: Structural Project Manager responsible for the preparation of Phase II design plans , specifications, and cost estimate. This was part of Toll Way Central Tri-State widening project. The existing structure is a single span simply supported structure measuring 81'-6" from the center of bearing to the center of bearing. The existing superstructure consists of a 7.5" reinforced concrete deck supported on 48" precast prestressed concrete I-beams. The substructure consists of highwall cantilever abutments founded on metal shell piles. The structure will be widened approximately 18'-3" to the east giving an overall structure width of 104'-8". The proposed widening consists of an 8" reinforced concrete deck on IL36N precast prestressed concrete beams. The abutments will be widened in kind. The remained of the existing bridge deck was reconstructed by others in 2018. The bridge is on a straight horizontal alignment and is in seismic performance zone 1. CBBEL worked closely with the Tollway, Schiller Park, other consultants on the team, and IDOT during design. The estimated construction cost is $1.15 million.

I-294 Widening, Various Retaining Walls and Noise Walls, Tollway: Structural Project Manager responsible for the preparation of Phase II design plans, specifications, and cost estimate for new retaining walls and noise walls along I-294 Road. This was part of Tollway Central Tri-State widening project. Due to adding lanes and widening of I-294, several retaining walls ad noise walls were required along the road to support roadway embankment and reduce noise abatement. The existing retaining walls were partially removed, and the noise walls were completely removed. The proposed TS38.25R- NB® retaining wall is an 85'-0" long soldier pile retaining wall with cast in place concrete facing. The wall supports a 16'-0" wide moments slab and a crash worthy parapet wall supporting a structure mounted noise abatement wall. The noise abatement wall will be performance based and designed by others. The wall and moment slab are on a straight horizontal alignment. The proposed TS38.35R SB(R) – is a combination of 377'-7" moment slab to be placed on the existing wall. Continuing at the end of the existing wall is a 675'-4" proposed soldier pile retaining wall with cast in place concrete facing. The wall supports a 12'-0" wide moments slab and crash worthy parapet. The soldier piles will be placed inside 36" diameter drilled shaft caissons. The wall and moment slab are on a straight horizontal alignment. The estimated construction cost is $2.52 million.

Main Street Bridge Over Crystal Lake Overflow, Algonquin: Structural Project Manager responsible for the preparation of Phase II design plans, specifications, and cost estimate for replacing the existing bridge with new bridge and retaining walls. The proposed structure is comprised of two straight 30' span 17" prestressed concrete deck beams with a 5" concrete wearing surface. The substructure is cast in place concrete abutments supported on 30" diameter drilled shafts. The center support is a multi-column pier with web wall supported by 48" drilled shaft foundations. The bridge is 61' long from back of abutment to back of abutment and 60' wide out to out. There are two 12' lanes for traffic and two sidewalks, one 22'-8" wide and one 13'-4" wide. There are three 24' long wingwalls at the NW, SW, and SE corners. Additional superstructure items include decorative railings with architectural pilasters, pergola above the sidewalk sections, and a decorative illuminated archway. Estimated Construction Cost is $2.48 million.

Upper Wacker Drive, CDOT: Structural Project Manager responsible for the preparation of Phase II design plans, specifications, and cost estimate for extending upper Wacker Drive two spans toward east to provide access to the new Wanda Vista Hotel. The existing lower Wacker Drive consists of a continuous 48" steel plate girders supported on structural steel support bents. The bridge was extended approximately 111' to the east (one 50' span and one 61' span) to provide access to the new Wanda Vista Hotel. The new deck will be landscaped with large trees, and traffic lanes will be provided to access the hotel. The proposed structure was designed to support construction material for the hotel construction. The extension required the replacement of two easternmost existing upper spans of reinforced concrete deck (approximately 175' of deck), repairs to the existing steel bents, the addition of two new bents and the installation of micro piles to strengthen the existing foundations. The new superstructure extension consisted of 36x135 wide flange steel beams. Modifications to two steel bents included the installation of new plate girder columns and beams. The structure is approximately 129' wide. The bridge is straight; however, the southernmost beam flares slightly. The bridge is in seismic performance zone 1. The bridge was designed in 2015 and 2016. Construction was performed in 2016 and 2017. The estimated construction cost was $4.6 million.

