



March 10, 2017

Mr. Tim Wilson
Public Works Manager - Environmental Services
City of St. Charles
Two East Main Street
St. Charles, IL 60174

Re: *WOR_West Flow Monitoring (Phase 1)*
City of St. Charles, Kane & DuPage Cos., IL

Dear Mr. Wilson:

In accordance with your request, enclosed for your review and consideration are two copies of our proposed agreement for the Subbasin WOR_West Flow Monitoring within the City's sanitary sewer network. Flow monitoring of the WOR_West subbasin is part of the City's overall Inflow and Infiltration Reduction Program. Inflow & Infiltration (I/I) investigations are meant to delineate problematic areas of the system that are prime candidates for further sewer system evaluation work and appropriate rehabilitation.

The attached agreement includes a detailed scope of services, estimate of level of effort and associated cost, and schedule for the project. We are proposing to provide our professional engineering services for a fixed fee amount of \$49,753. Our proposed schedule is to conduct flow monitoring from May-June. We will complete the data analysis by the first part of August and complete the report in the fall.

The flow monitoring for the WOR_West Subbasin was recommended for the City as part of the Capacity, Management, Operations, and Maintenance (CMOM) Plan written for the City in February, 2016. Additional sewer system evaluation work and actual rehabilitation of the WOR_West sewer system is scheduled for Fiscal Years 2019 and 2020, respectively. The scope and cost of the rest of the 15-year long, multiphase I/I reduction program can be found in Table No. 3-3 of the February, 2016 CMOM plan.

We look forward to continuing our outstanding partnership with the City and look forward to working with you and members of your staff on this project. If you have any questions or require any additional information, please do not hesitate to contact me.

Mr. Tim Wilson
March 10, 2016
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Respectfully submitted,

ENGINEERING ENTERPRISES, INC.



Jeffrey W. Freeman, P.E., CFM, LEED AP
Vice President

JWF/clv

Enclosures

pc: Peter Suhr – Director of Public Works (Via E-mail)
Chris Adesso – Assistant Director of Public Works, Operations (Via E-mail)
Mike Burnett – Wastewater Division Manager (Via E-mail)
PGW, TWT, STD, DMT, CLV – EEI (Via E-mail)

**AGREEMENT FOR CONSULTING ENGINEERING SERVICES FOR
SUBBASIN WOR_WEST FLOW MONITORING**

This Agreement, made this _____ day of _____, 2017 by and between the City of St. Charles, Kane and DuPage Counties, Illinois, a municipal corporation of the State of Illinois (hereinafter referred to as the "CITY") and Engineering Enterprises, Inc. of 52 Wheeler Road, Sugar Grove, Illinois, 60554 (hereinafter referred to as the "ENGINEER").

In consideration of the mutual covenants and agreements contained in this Agreement, the CITY and the ENGINEER agree, covenant and bind themselves as follows:

1. Services: ENGINEER agrees to perform for the CITY the Services defined within Attachment A.
2. Direction: The Public Works Manager - Environmental Services, or his written designee, shall act as the CITY'S representative with respect to the Services to be provided by the ENGINEER under this Agreement and shall transmit instructions and receive information with respect to the Consulting Engineering Services.
3. Compensation: The work items, estimated staff time, and projected fees for each work item are summarized within Attachment B. Based on this computation, the CITY agrees to pay the ENGINEER for providing the Services set forth herein a fixed fee amount of \$49,753.
4. Term: The term of this Agreement shall be active through December 31, 2017 unless otherwise extended through written confirmation by both parties. The work items and phases shall be completed in accordance with the schedule defined within Attachment C.
5. Payment: Engineer shall invoice the CITY on a monthly basis for Services performed and any costs and expenses incurred during the previous thirty (30) day period. The CITY shall pay the ENGINEER within thirty (30) days of receipt of said invoice.
6. Termination: This Agreement may be terminated upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation calculated as described in paragraph 3 for all costs incurred through the date of termination.
7. Documents: All related writings, notes, documents, information, files, etc., created, compiled, prepared and/or obtained by the ENGINEER on behalf of the CITY for the Services provided herein shall be used solely for the intended project.
8. Notices: All notices given pursuant to this Agreement shall be sent Certified Mail, postage prepaid, to the parties at the following addresses:

The CITY:

City of St. Charles
Two East Main Street
St. Charles, IL 60174
Attn: Tim Wilson
Public Works Manager -
Environmental Services

The ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554
Attn: Jeffrey W. Freeman, P.E. CFM, LEED AP
Vice President

9. Waiver: The failure of either party hereto, at any time, to insist upon performance or observation of any term, covenant, agreement or condition contained herein shall not in any manner be constructed as a waiver of any right to enforce any term, covenant, agreement or condition hereto contained.
10. Amendment: No purported oral amendment, change or alteration hereto shall be allowed. Any amendment hereto shall be in writing by the governing body of the CITY and signed by the ENGINEER.
11. Succession: This Agreement shall ensure to the benefit of the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, we have hereunto signed our names the day and year first above written.

