



United City of Yorkville

800 Game Farm Road

Yorkville, Illinois 60560

Telephone: 630-553-4350

www.yorkville.il.us

AGENDA PUBLIC WORKS COMMITTEE MEETING

Tuesday, December 19, 2017

6:00 p.m.

City Hall Conference Room
800 Game Farm Road, Yorkville, IL

Citizen Comments:

Minutes for Correction/Approval: November 21, 2017

New Business:

1. PW 2017-85 Snow Operations Report
2. PW 2017-86 2017 Road to Better Roads Program – Change Order No. 1
3. PW 2017-87 2017 Road to Better Roads Program Additional Work – Change Order No. 1
4. PW 2017-88 Center Parkway / Countryside Parkway Resurfacing – Change Order No. 1
5. PW 2017-89 Kennedy Road Resurfacing – Change Order No. 1
6. PW 2017-90 2018 Sanitary Sewer Lining Engineering Agreement
7. PW 2017-91 East Orange Street Water Main Replacement Engineering Agreement
8. PW 2017-92 Bristol Bay Unit 11 – Partial Acceptance
9. PW 2017-93 Water Code Amendment – Section 7-5-4-1 Meter Costs

Old Business:

1. ADM 2017-70 Building Conditions Survey Results

Additional Business:

2017/2018 City Council Goals – Public Works Committee		
Goal	Priority	Staff
“Municipal Building Needs and Planning”	5	Bart Olson & Eric Dhuse
“Vehicle Replacement”	6	Bart Olson & Eric Dhuse
“Water Planning”	8	Eric Dhuse & Brad Sanderson
“Capital Improvement Plan”	11	Bart Olson & Eric Dhuse
“Water Conservation Plan”	15	Eric Dhuse & Brad Sanderson

UNITED CITY OF YORKVILLE
WORKSHEET
PUBLIC WORKS COMMITTEE
Tuesday, December 19, 2017
6:00 PM
CITY HALL CONFERENCE ROOM

CITIZEN COMMENTS:

MINUTES FOR CORRECTION/APPROVAL:

1. November 21, 2017

- ☐ Approved _____
- ☐ As presented
- ☐ With corrections

NEW BUSINESS:

1. PW 2017-85 Snow Operations Report

- ☐ Moved forward to CC _____ consent agenda? Y N
- ☐ Approved by Committee _____
- ☐ Bring back to Committee _____
- ☐ Informational Item
- ☐ Notes _____
- _____
- _____

2. PW 2017-86 2017 Road to Better Roads Program – Change Order No. 1 and Final

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

3. PW 2017-87 2017 Road to Better Roads Program Additional Work – Change Order No. 1

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

4. PW 2017-88 Center Parkway / Countryside Parkway Resurfacing – Change Order No. 1

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

5. PW 2017-89 Kennedy Road Resurfacing – Change Order No. 1

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

6. PW 2017-90 2018 Sanitary Sewer Lining Engineering Agreement

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

7. PW 2017-91 East Orange Street Water Main Replacement – Engineering Agreement

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

8. PW 2017-92 Bristol Bay Unit 11 – Partial Acceptance

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

9. PW 2017-93 Water Code Amendment – Section 7-5-4-1 Meter Costs

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

OLD BUSINESS:

1. ADM 2017-70 Building Condition Survey Results

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

ADDITIONAL BUSINESS:



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

Minutes

Tracking Number

Agenda Item Summary Memo

Title: Minutes of the Public Works Committee – November 21, 2017

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: _____

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Committee Approval

Submitted by: Minute Taker

Name

Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at <http://www.yorkville.il.us/320/City-Council>

DRAFT

**UNITED CITY OF YORKVILLE
PUBLIC WORKS COMMITTEE
Tuesday, November 21, 2017, 6:00pm
Yorkville City Hall, Conference Room
800 Game Farm Road**

IN ATTENDANCE:

Committee Members

Chairman Joel Frieders

Alderman Jackie Milschewski

Alderman Ken Koch

Alderman Seaver Tarulis

Other City Officials

City Administrator Bart Olson

Public Works Director Eric Dhuse

Engineer Brad Sanderson, EEI

City Attorney Kathleen Field Orr (6:40-7:10pm)

Other Guests: None

The meeting was called to order at 6:00pm by Chairman Joel Frieders.

Citizen Comments: None

Previous Meeting Minutes: October 17, 2017

The minutes were approved on a unanimous voice vote.

New Business:

1. PW 2017-75 Water Department Reports for July, August and September 2017

Mr. Dhuse reported well #9 was out of service in September, but is now repaired. Well #8 absorbed the volume while #9 was down. A small correction is needed in the August report and this item moves to the consent agenda.

2. PW 2017-76 2017 Sanitary Sewer Lining – Change Order No. 1

Mr. Sanderson reported the project is now complete and this balancing order reduces the cost by \$400. This moves to consent agenda.

3. PW 2017-77 West Washington Street Water Main Improvements – Change Order No. 1

This project is also complete and the cost was reduced by \$25,000 with this change order. To consent.

4. PW 2017-78 Countryside Water Main and Roadway Improvements – Change Order No. 2

The change order resulted in a reduction of \$320,000+ for several items not used in this project which is now complete. To consent agenda.

5. PW 2017-79 Kennedy Road Shared Use Path (ITEP) – Authorization No. 3

An extra \$5,000 was needed for flaggers required by the railroad for right-of-way work and Mr. Sanderson is recommending approval. A final balancing order is anticipated. He said some punchlist items remain and completion is not expected until mid-2018. Alderman Tarulis asked why trees were not planted to replace the ones removed. Mr. Dhuse said the previous trees were a factor in accidents and also contributed to the bad road conditions there. Autumn Creek also has plans for this area. This moves to consent.

6. PW 2017-80 Fountain Village – Completion of Improvements – Engineering Agreement

Mr. Sanderson said the city had an agreement with a bank to obtain funds for completion of improvements. The letter of credit was called in August. A bid package will be drafted and the work will start in April. If the agreement still requires Council approval, it will be placed on the consent agenda.

7. PW 2017-81 Kendall County TAP Grant Application

Mr. Olson said the city has applied for this grant for Rt. 47 and part of Kennedy. If the ITEP does not go through for Fox Rd., then the City would apply for TAP through the County to identify a corridor for Fox Rd. He said there is no penalty to withdraw from the TAP grant. ITEP results are given in September and the County announces their grants in May. The TAP is \$50,000 and ITEP is about \$750,000 to 1 million. If the City received an ITEP, a matching funding source would have to be found. This moves to consent.

8. ADM 2017-82 Mill Street Parking

Mr. Olson said there are restrictions on both sides of the street. The signs say 'no parking on pavement'. Staff recommends amending the ordinance to say no parking permitted on the pavement or grass. This moves to the consent agenda.

9. PW 2017-83 Traffic Control Signs – Heustis/Van Emmon

Mr. Sanderson said this intersection was evaluated for sight distance concerns, crash data, icy weather conditions, poor lighting, etc. He said it is a collector street and data supports having the stop signs on Heustis. Alderman Milschewski said drivers simply do not stop at the intersection and accidents there were most likely from the weather conditions. After much discussion, she ultimately suggested it remain the same. Mr. Olson said the study results did not support a 4-way stop and said the City could be liable if decisions are made on personal feelings as opposed to the data. Aldermen Tarulis and Koch supported a 4-way stop. Traffic counts show 2,000 vehicles a day on Van Emmon. Alderman Tarulis asked if there are any plans for pedestrian crossings. Ms. Milschewski noted that as the area becomes developed there will be more pedestrians. Chairman Frieders suggested observing the location for two more months and re-evaluate. The committee was undecided on action and will move this to Council for further discussion and input.

10. PW 2017-84 Solid Waste Contract – Food Scraps Update

Mr. Olson will give an update when information is received from the hauler.

Old Business:

1. ADM 2017-70 Building Conditions Survey Results

The city hall and 610 Tower Lane were reviewed. The recommendation is to not maintain the Tower Lane location, but to maintain the city hall for future use. The roof on city hall needs to be replaced

which will not be deferred. If there are no life safety issues, no other maintenance will be done at this time. Alderman Koch was concerned that the report does not discuss revenue streams for repairs. Mr. Olson said the scope of the survey did not include funding. The Administration Committee decided to review 2-3 buildings per meeting and these buildings will be discussed at other committees also. Additional buildings will be addressed next month.

2. PW 2014-74 Railroad Quiet Zones

Mr. Sanderson reported on follow-up requested from a previous meeting. He said a partial quiet zone requires everything that a full zone requires, thus no cost savings. He said 2 Illinois Railnet crossings could be considered separately, but all others fall outside the required parameters. Regarding the BNSF, improvements would be minimal for quiet zones. Kendall County is researching the Cannonball crossing for a quiet zone. Mr. Dhuse said the number of trains per day changes since BNSF tells Railnet when they can go to Aurora. Overall there are fewer trains now due to less fracking. No further action will be taken at this time.

Additional Business: None

There was no further business and the meeting was adjourned at 7:08pm.

Minutes respectfully transcribed by
Marlys Young, Minute Taker



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input checked="" type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #1

Tracking Number

PW 2017-85

Agenda Item Summary Memo

Title: Snow Removal Update

Meeting and Date: Public Works Committee - December 19, 2017

Synopsis: Monthly update of snow removal operations

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: None, informational only

Council Action Requested: _____

Submitted by: Eric Dhuse Public Works
Name Department

Agenda Item Notes:



Memorandum

To: Public Works Committee
From: Eric Dhuse, Director of Public Works
CC: Bart Olson, Administrator
Date: December 11, 2017
Subject: Monthly snow report

Summary

Monthly report of manpower, resources and time spent snow plowing and salting

Background

12/7-12/8/2017 – sprayed brine solution on city streets in anticipation of forecast snow on 12/9. Two employees spent 12 hours each spreading brine. Approximately 5000 gallons of brine were used.

12/9/2017 – 8 large dump trucks and 2 small dump trucks were used to spread salt on all city streets and parking lots. The operation lasted from approximately 7:00 am – 10:00am and there was 100 tons of salt used.

Recommendation

With only a slight chance of snow on Sunday, we are taking this week to recalibrate our brine and salt equipment now that we have had a chance to use them and get a good base line for reference.



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input checked="" type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #2

Tracking Number

PW 2017-86

Agenda Item Summary Memo

Title: 2017 Roads to Better Roads

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: Consideration of Change Order No. 1 and Final

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: _____

Council Action Requested: Consideration of Approval

Submitted by: Brad Sanderson Engineering
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at http://www.yorkville.il.us/gov_officials.php



Memorandum

To: Bart Olson, City Administrator
From: Brad Sanderson, EEI
CC: Eric Dhuse, Director of Public Works
Krysti Barksdale-Noble, Community Dev. Dir.
Lisa Pickering, Deputy City Clerk

Date: December 19, 2017
Subject: 2017 RTBR Change Order No. 1 – MFT

The purpose of this memo is to present Change Order No. 1 for the above referenced project.

A Change Order, as defined by in the General Conditions of the Contract Documents, is a written order to the Contractor authorizing an addition, deletion or revision in the work within the general scope of the Contract Documents, or authorizing an adjustment in the Contract Price or Contract Time.

Background:

The United City of Yorkville and D Construction, Inc. entered into an agreement for a contract value of \$607,981.72 for the above referenced project.

Construction is now substantially complete.

Questions Presented:

Should the City approve Change Order No. 1 – MFT, which would decrease the original contract by \$111,738.07?

Discussion:

The Change Order included additions/deletions to the contract quantities to reflect as-built quantities and new pay items for unexpected field conditions (see attached for detail).

No additional change orders are anticipated as the project is complete. We anticipate final contract values of \$496,243.65 for the original contract.

We are recommending approval of the Change Order.

Action Required:

Consideration of approval from the City Council for the Change Order.



Illinois Department of Transportation

Request for Approval of Change in Plans

Date: 11/27/2017

County: Kendall

Request No. 1 ☒ Final

Road District or Municipality: United City of Yorkville

Contractor: D Construction Inc.

Section No. 17-00000-00-GM

Address: 1488 S. Broadway

Coal City, IL 60416

I recommend that this deduction be made from the above contract.
(addition, extension, deduction) (to, from)

The estimated quantities are shown below and the contractor agrees to furnish the materials and do the work at the unit prices.

Item Description	Unit	Quantity	Unit Price	Addition(A) or Deduction(D)	Total Addition	Total Deduction
BIT MATLS TACK CT	POUND	19379.00	0.01	D	\$ -	\$ 193.79
HMA SURF REM BUTT JT	SQ YD	489.40	9.00	D	\$ -	\$ 4,404.60
LEV BIND HM N50	TON	90.00	80.00	D	\$ -	\$ 7,200.00
LEV BIND MM N50	TON	71.50	55.00	A	\$ 3,932.50	\$ -
HMA SC "D" N50	TON	13.35	55.00	D	\$ -	\$ 734.25
INCIDENTAL HMA SURF	TON	76.90	90.00	D	\$ -	\$ 6,921.00
PCC DRIVEWAY REMOVAL	SQ YD	30.00	20.00	D	\$ -	\$ 600.00
PCC DRIVEWAY REPL 6"	SQ YD	30.00	66.00	D	\$ -	\$ 1,980.00
PCC SIDEWALK REMOVAL	SQ FT	825.00	2.00	D	\$ -	\$ 1,650.00
PCC SIDEWALK 5"	SQ FT	836.20	6.50	D	\$ -	\$ 5,435.30
DETECTABLE WARNINGS	SQ FT	134.00	25.00	D	\$ -	\$ 3,350.00
HMA SURF REM 1 1/2	SQ YD	21.90	1.25	A	\$ 27.38	\$ -
HMA SURF REM 2 1/2	SQ YD	30.90	3.00	D	\$ -	\$ 92.70
CLASS D PATCH 4 INCH	SQ YD	3057.40	33.00	D	\$ -	\$ 100,894.20
COMB CC&G REM & REPL	FOOT	233.50	35.00	D	\$ -	\$ 8,172.50
MAN ADJ NEW T1F&L	EACH	16.00	850.00	D	\$ -	\$ 13,600.00
SAN MH ADJ NEW T1F CL	EACH	4.00	1,000.00	D	\$ -	\$ 4,000.00
INLETS TO BE ADJUSTED	EACH	6.00	500.00	D	\$ -	\$ 3,000.00
VALVE BOXES ADJ	EACH	4.00	150.00	A	\$ 600.00	\$ -
RESTORATION	SQ YD	2186.00	12.00	D	\$ -	\$ 26,232.00
AGG WEDGE SHLD TYPE B	TON	31.31	30.00	A	\$ 939.30	\$ -
SEAL COAT W/ CR & CF	SQ YD	1739.00	1.41	D	\$ -	\$ 2,451.99
THPL PVT MK LTR & SYM	SQ FT	24.00	4.07	D	\$ -	\$ 97.68
THPL PVT MK LINE 4	FOOT	2066.00	0.55	D	\$ -	\$ 1,136.30
THPL PVT MK LINE 6	FOOT	9.00	0.83	A	\$ 7.47	\$ -
LEV BIND MM N50 (PRK LOT)	TON	85.39	58.00	A	\$ 4,952.62	\$ -
HMA SC "D" N50 (PRK LOT)	TON	372.52	58.00	A	\$ 21,606.16	\$ -
HMA SURF REM 3 (PRK LOT)	SQ YD	95.60	2.50	D	\$ -	\$ 239.00
HMA SURF REM 4 (PRK LOT)	SQ YD	77.10	2.60	A	\$ 200.46	\$ -
CRACK SEALING	FOOT	870.00	2.72	D	\$ -	\$ 2,366.40
HMA SURF REM VAR DP SP	SQ YD	48.50	5.00	D	\$ -	\$ 242.50
CLASS D PATCH 2-1/2 INCH	SQ YD	2128.90	23.00	A	\$ 48,964.70	\$ -
SAN STRUCTURE REPAIR	UNITS	2025.55	1.00	A	\$ 2,025.55	\$ -
					\$ -	\$ -
Total Changes:					\$ 83,256.14	\$ 194,994.21

Total Net Change: \$ (111,738.07)
Amount of Original Contract: \$ 607,981.72
Amount of Previous Change Orders: \$ -
Amount of adjusted/final contract: \$ 496,243.65

Total net deduction to date \$ (111,738.07) which is -18.38 % of the contract price.
(addition, deduction)

State fully the nature and reason for the change: All changes reflect final measured quantities. See attached for changes which in excess
of \$10,000.

When the net increase or decrease in the cost of the contract is \$10,000.00 or more, or the time of completion is increased or decreased by 30 days or more, one of the following statements must be checked:

- ☐ The undersigned has determined that the circumstances which necessitate this change were not reasonably foreseeable at the time the contract was signed.
- ☐ The undersigned has determined that the change is germane to the original contract as signed.
- ☒ The undersigned has determined that this change is in the best interest of the Local Agency and is authorized by law.

Prepared by:


Engineering Enterprises, Inc.
Title of Preparer

For County and Road District Projects

Highway Commissioner

Date

Submitted/Approved

County Engineer/Superintendent of Highways

Date

For Municipal Projects

Municipal Officer

Title of Municipal Officer

Date

Approved

Regional Engineer

Date

Note: Make out separate form for change in length quantities.

Give net quantities

Submit 6 Originals

If plans are required attached 3 sets.

Reasons for changes to pay items in which the change to the contract exceeds \$10,000.00:

Class D Patches, 4 inch

Decrease of \$100,894.20.

Patches were laid out once the existing HMA surface was removed or in locations where no milling was to take place. In the locations where the HMA surface was removed, the remaining asphalt thickness did not exceed 2.5". The Contractor agreed to preform patching at 2.5" under a separate Agreed Unit Price. This change reflects the actual field measurements.

Manhole Adjustment with New Type 1 Frame & Lid

Decrease of \$13,600.00

There was an error in the plans which resulted in a decrease in the number of adjustment which needed to be performed. This change reflects actual field measurements.

Restoration

Decrease of \$26,232.00

This work was called for at various locations throughout the project including along residential streets in which the profile of the road was raised. Restoration was not required along several of the streets due to a combination of locations where the existing turf was already above the existing roadway and spot repairs that were performed by the City or individual residents. This changes reflects actual field measurements.

Hot-Mix Asphalt Surface Course, Mix "D" N50 (Parking Lot)

Increase of of \$21,606.16.

Several parking lots included in the project called for a 3-inch HMA Surface Removal. While doing the removal, the existing pavement was found to be +/-3-3/4" thick. The existing 3/4" was in poor condition and was not stable enough to support construction traffic or provide a stable base for subsequent paving operations. Additional existing HMA was removed which led to an increase in the amount of HMA surface course delivered to the project. This change reflects actual delivered tonnages.

AUP – Class D Patches, 2-1/2 inch

Increase of of \$48,964.70.

As stated above in the description for Class D Patches 4 inch, the Contractor performed 2-1/2" patching at an Agreed Unit Price. The email with the AUP is attached. This change reflects actual field measurements.

Force Account – Sanitary Structure Repair

Increase of of \$2,025.55.

A sanitary manhole was found damaged while performing an adjustment. Additional work was tracked on a time and material basis. The final bill is attached.