Main Street Triangle, Orland Park: Project Manager responsible for overseeing the design, developing construction plans, coordination with LR Development Co, and QA/QC. CBBEL prepared all the design plans, specifications, and estimates. LR Development was considering building a large commercial and residential development at NW corner of 143rd St and LaGrange Rd. The site required a large detention pond at the northern part of development bound between the Southwest RR and LaGrange Rd. The pond had to be enclosed by tall retaining walls. The proposed retaining wall on the west side was retaining the railroad embankment, on the south the proposed structures, and on the east side along the LaGrange Rd acting as a class 3 dam. The exposed height of the walls varied from 7'-14'. Soil investigation indicated that underlying soil consisted of very poor organic material. After considering different retaining wall options, a typical cantilever retaining wall supported by two rows of battered piles was the most feasible option for the west and south walls. The east wall along the LaGrange Rd was solider pile wall with cast in place concrete facing. The project architect required special formliner patterns on each walls and on both faces of the east wall. Special precast water fountains were attached to the top of west wall.

Stone Bridge Retaining Walls, Lake Bluff: Project Manager responsible for overseeing the design, developing construction plans, coordination with project architect, and QA/QC. New England Builder was developing a site for new housing community. There were several ponds along the proposed roadways retaining walls required to support roadway embankments. Each retaining wall was approx. 55-65' and the height of walls varied from approx. 8' to 18'. There are 3'-1" parapets mounted at the top of the walls and an over look area cantilevered out in the middle of walls. The face of the walls had natural stone veneer supported by the walls and special formliner to give impression of a tunnel. The walls had to be water tight to reduce any possible water loss of the pond. Geotechnical investigation revealed that the underlying soil was very poor material. Shear keys were designed to provide minimum required sliding safety factors. CBBEL provided design plans, specification for the project.

Vale at Flagg Creek Bridge, Willow Springs: Project Manager responsible for overseeing the design, developing construction plans, coordination with Vale Homes LLC, and QA/QC. CBBEL provided design plans, specifications, and cost estimate for widening the existing bridge. The existing bridge was a two span deck bridge, each 45'-0" span, the existing superstructure was narrow and provided only one lane of traffic roadway, and substructure consisted of two pile bent abutments and a pile cap pier supported by concrete piles. Soil investigation indicated that natural bedrock elevation was close to bottom of river bed. The substructure was widened and supported by new H piles. The new deck provided two lanes of traffic with custom made railing and architectural masonry light pole pedestals were built at each corner of the pier and abutments.

Huffman Street, Naperville: Structural Project Manager. Responsibilities included designing several large cast-in-place control structures and concrete end sections to connect approx. 1400 LF of dual precast box culverts. Plans, specifications, cost estimates and shop drawing review were included.

Naperville Riverwalk Renovation: Structural Project Manager. Project involved the design of several hundred feet of tiered retaining walls along the West Branch of the DuPage River in downtown Naperville. The existing walls were removed and replaced with cast in place concrete walls with an architectural facade to resemble natural stone. The improvements included the design of stairs, an ADA compliant ramp, and a circular overlook area at the end of the newly designed park area.

Lincoln Park Zoo, Chicago: Structural Project Manager. The project scope included preparing design plans and specifications for the foundation of the proposed Educational Pavilion, Ticket Kiosk and bathroom. These foundations were built on grade. CBBEL provided design plans and specifications for the on grade boardwalk.

Washington Park, Downers Grove: Structural Project Manager. Project included several long walls to function and provide seating in the fields, stairways, floodwall, and foundation for other structures. The walls had a special form liner, selected by the Park District, to have esthetically pleasing look. Project required extensive coordination and special details because of its complicated geometry. CBBEL prepared plans, specifications, and cost estimate.

DAM/SPILLWAY PROJECTS

Lake Edgewood Dam Rehabilitation Design, Lake Edgewood Conservancy District, IN: Structural Project Manager. Responsible for design, developing of structural plans, specifications, and cost estimate for a high hazard spillway. The Lake Edgewood Dam was originally designed in 1959 without a permit. Several attempts had been made to improve the spillway system and dam embankment, including significant repairs after a major June 2008 flood event; the repairs were considered a temporary measure that did not improve the deficient spillway capacity. In 2010 CBBEL designed a new labyrinth spillway that would improve the spillway capacity to safely pass 100% of the Probable Maximum Precipitation without overtopping the dam embankment. The final configuration project consisted of a reinforced concrete labyrinth weir and baffle apron chute spillway structure. The structure is approx. 70' wide and over 115' long, with 13' tall side retaining walls and an 8' tall weir.