CITY OF ST. CHARLES

ENGINEERING ENTERPRISES, INC.:

Mayor



Vice President

ATTEST:

ATTEST:

Title: _____



Administrative Assistant

ATTACHMENT A – SCOPE OF SERVICES
SUBBASIN WOR_WEST FLOW MONITORING (PHASE 1)
INFLOW AND INFILTRATION REDUCTION PROGRAM
City of St. Charles, Kane and DuPage Cos., IL

Introduction

The Subbasin WOR_West flow monitoring phase will help delineate inflow and infiltration severity throughout the subbasin. The I/I Investigation for Subbasin WOR_West is part of a 15-year, multiphase plan to complete flow monitoring, sewer system evaluation surveys, and rehabilitation as necessary for all mains within the St. Charles sanitary sewer basin. The scope and cost of the Subbasin WOR_West flow monitoring phase only covers the first portion of the flow monitoring study for WOR_West. The estimated scope and cost of the entire 15-year St. Charles Sanitary Basin Evaluation and Rehabilitation Plan can be found in Table No. 3-3 of the February, 2016 CMOM plan.

As part of the Subbasin WOR_West flow monitoring phase, the subbasin will be divided into four (4) sub-subbasins in order that the sanitary sewer flows and the correlating I/I can be further defined within the subbasin. The proposal includes flow monitoring at six (6) locations for eight (8) weeks. The attached Exhibit A shows the locations of six proposed flow monitoring locations and provides additional detail for all locations. All cost and schedule decisions were based off of EEI's best knowledge of the WOR_West Subbasin to-date. The proposed flow monitoring locations have been reviewed with City staff in order to ensure accessibility to all flow monitor monitors, as well as the appropriate placement of each flow monitor.

The base proposal also includes the installation of a recording rain gauge in a secure location to measure rainfall during the monitoring period. The quality of the flow monitoring results will be increased with an increased number of precipitation events. A minimum of two 1.0-inch or greater rain event over a 24-hour period is needed to make reasonable conclusions. The City will have the opportunity to increase the flow monitoring period at the end of the eight-week period should a sufficient rain event not occur or if they would wish to obtain additional data. Once sufficient flow monitoring data is obtained, the data will be provided to St. Charles for review.

The proposed work items for this project are as follows:

PROJECT FACILITATION & MEETINGS:

- 0.1 Project Administration
- 0.2 Project Initiation & Progress Meeting (2 Total Meetings)

FLOW MONITORING:

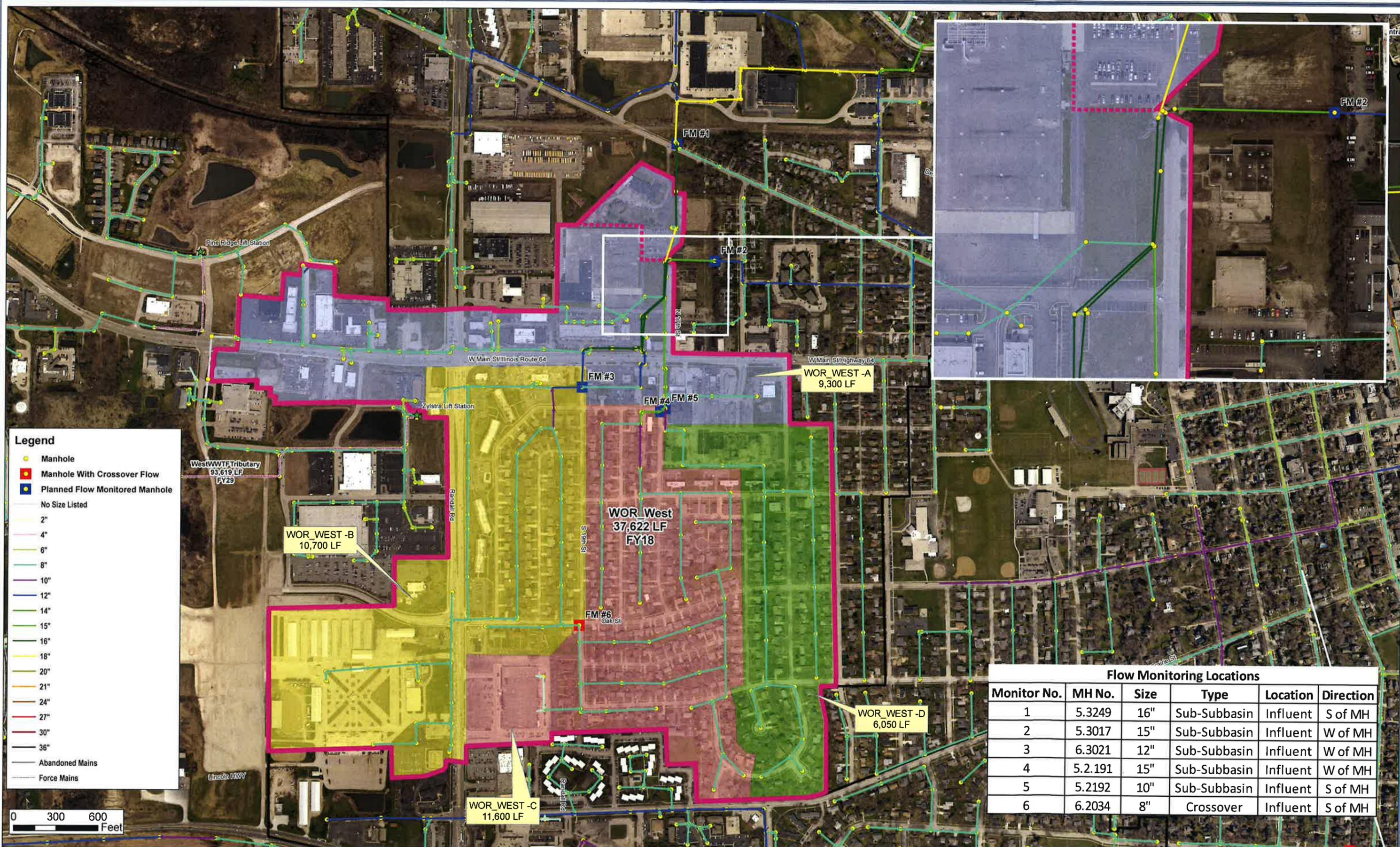
- 1.1 Divide Subbasin WOR_West Into Sub-Subbasins
- 1.2 Monitor Flows (Assumes 6 Locations) Within Subbasin For 8 Weeks
- 1.3 Monitor Rainfall (Assumes 1 Location) Within Subbasin For 8 Weeks
- 1.4 Analyze Flows & Determine I/I by Sub-Subbasin