Michael R. Brouch

From: Ken Wilhelmi <k.wilhelmi@dconstruction.net>
Sent: Tuesday, July 18, 2017 8:10 AM
To: Michael R. Brouch
Subject: Yorkville MFT

2.5" Patching ~1200 sy @ \$23/sy

D Construction
1488 So. Broadway
Coal City, IL 60416

Customer: City Of Yorkville

Job: 17-00047- 2017 MFT & LOCAL PROGRAM

Auth. No:

Contract:

County: KENDALL

Force account bill for: Sanitary Structure Repair

Section: 17-00000-00-GM

Labor Week End Date 08/13/17	08/07/17	08/08/17	08/09/17	08/10/17	08/11/17	08/12/17	08/13/17	Extra Earning	S.T.	O.T.	D.T.	Rate	Insurance Amount	Payroll Amount	Earnings to Date	F.U.T	S.U.T
Adrian Balderas, Laborer Journeyman	0.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	6.00	0.00	0.00	41.20	247.20	247.20	40,060.10	0.00	0.00
Scott Lightbody, Laborer Journeyman	0.00	0.00	0.00	0.00	5.50	0.00	0.00	0.00	5.50	0.00	0.00	41.20	226.60	226.60	24,718.65	0.00	0.00
Week Ending 08/13/17													473.80	473.80		0.00	0.00
Total Payroll														473.80			
Chicago Laborers	11.50 Hours @ 27.79													319.59			
Total Fringe														319.59			
Subtotal Labor														793.39			
Plus 35.00% of \$793.39														277.69			
Total Labor														1,071.08			

Payroll Additives

Public Liability and Property Damage Ins	4.60% of 473.80	21.79
Workmen's Compensation Ins.	18.38% of 473.80	87.08
Fica Employer	6.20% of 473.80	29.38
FUTA	0.80% of 0.00	0.00
Medicare - Employer	1.45% of 473.80	6.87
SUTA IL DCON	8.95% of 0.00	0.00
Subtotal Payroll Additives		145.12
Plus 10.00% of \$145.12		14.51
Total Payroll Additives		159.63

D Construction
1488 So. Broadway
Coal City, IL 60416

Customer: City Of Yorkville

Job: 17-00047- 2017 MFT & LOCAL PROGRAM

Contract:

Force account bill for: Sanitary Structure Repair

Auth. No:

County: KENDALL

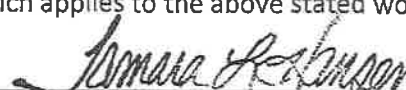
Section: 17-00000-00-GM

Total Labor with Additives

1,230.71

I hereby certify that the above statement is a copy of the portion of the payroll report which applies to the above stated work and that the rates shown for taxes and insurance are actual costs.

(Signed)



D Construction

D Construction
1488 So. Broadway
Coal City, IL 60416

Customer: City Of Yorkville

Job: 17-00047- 2017 MFT & LOCAL PROGRAM

Contract:

Force account bill for: Sanitary Structure Repair

Auth. No:

County: KENDALL

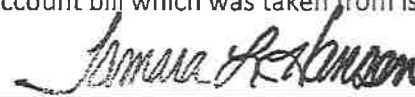
Section: 17-00000-00-GM

Equip Week End Date 08/13/17	08/07/17	08/08/17	08/09/17	08/10/17	08/11/17	08/12/17	08/13/17	Total Hours	Rate	Amount
Chevy C2500	0.00	0.00	0.00	0.00	6.00	0.00	0.00	6.00	19.18	115.08
Jd 470g Excavator	0.00	0.00	0.00	0.00	2.00	0.00	0.00	2.00	161.23	322.46
Week Ending 08/13/17										437.54
Subtotal Equipment										437.54
Total Equipment										437.54

Material	UOM	Quantity	Unit Cost	Amount
Carroll Distributing Inc. Mortar Mix	EA	2.00	5.64	11.28
East Jordan Iron Works Inc. FRAME	EA	1.00	285.00	285.00
Subtotal Material				296.28
Plus 15.00% of \$296.28				44.44
Total Material				340.72

This is to certify that the material entered on this force account bill which was taken from is shown at our cost.

(Signed)



D Construction

Total Labor	1,230.71
Total Equipment Expense	437.54
Total Material Expense	340.72

Total	2,008.97
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Bond .75%	15.07
Plus 10% on Bond	1.51

Total Bill	2,025.55
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D Construction
1488 So. Broadway
Coal City, IL 60416

Customer: City Of Yorkville

Job: 17-00047- 2017 MFT & LOCAL PROGRAM

Contract:

Force account bill for: Sanitary Structure Repair

Auth. No:

County: KENDALL

Section: 17-00000-00-GM

Resident



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input checked="" type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #3

Tracking Number

PW 2017-87

Agenda Item Summary Memo

Title: 2017 Roads to Better Roads

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: Consideration of Change Order No. 1 and Final – Additional Work

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: _____

Council Action Requested: Consideration of Approval

Submitted by: Brad Sanderson Engineering
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at http://www.yorkville.il.us/gov_officials.php



Memorandum

To: Bart Olson, City Administrator
From: Brad Sanderson, EEI
CC: Eric Dhuse, Director of Public Works
Krysti Barksdale-Noble, Community Dev. Dir.
Lisa Pickering, Deputy City Clerk

Date: December 11, 2017
Subject: 2017 RTBR Change Order No. 1 – Additional Work

The purpose of this memo is to present Change Order No. 1 for the above referenced project.

A Change Order, as defined by in the General Conditions of the Contract Documents, is a written order to the Contractor authorizing an addition, deletion or revision in the work within the general scope of the Contract Documents, or authorizing an adjustment in the Contract Price or Contract Time.

Background:

The United City of Yorkville and D Construction, Inc. entered into an agreement for Additional Work with a contract value of \$454,857.47 for the above referenced project.

Construction is now substantially complete.

Questions Presented:

Should the City approve Change Order No. 1 – Additional Work, which would decrease the original contract by \$22,081.07?

Discussion:

The Change Order included additions/deletions to the contract quantities to reflect as-built quantities and new pay items for unexpected field conditions (see attached for detail).

No additional change orders are anticipated as the project is complete. We anticipate final contract values of \$432,776.40 for the additional work.

We are recommending approval of the Change Order.

Action Required:

Consideration of approval from the City Council for the Change Order.



Illinois Department of Transportation

Request for Approval of Change in Plans

Date: 11/27/2017

County: Kendall

Request No. 1 ☒ Final

Road District or Municipality: United City of Yorkville

Contractor: D Construction Inc.

Section No. 17-00000-00-GM

Address: 1488 S. Broadway

Coal City, IL 60416

I recommend that this deduction be made from the above contract.
(addition, extension, deduction) (to, from)

The estimated quantities are shown below and the contractor agrees to furnish the materials and do the work at the unit prices.

Item Description	Unit	Quantity	Unit Price	Addition(A) or Deduction(D)	Total Addition	Total Deduction
BIT MATLS TACK CT	POUND	16406.00	0.01	D	\$ -	\$ 164.06
HMA SURF REM BUTT JT	SQ YD	40.80	9.00	D	\$ -	\$ 367.20
LEV BIND MM N50	TON	211.16	55.00	D	\$ -	\$ 11,613.80
HMA SC "D" N50	TON	375.86	55.00	A	\$ 20,672.30	\$ -
PCC DRIVEWAY REMOVAL	SQ YD	30.00	20.00	D	\$ -	\$ 600.00
PCC DRIVEWAY REPL 6"	SQ YD	30.00	66.00	D	\$ -	\$ 1,980.00
PCC SIDEWALK REMOVAL	SQ FT	39.90	2.00	A	\$ 79.80	\$ -
PCC SIDEWALK 5"	SQ FT	68.10	6.50	D	\$ -	\$ 442.65
DETECTABLE WARNINGS	SQ FT	59.70	25.00	D	\$ -	\$ 1,492.50
HMA SURF REM 1 1/2	SQ YD	92.60	1.25	A	\$ 115.75	\$ -
HMA SURF REM 2 1/2	SQ YD	7.90	3.00	A	\$ 23.70	\$ -
CLASS D PATCH 4 INCH	SQ YD	1496.00	33.00	D	\$ -	\$ 49,368.00
COMB CC&G REM & REPL	FOOT	112.00	35.00	D	\$ -	\$ 3,920.00
MAN ADJ NEW T1F&L	EACH	2.00	850.00	D	\$ -	\$ 1,700.00
SAN MH ADJ NEW T1F CL	EACH	3.00	1,000.00	A	\$ 3,000.00	\$ -
INLETS TO BE ADJUSTED	EACH	2.00	500.00	A	\$ 1,000.00	\$ -
RESTORATION	SQ YD	250.70	12.00	D	\$ -	\$ 3,008.40
THPL PVT MK LTR & SYM	SQ FT	48.00	4.07	D	\$ -	\$ 195.36
THPL PVT MK LINE 4	FOOT	4497.00	0.55	D	\$ -	\$ 2,473.35
LEV BIND MM N50 (PRK LOT)	TON	96.89	58.00	D	\$ -	\$ 5,619.62
HMA SC "D" N50 (PRK LOT)	TON	312.90	58.00	A	\$ 18,148.20	\$ -
HMA SURF REM 3 (PRK LOT)	SQ YD	12.70	2.50	A	\$ 31.75	\$ -
CRACK SEALING	FOOT	21.00	2.72	D	\$ -	\$ 57.12
INLET ADJ NEW T3 F&G	EACH	8.00	850.00	D	\$ -	\$ 6,800.00
CLASS D PATCH 2-1/2 INCH	SQ YD	456.70	23.00	A	\$ 10,504.10	\$ -
INLET ADJ NEW 7525Z F&G	EACH	8.00	975.00	A	\$ 7,800.00	\$ -
PARKING LOT UNDERCUT	UNITS	3849.39	1.00	A	\$ 3,849.39	\$ -
SUNDAY CRACK SEAL LABOR	L SUM	1.00	2,496.00	A	\$ 2,496.00	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
Total Changes:					\$ 67,720.99	\$ 89,802.06

Total Net Change: \$ (22,081.07)

Amount of Original Contract: \$ 454,857.47

Amount of Previous Change Orders: \$ -

Amount of adjusted/final contract: \$ 432,776.40

Total net deduction to date \$ (22,081.07) which is -4.85 % of the contract price.
(addition, deduction)

State fully the nature and reason for the change: All changes reflect final measured quantities. See attached for changes which in excess
of \$10,000.

When the net increase or decrease in the cost of the contract is \$10,000.00 or more, or the time of completion is increased or decreased by 30 days or more, one of the following statements must be checked:

- ☐ The undersigned has determined that the circumstances which necessitate this change were not reasonably foreseeable at the time the contract was signed.
- ☐ The undersigned has determined that the change is germane to the original contract as signed.
- ☒ The undersigned has determined that this change is in the best interest of the Local Agency and is authorized by law.

Prepared by:


Engineering Enterprises, Inc.
Title of Preparer

For County and Road District Projects

Highway Commissioner

Date

Submitted/Approved

County Engineer/Superintendent of Highways

Date

For Municipal Projects

Municipal Officer

Title of Municipal Officer

Date

Approved

Regional Engineer

Date

Note: Make out separate form for change in length quantities.
Give net quantities
Submit 6 Originals
If plans are required attached 3 sets.

Reasons for changes to pay items in which the change to the contract exceeds \$10,000.00:

Level Binder Machine Method, N50

Decrease of \$11,613.80.

Milling thicknesses were adjusted to prevent delamination of existing HMA lifts to remain. This led to a decrease of the material used as Level Binder. This change reflects the actual tonnage delivered.

Hot-Mix Asphalt Surface Course, Mix "D" N50

Increase of \$20,672.30.

Additional HMA Surface Course was delivered to increase the cross slope of Spring Street and Walsh Drive to provide better drainage. This change reflects the actual tonnage delivered.

Class D Patches, 4 inch

Decrease of \$49,368.00.

Patches were laid out once the existing HMA surface was removed or in locations where no milling was to take place. In the locations where the HMA surface was removed, the remaining asphalt thickness did not exceed 2.5". The Contractor agreed to preform patching at 2.5" under a separate Agreed Unit Price. This change reflects the actual field measurements.

Hot-Mix Asphalt Surface Course, Mix "D" N50 (Parking Lot)

Increase of \$18,148.20.

Several parking lots included in the project called for a 3-inch HMA Surface Removal. While doing the removal, the existing pavement was found to be +/-3-3/4" thick. The existing 3/4" was in poor condition and was not stable enough to support construction traffic or provide a stable base for subsequent paving operations. Additional existing HMA was removed which led to an increase in the amount of HMA Level Binder delivered to the project. This change reflects actual delivered tonnages.

AUP – Class D Patches, 2-1/2 inch

Increase of \$10,504.10.

As stated above in the description for Class D Patches 4 inch, the Contractor performed 2-1/2" patching at an Agreed Unit Price. The email with the AUP is attached. This change reflects actual field measurements.

AUP – Inlet Adjustment with New 7525Z Frame and Grate

Increase of \$7,800.00.

Several Inlet adjustments required custom frame and grates to match the existing curb and gutter type. The contractor provided an AUP for the item which replaced the contract line item "Inlet Adjustment with New Type 3 Frame and Grate." The email with the Agreed Unit Price is attached.

Force Account – Parking Lot Undercut

Increase of \$3,849.39.

The base of the City Parking Lot (Old Second Bank Building) was a saturated clay and was not suitable for paving over. The Contractor performed undercuts of the existing base on a time and material basis. The Force Account bill is attached.

AUP – Sunday Crack Seal Labor

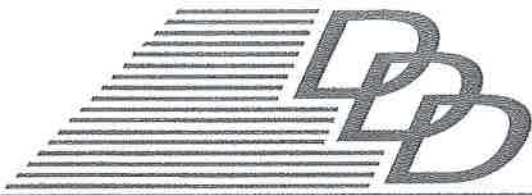
Increase of \$2,496.00.

The Subcontractor required an upcharge for Sunday Work. A letter stating the amount for the upcharge is attached.

Michael R. Brouch

From: Ken Wilhelmi <k.wilhelmi@dconstruction.net>
Sent: Tuesday, July 18, 2017 8:10 AM
To: Michael R. Brouch
Subject: Yorkville MFT

2.5" Patching ~1200 sy @ \$23/sy



"D" Construction, Inc.

General Contractor

1488 South Broadway • Coal City, IL 60416
Office (815) 634-2555 • FAX (815) 634-8748

United City of Yorkville
610 Tower Lane
Yorkville, IL 60560
Attn: Michael R. Brouch

July 7, 2017

Re: 2017 MFT - Frame & Grate 7525Z AUP

Gentlemen:

In reference to the above captioned project, it is our pleasure to quote you on additional paving work.

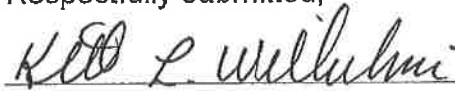
DESCRIPTION	Bid Quantity	Unit	Unit Price	Amount
MANHOLE ADJ W/NEW F&G 7525Z	9.0 8.0 mbb	EA	\$975.00	\$8,775.00 7,800.00 mbb
		TOTAL		\$8,775.00 7,800.00 mbb

Qualifications: PLEASE NOTE

- * Final billing shall be based upon the actual quantities of work performed at the unit prices quoted above.
- * We must have a signed contract within 30 days in order to hold these prices.
- * Terms of payment will be agreed upon before any work is started.

Respectfully submitted,

17-00047


"D" Construction, Inc.

D Construction
1488 So. Broadway
Coal City, IL 60416

Customer: City Of Yorkville

Job: 17-00047- 2017 MFT & LOCAL PROGRAM

Auth. No:

Contract:

County: KENDALL

Force account bill for: PARKING LOT STONE

Section: 17-00000-00-GM

Labor Week End Date 10/01/17	09/25/17	09/26/17	09/27/17	09/28/17	09/29/17	09/30/17	10/01/17	Extra Earning	S.T.	O.T.	D.T.	Rate	Insurance Amount	Payroll Amount	Earnings to Date	F.U.T	S.U.T
Darik Wilson, Operator Journeyman	0.00	6.50	0.00	0.00	0.00	0.00	0.00	0.00	5.00	1.50	0.00	48.30	313.95	350.18	97,991.77	0.00	0.00
Scott McGurk, Laborer Journeyman	0.00	7.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	1.00	0.00	41.20	288.40	309.00	65,383.20	0.00	0.00
Week Ending 10/01/17													602.35	659.18		0.00	0.00
Total Payroll														659.18			
Chicago Laborers	7.00 Hours @ 27.79													194.53			
Operators 150	6.50 Hours @ 37.48													243.62			
Total Fringe														438.15			
Subtotal Labor														1,097.33			
Plus 35.00% of \$1,097.33														384.07			
Total Labor														1,481.40			

Payroll Additives

Public Liability and Property Damage Ins	4.60% of 659.18	30.32
Workmen's Compensation Ins.	18.38% of 602.35	110.71
Fica Employer	6.20% of 659.18	40.87
FUTA	0.80% of 0.00	0.00
Medicare - Employer	1.45% of 659.18	9.56
SUTA IL DCON	8.95% of 0.00	0.00
Subtotal Payroll Additives		191.46
Plus 10.00% of \$191.46		19.15
Total Payroll Additives		210.61

D Construction
1488 So. Broadway
Coal City, IL 60416

Customer: City Of Yorkville

Job: 17-00047- 2017 MFT & LOCAL PROGRAM

Auth. No:

Contract:

County: KENDALL

Force account bill for: PARKING LOT STONE

Section: 17-00000-00-GM

Total Labor with Additives

1,692.01

I hereby certify that the above statement is a copy of the portion of the payroll report which applies to the above stated work and that the rates shown for taxes and insurance are actual costs.

(Signed)


D Construction

D Construction
1488 So. Broadway
Coal City, IL 60416

Customer: City Of Yorkville

Job: 17-00047- 2017 MFT & LOCAL PROGRAM

Contract:

Force account bill for: PARKING LOT STONE

Auth. No:

County: KENDALL

Section: 17-00000-00-GM

Equip	Week End Date	10/01/17	09/25/17	09/26/17	09/27/17	09/28/17	09/29/17	09/30/17	10/01/17	Total Hours	Rate	Amount
Gradall XI4100			0.00	6.50	0.00	0.00	0.00	0.00	0.00	6.50	112.05	728.33
										Week Ending 10/01/17		728.33
										Subtotal Equipment		728.33
										Total Equipment		728.33

SL / Rented Equipment	UOM	Quantity	Unit Cost	Amount
M.d. Miller Trucking And Topsoil Inc.	HR	5.50	105.00	577.50
Tkt Trucking Inc.	HR	4.50	100.00	450.00
		Subtotal SL / Rented Equipment		1,027.50
		Plus 5.00% of \$1,027.50		51.38
		Total SL / Rented Equipment		1,078.88

Material	UOM	Quantity	Unit Cost	Amount
Central Limestone Co. Inc. PGE	TON	61.58	4.50	277.11
		Subtotal Material		277.11
		Plus 15.00% of \$277.11		41.57
		Total Material		318.68

D Construction
1488 So. Broadway
Coal City, IL 60416

Customer: City Of Yorkville

Auth. No:
County: KENDALL
Section: 17-00000-00-GM

Job: 17-00047- 2017 MFT & LOCAL PROGRAM
Contract:
Force account bill for: PARKING LOT STONE

This is to certify that the material entered on this force account bill which was taken from is shown at our cost.

(Signed) 
D Construction

Total Labor	1.692.01
Total Equipment Expense	728.33
Total Subcontractor Expense	1,078.88
Total Material Expense	318.68
Total	3,817.90
Bond .75%	28.63
Plus 10% on Bond	2.86
Total Bill	3,849.39

Resident

Michael R. Brouch

From: Ken Wilhelmi <k.wilhelmi@dconstruction.net>
Sent: Tuesday, July 18, 2017 8:10 AM
To: Michael R. Brouch
Subject: Yorkville MFT

2.5" Patching ~1200 sy @ \$23/sy

DENLER, INC.

19148 S. 104th Avenue, Mokena, IL 60448

(708) 479-5005 • Fax (708) 479-7199

www.parkinglots.net

Estimate #: 8497

Submitted To: D Construction
Address: 1488 S. Broadway
Coal City, IL 60416
Contact: Ken Wilhelmi

Date: 11/21/20
Phone: (815)955-9940 **Fax:** (815)634-8748
Job Name: City Of Yorkville - 2017 - Weekend
Job Location: Yorkville, IL
Prop. Owned By: City Of Yorkville

1. WEEKEND WORK - Parking Lot & Roadway area (approx. 1 Lump Sum), work to include: Additional charge for crew scheduled to work a Sunday **\$2,496.00**

MOBILIZATIONS: Price based on a 1 mobilization(s).

SALES TAX: Prices do not include the applicable sales tax on materials and other related taxable items to be used on this project.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer _____

Signature _____

Date of Acceptance _____

CONFIRMED:

Denler, Inc.