Beaver Dam Rehabilitation Design, Jasper, IN: Structural Project Manager. Responsible for design, developing of structural plans, specifications, and cost estimate for the spillway. CBBEL prepared a Preliminary Engineering Report, design documents, acquire necessary permits from applicable government agencies, assist in grant acquisition, assist in bidding of project and observe construction activities. Part of the design included improving the capacity of the spillway. The final spillway configuration consisted of a reinforced concrete labyrinth weir and baffle apron chute spillway structure. The structure is approx. 80' wide and over 180' long, with 22' tall side retaining walls and a 12' tall. The baffle blocks at the downstream end of the structure were 6' tall.

Waterworks Reservoir #2 Dam Rehabilitation, Indiana American Water, Kokomo, IN: Structural Project Manager. Responsible for field inspection, developing repair plans, specifications, and cost estimate for repair an existing ogee spillway structure. The 500' long, 12- 14' tall ogee spillway was originally constructed in 1956 and is considered a high hazard dam. Field inspection showed that approx. 2,300 SF of the spillway as unsound and there were a few leaking cracks. CBBEL proposed shotcrete for concrete repairs between 3"-18" thick and chemical grout injection to seal existing cracks and joints with active water seeping through. The project included raising the southern portion of spillway to eliminate the installation of temporary flash boards on top of the weir.

NTEC www.nelsontank.com Phone: 517-321-1692 e-mail: keith@nelsontank.com

Keith Nelson
Phone: 517-321-1692
Fax: 517-321-4405

Professional Experience

Position: President January 1995 - Present

Nelson Tank Engineering & Consulting, Inc.

Lansing, Michigan 48906

Responsible for all business operations of consulting engineering firm specializing in industrial coatings, tank inspections and corrosion prevention. The services provided include structural evaluations, corrosion surveys, specifications, project management, resident inspection and cost estimating. Services are offered to Municipalities, Transportation Authorities, Industrial and Manufacturing plants, Developers and other Design Engineers.

Position: Vice President August 1992 - December 1994

Dixon Engineering, Inc.

Lake Odessa, Michigan 48849

Supervised operations and staff of 15-member consulting engineering firm that specialized in inspection and management of industrial coating projects for municipal and industrial clients. Prepared engineering and consultation proposals to existing and potential clients.

Position: Project Manager April 1989 - July 1992

Managed coating and weld inspectors for construction and industrial painting projects. Prepared technical specifications and contract documents for industrial coating projects. Prepared reports for structural evaluations of water storage tanks and corrosion surveys for water and waste water treatment plants.

Position: Staff Engineer March 1984 - March 1989

Provided resident inspection and supervised contractors on maintenance, painting and construction of water storage tanks. Prepared daily reports describing progress and compliance with contract documents. Assisted lead engineer during structural inspections and corrosion surveys.

Highlights

Performed over 500 structural, maintenance and warranty inspections of elevated and ground storage tanks ranging from 5000 to 10,000,000 gallons.

Project manager for over 400 construction, rehabilitation or lead abatement projects including tanks, clarifiers, bridges and miscellaneous steel structures.

Provided design consultation, specification and plan review for over 25 civil engineering design consultants for industrial coatings, tank construction and rehabilitation.

Education

B.S. - Michigan State University, East Lansing, MI

Ray Otberg
Phone: 517-321-1692
Fax: 517-321-4405

Professional Experience

Position: Inspection Division Manager October 2003 - Present

Nelson Tank Engineering & Consulting, Inc.

Lansing, Michigan 48906

Provide resident inspection on maintenance, painting and construction of water storage tanks. Prepared daily reports describing progress and compliance with contract documents. Resident inspection included full containment and lead abatement projects. Assisted lead engineer during structural inspections and corrosion surveys.

Performed testing that includes the following:

- Dry film thickness testing per SSPC-PA2
- Ambient air monitoring
- Low voltage holiday testing
- Surface preparation inspection to SSPC Standards
- Surface profile measurement

Assisted in preparation of engineering and consultation proposals to existing and potential clients. Prepared marketing materials and provided data entry to master files.

Highlights

Assisted on over 150 structural, maintenance and warranty inspections of elevated and ground storage tanks ranging from 5000 to 10,000,000 gallons.

Project Inspector for over 60 construction, rehabilitation or lead abatement projects including tanks, clarifiers, bridges and miscellaneous steel structures ranging from 5,000 to 2,000,000 gallons.