REPORT:

- 2.1 Prepare Draft Flow Monitoring Report
- 2.2 City Draft Report Review
- 2.3 Finalize Report

Additional Services

The above scope summarizes the work items that will be completed for this contract. Additional work items, including additional meetings beyond the project initiation meeting defined in the above scope, shall be considered outside the scope of the base contract and will be billed in accordance with the Standard Schedule of Charges.



Flow Monitoring Locations

Monitor No.	MH No.	Size	Type	Location	Direction
1	5.3249	16"	Sub-Subbasin	Influent	S of MH
2	5.3017	15"	Sub-Subbasin	Influent	W of MH
3	6.3021	12"	Sub-Subbasin	Influent	W of MH
4	5.2.191	15"	Sub-Subbasin	Influent	W of MH
5	5.2192	10"	Sub-Subbasin	Influent	S of MH
6	6.2034	8"	Crossover	Influent	S of MH

Engineering Enterprises, Inc.
 52 Wheeler Road
 Sugar Grove, Illinois 60554
 (630) 466-6700
 www.eeiweb.com

City of St. Charles
 2 East Main Street
 St. Charles, IL 60174
 (630) 377-4400

DATE:	3/3/2017
PROJECT NO.:	SR1605
BY:	CLV
PATH:	H:\GIS\Public\St. Charles\2016\SR1605\Exhibit 4-1.mxd
FILE:	Exhibit 4-1

I&I Reduction Program

**Exhibit A:
 Basin WOR_West Flow
 Monitoring Plan**





Standard Schedule of Charges

January 1, 2017

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$196.00
Principal	E-3	\$191.00
Senior Project Manager	E-2	\$185.00
Project Manager	E-1	\$168.00
Senior Project Engineer/Planner/Surveyor II	P-6	\$155.00
Senior Project Engineer/Planner/Surveyor I	P-5	\$145.00
Project Engineer/Planner/Surveyor	P-4	\$133.00
Senior Engineer/Planner/Surveyor	P-3	\$121.00
Engineer/Planner/Surveyor	P-2	\$111.00
Associate Engineer/Planner/Surveyor	P-1	\$100.00
Senior Project Technician II	T-6	\$145.00
Senior Project Technician I	T-5	\$133.00
Project Technician	T-4	\$121.00
Senior Technician	T-3	\$111.00
Technician	T-2	\$100.00
Associate Technician	T-1	\$ 87.00
Engineering/Land Surveying Intern	I-1	\$ 82.00
GIS Technician	G-1	\$ 67.00
Administrative Assistant	A-3	\$ 80.00

CREW RATES, VEHICLES AND REPROGRAPHICS

1 Man Field Crew with Standard Survey Equipment		\$158.00
2 Man Field Crew with Standard Survey Equipment		\$247.00
1 Man Field Crew with RTS or GPS *		\$196.00
2 Man Field Crew with RTS or GPS *		\$284.00
Vehicle for Construction Observation		\$15.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White)	
	\$1.00/Sq. Ft. (Color)	
Reimbursable Direct Costs & Services by Others	Cost + 10%	

*RTS = Robotic Total Station / GPS = Global Positioning System