Authorized
Signature



Title David Denler, Estimator

Site Development

Asphalt & Concrete Paving • Lighting • Excavations
Concrete Curb Construction • Sewer Construction • Grading

Site Maintenance

Sweeping • Seal Coating • Asphalt Patching & Repair
Concrete Repairs • Crack & Joint Routing & Repair • Striping



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input checked="" type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #4

Tracking Number

PW 2017-88

Agenda Item Summary Memo

Title: Center Parkway / Countryside Parkway Resurfacing

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: Consideration of Change Order No. 1 and Final

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: _____

Council Action Requested: Consideration of Approval

Submitted by: Brad Sanderson Engineering
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at http://www.yorkville.il.us/gov_officials.php



Memorandum

To: Bart Olson, City Administrator
From: Brad Sanderson, EEI
CC: Eric Dhuse, Director of Public Works
Krysti Barksdale-Noble, Community Dev. Dir.
Lisa Pickering, Deputy City Clerk

Date: December 11, 2017

Subject: Center Parkway/Countryside Parkway Resurfacing Change Order No. 1 & Final

The purpose of this memo is to present Change Order No. 1 for the above referenced project.

A Change Order, as defined by in the General Conditions of the Contract Documents, is a written order to the Contractor authorizing an addition, deletion or revision in the work within the general scope of the Contract Documents, or authorizing an adjustment in the Contract Price or Contract Time.

Background:

The United City of Yorkville and D Construction, Inc. entered into an agreement for a contract value of \$239,317.66 for the above referenced project.

Construction is now substantially complete.

Questions Presented:

Should the City approve Change Order No. 1 & Final, which would decrease the original contract by \$35,395.58?

Discussion:

The Change Orders included additions/deletions to the contract quantities to reflect as-built quantities and new pay items for unexpected field conditions (see attached for detail for items which exceed a \$10,000 change).

No additional change orders are anticipated as the project is complete. We anticipate a final contract value of \$209,922.08.

We are recommending approval of the Change Order.

Action Required:

Consideration of approval from the City Council for the Change Order.



Illinois Department of Transportation

Request for Approval of Change in Plans

Date: 12/8/2017

County: Kendall

Request No. 1 ☒ Final

Road District or Municipality: United City of Yorkville

Contractor: D Construction

Section No. N/A

Address: 1488 S. Broadway

Coal City, IL 60416

I recommend that this deduction be made from the above contract.
(addition, extension, deduction) (to, from)

The estimated quantities are shown below and the contractor agrees to furnish the materials and do the work at the unit prices.

Item Description	Unit	Quantity	Unit Price	Addition(A) or Deduction(D)	Total Addition	Total Deduction
TOPSOIL F & P 4	SQ YD	75.00	10.00	D	\$ -	\$ 750.00
SODDING SALT TOLERANT	SQ YD	75.00	10.00	D	\$ -	\$ 750.00
SUPPLE WATERING	UNIT	5.00	330.00	D	\$ -	\$ 1,650.00
BIT MATLS TACK CT	POUND	9934.00	0.01	D	\$ -	\$ 99.34
HMA SURF REM BUTT JT	SQ YD	23.60	9.00	A	\$ 212.40	\$ -
LEV BIND MM N50	TON	376.03	55.00	D	\$ -	\$ 20,681.65
HMA SC "D" N50	TON	141.60	55.00	A	\$ 7,788.00	\$ -
INCIDENTAL HMA SURF	TON	10.00	150.00	D	\$ -	\$ 1,500.00
PC CONC SIDEWALK 5	SQ FT	166.00	7.00	A	\$ 1,162.00	\$ -
CRACK ROUTING (PAVT)	FOOT	285.00	0.04	D	\$ -	\$ 11.40
CRACK FILLING	POUND	65.00	2.51	D	\$ -	\$ 163.15
DETECTABLE WARNINGS	SQ FT	56.00	25.00	A	\$ 1,400.00	\$ -
HMA SURF REM 2 1/2	SQ YD	1123.30	1.50	D	\$ -	\$ 1,684.95
COMB CURB GUTTER REM	FOOT	55.10	5.00	A	\$ 275.50	\$ -
SIDEWALK REM	SQ FT	161.20	2.00	A	\$ 322.40	\$ -
CL D PATCH T1 4	SQ YD	100.00	28.00	D	\$ -	\$ 2,800.00
CL D PATCH T2 4	SQ YD	100.00	28.00	D	\$ -	\$ 2,800.00
CL D PATCH T3 4	SQ YD	200.00	28.00	D	\$ -	\$ 5,600.00
CL D PATCH T4 4	SQ YD	468.30	26.00	D	\$ -	\$ 12,175.80
MAN ADJUST	EACH	1.00	375.00	D	\$ -	\$ 375.00
VV ADJUST	EACH	1.00	290.00	D	\$ -	\$ 290.00
VALVE BOX ADJ	EACH	2.00	150.00	D	\$ -	\$ 300.00
COMB CC&G TB6.12	FOOT	55.10	35.00	A	\$ 1,928.50	\$ -
SHORT TERM PAVT MKING	FOOT	100.00	0.80	D	\$ -	\$ 80.00
WORK ZONE PAVT MK REM	SQ FT	35.00	1.00	D	\$ -	\$ 35.00
THPL PVT MK LTR & SYM	SQ FT	146.40	2.98	A	\$ 436.27	\$ -
THPL PVT MK LINE 4	FOOT	60.00	1.02	A	\$ 61.20	\$ -
THPL PVT MK LINE 6	FOOT	539.50	1.36	A	\$ 733.72	\$ -
THPL PVT MK LINE 8	FOOT	45.10	1.70	A	\$ 76.67	\$ -
THPL PVT MK LINE 12	FOOT	165.70	2.21	A	\$ 366.20	\$ -
THPL PVT MK LINE 24	FOOT	111.70	3.85	A	\$ 430.05	\$ -
DET LOOP REPL	FOOT	13.40	33.00	D	\$ -	\$ 442.20
FRAMES & LIDS SPECIAL	EACH	1.00	700.00	A	\$ 700.00	\$ -
RESTORATION	SQ YD	75.00	12.00	A	\$ 900.00	\$ -
Total Changes:					\$ 16,792.91	\$ 52,188.49

Total Net Change: \$ (35,395.58)

Amount of Original Contract: \$ 239,317.66

Amount of Previous Change Orders: _____

Amount of adjusted/final contract: \$ 203,922.08

Total net deduction to date \$ (35,395.58) which is -14.79 % of the contract price.
(addition, deduction)

State fully the nature and reason for the change: All changes reflect final measured quantities. See attached for changes which in excess
of \$10,000.

When the net increase or decrease in the cost of the contract is \$10,000.00 or more, or the time of completion is increased or decreased by 30 days or more, one of the following statements must be checked:

- ☒ The undersigned has determined that the circumstances which necessitate this change were not reasonably foreseeable at the time the contract was signed.
- ☐ The undersigned has determined that the change is germane to the original contract as signed.
- ☐ The undersigned has determined that this change is in the best interest of the Local Agency and is authorized by law.

Prepared by: 

Engineering Enterprises, Inc.
Title of Preparer

For County and Road District Projects

Highway Commissioner

Date

Submitted/Approved

County Engineer/Superintendent of Highways

Date

For Municipal Projects

Municipal Officer

Title of Municipal Officer

Date

Approved

Regional Engineer

Date

Note: Make out separate form for change in length quantities.

Give net quantities

Submit 6 Originals

If plans are required attached 3 sets.

Reasons for changes to pay items in which the change to the contract exceeds \$10,000.00:

Level Binder Machine Method N50

Decrease of \$20,681.65.

Field measurements yielded a smaller area than was called for in the plans which led to less material being need than called for in the plans. The level binder was paved at a thickness closer to 3/4" than the 1" called for in the plans.

Class D Patches, Type IV, 4 inches

Decrease of \$12,175.80.

Patching was laid out after the existing surface had been milled off. The existing asphalt base was in significantly better condition than assumed at the time plans were developed. The patching was determined to be unnecessary.



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input checked="" type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #5

Tracking Number

PW 2017-89

Agenda Item Summary Memo

Title: Kennedy Road Resurfacing – Change Order No. 1

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: Consideration of Approval

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: _____

Council Action Requested: Consideration of Approval

Submitted by: Brad Sanderson Engineering
Name Department

Agenda Item Notes:



Memorandum

To: Bart Olson, City Administrator
From: Brad Sanderson, EEI
CC: Eric Dhuse, Director of Public Works
Erin Willrett, Assistant City Administrator
Krysti Barksdale-Noble, Community Dev. Dir.
Lisa Pickering, Deputy City Clerk

Date: December 19, 2017
Subject: Kennedy Road Improvements

The purpose of this memo is to present Change Order No. 1 for the above referenced project.

A Change Order, as defined by in the General Conditions of the Contract Documents, is a written order to the Contractor authorizing an addition, deletion or revision in the work within the general scope of the Contract Documents, or authorizing an adjustment in the Contract Price or Contract Time.

Background:

The United City of Yorkville and Geneva Construction Co. entered into an agreement for a contract value of **\$388,437.24** for the above referenced project. The intent of this project was to resurface Kennedy Road.

Questions Presented:

Should the City approve Change Order No. 1 which would **decrease** the contract amount by \$34,884.06.

Discussion:

Changes are per as-built quantities measured in the field. Please see the attached summary spreadsheet.

We are recommending approval of the change order.

Action Required:

Consideration of approval of Change Order No. 1 in the amount of \$34,884.06.

CHANGE ORDER

Order No. 1

Date: December 4, 2017

Agreement Date: May 9, 2017

NAME OF PROJECT: Kennedy Road Improvements

OWNER: United City of Yorkville

CONTRACTOR: Geneva Construction Co.

The following changes are hereby made to the CONTRACT DOCUMENTS:

- 1) See Attached

Change of CONTRACT PRICE:

Original CONTRACT PRICE: \$388,437.24

Current CONTRACT PRICE adjusted by previous CHANGE ORDER(S): \$388,437.24

The CONTRACT PRICE due to this CHANGE ORDER will be ~~(increased)~~ (decreased) by: \$34,884.06

The new CONTRACT PRICE including this CHANGE ORDER will be: \$ 353,553.18

Change to CONTRACT TIME:

The CONTRACT TIME will be (increased) (~~decreased~~) by 0 calendar days.

The date for completion of all work will be May 1, 2018

Justification

1-19) Changes per as-built quantities measured in the field.

Approvals Required

Requested by: _____ Geneva Construction Co.

Recommended by: _____ Engineering Enterprises, Inc.

Accepted by: _____ United City of Yorkville

**BALANCE CHANGE ORDER NO. 1
KENNEDY ROAD IMPROVEMENTS
UNITED CITY OF YORKVILLE**

ITEM NO.	ITEMS	UNIT	CONTRACT QUANTITY	UNIT PRICE	ADDITIONS		DEDUCTIONS	
					QUANTITY	COST	QUANTITY	COST
1	BITUMINOUS MATERIALS (TACK COAT)	20774	POUND	\$ 0.01	7786.00	\$ 77.86	0.00	\$ -
2	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	889	SQ YD	\$ 5.00	0.00	\$ -	159.00	\$ 795.00
3	LEVELING BINDER (HAND METHOD), N50	20	TON	\$ 97.00	0.00	\$ -	20.00	\$ 1,940.00
4	LEVELING BINDER (MACHINE METHOD), N50	1769	TON	\$ 57.00	0.00	\$ -	330.50	\$ 18,838.50
5	HOT-MIX ASPHALT SURFACE COURSE, MIX "D", N50	2654	TON	\$ 57.00	5.20	\$ 296.40	0.00	\$ -
6	INCIDENTAL HOT MIX ASPHALT SURFACING	115	TON	\$ 93.00	0.00	\$ -	46.10	\$ 4,287.30
7	HOT-MIX ASPHALT SURFACE REMOVAL, VARIABLE DEPTH	225	SQ YD	\$ 7.00	0.00	\$ -	18.00	\$ 126.00
8	CLASS D PATCHES, 4 INCH	2844	SQ YD	\$ 24.65	0.00	\$ -	142.40	\$ 3,510.16
9	RESTORATION	512	SQ YD	\$ 11.45	0.00	\$ -	76.00	\$ 870.20
10	AGGREGATE WEDGE SHOULDER, TYPE B	610	TON	\$ 25.00	0.00	\$ -	181.50	\$ 4,537.50
11	THERMOPLASTIC PAVEMENT MARKINGS, LETTERS & SYMBOLS	59	SQ FT	\$ 4.50	146.60	\$ 659.70	0.00	\$ -
12	THERMOPLASTIC PAVEMENT MARKINGS, 4"	35205	FOOT	\$ 0.48	0.00	\$ -	597.00	\$ 286.56
13	THERMOPLASTIC PAVEMENT MARKINGS, 6"	1389	FOOT	\$ 0.90	0.00	\$ -	1056.00	\$ 950.40
14	THERMOPLASTIC PAVEMENT MARKINGS, 12"	150	FOOT	\$ 2.25	332.00	\$ 747.00	0.00	\$ -
15	THERMOPLASTIC PAVEMENT MARKINGS, 24"	50	FOOT	\$ 4.50	183.00	\$ 823.50	0.00	\$ -
16	RAILROAD PROTECTIVE LIABILITY INSURANCE	1	LSUM	\$ 4,850.00	0.00	\$ -	0.00	\$ -
17	CRACK SEALING	200	FOOT	\$ 3.00	0.00	\$ -	200.00	\$ 600.00
18	SHORT TERM PAVEMENT MARKING	2100	FOOT	\$ 0.70	0.00	\$ -	862.00	\$ 603.40
19	WORK ZONE PAVEMENT MARKING REMOVAL	700	SQ FT	\$ 0.50	0.00	\$ -	287.00	\$ 143.50

TOTAL ADDITIONS = \$ 2,604.46

TOTAL DEDUCTIONS = \$ (37,488.52)

ORIGINAL CONTRACT PRICE: \$ 388,437.24

AMOUNT OF CURRENT CHANGE ORDER: (\$34,884.06)

NEW CONTRACT PRICE: \$ 353,553.18



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input checked="" type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #6

Tracking Number

PW 2017-90

Agenda Item Summary Memo

Title: 2018 Sanitary Sewer Lining Engineering Agreement

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: See attached memo.

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Bart Olson Administration
Name Department

Agenda Item Notes:



Memorandum

To: City Council
From: Bart Olson, City Administrator
CC:
Date: December 13, 2017
Subject: 2018 Sanitary Sewer Lining Engineering Agreement

Summary

Approval of an engineering agreement with EEI for design and construction engineering for the 2018 sanitary sewer lining program.

Background

This item was last discussed by the City Council in October 2017, when the City Council approved an engineering agreement for design and construction engineering work related to the 2018 Road to Better Roads program. As part of that determination, the staff selected various sanitary sewers on the southeast side of the City for lining in 2018 (map included as an exhibit to the agreement). Accordingly, EEI has submitted an engineering agreement for our consideration for the design and construction engineering of the sanitary sewer lining program.

The attached contract contains a \$9,827 fixed cost for design engineering and \$9,379 cost estimate for construction engineering. These amounts are included in the FY 18 sewer fund budget.

Recommendation

Staff recommends approval of the engineering agreement with EEI for design and construction engineering for the 2018 sanitary sewer lining program.

**2018 Sanitary Sewer Lining Program
United City of Yorkville, Kendall County, IL
Professional Services Agreement - Design and Construction Engineering**

THIS AGREEMENT, by and between the United City of Yorkville, hereinafter referred to as the "City" or "OWNER" and Engineering Enterprises, Inc. hereinafter referred to as the "Contractor" or "ENGINEER" agrees as follows:

A. Services:

ENGINEER agrees to furnish to the City the following services: The ENGINEER shall provide any and all necessary engineering services to the City as indicated on the included exhibits. Design and Construction engineering will be provided for sanitary sewer lining (see Exhibit 5 for project limits). Engineering will be in accordance with all City, Standard Specifications for Water and Sewer Construction in Illinois, Illinois Department of Transportation, and Illinois Environmental Protection Agency requirements.

B. Term:

Services will be provided beginning on the date of execution of this agreement and continuing, until terminated by either party upon 7 days written notice to the non-terminating party or upon completion of the Services. Upon termination the ENGINEER shall be compensated for all work performed for the City prior to termination.

C. Compensation and maximum amounts due to ENGINEER:

ENGINEER shall receive as compensation for all work and services to be performed herein, an amount based on the Estimate of Level of Effort and Associated Cost included in Exhibit 3. Design Engineering will be paid for as a Fixed Fee (FF) in the amount of \$9,827 and Construction Engineering will be paid for Hourly (HR) at the actual rates for services to be performed, currently estimated at \$9,379. Direct expenses are estimated at \$750. The hourly rates for this project are shown in the attached 2017 Standard Schedule of Charges (Exhibit 6). All payments will be made according to the Illinois State Prompt Payment Act and not less than once every thirty days.

D. Changes in Rates of Compensation:

In the event that this contract is designated in Section B hereof as an Ongoing Contract, ENGINEER, on or before February 1st of any given year, shall provide written notice of any change in the rates specified in Section C hereof (or on any attachments hereto) and said changes shall only be effective on and after May 1st of that same year.

E. Ownership of Records and Documents:

ENGINEER agrees that all books and records and other recorded information developed specifically in connection with this agreement shall remain the property of the City. ENGINEER agrees to keep such information confidential and not to disclose or disseminate the information to third parties without the consent of the City. This confidentiality shall not apply to material or information, which would otherwise be subject to public disclosure through the freedom of information act or if already previously disclosed by a third party. Upon termination of this agreement, ENGINEER agrees to return all such materials to the City. The City agrees not to modify any original documents produced by ENGINEER without contractors consent. Modifications of any signed duplicate original document not authorized by ENGINEER will be at OWNER's sole risk and without legal liability to the ENGINEER. Use of any incomplete, unsigned document will, likewise, be at the OWNER's sole risk and without legal liability to the ENGINEER.

F. Governing Law:

This contract shall be governed and construed in accordance with the laws of the State of Illinois. Venue shall be in Kendall County, Illinois.

G. Independent Contractor:

ENGINEER shall have sole control over the manner and means of providing the work and services performed under this agreement. The City's relationship to the ENGINEER under this agreement shall be that of an independent contractor. ENGINEER will not be considered an employee to the City for any purpose.

H. Certifications:

Employment Status: The Contractor certifies that if any of its personnel are an employee of the State of Illinois, they have permission from their employer to perform the service.

Anti-Bribery : The Contractor certifies it is not barred under 30 Illinois Compiled Statutes 500/50-5(a) - (d) from contracting as a result of a conviction for or admission of bribery or attempted bribery of an officer or employee of the State of Illinois or any other state.

Loan Default: If the Contractor is an individual, the Contractor certifies that he/she is not in default for a period of six months or more in an amount of \$600 or more on the repayment of any educational loan guaranteed by the Illinois State Scholarship Commission made by an Illinois institution of higher education or any other loan made from public funds for the purpose of financing higher education (5 ILCS 385/3).

Felony Certification: The Contractor certifies that it is not barred pursuant to 30 Illinois Compiled Statutes 500/50-10 from conducting business with the State of Illinois or any agency as a result of being convicted of a felony.

Barred from Contracting : The Contractor certifies that it has not been barred from contracting as a result of a conviction for bid-rigging or bid rotating under 720 Illinois Compiled Statutes 5/33E or similar law of another state.

Drug Free Workplace: The Contractor certifies that it is in compliance with the Drug Free Workplace Act (30 Illinois Compiled Statutes 580) as of the effective date of this contract. The Drug Free Workplace Act requires, in part, that Contractors, with 25 or more employees certify and agree to take steps to ensure a drug free workplace by informing employees of the dangers of drug abuse, of the availability of any treatment or assistance program, of prohibited activities and of sanctions that will be imposed for violations; and that individuals with contracts certify that they will not engage in the manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract.

Non-Discrimination, Certification, and Equal Employment Opportunity : The Contractor agrees to comply with applicable provisions of the Illinois Human Rights Act (775 Illinois Compiled Statutes 5), the U.S. Civil Rights Act, the Americans with Disabilities Act, Section 504 of the U.S. Rehabilitation Act and the rules applicable to each. The equal opportunity clause of Section 750.10 of the Illinois Department of Human Rights Rules is specifically incorporated herein. The Contractor shall comply with Executive Order 11246, entitled Equal Employment Opportunity, as amended by Executive Order 11375, and as supplemented by U.S. Department of Labor regulations (41 C.F.R. Chapter 60). The Contractor agrees to incorporate this clause into all subcontracts under this Contract.