Organizations

National Association of Corrosion Engineers: Member

American Welding Society - Member

Certifications

National Association of Corrosion Engineers: Coating Inspection Technician #10325

Training

Confined space entry

Fall protection

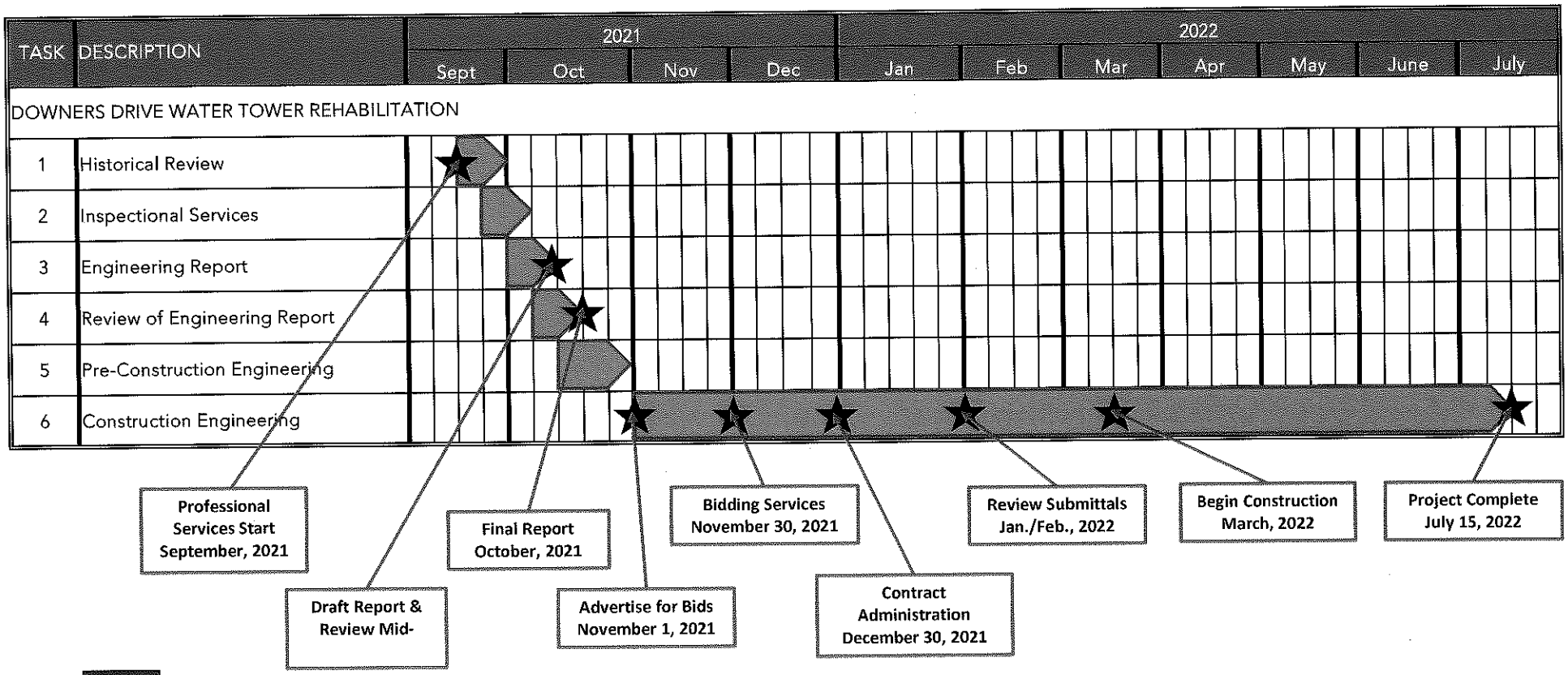
Respirator protection

Hazard Communication

PROJECT SCHEDULE

DOWNERS DRIVE WATER TOWER REHABILITATION

VILLAGE OF DOWNERS GROVE



Christopher B. Burke Engineering, Ltd.

