

RESOLUTION NO. 15-09

**A RESOLUTION AUTHORIZING ENGINEERING SERVICES AGREEMENT
BETWEEN THE VILLAGE OF VILLA PARK AND RJN GROUP INC., FOR
ENGINEERING SERVICES FOR THE VILLAGE OF VILLA PARK'S CAPACITY
MANAGEMENT OPERATIONS AND MAINTENANCE (CMOM) PLAN
FOR THE VILLAGE'S WASTEWATER SYSTEM**

WHEREAS, the Village of Villa Park is a municipal corporation duly organized and existing under the laws of the State of Illinois; and

WHEREAS, the Village of Villa Park has received a proposal from RJN Group Inc., to perform engineering services to prepare a Capacity, Management, Operation and Maintenance (CMOM) plan to address the requirements of the NPDES Permit which includes collection system mapping, assessment of sanitary system capacity, assisting Village staff with preparation of written operation and maintenance and reporting/monitoring documents, and preparation of a report that includes recommended improvements, which services shall be completed at a cost not to exceed \$38,695.00; and

WHEREAS, the corporate authorities of the Village of Villa Park have determined that it is in the best interests of the citizens of the Village of Villa Park to enter into an agreement with RJN Group Inc., as is more particularly set forth in a document styled **"Village of Villa Park Capacity, Management, Operation and Maintenance (CMOM) Plan Professional Engineering Services Proposal"** a copy of which is attached hereto as Exhibit A; and

NOW THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, State of Illinois, as follows:

1. That the agreement styled **"Village of Villa Park Capacity, Management, Operation and Maintenance (CMOM) Plan Professional Engineering Services Proposal"** attached hereto as Exhibit A be and the same is hereby approved and the Village Manager is hereby authorized and directed to execute same on behalf of the


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Village of Villa Park.

2. That this resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED AND APPROVED THIS 26th DAY OF January, 2015.

VILLAGE OF VILLA PARK



President, Village of Villa Park

ATTEST:



Clerk, Village of Villa Park



ADOPTED this 26th day of January, 2015, pursuant to a roll

call vote as follows:

AYES:	4
NAYS:	0
ABSENT:	2
ABSTAINING:	0



The Choice for Collection System Solutions™

January 20, 2015

Mr. Vydas Juskelis, P.E.
Public Works Director
Village of Villa Park
20 S. Ardmore Avenue
Villa Park, Illinois 60181-2696

**SUBJECT: Proposal for Professional Engineering Services
Village of Villa Park Capacity, Management, Operation and Maintenance (CMOM) Plan**

Dear Mr. Juskelis:

RJN Group, Inc. (RJN) is pleased to submit this proposal to provide professional engineering services to the Village of Villa Park (Village) for a Capacity, Management, Operation and Maintenance (CMOM) Plan to address the requirements of the NPDES permit.

What is a CMOM Plan?

A CMOM Plan is a methodology with guidelines developed by the federal EPA. Through the preparation of the plan a municipality can develop an understanding of the operation and maintenance of its sanitary collection system, determine where any restrictions or limitations in capacity exist and thereby provide a framework to remove or reduce these operational concerns through improved maintenance, work order management, inflow/infiltration reduction, or relief sewer construction.

Project Understanding and Approach

Approximately two-thirds of the Village of Villa Park is served by its separated sewer system, which includes more than 200,000 lineal feet of sanitary sewers.

The Village's base wastewater flows from both the combined and separated sewer areas are served by the Salt Creek Sanitary District (SCSD) treatment facility, which has limited capacity for treating wet-weather flows. In 1984, the Village completed construction of a relief sewer system and a wet-weather flow treatment facility (WWFTF) designed to convey and treat ten times average dry-weather flow (ADWF) during wet-weather events. While these improvements and substantial sewer rehabilitation and private sector disconnection has significantly reduced the frequency of SSOs the Illinois Environmental Protection Agency (IEPA) has requested that the Village develop a CMOM plan in an effort to work towards a goal of no SSOs and no basement backups.

The IEPA has requested that the CMOM plan be submitted within twelve (12) months of the effective date of the permit (May 2014).

The IEPA listed the items that they need included in this CMOM plan. Several of the items were addressed as part of a Sanitary Sewer Master Plan that the Village submitted to IEPA in 2008. The Village

also submitted a CSO Operation and Maintenance Plan to IEPA in 1997 as part of its NPDES renewal at that time. It is intended for the CMOM plan to draw upon these two documents where applicable, and it is expected that the Village will assist with writing certain sections of the CMOM plan.