International Boycott: The Contractor certifies that neither it nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979 or the regulations of the U.S. Department of Commerce promulgated under that Act (30 ILCS 582).

Record Retention and Audits: If 30 Illinois Compiled Statutes 500/20-65 requires the Contractor (and any subcontractors) to maintain, for a period of 3 years after the later of the date of completion of this Contract or the date of final payment under the Contract, all books and records relating to the performance of the Contract and necessary to support amounts charged to the City under the Contract. The Contract and all books and records related to the Contract shall be available for review and audit by the City and the Illinois Auditor General. If this Contract is funded from contract/grant funds provided by the U.S. Government, the Contract, books, and records shall be available for review and audit by the Comptroller General of the U.S. and/or the Inspector General of the federal

sponsoring agency. The Contractor agrees to cooperate fully with any audit and to provide full access to all relevant materials.

United States Resident Certification: (This certification must be included in all contracts involving personal services by non-resident aliens and foreign entities in accordance with requirements imposed by the Internal Revenue Services for withholding and reporting federal income taxes.) The Contractor certifies that he/she is a: x United States Citizen Resident Alien Non-Resident Alien The Internal Revenue Service requires that taxes be withheld on payments made to non resident aliens for the performance of personal services at the rate of 30%.

Tax Payer Certification : Under penalties of perjury, the Contractor certifies that its Federal Tax Payer Identification Number or Social Security Number is (provided separately) and is doing business as a (check one): Individual Real Estate Agent Sole Proprietorship Government Entity Partnership Tax Exempt Organization (IRC 501(a) only) x Corporation Not for Profit Corporation Trust or Estate Medical and Health Care Services Provider Corp.

I. Indemnification:

ENGINEER shall indemnify and hold harmless the City and City's agents, servants, and employees against all loss, damage, and expense which it may sustain or for which it will become liable on account of injury to or death of persons, or on account of damage to or destruction of property resulting from the performance of work under this agreement by ENGINEER or its Subcontractors, or due to or arising in any manner from the wrongful act or negligence of ENGINEER or its Subcontractors of any employee of any of them. In the event that the either party shall bring any suit, cause of action or counterclaim against the other party, the non-prevailing party shall pay to the prevailing party the cost and expenses incurred to answer and/or defend such action, including reasonable attorney fees and court costs. In no event shall the either party indemnify any other party for the consequences of that party's negligence, including failure to follow the ENGINEER's recommendations.

J. Insurance :

The ENGINEER agrees that it has either attached a copy of all required insurance certificates or that said insurance is not required due to the nature and extent of the types of services rendered hereunder. (Not applicable as having been previously supplied)

K. Additional Terms or Modification:

The terms of this agreement shall be further modified as provided on the attachments. Except for those terms included on the attachments, no additional terms are included as a part of this agreement. All prior understandings and agreements between the parties are merged into this agreement, and this agreement may not be modified orally or in any

*2018 Sanitary Sewer Lining Program
United City of Yorkville
Professional Services Agreement
Design and Construction Engineering*

manner other than by an agreement in writing signed by both parties. In the event that any provisions of this agreement shall be held to be invalid or unenforceable, the remaining provisions shall be valid and binding on the parties. The list of exhibits is as follows:

- Exhibit 1:** Professional Engineering Services
- Exhibit 2:** Limitation of Authority, Duties and Responsibilities of the Resident Construction Observer
- Exhibit 3:** Estimate of Level of Effort and Associated Cost
- Exhibit 4:** Anticipated Project Schedule
- Exhibit 5:** Location Map
- Exhibit 6:** 2017 Standard Schedule of Charges

L. Notices:

All notices required to be given under the terms of this agreement shall be given mail, addressed to the parties as follows:

For the City:

City Administrator and City Clerk
United City of Yorkville
800 Game Farm Road
Yorkville, IL 60560

For the ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove Illinois 60554

Either of the parties may designate in writing from time to time substitute addresses or persons in connection with required notices.

Agreed to this ____ day of _____, 2017.

United City of Yorkville:

Engineering Enterprises, Inc.:

Gary Golinski
Mayor

Brad Sanderson, P.E.
Vice President

Beth Warren
City Clerk

Angie Smith
Executive Assistant

EXHIBIT 1

SECTION A - PROFESSIONAL DESIGN ENGINEERING SERVICES

For purposes of this Exhibit 1 and all attachments hereto, the term “contractor” shall not refer to Engineering Enterprises, Inc., but shall instead refer to individuals or companies contracted with, to construct or otherwise manage the project described herein. The ENGINEER shall furnish professional design engineering services as follows:

1. The ENGINEER will attend conferences with the OWNER, or other interested parties as may be reasonably necessary.
2. The ENGINEER will perform the necessary design surveys, accomplish the detailed design of the project, prepare construction drawings, specifications and contract documents, and prepare a final cost estimate based on final design for the entire system. It is also understood that if subsurface explorations (such as borings, soil tests, rock soundings and the like) are required, the ENGINEER will furnish coordination of said explorations without additional charge, but the costs incident to such explorations shall be paid for by the OWNER as set out in Section D hereof.
3. The contract documents furnished by the ENGINEER under Section A-2 shall utilize IEPA endorsed construction contract documents, including Supplemental General Conditions, Contract Change Orders, and partial payment estimates.
4. Prior to the advertisement for bids, the ENGINEER will provide for each construction contract, not to exceed 10 copies of detailed drawings, specifications, and contract documents for use by the OWNER, appropriate Federal, State, and local agencies from whom approval of the project must be obtained. The cost of such drawings, specifications, and contract documents shall be included in the basic compensation paid to the ENGINEER.

5. The ENGINEER will furnish additional copies of the drawings, specifications and contract documents as required by prospective bidders, material suppliers, and other interested parties, but may charge them for the reasonable cost of such copies. Upon award of each contract, the ENGINEER will furnish to the OWNER five sets of the drawings, specifications and contract documents for execution. The cost of these sets shall be included in the basic compensation paid to the ENGINEER. Original documents, survey notes, tracings, and the like, except those furnished to the ENGINEER by the OWNER, are and shall remain the property of the ENGINEER.
6. The drawings prepared by the ENGINEER under the provisions of Section A-2 above shall be in sufficient detail to permit the actual location of the proposed improvements on the ground. The ENGINEER shall prepare and furnish to the OWNER without any additional compensation, three copies of map(s) showing the general location of needed construction easements and permanent easements and the land to be acquired. Property surveys, property plats, property descriptions, abstracting and negotiations for land rights shall be accomplished by the OWNER, unless the OWNER requests, and the ENGINEER agrees to provide those services. In the event the ENGINEER is requested to provide such services, the ENGINEER shall be additionally compensated as set out in Section D hereof.
7. The ENGINEER will attend the bid opening and tabulate the bid proposal, make an analysis of the bids, and make recommendations for awarding contracts for construction.
8. The ENGINEER further agrees to obtain and maintain, at the ENGINEER's expense, such insurance as will protect the ENGINEER from claims under the Workman's Compensation Act and such comprehensive general liability insurance as will protect the OWNER and the ENGINEER from all claims for bodily injury, death, or property damage which may arise from the performance by the ENGINEER or by the ENGINEER's employees of the ENGINEER's functions and services required under this Agreement.

9. The ENGINEER will complete the final plans, specifications and contract documents and submit for approval of the OWNER, and all State regulatory agencies to meet the project schedule(s) as summarized in Exhibit 4: “Anticipated Project Schedule – 2018 Sanitary Sewer Lining Program” dated December 5, 2017.

SECTION B - PROFESSIONAL CONSTRUCTION ENGINEERING SERVICES

The ENGINEER shall furnish professional construction engineering services as follows:

1. The ENGINEER will review, for conformance with the design concept, shop and working drawings required by the construction Contract Documents and indicate on the drawings the action taken. Such action shall be taken with reasonable promptness.
2. The ENGINEER will interpret the intent of the drawings and specifications to protect the OWNER against defects and deficiencies in construction on the part of the contractors. The ENGINEER will not, however, guarantee the performance by any contractor.
3. The ENGINEER will evaluate and determine acceptability of substitute materials and equipment proposed by Contractor(s).
4. The ENGINEER will establish baselines for locating the work together with a suitable number of bench marks adjacent to the work as shown in the contract documents.

5. The ENGINEER will provide general engineering review of the work of the contractor(s) as construction progresses to ascertain that the contractor is conforming to the design concept.
 - (a) ENGINEER shall have authority, as the OWNER's representative, to require special inspection of or testing of the work, and shall receive and review all certificates of inspections, testing and approvals required by laws, rules, regulations, ordinances, codes, orders or the Contract Documents (but only to determine generally that their content complies with requirements of, and the results certified indicate compliance with, the Contract Documents).
 - (b) During such engineering review, ENGINEER shall have the authority, as the OWNER's representative, to disapprove of or reject contractor(s)' work while it is in progress if ENGINEER believes that such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the Project as reflected in the Contract Documents.
6. The ENGINEER will provide resident construction observation. Resident construction observation shall consist of visual inspection of materials, equipment, or construction work for the purpose of ascertaining that the work is in substantial conformance with the contract documents and with the design intent. Such observation shall not be relied upon by others as acceptance of the work. The ENGINEER's undertaking hereunder shall not relieve the contractor of contractor's obligation to perform the work in conformity with the drawings and specifications and in a workmanlike manner; shall not make the ENGINEER an insurer of the contractor's performance; and shall not impose upon the ENGINEER any obligation to see that the work is performed in a safe manner. Exhibit 2 - The Limitations of Authority, Duties and Responsibilities of the Resident Construction Observer is attached to this Agreement.

7. The ENGINEER will cooperate and work closely with representatives of the OWNER.
8. Based on the ENGINEER's on-site observations as an experienced and qualified design professional, on information provided by the Resident Construction Observer, and upon review of applications for payment with the accompanying data and schedules by the contractor, the ENGINEER:
 - (a) Shall determine the amounts owing to contractor(s) and recommend in writing payments to contractor(s) in such amounts. Such recommendations of payment will constitute a representation to OWNER, based on such observations and review, that the work has progressed to the point indicated, and that, to the best of the ENGINEER's knowledge, information and belief, the quality of such work is generally in accordance with the Contract Documents (subject to an evaluation of such work as a functioning whole prior to or upon substantial completion, to the results of any subsequent tests called for in the Contract Documents, and to any other qualifications stated in the recommendation).
 - (b) By recommending any payment, ENGINEER will not hereby be deemed to have represented that exhaustive, continuous or detailed reviews or examinations have been made by ENGINEER to check the quality or quantity of contractor(s)' work as it is furnished and performed beyond the responsibilities specifically assigned to ENGINEER in the Agreement and the Contract Documents. ENGINEER's review of contractor(s)' work for the purposes of recommending payments will not impose on Engineer responsibility to supervise, direct or control such work or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto or contractor(s) compliance with laws, rules, regulations, ordinances, codes or orders applicable to their furnishing and performing the work. It will also not impose responsibility on ENGINEER to make any examination to ascertain how or for what

purposes any contractor has used the moneys paid on account of the Contract Price, or to determine that title to any of the work, materials equipment has passed to OWNER free and clear of any lien, claims, security interests, or encumbrances, or that there may not be other matters at issue between OWNER and contractor that might affect the amount that should be paid.

9. The ENGINEER will prepare necessary contract change orders for approval of the OWNER, and others on a timely basis.
10. The ENGINEER will make a final review prior to the issuance of the statement of substantial completion of all construction and submit a written report to the OWNER. Prior to submitting the final pay estimate, the ENGINEER shall submit the statement of completion to and obtain the written acceptance of the facility from the OWNER.
11. The ENGINEER will provide the OWNER with one set of reproducible record (as-built) drawings, and two sets of prints at no additional cost to the OWNER. Such drawings will be based upon construction records provided by the contractor during construction and reviewed by the resident construction observer and from the resident construction observer's construction data.
12. If State Statutes require notices and advertisements of final payment, the ENGINEER shall assist in their preparation.
13. The ENGINEER will be available to furnish engineering services and consultations necessary to correct unforeseen project operation difficulties for a period of one year after the date of statement of substantial completion of the facility. This service will include instruction of the OWNER in initial project operation and maintenance but will not include supervision of normal operation of the system. Such consultation and advice shall be at the hourly rates as described in the attached Exhibit 6: Standard Schedule of Charges dated January 1, 2017.

The ENGINEER will assist the OWNER in performing a review of the project during the 11th month after the date of the certificate of substantial completion.

14. The ENGINEER further agrees to obtain and maintain, at the ENGINEER's expense, such insurance as will protect the ENGINEER from claims under the Workman's Compensation Act and such comprehensive general liability insurance as will protect the OWNER and the ENGINEER from all claims for bodily injury, death, or property damage which may arise from the performance by the ENGINEER or by the ENGINEER's employees of the ENGINEER's functions and services required under this Agreement.
15. The ENGINEER will provide construction engineering services in accordance with the periods summarized in Exhibit 4: "Anticipated Project Schedule – 2018 Sanitary Sewer Lining Program" dated December 5, 2017.

If the above is not accomplished within the time period specified, this Agreement may be terminated by the OWNER. The time for completion may be extended by the OWNER for a reasonable time if completion is delayed due to unforeseeable cases beyond the control and without the fault or negligence of the ENGINEER. Pursuant to Paragraph D "Changes in Rates of Compensation", the contract shall be designated on-going consistent with the project schedule.

SECTION C – COMPENSATION FOR ENGINEERING SERVICES

1. The OWNER shall compensate the ENGINEER for professional design engineering services in the amount of \$9,827 (FF) as summarized on Exhibit 3: “Estimate of Level of Effort and Associated Cost for Professional Engineering Services for 2018 Sanitary Sewer Lining” dated December 5, 2017.
 - (a) The compensation for the professional design engineering services shall be payable as follows:
 - (1) A sum which does not exceed ninety percent (90%) of the total compensation payable under Section C-1 shall be paid in monthly increments for work actually completed and invoiced, for grant administration and for the preparation and submission to the OWNER and/or IEPA of the construction drawings, specifications, cost estimates and contract documents.
 - (2) A sum which, together with the compensation paid pursuant to Section C-1(a)(1) above, equals one hundred percent (100%) of the total compensation due and payable in accord with Section C-1 above, shall be due immediately after the award of construction contract(s) is approved by the corporate authorities.
2. The OWNER shall compensate the ENGINEER for the construction administration, construction staking, construction observation (including the Resident Construction Observer), and any additional consultation and surveying services on the basis of Hourly Rates (HR) as described on the attached Exhibit 6: Standard Schedule of Charges dated January 1, 2017. The estimated values are included in Exhibit 3: “Estimate of Level of Effort and Associated Cost for Professional Engineering Services for 2018 Sanitary Sewer Lining” dated December 5, 2017 and are estimated at \$ 9,379 Hourly (HR).

- (a) The compensation for the construction administration, construction staking, construction observation (including the Resident Construction Observer), and any additional consultation and surveying services shall be payable as follows:
 - (1) A sum which equals any charges for work actually completed and invoiced shall be paid at least once per month.
- 3. The OWNER shall compensate the ENGINEER for direct expenses as identified in the contract and as noted on Exhibit 3 at the actual cost or hourly cost for the work completed.
 - (1) A sum which equals any charges for work actually completed and invoiced shall be paid at least once per month.
- 4. The compensation for any additional engineering services authorized by the OWNER pursuant to Section D shall be payable as follows:
 - (a) A sum which equals any charges for work actually completed and invoiced shall be paid at least once per month.

SECTION D – ADDITIONAL ENGINEERING SERVICES

In addition to the foregoing being performed, the following services may be provided UPON PRIOR WRITTEN AUTHORIZATION OF THE OWNER.

1. Site surveys outside of the project limits and other similar special surveys as may be required.
2. Laboratory tests, well tests, borings, specialized geological soils hydraulic, or other studies recommended by the ENGINEER.
3. Property surveys, detailed description of sites, maps, drawings, or estimates related thereto; assistance in negotiating for land and easement rights.
4. Necessary data and filing maps for litigation, such as condemnation.
5. Redesigns ordered by the OWNER after final plans have been accepted by the OWNER and IEPA.
6. Appearances before courts or boards on matters of litigation or hearings related to the project.
7. Preparation of environmental impact assessments or environmental impact statements.
8. Making drawings from field measurements of existing facilities when required for planning additions or alterations thereto.
9. Services due to changes in the scope of the Project or its design, including but not limited to, changes in size, complexity, schedule or character of construction.

10. Revising studies or reports which have previously been approved by the OWNER, or when revisions are due to cases beyond the control of the ENGINEER.
11. Preparation of design documents for alternate bids where major changes require additional documents.
12. Preparation of detailed renderings, exhibits or scale models for the Project.
13. Providing special analysis of the OWNER's needs such as owning and operating analysis, plan for operation and maintenance, OWNER's special operating drawings or charts, and any other similar analysis.
14. The preparation of feasibility studies, appraisals and evaluations, detailed quantity surveys of material and labor, and material audits or inventories by the OWNER.
15. Additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction, (2) defective or incomplete work of the contractor, and/or (3) the contractor's default on the Construction Contract due to delinquency or insolvency.
16. Providing design services relating to future facilities, systems and equipment which are not intended to be constructed or operated as a part of the Project.
17. Providing other services not otherwise provided for in this Agreement, including services normally furnished by the OWNER as described in Section E – SPECIAL PROVISIONS – Owner's Responsibilities.

Payment for the services specified in this Section E shall be as agreed in writing between the OWNER and the ENGINEER prior to commencement of the work. The ENGINEER will render to OWNER for such services an itemized bill, separate from any other billing, once each month, for compensation for services performed hereunder during such period,

the same to be due and payable by OWNER to the ENGINEER on or before the 10th day of the following period. Payment for services noted in D shall be at Actual Cost (AC), Fixed Fee (FF) or Hourly (HR).

SECTION E - SPECIAL PROVISIONS

1. OWNER'S RESPONSIBILITIES

- (a) Provide to the ENGINEER all criteria, design and construction standards and full information as to the OWNER's requirements for the Project.
- (b) Designate a person authorized to act as the OWNER's representative. The OWNER or his representative shall receive and examine documents submitted by the ENGINEER, interpret and define the OWNER's policies and render decisions and authorizations in writing promptly to prevent unreasonable delay in the progress of the ENGINEER's services.
- (c) Furnish laboratory tests, air and water pollution tests, reports and inspections of samples, materials or other items required by law or by governmental authorities having jurisdiction over this Project, or as recommended by the ENGINEER.
- (d) Provide legal, accounting, right-of-way acquisition and insurance counseling services necessary for the Project, legal review of the construction Contract Documents, and such auditing services as the OWNER may require to account for expenditures of sums paid to the contractor.

- (e) Furnish above services at the OWNER's expense and in such manner that the ENGINEER may rely upon them in the performance of his services under this Agreement and in accordance with the Project timetable.
 - (f) Guarantee full and free access for the ENGINEER to enter upon all property required for the performance of the ENGINEER's services under this Agreement.
 - (g) Give prompt written notice to the ENGINEER whenever the OWNER observes or otherwise becomes aware of any defect in the Project or other event which may substantially affect the ENGINEER's performance of services under this Agreement.
 - (h) Protect and preserve all survey stakes and markers placed at the project site prior to the assumption of this responsibility by the contractor and bear all costs of replacing stakes or markers damaged or removed during said time interval.
2. Delegation of Duties - Neither the OWNER nor the ENGINEER shall delegate his duties under this Agreement without the written consent of the other.
3. The ENGINEER has not been retained or compensated to provide design services relating to the contractor's safety precautions or to means, methods, techniques, sequences, or procedures required by the contractor to perform his work but not relating to the final or completed structure. Omitted services include but are not limited to shoring, scaffolding, underpinning, temporary retainment of excavations and any erection methods and temporary bracing.
4. The ENGINEER intends to render his services under this Agreement in accordance with generally accepted professional practices for the intended use of the Project.