OVERALL NOT-TO-EXCEED COST

TASK	HOURS	COST
1 Historical Review	20	$3,220
2 Inspectional Services	16	$3,100
3 Engineering Report	32	$5,152
4 Review of Engineering Report	16	$2,576
5 Pre-Construction Engineering Services	80	$12,880
6 Construction Engineering Services	800 (NTEC) & 48	$85,400 (NTEC) & $7,728
Not-To-Exceed Total Cost	**1012**	**$120,056**

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
APRIL,2020

Personnel	Charges* ($/Hr)
Principal	275
Engineer VI	251
Engineer V	208
Engineer IV	170
Engineer III	152
Engineer I/II	121
Survey V	229
Survey IV	196
Survey III	172
Survey II	126
Survey I	100
Engineering Technician V	198
Engineering Technician IV	161
Engineering Technician III	146
Engineering Technician I/II	68
CAD Manager	177
Assistant CAD Manager	153
CAD II	135
GIS Specialist III	148
GIS Specialist I/II	94
Landscape Architect	170
Landscape Designer I/II	94
Environmental Resource Specialist V	216
Environmental Resource Specialist IV	170
Environmental Resource Specialist III	139
Environmental Resource Specialist I/II	94
Environmental Resource Technician	114
Administrative	104
Engineering Intern	63
Information Technician III	130
Information Technician I/II	116

Direct Costs	
Outside Copies, Blueprints, Messenger, Delivery Services, Mileage	Cost + 12%

*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2020.

NTEC www.nelsontank.com Phone: 517-321-1692

The following is an estimate of the anticipated fee schedule:

Inspector Level I	8 hrs @ $85/hr	=	$680
Per Diem	@ $130/day	=	$130
Estimated Daily fee:			$810

Estimated daily fee ($810) X estimated inspection length (100 days to include pre-inspection of the cable and antenna layout and a final inspection) = $81,000

One year warranty inspection performed utilizing ROV = $4,400

TOTAL CONSTRUCTION INSPECTION FEE = **$85,400**

V. PROPOSAL/CONTRACT FORM

*****THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Proposal Is To Be Considered For Award

PROPOSER:

Christopher B. Burke Engineering, Ltd.
Company Name

9575 W. Higgins Road, Suite 600
Street Address of Company

Rosemont, IL 60018
City, State, Zip

(847) 823-0500
Business Phone

(847) 823-0520
Fax

Date: June 18, 2021

jcaruso@cbbel.com
Email Address

John P. Caruso, PE
Contact Name (Print)

(847) 417-4215
13-Hour Telephone

Signature of Officer, Partner or Sole Proprietor

President
Print Name & Title

ATTEST: If a Corporation

Signature of Corporation Secretary (Assistant Secretary)

VILLAGE OF DOWNERS GROVE:

Authorized Signature

Title

Date

ATTEST:

Signature of Village Clerk

Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within **90** calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Village of Downers Grove

VENDOR W-9 REQUEST FORM

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of $600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

BUSINESS (PLEASE PRINT OR TYPE):

NAME: Christopher B. Burke Engineering, Ltd.

ADDRESS: 9575 W. Higgins Road, Suite 600

CITY: Rosemont

STATE: Illinois

ZIP: 60018

PHONE: (847) 823-0500 **FAX:** (847) 823-0520

TAX ID #(TIN): 36-3468939

(If you are supplying a social security number, please give your full name.)

REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):

NAME:

ADDRESS:

CITY:

STATE: **ZIP:**

TYPE OF ENTITY (CIRCLE ONE):

Individual	Limited Liability Company – Member-Managed
Sole Proprietor	Limited Liability Company- Manager-Managed
Partnership	Medical
(Corporation)	
Charitable/Nonprofit	Government Agency

SIGNATURE: **DATE:** June 18, 2021

PROPOSER'S CERTIFICATION (page 1 of 3)

With regard to Downers Drive Water Tower Rehabilitation (Name of Project), Proposer Christopher B. Burke Engineering, Ltd. (Name of Proposer) hereby certifies the following:

1. Proposer is not barred from bidding this Contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);

2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);

3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.

4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: _____
Proposer's Authorized Agent

3	6	-	3	4	6	8	9	3	9

FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number

Subscribed and sworn to before me
this 18th day of June, 2021.

_____
Notary Public

"OFFICIAL SEAL"
SHERRY SPORINA
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 08/13/2023

PROPOSER'S CERTIFICATION (page 2 of 3)

(Fill Out Applicable Paragraph Below)

(a) **Corporation**
The Proposer is a corporation organized and existing under the laws of the State of Illinois, which operates under the Legal name of Christopher B. Burke Engineering, Ltd., and the full names of its Officers are as follows:

President: Michael Kerr

Secretary: Susan Burke

Treasurer: Christopher Burke
and it does have a corporate seal. (In the event that this Proposal is executed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) **Limited Liability Company (LLC)**
The Bidder is a LLC organized and existing under the laws of the State of _____, which operates under the legal name of _____, and the full names of its managers or members are as follows:

Manager or Member: _____

Manager or Member: _____

Manager or Member: _____

Manager or Member: _____

(c) **Partnership**
Names and Addresses of All Members of Partnership:

_____

_____

_____

The partnership does business under the legal name of: _____

which name is registered with the office of _____ in the State of _____.