Scope of Services

Phase 1 – Measures and Activities

1. Collection system mapping
 - a. Obtain an updated geodatabase of the Village's sanitary sewer GIS data.
 - b. Create thematic maps showing pipe diameters, materials, lined sewers, and approximate age of construction and rehabilitation.
2. Assessment of capacity
 - a. Review the conclusions and recommendations of the sanitary system modeling conducted as part of the 2008 Master Plan.
 - b. Review recent data from the South Villa Lift Station to approximate wet-weather peaking factors.
 - c. Identify potential capacity deficiencies that remain unaddressed since the Master Plan.
 - d. Identify manholes at risk of wet-weather overflows.
 - e. Compare incidences of SSOs and operation of the wet weather flow treatment facility during storm events since the rehabilitation and flow reduction program.

Phase 2 – Additional Assistance

1. Assistance with Village-prepared documents
 - a. Review Village-prepared O&M checklists and schedules, and provide input as necessary.
 - b. Review overflow and backup response plan, and provide input as necessary.
 - c. Assist in the completion of the CMOM checklist provided by IEPA.
 - d. Compile documents for incorporation into the CMOM plan.
2. Monitoring and performance criteria
 - a. Assist the Village in developing additional reporting and monitoring procedures.
 - b. Assist in the development of performance criteria for measuring the effectiveness of the CMOM plan long-term.

Phase 3 –Meetings, Deliverables, and Project Management

1. Submittal to IEPA and deliverables:
 - a. Complete and compile the CMOM plan:
 - i. System capacity, constraints, and recommended improvements
 - ii. Operation and Maintenance records and procedures
 - iii. Management structure
 - iv. Ordinance
 - b. Provide three hard copies and one electronic copy to the Village for review.
 - c. Revise the plan as necessary for formal adoption by the Village and submittal to IEPA.
2. Meetings
 - a. Attend up to two (2) meetings with Village staff to discuss project developments and progress.
 - b. Attend up to one (1) public meeting to discuss the findings of the project with Village staff and residents.
 - c. Attend meetings and maintain communication with IEPA regarding project findings and adoption of the CMOM plan.
3. Project Management
 - a. Provide project management and administrative services for all phases and tasks outlined above.

Schedule

It is required by the IEPA that the Village develop the CMOM within 12 months of the issuance of the NPDES permit renewal. It is therefore a requirement that the proposed work be completed by May 2015.

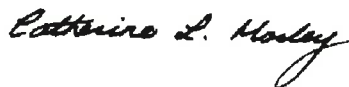
Fee

The proposed Scope of Services will be invoiced on a time and materials basis with a not-to-exceed maximum billing of \$38,695. A detailed cost breakdown is provided in Attachment A.

It is our pleasure to submit this proposal to the Village of Villa Park. Please feel free to contact Cathy at (630) 682-4700 x354 if you would like to discuss this proposal or have any questions.

We are looking forward to the opportunity to work with the Village on this very important project.

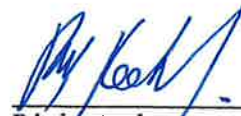
Sincerely,
RJN Group, Inc.



Catherine L. Morley, P.E.
Senior Project Manager



Michael N. Young, P.E.
Principal



Rich Keehner Jr.
Village Manager
Village of Villa
Park

Village of Villa Park
Capacity, Management, Operation and Maintenance (CMOM) Program Update

Attachment A - Summary of Engineering Services Fees

Task No.	Task Description	QC	SPM	SPE	PE	EI/GIS	CL	Total Hours	Direct Costs	Total Cost
		\$ 190	\$ 165	\$ 125	\$ 115	\$ 85	\$ 60			
Phase 1 - Measures and Activities										
Task 1	Collection System Mapping	-	4	-	8	24	-	36	\$ -	\$ 3,620
Task 2	Capacity Assessment	-	6	-	24	24	-	54	\$ -	\$ 5,790
Phase 1 Subtotal		-	10	-	32	48	-	90	\$ -	\$ 9,410
Phase 2 - Additional Assistance										
Task 1	Assistance with Village-Prepared O&M Documents and Checklists	-	4	8	12	20	-	44	\$ 25	\$ 4,765
Task 2	Overflow and Backup Response Plan Review	-	4	4	-	-	-	8	\$ -	\$ 1,160
Task 3	Document Compilation	-	4	-	12	12	16	44	\$ -	\$ 4,020
Phase 2 Subtotal		-	12	12	24	32	16	96	\$ 25	\$ 9,945
Phase 3 - Meetings, Deliverables, and Project Management										
Task 1	CMOM Plan Preparation Assistance	2	24	-	24	24	32	106	\$ 150	\$ 11,210
Task 2	Meetings (4 Total)	-	12	-	12	8	-	32	\$ 50	\$ 4,090
Task 3	Project Management	-	16	-	8	-	8	32	\$ -	\$ 4,040
Phase 3 Subtotal		2	52	-	44	32	40	170	\$ 200	\$ 19,340
GRAND TOTAL, BASE SERVICES		2	74	12	100	112	56	356	\$ 225	\$ 38,695