

VILLAGE OF DOWNERS GROVE
Report for the Village
9/20/2022

SUBJECT:	SUBMITTED BY:
Contract Amendment - Development Review Services - Stormwater Consultant Contract with ERA	Stan Popovich, AICP Director of Community Development

SYNOPSIS

A resolution has been prepared to amend the contract with Engineering Resources Associates (ERA) in the amount of \$60,000 for the remainder of 2022. This would change the 2022 contract amount from \$70,000 to \$130,000.

STRATEGIC PLAN ALIGNMENT

The goals for 2021-2023 include *Exceptional Municipal Services*.

FISCAL IMPACT

The funds for this increase in consultant service costs are offset by a staff vacancy in the Community Development Department. Additionally, a portion of these expenses are recaptured through development related fees paid by permit applicants.

RECOMMENDATION

Approval on the September 20, 2022 consent agenda.

BACKGROUND

The Village's Community Development Department (Department) manages the development review process. The Department has two full-time equivalent (FTE) Development Engineer positions that review permits to ensure compliance with the Village's Stormwater Ordinance. In addition to these two positions, the Village contracts with two engineering firms to review challenging stormwater, grading and wetland issues on certain permits.

A Development Engineer has vacated their position; which will leave the Department short-staffed during the fall season which sees a large amount of permit and inspection activity. To facilitate the continued timely review of permits and completion of inspections, ERA will be supplying a dedicated engineer to the Village for 24 hours per week to complete tasks typically completed by the Development Engineer. These tasks include permit review, site inspections and correspondence with contractors and property owners while continuing to review challenging permits.

The current contract with ERA is nearing the annual contract amount as ERA reviewed various large projects for the Village earlier this year, including the Civic Center Site. The Village's other engineering consultant continues to provide services as they have been since the start of the year and are currently within their contract

budget amount. To continue to provide timely review services, staff recommends approval of the amended contract.

ATTACHMENTS

Resolution

Contract Amendment

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF A SECOND AMENDMENT
TO THE AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND ENGINEERING RESOURCE ASSOCIATES**

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

1. That the form and substance of a certain Second Amendment (the "Agreement"), between the Village of Downers Grove (the "Village") and Engineering Resources Associates (the "Consultant"), for an increase to the not-to-exceed contract amount for stormwater review services, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

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

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

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

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

Mayor

Passed:

Attest: _____

Village Clerk

**SECOND AMENDMENT TO THE AGREEMENT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
ENGINEERING RESOURCE ASSOCIATES**

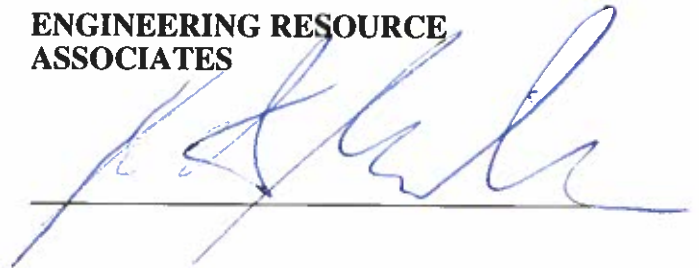
The Village of Downers Grove, Illinois (the "Village") and Engineering Resource Associates ("Consultant") entered into a three-year Agreement for development review services relating to stormwater and wetland matters on or about December 8, 2020, and a first amendment on September 21, 2021. The parties desire to amend that Agreement a second time in accordance with the following terms:

1. The original Agreement was for \$70,000 for each year of the three years of the Agreement.
2. The first amendment to the Agreement on September 21, 2021 increased the total Not-to-Exceed amount from \$70,000 to \$110,000 for the calendar year 2021.
3. This second amendment shall increase the total Not-to-Exceed amount from \$70,000 to \$130,000 for the calendar year 2022.
3. All other terms from the December 8, 2020 Agreement remain in full force and effect.

VILLAGE OF DOWNERS GROVE

**ENGINEERING RESOURCE
ASSOCIATES**

Village Manager



Date: _____

Date: 9/6/22 _____