Village of Downers Grove

PROPOSER'S CERTIFICATION (page 3 of 3)

(d) **Sole Proprietor**
The Proposer is a Sole Proprietor whose full name is: _____

and if operating under a trade name, said trade name is: _____

which name is registered with the office of _____ in the State of

_____.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract? (YES) NO (circle one)

Insurer's Name Donne Insurance Group

Agent Bill Donne

Street Address 7777 W. 159th Street, Suite B
City, State, Zip Code Tinley Park, IL 60477

Telephone Number (708) 429-3100

I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.

Print Name of Company: Christopher B. Burke Engineering, Ltd.

Print Name and Title of Authorizing Signature: Michael Kerr, PE, President

Signature: _____

Date: June 18, 2021

Suspension or Debarment Certificate

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of $100,000.00. Contractors receiving individual awards for $100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;

2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and

4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.

Company Name: Christopher B. Burke Engineering, Ltd.

Address: 9575 W. Higgins Road, Suite 600

City: Rosemont, IL Zip Code: 60018

Telephone: (847) 823-0500 Fax Number: (847) 823-0520

E-mail Address: mkerr@cbbel.com

Authorized Company Signature: _____

(Print)Name: Michael Kerr, PE Title of Official: President

Date: June 18, 2021

Village of Downers Grove

Campaign Disclosure Certificate

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate.

The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

☒ (Proposer)/vendor has not contributed to any elected Village position within the last five (5) years.

Signature _____ Michael Kerr, PE
Print Name

☐ Proposer/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:
Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: $ _____

_____ _____
Signature Print Name

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/14/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Donne Insurance Group, Inc
7777 W. 159th Street
Suite B
Tinley Park IL 60477

CONTACT NAME: Gail Pope
PHONE (A/C, No, Ext): (708) 429-3100 FAX (A/C, No): (708) 429-3105
E-MAIL ADDRESS: Gail.Pope@DonneInsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Phoenix Ins Co	25623
INSURER B : The Travelers Ind Co	25658
INSURER C : Travelers Prop Cas Ins Co Amer	25674
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Christopher B. Burke Engineering Ltd.
9575 W. Higgins Road
Suite 600
Rosemont IL 60018

COVERAGES **CERTIFICATE NUMBER:** 2020-2021 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

ISR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Blanket Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [X] LOC [ ] OTHER:			6803H482979	10/15/2020	10/15/2021	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
B	AUTOMOBILE LIABILITY [X] ANY AUTO [X] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			BA0R320572	10/15/2020	10/15/2021	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
C	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 10,000			CUP2C769665	10/15/2020	10/15/2021	EACH OCCURRENCE	$ 10,000,000
							AGGREGATE	$ 10,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		UB7J091851	10/15/2020	10/15/2021	[X] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

General liability policy includes blanket additional insured status, primary and non-contributory coverage and waiver of subrogation, in any written agreement requiring insurance. Workers compensation policy includes waiver of subrogation. Automobile liability policy includes blanket additional insured status and waiver of subrogation, in any written contract requiring insurance. 30 day notice of cancellation. Umbrella follows form.

CERTIFICATE HOLDER

Proof of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

William H. Donne

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 05/21/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
illis Towers Watson Midwest, Inc. fka Willis of Illinois, Inc.
/o 26 Century Blvd
.O. Box 305191
ashville, TN 372305191 USA

CONTACT NAME: Willis Towers Watson Certificate Center
PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378
E-MAIL ADDRESS: certificates@willis.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Lexington Insurance Company	19437
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
hristopher B. Burke Engineering,Ltd.
575 W. Higgins Road
uite 600
osemont, IL 60018

COVERAGES **CERTIFICATE NUMBER:** W16509832 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

SR TR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE / OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N/A (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	PROFESSIONAL LIABILITY			031565474	06/01/2020	06/01/2021	EACH CLAIM	$2,000,000
							AGGREGATE	$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Proof Of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE