



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: \*6.c

Title:

Recommendation to Approve Professional Service Agreement for the Country Club Lift Station Replacement

Presenter:

Tim Wilson

Meeting: Government Services Committee

Date: October 28, 2019

Proposed Cost: \$75,654.83

Budgeted Amount: \$78,400

Not Budgeted:

**Executive Summary** *(if not budgeted please explain):*

The Country Club Lift Station was constructed in 1988 when the St. Charles Country Club moved its clubhouse to the east side of Illinois Route 25. The lift station serves only the Country Club and is located in the southeast portion of the club house parking lot. Overall, the lift station has aged beyond its useful life and will be replaced as part of this construction project. The construction portion of this project is anticipated to begin during the next fiscal year of 20/21.

The Water Pollution Control Loan Program is the main funding source of this project and it requires a two-step process for Engineering Procurement based on the qualification selection. The first step of this process is to issue a Request for Qualifications (RFQ). On August 26, 2019, the City received eight (8) RFQ submissions. City staff evaluated the RFQ submittals and ranked the firms based on the standard criteria.

The second step of the process is negotiating the contract and scope of work. The City started the negotiating phase on September 3, 2019. The proposed engineering contract for the project includes design services, IEPA loan application, bid process, contractor negotiations and construction phase oversight. Budgeting for this project extends over the next three years. Staff recommends approving and awarding the engineering contract in its entirety to Ciorba Group.

The engineering fees associated with this project are based on cumulative hourly rates not to exceed total project cost. Based on the complexity and size of the project, the proposal rates provided are comparable to several other Environmental Services projects.

**Attachments** *(please list):*

\* Country Club Lift Station Engineering Professional Services Agreement

**Recommendation/Suggested Action** *(briefly explain):*

Recommendation to approve Professional Services Agreement for the Country Club Lift Station Replacement Project to Ciorba Group for \$75,654.83 and a Resolution authorizing the Mayor and Clerk to execute the same on the behalf of the City of St Charles.