



January 22, 2013

Mr. Stephen M. May, P.E., PTOE
Director of Public Works
Village of Westmont
328 S. Wilmette Avenue
Westmont, IL 60559-2031

Re: Proposal for Engineering Design Services–Jamestown Detention Basin Drainage Repairs

Dear Mr. May:

Thank you for the opportunity to submit our proposal to provide engineering design services to the Village of Westmont for the Jamestown Detention Basin Drainage Repairs project.

Project Understanding

We understand the Village of Westmont has had difficulty maintaining the outlet pipe for the Jamestown Detention Basin and would like to investigate alternative outlet designs and proceed with reconstruction of the outlet some time in the next fiscal year, starting May 2013. Following is our proposed approach to this project.

Project Approach

- A project kickoff and data gathering meeting will be held with Village staff to discuss the existing conditions and desires for improvements to the pond outfall. We will use the topographic survey we developed last year, as well as a site visit with Village staff to identify existing conditions.
- A wetland survey, delineation, and inventory will be performed for the detention pond and the drainageway from the pond to the downstream discharge point. The intent of the survey, delineation, and inventory is to support a DuPage County Stormwater Permit application and United States Army Corps of Engineers Joint Application.
- Hydrologic and hydraulic calculations will be performed to determine outlet capacity and sizing of improvements.
- Concept plans will be created to propose alternative improvements to the outfall. The concepts will be reviewed with Village staff for selection of a preferred alternative.
- Preliminary engineering plans will be developed based on the preferred alternative. Contract documents will be developed based on our standard contracting documents. Technical specifications will be based on Illinois Department of Transportation Road and Bridge Specifications and Standard Specifications for Water and Sewer Construction in Illinois, supplemented with Village specifications.
- A preliminary design meeting will be held with the Village to discuss the preliminary plans and documents.
- A DuPage County Stormwater Permit pre-application meeting with the Village will be attended and a permit application will be submitted to the County.

Mr. Stephen May, P.E., PTOE, Director of Public Works
Village of Westmont
Page 2
January 22, 2013

- Plans will be provided to the Village of Oak Brook, and we will assist Westmont in obtaining approval from Oak Brook for improvements in the 35th Street right-of-way.
- Final plans and specifications will be developed based on Village review of preliminary documents and Oak Brook and Du Page County comments. An Engineer's Opinion of Probable Cost will be developed for Village use in budgeting for the project.
- Standard bidding services will be provided. We will provide the Village with an Advertisement to Bid for the Village to publish in the local newspaper of choice. We will distribute bidding documents on behalf of the Village through an electronic bidding process.
- Requests for information will be addressed and addendum provided. We will receive prospective bidder questions and requests for information and issue addendum, as necessary.
- Standard bid opening services will be provided. We will attend a bid opening with Village staff.

Services Not Included

- Soil borings and soil investigations are not included.

Village Responsibilities

- Provide background information available for the Jamestown Detention Basin, including design calculations, past permits, subdivision contours mapping, utility (storm, sanitary, and water) mapping, and parcel data.
- Obtain permits that may be necessary for the final project.
- Provide review comments to concept and preliminary engineering submittals.

Project Cost

The services described above will be provided for a lump sum fee of \$26,700.

Project Schedule

We will begin the project upon execution of a signed agreement between Strand and the Village of Westmont. We anticipate three weeks to develop concept plans for review by the Village, four weeks for development of preliminary plans and documents following Village review. Final documents to advertise for bid will depend upon permit review and approval timing.

Again, thank you for the opportunity to work with the Village on this project. If you have questions or need additional information regarding this proposal, please call me.

Sincerely,

STRAND ASSOCIATES, INC.®



Michael R. Waldron, P.E.