5. Since the ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s) methods of determining prices, or over competitive bidding or market conditions, his opinions of probable Project Costs and Construction Costs provided for herein are to be made on the basis of his experience and qualifications and represent his best judgment as an experienced and qualified professional engineer, familiar with the construction industry. The ENGINEER cannot and does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost prepared by him. If prior to the bidding or negotiating phase OWNER wishes greater assurance as to project or construction costs he shall employ an independent cost-estimator.
6. Access to Records:
 - (a) The ENGINEER agrees to include subsections E-6(b) through E-6(e) below in all contracts and all subcontracts directly related to project services which are in excess of \$25,000.
 - (b) The ENGINEER shall maintain books, records, documents and other evidence directly pertinent to performance of Agency loan work under this Agreement consistent with generally accepted accounting standards in accordance with the American Institute of Certified Public Accountants Professional Standards (666 Fifth Avenue, New York, New York 10019; June 1, 1987). The Agency or any of its duly authorized representatives shall have access to such books, records, documents and other evidence for the purpose of inspection, audit and copying. The ENGINEER will provide facilities for such access and inspection.
 - (c) Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards.

- (d) The ENGINEER agrees to the disclosure of all information and reports resulting from access to records pursuant to subsection E-6(b) above, to the Agency. Where the audit concerns the ENGINEER, the auditing agency shall afford the ENGINEER an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report will include the written comments, if any, of the audited parties.
 - (e) Records under subsection E-6(b) above shall be maintained and made available during performance on Agency loan work under this agreement and until three years from date of final Agency loan audit for the project. In addition, those records which relate to any “dispute” appeal under an Agency loan agreement, or litigation, or the settlement of claims arising out of such performance, costs or items to which an audit exception has been taken, shall be maintained and made available until three years after the date of resolution of such appeal, litigation, claim or exception.
7. Covenant Against Contingent Fees - The ENGINEER warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees. For breach or violation of this warranty, the loan recipient shall have the right to annul this agreement without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.
8. Covenant Against Contingent Fees - The loan recipient warrants that no person or agency has been employed or retained to solicit or secure a PWSLP loan upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee. For breach or violation of this warranty, the Agency shall have the right to annul the loan or to deduct from the loan or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

9. Certification Regarding Debarment – The ENGINEER certifies that the services of anyone that has been debarred or suspended under Federal Executive Order 12549 has not, and will not, be used for work under this Agreement.
10. Affirmative Action – The ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction and services in accordance with the Clean Water Loan Program rules. As required by the award conditions of USEPA's Assistance Agreement with IEPA, the ENGINEER acknowledges that the fair share percentages are 5% for MBEs and 12% for WBEs.
11. The ENGINEER shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the contractor to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

EXHIBIT 2

THE LIMITATIONS OF AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE RESIDENT CONSTRUCTION OBSERVER ARE AS FOLLOWS:

1. The Resident Construction Observer shall act under the direct supervision of the ENGINEER, shall be the ENGINEER's agent in all matters relating to on-site construction review of the contractor's work, shall communicate only with the ENGINEER and the contractor (or contractor's), and shall communicate with subcontractors only through the contractor or his authorized superintendent. The OWNER shall communicate with the Resident Construction Observer only through the ENGINEER.
2. The Resident Construction Observer shall review and inspect on-site construction activities of the contractor relating to portions of the Project designed and specified by the Engineer as contained in the Construction Contract Documents.
3. Specifically omitted from the Resident Construction Observer's duties is any review of the contractor's safety precautions, or the means, methods, sequences, or procedures required for the contractor to perform the work but not relating to the final or completed Project. Omitted design or review services include but are not limited to shoring, scaffolding, underpinning, temporary retainment of excavations and any erection methods and temporary bracing.
4. The specific duties and responsibilities of the Resident Construction Observer are enumerated as follows:
 - (a) Schedules: Review the progress schedule, schedule of Shop Drawing submissions and schedule of values prepared by contractor and consult with ENGINEER concerning their acceptability.

- (b) Conferences: Attend preconstruction conferences. Arrange a schedule of progress meetings and other job conferences as required in consultation with ENGINEER and notify those expected to attend in advance. Attend meetings and maintain and circulate copies of minutes thereof.
- (c) Liaison:
 - (1) Serve as ENGINEER's liaison with contractor, working principally through contractor's superintendent and assist him in understanding the intent of the Contract Documents.
 - (2) Assist ENGINEER in serving as OWNER's liaison with contractor when contractor's operations affect OWNER's on-site operations.
 - (3) As requested by ENGINEER, assist in obtaining from OWNER additional details or information, when required at the job site for proper erection of the work.
- (d) Shop Drawings and Samples:
 - (2) Receive and record date of receipt of Shop Drawings and samples.
 - (3) Receive samples which are furnished at the site by contractor, and notify ENGINEER of their availability for examination.
 - (3) Advise ENGINEER and contractor or its superintendent immediately of the commencement of any work requiring a Shop Drawing or sample submission if the submission has not been approved by ENGINEER.

- (e) Review of Work, Rejection of Defective Work, Inspections and Tests:
- (1) Conduct on-site inspection of the work in progress to assist ENGINEER in determining if the work is proceeding in accordance with the Contract Documents and that completed work will conform to the Contract Documents.
 - (2) Report to ENGINEER whenever he believes that any work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or does not meet the requirements of any inspections, test or approval required to be made or has been damaged prior to final payment; and advise ENGINEER when he believes work should be corrected or rejected or should be uncovered for inspection, or requires special testing, inspection or approval.
 - (3) Verify that tests, equipment and systems start-ups, and operating and maintenance instructions are conducted as required by the Contract Documents and in presence of the required personnel, and that contractor maintains adequate records thereof; observe, record and report to ENGINEER appropriate details relative to the test procedures and start-ups.
 - (4) Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the outcome of these inspections and report to ENGINEER.
- (f) Interpretation of Contract Documents: Transmit to contractor ENGINEER's clarifications and interpretations of the Contract Documents.

(g) Modifications: Consider and evaluate contractor's suggestions for modifications in Drawings or Specifications and report them with recommendations to ENGINEER.

(h) Records:

(1) Maintain at the job site orderly files for correspondence, reports of job conferences, Shop Drawings and samples submissions, reproductions of original Contract Documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the Contract, ENGINEER's clarifications and interpretations of the Contract Documents, progress reports, and other Project related documents.

(2) Keep a diary or log book, recording hours on the job site, weather conditions, data relative to questions of extras or deductions, list of visiting officials and representatives of manufacturers, fabricators, suppliers and distributors, daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures. Send copies to ENGINEER.

(4) Record names, addresses and telephone numbers of all contractor's, subcontractors and major suppliers of materials and equipment.

(i) Reports:

(1) Furnish ENGINEER periodic reports as required of progress of the work and contractor's compliance with the approved progress schedule and schedule of Shop Drawing submissions.

- (2) Consult with ENGINEER in advance of schedule major tests, inspections or start of important phases of the work.
 - (3) Report immediately to ENGINEER upon the occurrence of any accident.
- (j) Payment Requisitions: Review applications for payment with contractor for compliance with the established procedure for their submission and forward them with recommendations to ENGINEER, noting particularly their relation to the schedule of values, work completed and materials and equipment delivered at the site but not incorporated in the work.
- (k) Certificates, Maintenance and Operating Manuals: During the course of the work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by contractor are applicable to the items actually installed; and deliver this material to ENGINEER for his review and forwarding to OWNER prior to final acceptance of the work.
- (l) Completion:
 - (1) Before ENGINEER issues a Statement of Substantial Completion, submit to contractor a list of observed items requiring completion or correction.
 - (2) Conduct final review in the company of ENGINEER, OWNER and contractor and prepare a final list of items to be completed or corrected.
 - (3) Verify that all items on final list have been completed or corrected and make recommendations to ENGINEER concerning acceptance.



Engineering Enterprises, Inc.

EXHIBIT 3
ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST FOR
PROFESSIONAL ENGINEERING SERVICES FOR
 2018 SANITARY SEWER LINING PROGRAM
 United City of Yorkville, IL
 December 5, 2017

WORK ITEM NO.	WORK ITEM	ENTITY:	ENGINEERING				SURVEYING			DRAFTING			ADMIN.	WORK ITEM HOUR SUMM.	COST PER ITEM	
		PROJECT ROLE:	PRINCIPAL IN CHARGE	SENIOR PROJECT MANAGER	SENIOR PROJECT ENGINEER II	PROJECT ENGINEER	PROJECT MANAGER	SENIOR PROJECT SURVEYOR II	PROJECT TECHNICIAN	CAD MANAGER	PROJECT TECHNICIAN	GIS TECHNICIAN	ADMIN.			
		HOURLY RATE:	\$191	\$185	\$155	\$133	\$168	\$155	\$145	\$145	\$121	\$67	\$80			
FINAL ENGINEERING																
2.1	Project Management and Administration		1	6		4								11	\$	1,833
2.2	Project Meetings		2	2		-								4	\$	752
2.3	Bid Package, Specifications and Estimates			4		24						20		48	\$	5,272
2.4	Bidding and Contracting		1	3		8							2	14	\$	1,970
Final Engineering Subtotal:			4	15	-	36	-	-	-	-	-	20	2	77	\$	9,827
CONSTRUCTION ENGINEERING																
3.1	Contract Administration		1	8		6								15	\$	2,469
3.2	Construction Layout and Record Drawings			1										1	\$	185
3.3	Observation and Documentation			4		45								49	\$	6,725
Construction Engineering Subtotal:			1	13	-	51	-	-	-	-	-	-	-	65	\$	9,379
PROJECT TOTAL:			5	28	-	87	-	-	-	-	-	20	2	142		19,206

DIRECT EXPENSES	
Printing =	\$ 250
Mileage =	\$ 500
Material Testing =	\$ -
Environmental Assessment =	\$ -
DIRECT EXPENSES =	\$ 750

LABOR SUMMARY	
Engineering Expenses =	\$ 17,706
Surveying Expenses =	\$ -
Drafting Expenses =	\$ 1,340
Administrative Expenses =	\$ 160
TOTAL LABOR EXPENSES =	\$ 19,206

TOTAL EXPENSES =	\$ 19,956
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\\Mikway\EEI_Storage\Public\Yorkville\2017\YD1744-P 2018 Sanitary Sewer Lining\PSA\3. Exhibit 3 - Level of Effort.xlsx Fee Summary









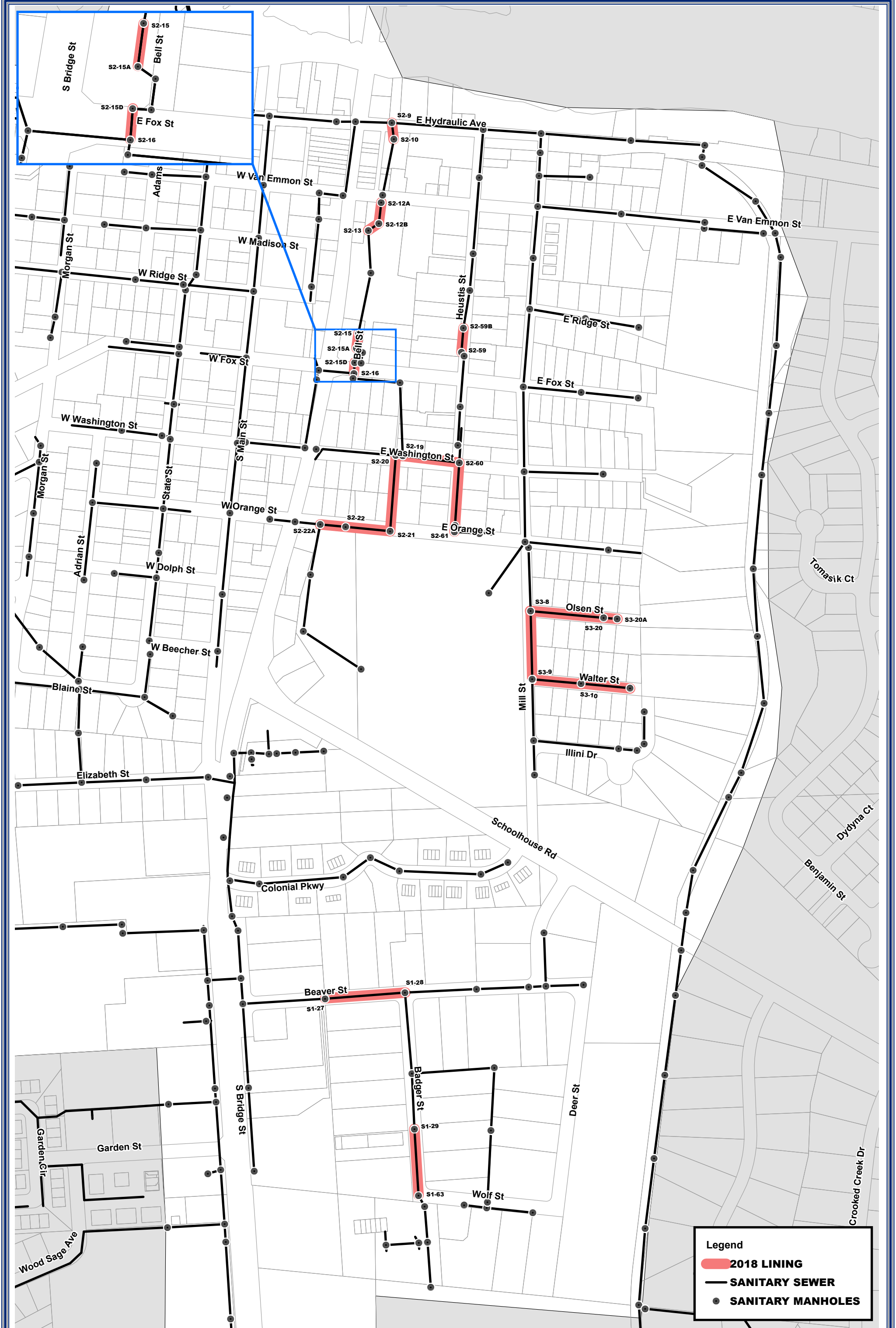
Engineering Enterprises, Inc.

EXHIBIT 4
ANTICIPATED PROJECT SCHEDULE
 2018 SANITARY SEWER LINING PROGRAM
 UNITED CITY OF YORKVILLE, IL
 December 5, 2017

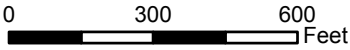
WORK ITEM NO.	WORK ITEM	Year:	2017				2018																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
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Legend	
	Project Management & QC/QA
	Meeting(s)
	Design
	Permitting
	Bidding and Contracting
	Construction



		DATE:	October 2017
		PROJECT NO.:	YQ1744
		BY:	MJT
		PATH:	H:\GIS\PUBLIC\YORKVILLE2017\
NO.	DATE	REVISIONS	FILE: YQ1744_2018 Proposed.MXD



**SANITARY LINING
LOCATION MAP**





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



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input checked="" type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #7

Tracking Number

PW 2017-91

Agenda Item Summary Memo

Title: East Orange Street Water Main Replacement – Engineering Agreement

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: See attached memo.

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Bart Olson Administration
Name Department

Agenda Item Notes:



Memorandum

To: City Council
From: Bart Olson, City Administrator
CC:
Date: December 13, 2017
Subject: East Orange Street Water Main Replacement Project Engineering Agreement

Summary

Approval of an engineering agreement with EEI for design engineering related to the East Orange St water main replacement project.

Background

This item was last discussed by the City Council in October 2017, when the City Council approved an engineering agreement for design and construction engineering work related to the 2018 Road to Better Roads program. As part of that determination, the City Council selected the East Orange St water main project to be funded out of the water fund's 2018 RTBR budget. Accordingly, EEI has submitted an engineering agreement for our consideration for the design of the project.

The attached contract contains a \$43,000 fixed cost for design engineering only. This amount is included in the FY 18 budget. This contract does not contain a construction engineering component, which would come forward at a later date depending on the decisions made by the City Council on the project after the design is completed. The City Council has \$250,000 budgeted for water main work in 2018, but the Orange St water main project could easily reach \$800,000 for a full replacement. The idea behind the design-only engineering contract would be to dive into the details of the area to make better decisions about which section to do first and how large that section will be, and then to proceed with a construction engineering contract for that part.

Recommendation

Staff recommends approval of the engineering agreement with EEI for design engineering related to the East Orange St water main replacement project.

**East Orange Street Water Main Replacement
United City of Yorkville, Kendall County, IL
Professional Services Agreement - Design Engineering**

THIS AGREEMENT, by and between the United City of Yorkville, hereinafter referred to as the "City" or "OWNER" and Engineering Enterprises, Inc. hereinafter referred to as the "Contractor" or "ENGINEER" agrees as follows:

A. Services:

ENGINEER agrees to furnish to the City the following services: The ENGINEER shall provide any and all necessary engineering services to the City as indicated on the included exhibits. Design engineering will be provided for approximately 1,650 linear feet of 8-inch water main improvements on East Orange Street (see Exhibit 5 for project limits). Engineering will be in accordance with all City, Standard Specifications for Water and Sewer Construction in Illinois, Illinois Department of Transportation, and Illinois Environmental Protection Agency requirements.

B. Term:

Services will be provided beginning on the date of execution of this agreement and continuing, until terminated by either party upon 7 days written notice to the non-terminating party or upon completion of the Services. Upon termination the ENGINEER shall be compensated for all work performed for the City prior to termination.

C. Compensation and maximum amounts due to ENGINEER:

ENGINEER shall receive as compensation for all work and services to be performed herein, an amount based on the Estimate of Level of Effort and Associated Cost included in Exhibit 3. Design Engineering will be paid for as a Fixed Fee (FF) in the amount of \$43,000. Direct expenses are estimated at \$750. The hourly rates for this project are shown in the attached 2017 Standard Schedule of Charges (Exhibit 6). All payments will be made according to the Illinois State Prompt Payment Act and not less than once every thirty days.

D. Changes in Rates of Compensation:

In the event that this contract is designated in Section B hereof as an Ongoing Contract, ENGINEER, on or before February 1st of any given year, shall provide written notice of any change in the rates specified in Section C hereof (or on any attachments hereto) and said changes shall only be effective on and after May 1st of that same year.

E. Ownership of Records and Documents:

ENGINEER agrees that all books and records and other recorded information developed specifically in connection with this agreement shall remain the property of the City. ENGINEER agrees to keep such information confidential and not to disclose or disseminate the information to third parties without the consent of the City. This confidentiality shall not apply to material or information, which would otherwise be subject to public disclosure through the freedom of information act or if already previously disclosed by a third party. Upon termination of this agreement, ENGINEER agrees to return all such materials to the City. The City agrees not to modify any original documents produced by ENGINEER without contractors consent. Modifications of any signed duplicate original document not authorized by ENGINEER will be at OWNER's sole risk and without legal liability to the ENGINEER. Use of any incomplete, unsigned document will, likewise, be at the OWNER's sole risk and without legal liability to the ENGINEER.

F. Governing Law:

This contract shall be governed and construed in accordance with the laws of the State of Illinois. Venue shall be in Kendall County, Illinois.

G. Independent Contractor:

ENGINEER shall have sole control over the manner and means of providing the work and services performed under this agreement. The City's relationship to the ENGINEER under this agreement shall be that of an independent contractor. ENGINEER will not be considered an employee to the City for any purpose.

H. Certifications:

Employment Status: The Contractor certifies that if any of its personnel are an employee of the State of Illinois, they have permission from their employer to perform the service.

Anti-Bribery : The Contractor certifies it is not barred under 30 Illinois Compiled Statutes 500/50-5(a) - (d) from contracting as a result of a conviction for or admission of bribery or attempted bribery of an officer or employee of the State of Illinois or any other state.

Loan Default: If the Contractor is an individual, the Contractor certifies that he/she is not in default for a period of six months or more in an amount of \$600 or more on the repayment of any educational loan guaranteed by the Illinois State Scholarship Commission made by an Illinois institution of higher education or any other loan made from public funds for the purpose of financing higher education (5 ILCS 385/3).

Felony Certification: The Contractor certifies that it is not barred pursuant to 30 Illinois Compiled Statutes 500/50-10 from conducting business with the State of Illinois or any agency as a result of being convicted of a felony.

Barred from Contracting : The Contractor certifies that it has not been barred from contracting as a result of a conviction for bid-rigging or bid rotating under 720 Illinois Compiled Statutes 5/33E or similar law of another state.

Drug Free Workplace: The Contractor certifies that it is in compliance with the Drug Free Workplace Act (30 Illinois Compiled Statutes 580) as of the effective date of this contract. The Drug Free Workplace Act requires, in part, that Contractors, with 25 or more employees certify and agree to take steps to ensure a drug free workplace by informing employees of the dangers of drug abuse, of the availability of any treatment or assistance program, of prohibited activities and of sanctions that will be imposed for violations; and that individuals with contracts certify that they will not engage in the manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract.

Non-Discrimination, Certification, and Equal Employment Opportunity : The Contractor agrees to comply with applicable provisions of the Illinois Human Rights Act (775 Illinois Compiled Statutes 5), the U.S. Civil Rights Act, the Americans with Disabilities Act, Section 504 of the U.S. Rehabilitation Act and the rules applicable to each. The equal opportunity clause of Section 750.10 of the Illinois Department of Human Rights Rules is specifically incorporated herein. The Contractor shall comply with Executive Order 11246, entitled Equal Employment Opportunity, as amended by Executive Order 11375, and as supplemented by U.S. Department of Labor regulations (41 C.F.R. Chapter 60). The Contractor agrees to incorporate this clause into all subcontracts under this Contract.

International Boycott: The Contractor certifies that neither it nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979 or the regulations of the U.S. Department of Commerce promulgated under that Act (30 ILCS 582).

Record Retention and Audits: If 30 Illinois Compiled Statutes 500/20-65 requires the Contractor (and any subcontractors) to maintain, for a period of 3 years after the later of the date of completion of this Contract or the date of final payment under the Contract, all books and records relating to the performance of the Contract and necessary to support amounts charged to the City under the Contract. The Contract and all books and records related to the Contract shall be available for review and audit by the City and the Illinois Auditor General. If this Contract is funded from contract/grant funds provided by the U.S. Government, the Contract, books, and records shall be available for review and audit by the Comptroller General of the U.S. and/or the Inspector General of the federal

sponsoring agency. The Contractor agrees to cooperate fully with any audit and to provide full access to all relevant materials.

United States Resident Certification: (This certification must be included in all contracts involving personal services by non-resident aliens and foreign entities in accordance with requirements imposed by the Internal Revenue Services for withholding and reporting federal income taxes.) The Contractor certifies that he/she is a: x United States Citizen Resident Alien Non-Resident Alien The Internal Revenue Service requires that taxes be withheld on payments made to non resident aliens for the performance of personal services at the rate of 30%.

Tax Payer Certification : Under penalties of perjury, the Contractor certifies that its Federal Tax Payer Identification Number or Social Security Number is (provided separately) and is doing business as a (check one): Individual Real Estate Agent Sole Proprietorship Government Entity Partnership Tax Exempt Organization (IRC 501(a) only) x Corporation Not for Profit Corporation Trust or Estate Medical and Health Care Services Provider Corp.

I. Indemnification:

ENGINEER shall indemnify and hold harmless the City and City's agents, servants, and employees against all loss, damage, and expense which it may sustain or for which it will become liable on account of injury to or death of persons, or on account of damage to or destruction of property resulting from the performance of work under this agreement by ENGINEER or its Subcontractors, or due to or arising in any manner from the wrongful act or negligence of ENGINEER or its Subcontractors of any employee of any of them. In the event that the either party shall bring any suit, cause of action or counterclaim against the other party, the non-prevailing party shall pay to the prevailing party the cost and expenses incurred to answer and/or defend such action, including reasonable attorney fees and court costs. In no event shall the either party indemnify any other party for the consequences of that party's negligence, including failure to follow the ENGINEER's recommendations.

J. Insurance :

The ENGINEER agrees that it has either attached a copy of all required insurance certificates or that said insurance is not required due to the nature and extent of the types of services rendered hereunder. (Not applicable as having been previously supplied)

K. Additional Terms or Modification:

The terms of this agreement shall be further modified as provided on the attachments. Except for those terms included on the attachments, no additional terms are included as a part of this agreement. All prior understandings and agreements between the parties are merged into this agreement, and this agreement may not be modified orally or in any

*East Orange Street Water Main Replacement
United City of Yorkville
Professional Services Agreement
Design and Construction Engineering*

manner other than by an agreement in writing signed by both parties. In the event that any provisions of this agreement shall be held to be invalid or unenforceable, the remaining provisions shall be valid and binding on the parties. The list of exhibits is as follows:

- Exhibit 1:** Professional Engineering Services
- ~~**Exhibit 2:** Limitation of Authority, Duties and Responsibilities of the Resident Construction Observer~~
- Exhibit 3:** Estimate of Level of Effort and Associated Cost
- Exhibit 4:** Anticipated Project Schedule
- Exhibit 5:** Location Map
- Exhibit 6:** 2017 Standard Schedule of Charges

L. Notices:

All notices required to be given under the terms of this agreement shall be given mail, addressed to the parties as follows:

For the City:

City Administrator and City Clerk
United City of Yorkville
800 Game Farm Road
Yorkville, IL 60560

For the ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove Illinois 60554

Either of the parties may designate in writing from time to time substitute addresses or persons in connection with required notices.

Agreed to this ____ day of _____, 2017.

United City of Yorkville:

Engineering Enterprises, Inc.:

Gary Golinski
Mayor

Brad Sanderson, P.E.
Vice President

Beth Warren
City Clerk

Angie Smith
Executive Assistant

EXHIBIT 1

SECTION A - PROFESSIONAL DESIGN ENGINEERING SERVICES

For purposes of this Exhibit 1 and all attachments hereto, the term “contractor” shall not refer to Engineering Enterprises, Inc., but shall instead refer to individuals or companies contracted with, to construct or otherwise manage the project described herein. The ENGINEER shall furnish professional design engineering services as follows:

1. The ENGINEER will attend conferences with the OWNER, or other interested parties as may be reasonably necessary.
2. The ENGINEER will perform the necessary design surveys, accomplish the detailed design of the project, prepare construction drawings, specifications and contract documents, and prepare a final cost estimate based on final design for the entire system. It is also understood that if subsurface explorations (such as borings, soil tests, rock soundings and the like) are required, the ENGINEER will furnish coordination of said explorations without additional charge, but the costs incident to such explorations shall be paid for by the OWNER as set out in Section D hereof.
3. The contract documents furnished by the ENGINEER under Section A-2 shall utilize IEPA endorsed construction contract documents, including Supplemental General Conditions, Contract Change Orders, and partial payment estimates.
4. Prior to the advertisement for bids, the ENGINEER will provide for each construction contract, not to exceed 10 copies of detailed drawings, specifications, and contract documents for use by the OWNER, appropriate Federal, State, and local agencies from whom approval of the project must be obtained. The cost of such drawings, specifications, and contract documents shall be included in the basic compensation paid to the ENGINEER.

5. The ENGINEER will furnish additional copies of the drawings, specifications and contract documents as required by prospective bidders, material suppliers, and other interested parties, but may charge them for the reasonable cost of such copies. Upon award of each contract, the ENGINEER will furnish to the OWNER five sets of the drawings, specifications and contract documents for execution. The cost of these sets shall be included in the basic compensation paid to the ENGINEER. Original documents, survey notes, tracings, and the like, except those furnished to the ENGINEER by the OWNER, are and shall remain the property of the ENGINEER.
6. The drawings prepared by the ENGINEER under the provisions of Section A-2 above shall be in sufficient detail to permit the actual location of the proposed improvements on the ground. The ENGINEER shall prepare and furnish to the OWNER without any additional compensation, three copies of map(s) showing the general location of needed construction easements and permanent easements and the land to be acquired. Property surveys, property plats, property descriptions, abstracting and negotiations for land rights shall be accomplished by the OWNER, unless the OWNER requests, and the ENGINEER agrees to provide those services. In the event the ENGINEER is requested to provide such services, the ENGINEER shall be additionally compensated as set out in Section D hereof.
7. The ENGINEER will attend the bid opening and tabulate the bid proposal, make an analysis of the bids, and make recommendations for awarding contracts for construction.
8. The ENGINEER further agrees to obtain and maintain, at the ENGINEER's expense, such insurance as will protect the ENGINEER from claims under the Workman's Compensation Act and such comprehensive general liability insurance as will protect the OWNER and the ENGINEER from all claims for bodily injury, death, or property damage which may arise from the performance by the ENGINEER or by the ENGINEER's employees of the ENGINEER's functions and services required under this Agreement.

9. The ENGINEER will complete the final plans, specifications and contract documents and submit for approval of the OWNER, and all State regulatory agencies to meet the project schedule(s) as summarized in Exhibit 4: “Anticipated Project Schedule – East Orange Street Water Main Replacement” dated December 7, 2017.

~~SECTION B – PROFESSIONAL CONSTRUCTION ENGINEERING SERVICES~~

~~The ENGINEER shall furnish professional construction engineering services as follows:~~

- ~~1. The ENGINEER will review, for conformance with the design concept, shop and working drawings required by the construction Contract Documents and indicate on the drawings the action taken. Such action shall be taken with reasonable promptness.~~
- ~~2. The ENGINEER will interpret the intent of the drawings and specifications to protect the OWNER against defects and deficiencies in construction on the part of the contractors. The ENGINEER will not, however, guarantee the performance by any contractor.~~
- ~~3. The ENGINEER will evaluate and determine acceptability of substitute materials and equipment proposed by Contractor(s).~~
- ~~4. The ENGINEER will establish baselines for locating the work together with a suitable number of bench marks adjacent to the work as shown in the contract documents.~~

5. ~~The ENGINEER will provide general engineering review of the work of the contractor(s) as construction progresses to ascertain that the contractor is conforming to the design concept.~~
- (a) ~~ENGINEER shall have authority, as the OWNER's representative, to require special inspection of or testing of the work, and shall receive and review all certificates of inspections, testing and approvals required by laws, rules, regulations, ordinances, codes, orders or the Contract Documents (but only to determine generally that their content complies with requirements of, and the results certified indicate compliance with, the Contract Documents).~~
- (b) ~~During such engineering review, ENGINEER shall have the authority, as the OWNER's representative, to disapprove of or reject contractor(s)' work while it is in progress if ENGINEER believes that such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the Project as reflected in the Contract Documents.~~
6. ~~The ENGINEER will provide resident construction observation. Resident construction observation shall consist of visual inspection of materials, equipment, or construction work for the purpose of ascertaining that the work is in substantial conformance with the contract documents and with the design intent. Such observation shall not be relied upon by others as acceptance of the work. The ENGINEER's undertaking hereunder shall not relieve the contractor of contractor's obligation to perform the work in conformity with the drawings and specifications and in a workmanlike manner; shall not make the ENGINEER an insurer of the contractor's performance; and shall not impose upon the ENGINEER any obligation to see that the work is performed in a safe manner. Exhibit 2 — The Limitations of Authority, Duties and Responsibilities of the Resident Construction Observer is attached to this Agreement.~~

~~7. The ENGINEER will cooperate and work closely with representatives of the OWNER.~~

~~8. Based on the ENGINEER's on-site observations as an experienced and qualified design professional, on information provided by the Resident Construction Observer, and upon review of applications for payment with the accompanying data and schedules by the contractor, the ENGINEER:~~

~~(a) Shall determine the amounts owing to contractor(s) and recommend in writing payments to contractor(s) in such amounts. Such recommendations of payment will constitute a representation to OWNER, based on such observations and review, that the work has progressed to the point indicated, and that, to the best of the ENGINEER's knowledge, information and belief, the quality of such work is generally in accordance with the Contract Documents (subject to an evaluation of such work as a functioning whole prior to or upon substantial completion, to the results of any subsequent tests called for in the Contract Documents, and to any other qualifications stated in the recommendation).~~

~~(b) By recommending any payment, ENGINEER will not hereby be deemed to have represented that exhaustive, continuous or detailed reviews or examinations have been made by ENGINEER to check the quality or quantity of contractor(s)' work as it is furnished and performed beyond the responsibilities specifically assigned to ENGINEER in the Agreement and the Contract Documents. ENGINEER's review of contractor(s)' work for the purposes of recommending payments will not impose on Engineer responsibility to supervise, direct or control such work or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto or contractor(s) compliance with laws, rules, regulations, ordinances, codes or orders applicable to their furnishing and performing the work. It will also not impose responsibility on ENGINEER to make any examination to ascertain how or for what~~

~~purposes any contractor has used the moneys paid on account of the Contract Price, or to determine that title to any of the work, materials equipment has passed to OWNER free and clear of any lien, claims, security interests, or encumbrances, or that there may not be other matters at issue between OWNER and contractor that might affect the amount that should be paid.~~

- ~~9. The ENGINEER will prepare necessary contract change orders for approval of the OWNER, and others on a timely basis.~~
- ~~10. The ENGINEER will make a final review prior to the issuance of the statement of substantial completion of all construction and submit a written report to the OWNER. Prior to submitting the final pay estimate, the ENGINEER shall submit the statement of completion to and obtain the written acceptance of the facility from the OWNER.~~
- ~~11. The ENGINEER will provide the OWNER with one set of reproducible record (as built) drawings, and two sets of prints at no additional cost to the OWNER. Such drawings will be based upon construction records provided by the contractor during construction and reviewed by the resident construction observer and from the resident construction observer's construction data.~~
- ~~12. If State Statutes require notices and advertisements of final payment, the ENGINEER shall assist in their preparation.~~
- ~~13. The ENGINEER will be available to furnish engineering services and consultations necessary to correct unforeseen project operation difficulties for a period of one year after the date of statement of substantial completion of the facility. This service will include instruction of the OWNER in initial project operation and maintenance but will not include supervision of normal operation of the system. Such consultation and advice shall be at the hourly rates as described in the attached Exhibit 6: Standard Schedule of Charges dated January 1, 2017.~~

~~The ENGINEER will assist the OWNER in performing a review of the project during the 11th month after the date of the certificate of substantial completion.~~

~~14. The ENGINEER further agrees to obtain and maintain, at the ENGINEER's expense, such insurance as will protect the ENGINEER from claims under the Workman's Compensation Act and such comprehensive general liability insurance as will protect the OWNER and the ENGINEER from all claims for bodily injury, death, or property damage which may arise from the performance by the ENGINEER or by the ENGINEER's employees of the ENGINEER's functions and services required under this Agreement.~~

~~15. The ENGINEER will provide construction engineering services in accordance with the periods summarized in Exhibit 4: "Anticipated Project Schedule - East Orange Street Water Main Replacement" dated December 7, 2017.~~

~~If the above is not accomplished within the time period specified, this Agreement may be terminated by the OWNER. The time for completion may be extended by the OWNER for a reasonable time if completion is delayed due to unforeseeable cases beyond the control and without the fault or negligence of the ENGINEER. Pursuant to Paragraph D "Changes in Rates of Compensation", the contract shall be designated on-going consistent with the project schedule.~~

SECTION C – COMPENSATION FOR ENGINEERING SERVICES

1. The OWNER shall compensate the ENGINEER for professional design engineering services in the amount of \$43,000 Fixed Fee as summarized on Exhibit 3: “Estimate of Level of Effort and Associated Cost for Professional Engineering Services for East Orange Street Water Main Replacement” dated December 7, 2017.
 - (a) The compensation for the professional design engineering services shall be payable as follows:
 - (1) A sum which does not exceed ninety percent (90%) of the total compensation payable under Section C-1 shall be paid in monthly increments for work actually completed and invoiced, for grant administration and for the preparation and submission to the OWNER and/or IEPA of the construction drawings, specifications, cost estimates and contract documents.
 - (2) A sum which, together with the compensation paid pursuant to Section C-1(a)(1) above, equals one hundred percent (100%) of the total compensation due and payable in accord with Section C-1 above, shall be due immediately after the award of construction contract(s) is approved by the corporate authorities.
- ~~2. The OWNER shall compensate the ENGINEER for the construction administration, construction staking, construction observation (including the Resident Construction Observer), and any additional consultation and surveying services on the basis of Hourly Rates (HR) as described on the attached Exhibit 6: Standard Schedule of Charges dated January 1, 2017. The estimated values are included in Exhibit 3: “Estimate of Level of Effort and Associated Cost for Professional Engineering Services for East Orange Street Water Main~~

~~Replacement” dated December 7, 2017 and are estimated at \$XXXX Hourly (HR).~~

~~(a) The compensation for the construction administration, construction staking, construction observation (including the Resident Construction Observer), and any additional consultation and surveying services shall be payable as follows:~~

~~(1) A sum which equals any charges for work actually completed and invoiced shall be paid at least once per month.~~

3. The OWNER shall compensate the ENGINEER for direct expenses as identified in the contract and as noted on Exhibit 3 at the actual cost or hourly cost for the work completed.

(1) A sum which equals any charges for work actually completed and invoiced shall be paid at least once per month.

4. The compensation for any additional engineering services authorized by the OWNER pursuant to Section D shall be payable as follows:

(a) A sum which equals any charges for work actually completed and invoiced shall be paid at least once per month.

SECTION D – ADDITIONAL ENGINEERING SERVICES

In addition to the foregoing being performed, the following services may be provided UPON PRIOR WRITTEN AUTHORIZATION OF THE OWNER.

1. Site surveys outside of the project limits and other similar special surveys as may be required.
2. Laboratory tests, well tests, borings, specialized geological soils hydraulic, or other studies recommended by the ENGINEER.
3. Property surveys, detailed description of sites, maps, drawings, or estimates related thereto; assistance in negotiating for land and easement rights.
4. Necessary data and filing maps for litigation, such as condemnation.
5. Redesigns ordered by the OWNER after final plans have been accepted by the OWNER and IEPA.
6. Appearances before courts or boards on matters of litigation or hearings related to the project.
7. Preparation of environmental impact assessments or environmental impact statements.
8. Making drawings from field measurements of existing facilities when required for planning additions or alterations thereto.
9. Services due to changes in the scope of the Project or its design, including but not limited to, changes in size, complexity, schedule or character of construction.

10. Revising studies or reports which have previously been approved by the OWNER, or when revisions are due to cases beyond the control of the ENGINEER.
11. Preparation of design documents for alternate bids where major changes require additional documents.
12. Preparation of detailed renderings, exhibits or scale models for the Project.
13. Providing special analysis of the OWNER's needs such as owning and operating analysis, plan for operation and maintenance, OWNER's special operating drawings or charts, and any other similar analysis.
14. The preparation of feasibility studies, appraisals and evaluations, detailed quantity surveys of material and labor, and material audits or inventories by the OWNER.
15. Additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction, (2) defective or incomplete work of the contractor, and/or (3) the contractor's default on the Construction Contract due to delinquency or insolvency.
16. Providing design services relating to future facilities, systems and equipment which are not intended to be constructed or operated as a part of the Project.
17. Providing other services not otherwise provided for in this Agreement, including services normally furnished by the OWNER as described in Section E – SPECIAL PROVISIONS – Owner's Responsibilities.

Payment for the services specified in this Section E shall be as agreed in writing between the OWNER and the ENGINEER prior to commencement of the work. The ENGINEER will render to OWNER for such services an itemized bill, separate from any other billing, once each month, for compensation for services performed hereunder during such period,

the same to be due and payable by OWNER to the ENGINEER on or before the 10th day of the following period. Payment for services noted in D shall be at Actual Cost (AC), Fixed Fee (FF) or Hourly (HR).

SECTION E - SPECIAL PROVISIONS

1. OWNER'S RESPONSIBILITIES

- (a) Provide to the ENGINEER all criteria, design and construction standards and full information as to the OWNER's requirements for the Project.
- (b) Designate a person authorized to act as the OWNER's representative. The OWNER or his representative shall receive and examine documents submitted by the ENGINEER, interpret and define the OWNER's policies and render decisions and authorizations in writing promptly to prevent unreasonable delay in the progress of the ENGINEER's services.
- (c) Furnish laboratory tests, air and water pollution tests, reports and inspections of samples, materials or other items required by law or by governmental authorities having jurisdiction over this Project, or as recommended by the ENGINEER.
- (d) Provide legal, accounting, right-of-way acquisition and insurance counseling services necessary for the Project, legal review of the construction Contract Documents, and such auditing services as the OWNER may require to account for expenditures of sums paid to the contractor.

- (e) Furnish above services at the OWNER's expense and in such manner that the ENGINEER may rely upon them in the performance of his services under this Agreement and in accordance with the Project timetable.
 - (f) Guarantee full and free access for the ENGINEER to enter upon all property required for the performance of the ENGINEER's services under this Agreement.
 - (g) Give prompt written notice to the ENGINEER whenever the OWNER observes or otherwise becomes aware of any defect in the Project or other event which may substantially affect the ENGINEER's performance of services under this Agreement.
 - (h) Protect and preserve all survey stakes and markers placed at the project site prior to the assumption of this responsibility by the contractor and bear all costs of replacing stakes or markers damaged or removed during said time interval.
2. Delegation of Duties - Neither the OWNER nor the ENGINEER shall delegate his duties under this Agreement without the written consent of the other.
3. The ENGINEER has not been retained or compensated to provide design services relating to the contractor's safety precautions or to means, methods, techniques, sequences, or procedures required by the contractor to perform his work but not relating to the final or completed structure. Omitted services include but are not limited to shoring, scaffolding, underpinning, temporary retainment of excavations and any erection methods and temporary bracing.
4. The ENGINEER intends to render his services under this Agreement in accordance with generally accepted professional practices for the intended use of the Project.

5. Since the ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s) methods of determining prices, or over competitive bidding or market conditions, his opinions of probable Project Costs and Construction Costs provided for herein are to be made on the basis of his experience and qualifications and represent his best judgment as an experienced and qualified professional engineer, familiar with the construction industry. The ENGINEER cannot and does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost prepared by him. If prior to the bidding or negotiating phase OWNER wishes greater assurance as to project or construction costs he shall employ an independent cost-estimator.
6. Access to Records:
 - (a) The ENGINEER agrees to include subsections E-6(b) through E-6(e) below in all contracts and all subcontracts directly related to project services which are in excess of \$25,000.
 - (b) The ENGINEER shall maintain books, records, documents and other evidence directly pertinent to performance of Agency loan work under this Agreement consistent with generally accepted accounting standards in accordance with the American Institute of Certified Public Accountants Professional Standards (666 Fifth Avenue, New York, New York 10019; June 1, 1987). The Agency or any of its duly authorized representatives shall have access to such books, records, documents and other evidence for the purpose of inspection, audit and copying. The ENGINEER will provide facilities for such access and inspection.
 - (c) Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards.

- (d) The ENGINEER agrees to the disclosure of all information and reports resulting from access to records pursuant to subsection E-6(b) above, to the Agency. Where the audit concerns the ENGINEER, the auditing agency shall afford the ENGINEER an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report will include the written comments, if any, of the audited parties.
 - (e) Records under subsection E-6(b) above shall be maintained and made available during performance on Agency loan work under this agreement and until three years from date of final Agency loan audit for the project. In addition, those records which relate to any “dispute” appeal under an Agency loan agreement, or litigation, or the settlement of claims arising out of such performance, costs or items to which an audit exception has been taken, shall be maintained and made available until three years after the date of resolution of such appeal, litigation, claim or exception.
7. Covenant Against Contingent Fees - The ENGINEER warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees. For breach or violation of this warranty, the loan recipient shall have the right to annul this agreement without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.
8. Covenant Against Contingent Fees - The loan recipient warrants that no person or agency has been employed or retained to solicit or secure a PWSLP loan upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee. For breach or violation of this warranty, the Agency shall have the right to annul the loan or to deduct from the loan or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

9. Certification Regarding Debarment – The ENGINEER certifies that the services of anyone that has been debarred or suspended under Federal Executive Order 12549 has not, and will not, be used for work under this Agreement.
10. Affirmative Action – The ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction and services in accordance with the Clean Water Loan Program rules. As required by the award conditions of USEPA's Assistance Agreement with IEPA, the ENGINEER acknowledges that the fair share percentages are 5% for MBEs and 12% for WBEs.
11. The ENGINEER shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the contractor to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

EXHIBIT 2

~~THE LIMITATIONS OF AUTHORITY, DUTIES AND RESPONSIBILITIES OF THE RESIDENT CONSTRUCTION OBSERVER ARE AS FOLLOWS:~~

- ~~1. The Resident Construction Observer shall act under the direct supervision of the ENGINEER, shall be the ENGINEER's agent in all matters relating to on-site construction review of the contractor's work, shall communicate only with the ENGINEER and the contractor (or contractor's), and shall communicate with subcontractors only through the contractor or his authorized superintendent. The OWNER shall communicate with the Resident Construction Observer only through the ENGINEER.~~
- ~~2. The Resident Construction Observer shall review and inspect on-site construction activities of the contractor relating to portions of the Project designed and specified by the Engineer as contained in the Construction Contract Documents.~~
- ~~3. Specifically omitted from the Resident Construction Observer's duties is any review of the contractor's safety precautions, or the means, methods, sequences, or procedures required for the contractor to perform the work but not relating to the final or completed Project. Omitted design or review services include but are not limited to shoring, scaffolding, underpinning, temporary retainment of excavations and any erection methods and temporary bracing.~~
- ~~4. The specific duties and responsibilities of the Resident Construction Observer are enumerated as follows:~~
 - ~~(a) Schedules: Review the progress schedule, schedule of Shop Drawing submissions and schedule of values prepared by contractor and consult with ENGINEER concerning their acceptability.~~

~~(b) — Conferences: Attend preconstruction conferences. Arrange a schedule of progress meetings and other job conferences as required in consultation with ENGINEER and notify those expected to attend in advance. Attend meetings and maintain and circulate copies of minutes thereof.~~

~~(c) — Liaison:~~

~~(1) — Serve as ENGINEER's liaison with contractor, working principally through contractor's superintendent and assist him in understanding the intent of the Contract Documents.~~

~~(2) — Assist ENGINEER in serving as OWNER's liaison with contractor when contractor's operations affect OWNER's on-site operations.~~

~~(3) — As requested by ENGINEER, assist in obtaining from OWNER additional details or information, when required at the job site for proper erection of the work.~~

~~(d) — Shop Drawings and Samples:~~

~~(2) — Receive and record date of receipt of Shop Drawings and samples.~~

~~(3) — Receive samples which are furnished at the site by contractor, and notify ENGINEER of their availability for examination.~~

~~(3) — Advise ENGINEER and contractor or its superintendent immediately of the commencement of any work requiring a Shop Drawing or sample submission if the submission has not been approved by ENGINEER.~~

~~(e) — Review of Work, Rejection of Defective Work, Inspections and Tests:~~

~~(1) — Conduct on site inspection of the work in progress to assist ENGINEER in determining if the work is proceeding in accordance with the Contract Documents and that completed work will conform to the Contract Documents.~~

~~(2) — Report to ENGINEER whenever he believes that any work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or does not meet the requirements of any inspections, test or approval required to be made or has been damaged prior to final payment; and advise ENGINEER when he believes work should be corrected or rejected or should be uncovered for inspection, or requires special testing, inspection or approval.~~

~~(3) — Verify that tests, equipment and systems start ups, and operating and maintenance instructions are conducted as required by the Contract Documents and in presence of the required personnel, and that contractor maintains adequate records thereof; observe, record and report to ENGINEER appropriate details relative to the test procedures and start-ups.~~

~~(4) — Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the outcome of these inspections and report to ENGINEER.~~

~~(f) — Interpretation of Contract Documents: Transmit to contractor ENGINEER's clarifications and interpretations of the Contract Documents.~~

~~(g) — Modifications: Consider and evaluate contractor's suggestions for modifications in Drawings or Specifications and report them with recommendations to ENGINEER.~~

~~(h) — Records:~~

~~(1) — Maintain at the job site orderly files for correspondence, reports of job conferences, Shop Drawings and samples submissions, reproductions of original Contract Documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the Contract, ENGINEER's clarifications and interpretations of the Contract Documents, progress reports, and other Project related documents.~~

~~(2) — Keep a diary or log book, recording hours on the job site, weather conditions, data relative to questions of extras or deductions, list of visiting officials and representatives of manufacturers, fabricators, suppliers and distributors, daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures. Send copies to ENGINEER.~~

~~(4) — Record names, addresses and telephone numbers of all contractor's, subcontractors and major suppliers of materials and equipment.~~

~~(i) — Reports:~~

~~(1) — Furnish ENGINEER periodic reports as required of progress of the work and contractor's compliance with the approved progress schedule and schedule of Shop Drawing submissions.~~

- ~~(2) — Consult with ENGINEER in advance of schedule major tests, inspections or start of important phases of the work.~~
- ~~(3) — Report immediately to ENGINEER upon the occurrence of any accident.~~
- ~~(j) — Payment Requisitions: Review applications for payment with contractor for compliance with the established procedure for their submission and forward them with recommendations to ENGINEER, noting particularly their relation to the schedule of values, work completed and materials and equipment delivered at the site but not incorporated in the work.~~
- ~~(k) — Certificates, Maintenance and Operating Manuals: During the course of the work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by contractor are applicable to the items actually installed; and deliver this material to ENGINEER for his review and forwarding to OWNER prior to final acceptance of the work.~~
- ~~(l) — Completion:~~
 - ~~(1) — Before ENGINEER issues a Statement of Substantial Completion, submit to contractor a list of observed items requiring completion or correction.~~
 - ~~(2) — Conduct final review in the company of ENGINEER, OWNER and contractor and prepare a final list of items to be completed or corrected.~~
 - ~~(3) — Verify that all items on final list have been completed or corrected and make recommendations to ENGINEER concerning acceptance.~~



EXHIBIT 3
ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST FOR
PROFESSIONAL ENGINEERING SERVICES FOR
EAST ORANGE STREET WATER MAIN REPLACEMENT
 United City of Yorkville, IL
 December 7, 2017

WORK ITEM NO.	WORK ITEM	ENTITY:	ENGINEERING				SURVEYING			DRAFTING		ADMIN.	WORK ITEM HOUR SUMM.	COST PER ITEM	
		PROJECT ROLE:	PRINCIPAL IN CHARGE	SENIOR PROJECT MANAGER	SENIOR PROJECT ENGINEER I	PROJECT ENGINEER	PROJECT MANAGER	SENIOR PROJECT SURVEYOR II	PROJECT TECHNICIAN	CAD MANAGER	SENIOR PROJECT TECHNICIAN I	ADMIN.			
		HOURLY RATE:	\$191	\$185	\$155	\$133	\$168	\$155	\$145	\$145	\$133	\$80			
FINAL ENGINEERING															
2.1	Project Management and Administration		5	18	2	-	-	-	-	-	-	-	25	\$ 4,595	
2.2	Project Meetings		3	4	6	-	-	-	-	-	-	-	13	\$ 2,243	
2.3	Topographic Survey		-	-	-	-	8	23	-	-	-	-	31	\$ 4,909	
2.4	Utility Coordination		-	-	1	3	-	-	-	-	-	-	4	\$ 554	
2.5	Final Plans, Specifications and Estimates		8	10	70	45	-	-	-	15	35	-	183	\$ 27,043	
2.6	Permitting		-	-	4	2	-	-	-	-	-	-	6	\$ 886	
2.7	Bidding and Contracting		-	4	8	1	-	-	-	-	-	6	19	\$ 2,593	
Final Engineering Subtotal:			16	36	91	51	8	23	-	15	35	6	281	\$ 42,823	
CONSTRUCTION ENGINEERING															
3.1	Contract Administration		-	-	-	-	-	-	-	-	-	-	-	\$ -	
3.2	Construction Layout and Record Drawings		-	-	-	-	-	-	-	-	-	-	-	\$ -	
3.3	Observation and Documentation		-	-	-	-	-	-	-	-	-	2	2	\$ 160	
Construction Engineering Subtotal:			-	-	-	-	-	-	-	-	-	2	2	\$ 160	
PROJECT TOTAL:			16	36	91	51	8	23	-	15	35	8	283	42,983	

DIRECT EXPENSES	
Printing =	\$ 250
Mileage =	\$ -
Material Testing =	\$ -
Environmental Assessment =	\$ 500
DIRECT EXPENSES =	\$ 750

LABOR SUMMARY	
Engineering Expenses =	\$ 30,604
Surveying Expenses =	\$ 4,909
Drafting Expenses =	\$ 6,830
Administrative Expenses =	\$ 640
TOTAL LABOR EXPENSES =	\$ 42,983

TOTAL EXPENSES =	\$ 43,733
-------------------------	------------------

\\Mikway\EEI_Storage\Public\Yorkville\2017\YO1751-P East Orange Water Main Replacement\PSA\03.Exhibit 3 - Level of Effort.xlsx\Fee Summary - No CO

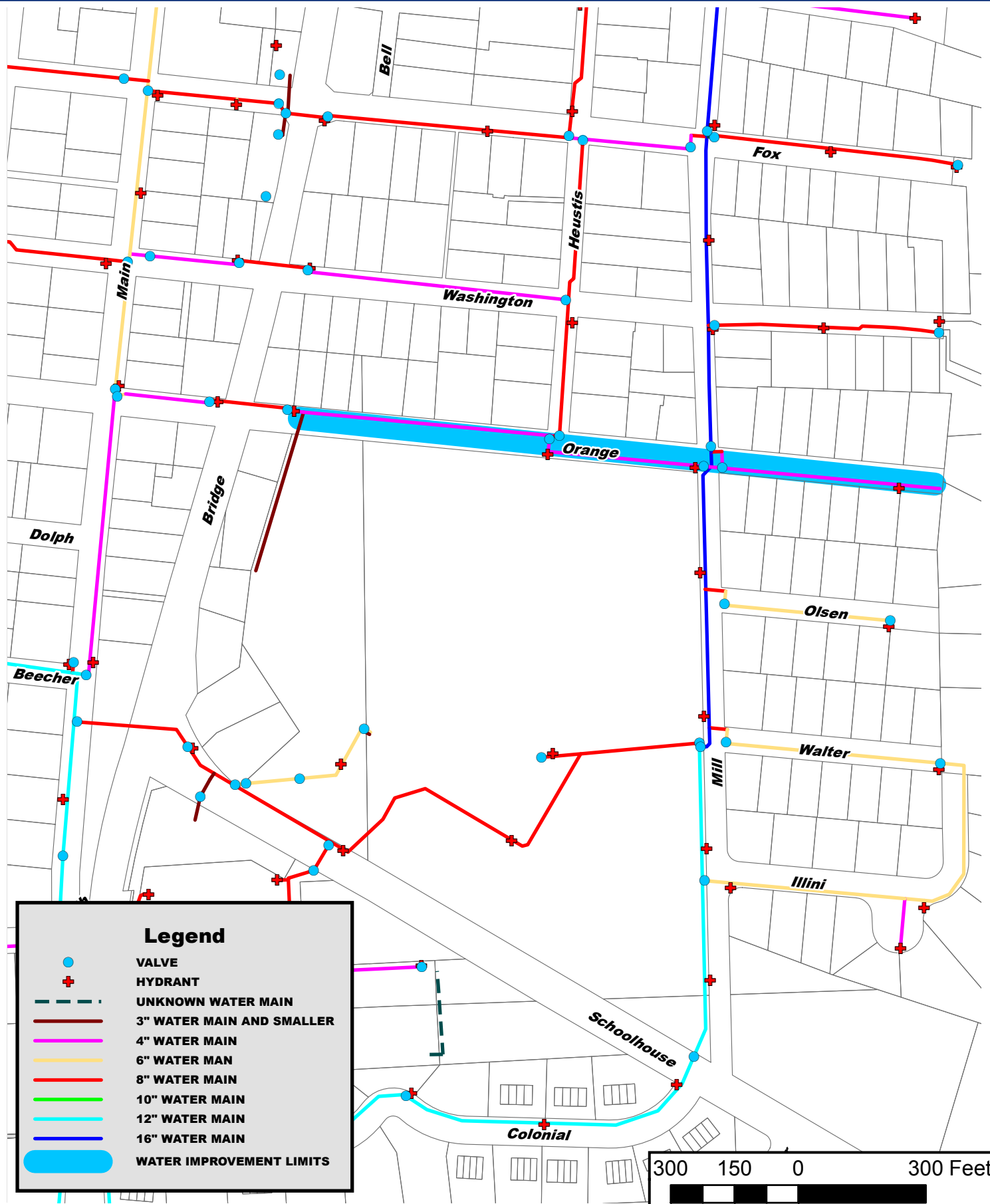


EXHIBIT 4
ANTICIPATED PROJECT SCHEDULE
 EAST ORANGE STREET WATER MAIN REPLACEMENT
 UNITED CITY OF YORKVILLE, IL
 December 7, 2017

WORK ITEM NO.	WORK ITEM	Year:	2017								2018																																		
		Month:	November				December				January				February				March				April				May				June				July				August						
		Week Starting:	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4			
FINAL DESIGN ENGINEERING																																													
2.1	Project Management and Administration																																												
2.2	Project Meetings																																												
2.3	Topographic Survey																																												
2.4	Utility Coordination																																												
2.5	Final Plans, Specifications and Estimates																																												
2.6	Permitting																																												
2.7	Bidding and Contracting																																												
CONSTRUCTION ENGINEERING																																													
3.1	Contract Administration																																												
3.2	Construction Layout and Record Drawings																																												
3.3	Observation and Documentation																																												

\\Milkyway\EEI_Storage\Docs\Public\Yorkville\2017\YO1751-P East Orange Water Main Replacement\PSA\04.Exhibit 4 - Schedule.xls\Schedule

Legend	
 Project Management & QC/QA	 Permitting
 Meeting(s)	 Bidding and Contracting
 Design	 Construction



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

DATE:	December 2017
PROJECT NO.:	YO1751
BY:	MJT
PATH:	H:\GIS\PUBLIC\YORKVILLE\2016\
FILE:	YO1751_Location Map.mxd\MXD

LOCATION MAP





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



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input checked="" type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #8

Tracking Number

PW 2017-92

Agenda Item Summary Memo

Title: Bristol Bay Subdivision – Unit 11

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: Subdivision Partial Acceptance Consideration

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: _____

Council Action Requested: Consideration of Approval

Submitted by: Brad Sanderson Engineering
Name Department

Agenda Item Notes:



Memorandum

To: Bart Olson, City Administrator
From: Brad Sanderson, EEI
CC: Eric Dhuse, Director of Public Works
Krysti Barksdale-Noble, Community Dev. Dir.
Lisa Pickering, Deputy City Clerk

Date: November 27, 2017
Subject: Bristol Bay – Unit 11

Pulte has requested that the City accept the public improvements for a portion of Bristol Bay – Unit 11 for ownership and maintenance (see attached).

All work related to the public improvements, including punch list work in the area described has been completed. We recommend that the public improvements (water main, sanitary sewer and storm sewer) as described in the attached Bill of Sale be accepted for ownership and maintenance by the City.

As required by City Code, the developer will be responsible to provide a performance guarantee to cover the one-year maintenance period. This period starts after the City formally accepts the improvements. The amount required is to be 10% of the value of the public improvements. Accordingly, the guarantee shall be as follows:

Unit 11 Improvements (Partial)

Original Value of Improvements	\$161,591.65
Required Maintenance Guarantee Value (10% of Original)	\$16,159.00

There are currently three (3) bonds that cover improvements within Unit 11. The reduction (\$907,282.55) and release of those bonds will be addressed as part of the Bristol Bay Resubdivision and are summarized below.

Unit 11	\$18,025.26	Arch Insurance Co., # SU1114162	Earthwork	Replacement bond to be provided per agreement	Bond to be released
Unit 11	\$657,233.93	Arch Insurance Co., # SU1114155	Site Work	Replacement bond to be provided per agreement	Bond to be released
Unit 11	\$232,023.36	Arch Insurance Co., # SU1114156	Landscaping	Replacement bond to be provided per agreement	Bond to be released
	\$907,282.55				

If you have any questions or require additional information, please call.



November 2, 2017

Krysti J. Barksdale-Noble, AICP
Community Development Director
United City of Yorkville
800 Game Farm Road
Yorkville, Illinois 60560

Re: Unit 9 and 11 Condominiums in Bristol Bay

Dear Ms. Barksdale-Noble,

It is my understanding that the Site Improvements, have been completed and at this time, I am respectfully requesting formal acceptance of the Bristol Bay Unit 9 and 11 improvements, in Yorkville.

Unit 9 – Bond # SU1114160 Mass Grading; # SU114154 Site Improvements; # SU114157 Landscaping Improvements

Unit 11 – Bond # SU1114162 Mass Grading; # SU114155 Site Improvements; # SU114156 Landscaping Improvements

If I can be of any further assistance, or you have any questions please do not hesitate to contact Joe Marx or myself.

Sincerely,

CENTEX

A handwritten signature in blue ink that reads "JoAnne M. Bowers".

JoAnne M. Bowers
DRE/HOA Manager

Cc: Bradley P. Sanderson, P.E., Vice President, Engineering Enterprises, Inc.
Joe W. Marx

BILL OF SALE

Seller, _____, in consideration of One and 00/100th Dollar (\$1.00), receipt hereby acknowledged, does hereby sell, assign, transfer and convey to the *Buyer*, the United City of Yorkville, an Illinois municipal corporation, at 800 Game Farm Road, Yorkville, Illinois 60560, the following personal property to wit described in Exhibit A attached hereto for the development know as Bristol Bay – Unit 11, and generally shown on Exhibit B.

Seller hereby represents and warrants to *Buyer* that *Seller* is the absolute owner of said property, that said property is free and clear of all liens, charges and encumbrances, and that *Seller* has full right, power, and authority to sell said property and to make this Bill of Sale.

IN WITNESS WHEREOF, *Seller* has signed and sealed this Bill of Sale at _____, this _____ day of _____, 20__.

Subscribed and *Sworn* to
before me this _____ day
of _____, 20__.

Notary Public

EXHIBIT A (PARTIAL ACCEPTANCE)**BRISTOL BAY - UNIT 11****UNITED CITY OF YORKVILLE**

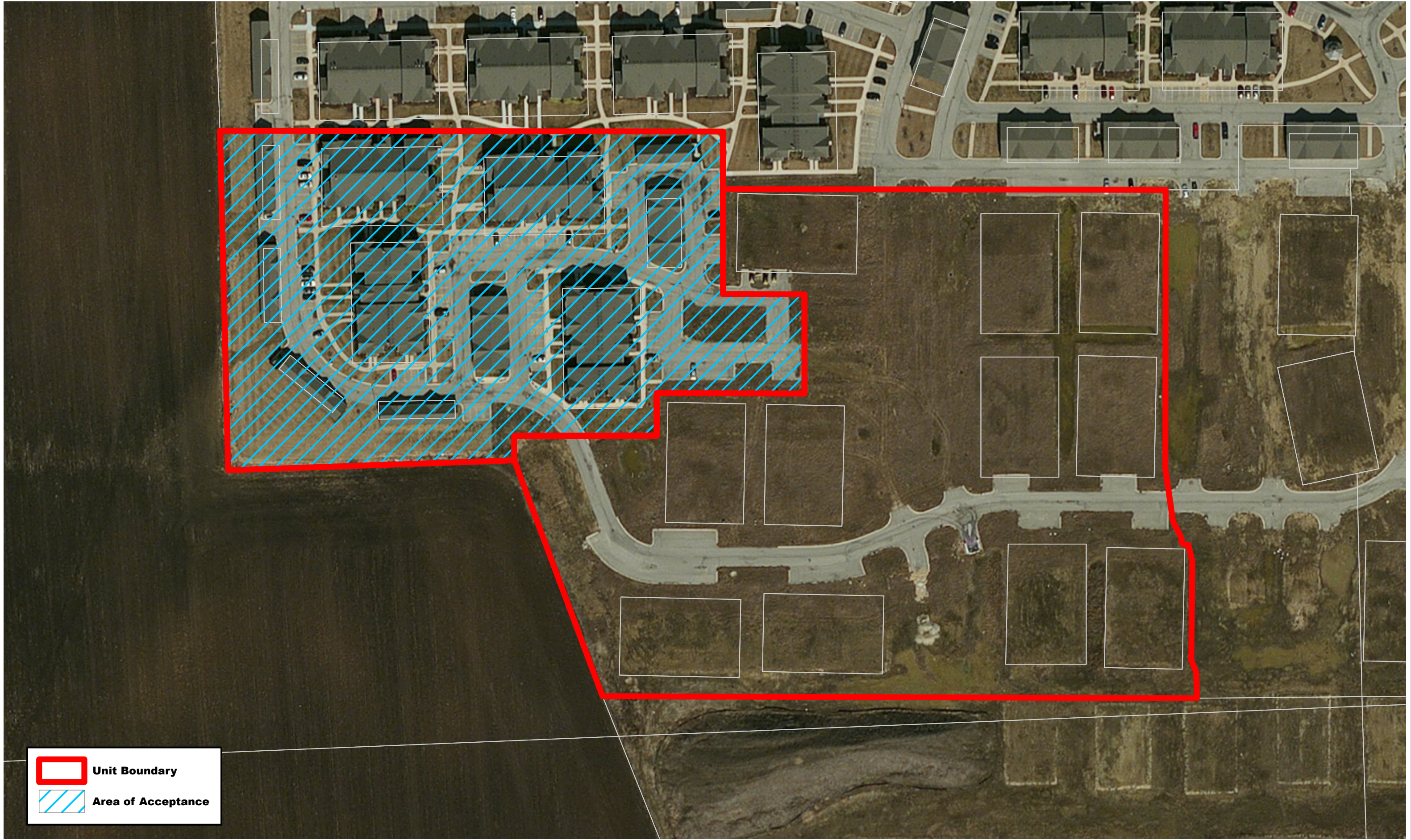
UTILITIES	UNIT	QUANTITY
SANITARY SEWER CONSTRUCTION		
6" SANITARY SEWER SERVICE	FOOT	128
8" PVC (SDR 26) SANITARY SEWER (<10' DEEP)	FOOT	746
8" PVC (SDR 26) SANITARY SEWER (10'-15' DEEP)	FOOT	86
8" PVC (SDR 26) SANITARY SEWER (10'-15' DEEP)	FOOT	0
4' MANHOLES (<10' DEEP)	EACH	6
4' MANHOLES (10'-15' DEEP)	EACH	5
4' MANHOLES (15'-20' DEEP)	EACH	0
TRENCH BACKFILL	CU YD	250
WATER MAIN CONSTRUCTION		
2 - INCH WATER MAIN SERVICE, COPPER TY K	FOOT	208
6 - INCH WATER MAIN, DUCTILE IRON	FOOT	13
8 - INCH WATER MAIN, DUCTILE IRON	FOOT	1,078
WATER VALVE AND VALVE BOX, 8"	EACH	2
FIRE HYDRANTS WITH AUXILARY VALVE	EACH	2
TRENCH BACKFILL	CU YD	260
STORM SEWER CONSTRUCTION		
STORM SEWERS, CLASS A, 12"	FOOT	733
STORM SEWERS, CLASS A, 15"	FOOT	347
STORM SEWERS, CLASS A, 18"	FOOT	268
STORM SEWERS, CLASS A, 21"	FOOT	0
STORM SEWERS, CLASS A, 24"	FOOT	0
STORM SEWERS, CLASS A, 30"	FOOT	218
STORM SEWERS, CLASS A, 36"	FOOT	0
STORM SEWERS, CLASS A, 42"	FOOT	0
STORM SEWERS, CLASS A, 48"	FOOT	0
CATCH BASINS, TYPE A 4" DIAMETER, TYPE 11 FRAME & GRATE	EACH	1
CATCH BASINS, TYPE A 5" DIAMETER, TYPE 11 FRAME & GRATE	EACH	0
CATCH BASINS, TYPE A 4' DIAMETER, TYPE 8 GRATE	EACH	1
CATCH BASINS, TYPE A 4' DIAMETER, TYPE 1 FRAME, OPEN LID	EACH	0
INLETS, TYPE A 2' DIAMETER, TYPE 8 GRATE	EACH	2
INLETS, TYPE A 2' DIAMETER, TYPE 11 FRAME, OPEN LID	EACH	3
INLETS, TYPE A 2' DIAMETER, TYPE 11 FRAME & GRATE	EACH	1
MANHOLES, TYPE A, 4' DIAMETER, TYPE 1 FRAME CLOSED LID	EACH	4
MANHOLES, TYPE A, 4' DIAMETER, TYPE 8 GRATE	EACH	1
MANHOLES, TYPE A, 4' DIAMETER, TYPE 11 FRAME & GRATE	EACH	3
MANHOLES, TYPE A, 5' DIAMETER, TYPE 1 FRAME CLOSED LID	EACH	0


EXHIBIT A (PARTIAL ACCEPTANCE)


BRISTOL BAY - UNIT 11

UNITED CITY OF YORKVILLE

MANHOLES, TYPE A, 5' DIAMETER, TYPE 8 GRATE	EACH	0
MANHOLES, TYPE A, 5' DIAMETER, TYPE 11 FRAME & GRATE	EACH	3
MANHOLES, TYPE A, 6' DIAMETER, TYPE 1 FRAME OPEN LID	EACH	0
MANHOLES, TYPE A, 6' DIAMETER, TYPE 8 GRATE	EACH	1
MANHOLES, TYPE A, 6' DIAMETER, TYPE 11 FRAME & GRATE	EACH	1
MANHOLES, TYPE A, 7' DIAMETER, TYPE 11 FRAME & GRATE	EACH	0
MANHOLES, TYPE A, 8' DIAMETER, TYPE 11 FRAME & GRATE	EACH	0



**Unit Boundary**

**Area of Acceptance**



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #9

Tracking Number

PW 2017-93

Agenda Item Summary Memo

Title: Revision to Water Meter Price – Section 7-5-4-1

Meeting and Date: Public Works Committee - December 19, 2017

Synopsis: Updated costs to Section 7-5-4-1 to the City's Code to match the water meter price
that was authorized by City Council on July 25, 2017

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Erin Willrett Administration
Name Department

Agenda Item Notes:



Memorandum

To: Public Works Committee
From: Erin Willrett, Assistant City Administrator
CC: Bart Olson, City Administrator
Date: December 19, 2017
Subject: Revision to Water Meter Price – Section 7-5-4-1

Summary

Updated costs to Section 7-5-4-1 to the City's Code to match the water meter price that was authorized by City Council on July 25, 2017.

Background

Several sections of the code were modified and adopted by the City Council in October, 2017. Unfortunately, the water meter price was not updated to reflect the price increase that was authorized by City Council on July 25, 2017.

CURRENT LANGUAGE:

7-5-4-1: METER COSTS:

All meters and shall be purchased from the City at the then current prices as established by the City Council and will include the meter, couplers, gaskets, back flow prevention device (for residential units only) meter wire and outside reader.

Applicants purchasing non-residential meters will be required to purchase an approved back flow prevention device separately.

Residential Meter Costs	
5/8"x3/4" -	\$435.00
3/4"x3/4" -	\$460.00
* 1" -	\$590.00

* used only when necessitated by plumbing code

Non-Residential Meter Costs	
1 1/2" -	\$1900.00
2" -	\$2110.00
3" -	\$2600.00

APPROVED LANGUAGE (July 25, 2017)/PROPOSED LANGUAGE:

7-5-4-1: METER COSTS

All meters and shall be purchased from the City at the then current prices as established by the City Council and will include the meter, couplers, gaskets, back flow prevention device (for residential units only) meter wire and outside reader.

Applicants purchasing non-residential meters will be required to purchase an approved back flow prevention device separately.

Residential Meter Costs:

<i>Meter Size</i>	<i>Cost</i>
<i>¾ inch</i>	<i>\$550.00</i>
<i>1 inch*</i>	<i>\$700.00</i>

**used only when necessitated by plumbing code*

Non-Residential Meter Costs:

<i>Meter Size</i>	<i>Cost</i>
<i>1.5 inch</i>	<i>\$2,300.00</i>
<i>2 inches</i>	<i>\$2,500.00</i>
<i>3 inches</i>	<i>\$3,100.00</i>

Recommendation

Staff recommends approval of the City Council approved language from July 25, 2017, as outlined in the Ordinance Amending the Water Meter Fees.

**AN ORDINANCE OF THE UNITED CITY OF YORKVILLE, ILLINOIS
AMENDING THE WATER METER FEES**

WHEREAS, the United City of Yorkville (the “City”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the water meter fee includes for new construction the cost of the meter, outside reader, wire, residential backflow prevention device, couplers, flanges and installation of the outside reader; and,

NOW THEREFORE BE IT ORDAINED by the Mayor and City Council of the United City of Yorkville, Kendall County, Illinois, as follows:

Section 1: That Section 7-5-4-1 of the Yorkville City Code be and is hereby amended to read as follows:

“7-5-4-1: METER COSTS

All meters and shall be purchased from the City at the then current prices as established by the City Council and will include the meter, couplers, gaskets, back flow prevention device (for residential units only) meter wire and outside reader. Applicants purchasing non-residential meters will be required to purchase an approved back flow prevention device separately.

Residential Meter Costs:

Meter Size	Cost
$\frac{3}{4}$ inch	\$550.00
1 inch*	\$700.00

*used only when necessitated by plumbing code

Non-Residential Meter Costs:

Meter Size	Cost
1.5 inch	\$2,300.00
2 inches	\$2,500.00
3 inches	\$3,100.00

Section 2: This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided by law.

Passed by the City Council of the United City of Yorkville, Kendall County, Illinois this _____
day of _____ 2017.

City Clerk

CARLO COLOSIMO _____

KEN KOCH _____

JACKIE MILSCHEWSKI _____

ARDEN JOE PLOCHER _____

CHRIS FUNKHOUSER _____

JOEL FRIEDERS _____

SEAVER TARULIS _____

ALEX HERNANDEZ _____

Approved by me, as Mayor of the United City of Yorkville, Kendall County, Illinois, this _____
day of _____ 2017.

Mayor



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

Old Business #1

Tracking Number

ADM 2017-70

Agenda Item Summary Memo

Title: Building Condition Reports 2017

Meeting and Date: Public Works Committee – December 19, 2017

Synopsis: Discussion of the Reports from the Building Condition Survey that EMG performed on City-owned structures and facilities.

Council Action Previously Taken:

Date of Action: N/A Action Taken: _____

Item Number: _____

Type of Vote Required: N/A

Council Action Requested: N/A

Submitted by: Erin Willrett Administration
Name Department

Agenda Item Notes:



Memorandum

To: Public Works Committee
From: Erin Willrett, Assistant City Administrator
CC: Bart Olson, City Administrator
Date: December 19, 2017
Subject: EMG Building Condition Reports 2017

Summary

Review of 908 Game Farm Road and 185 Wolf Street from the Building Condition Survey that EMG performed on City-owned structures and facilities.

Background

EMG's reports include an assessment of all City-owned buildings, structures and parking facilities (structural frame and building envelope, curtain wall, roofing, plumbing, heating, air conditioning and ventilation, electrical, vertical transportation, life safety/fire protection, interior elements, code inquiries, ADA, and mold).

The presentation walks a reader through Report #005 "Beecher Community Center 908 Game Farm Road" and Report #036 "Public Works Garage (Frame Building) 185 Wolf Street".

One component of the report is to calculate the immediate repair cost. This was calculated by EMG and represents items that were in disrepair as of the date of the site visit. The description and cost are provided in the Immediate Repairs Report at the beginning of each document.

Another important report is the Replacement Reserve Report which spans a 20 year period. This outlines the description, cost and estimates the year that the item will need to be replaced/repared/maintained. In time, this report will be uploaded to a database for staff to maintain and keep updated when items are programmed and/or completed.

Other items to note within the report is the Executive Summary where the general property information is located as well as the site visit date, point of contact and the general systematic condition summary is located.

Another major goal of the reports was to calculate the Facility Condition Index (FCI), which gives an indication of a building's overall condition. The FCI ranking is calculated by dividing the cost of the Immediate Repair cost by the cost of the Current Replacement Value. That number is represented by a percentage and that equates to a condition rating from "Good" to "Very Poor". This FCI was calculated for the current state of the facility and also the 10-year FCI. This rating can be used as a guide for each facility when determining to maintain facilities or to replace facilities.

Within the FCI findings page also included is the Current Replacement Value (CRV) and the calculation of the Total Capital Needs. The Total Capital needs is calculated by the cost of the immediate repairs added to the Replacement Reserves. This represents a cost that it will take to maintain the facility over the next 10 years.

Other items included in the report are photographs of the facility and certain equipment, a site plan of the facility, an aerial photograph of the facility, ADA checklist, and a pre-visit questionnaire. This is all information relevant to the facility and was used in the creation of the overall report.

Recommendation

Staff has made recommendations for both City facilities based on the Building Condition Reports. This is informational at this time.

- Beecher Center, 908 Game Farm Road – Continue to Maintain
- Parks Facility, 185 Wolf Street – Continue to Maintain

Yorkville Municipal Facility Condition Assessment Review



FACILITY CONDITION ASSESSMENT

Report #005

- Beecher Community Center
- 908 Game Farm Road



FACILITY CONDITION ASSESSMENT



Prepared for:

United City of Yorkville
800 Game Farm Road
Yorkville, Illinois 60560

FACILITY CONDITION ASSESSMENT

Beecher Community Center
908 Game Farm Road
Yorkville, Illinois 60560

PREPARED BY:

EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:

Andrew Hupp
Senior Engineering Consultant
800.733.0660 x6632
arhupp@emgcorp.com

EMG Project Number:
122700.17R000-005.322

Date of Report:
September 13, 2017

On Site Date:
May 23, 2017



engineering | environmental | capital planning | project management

EMG Corporate Headquarters 10461 Mill Run Circle, Suite 1100, Owings Mills, MD 21117 www.EMGcorp.com p 800.733.0660

Immediate Repairs Report

908 Game Farm Road



- EMG outlined items that were in disrepair as of the date of the site visit. The main items are listed below:
 - Backflow Replacement- \$2,605
 - Fire Alarm System Upgrade - \$22,234
 - Fire Alarm Control Panel Replacement- \$20,298
- Outlines Item Number ID for more detail in report
- Page 3 of the report gives description of the immediate repair
- Appendix A outlines the pictures of the areas reviewed

Immediate Repairs Report

908 Game Farm Road



Immediate Repairs Report
Beecher Community Center
9/13/2017



Location Name	EMG Renamed Item NumberID	Cost Description	Quantity	Unit	Unit Cost	Subtotal	Deficiency Repair Estimate *
Beecher Community Center	5.4	612426 Retaining Wall, Brick/Stone (per SF Face), Repair	50	SF	\$11.39	\$569	\$569
Beecher Community Center	7.2	612452 Backflow Preventer, 2", Replace	1	EA	\$2,603.17	\$2,603	\$2,603
Beecher Community Center	7.2	612469 ADA, Restroom, Lavatory Pipe Wraps, Install	6	EA	\$75.90	\$455	\$455
Beecher Community Center	7.6	612440 Fire Alarm System, Office Building, Upgrade	9423	SF	\$2.36	\$22,234	\$22,234
Beecher Community Center	7.6	612434 Fire Alarm Control Panel, Addressable, Replace	1	EA	\$20,297.59	\$20,298	\$20,298
Immediate Repairs Total							\$46,159

* Location Factor included in totals.

Backflow & Fire Control Panel

908 Game Farm Road



#33:

BACKFLOW PREVENTER, FIRE



#34:

FIRE ALARM CONTROL PANEL,
ADDRESSABLE

Replacement Reserve Report – 20 years

908 Game Farm Road



- Chart shows planned repairs/replacements over a 20 year time-frame (Page 3 and 4 of the Report)
- This data will be uploaded to a database
- Create report and update when items are programmed and/or completed
- This report shows additional projects to be programmed within the next 20 years.
- Large Items are listed below. Total Escalated Costs = \$1,619,074
 - Parking Lot Replacement
 - Sidewalk Replacement
 - Roof Replacement
 - Exterior Wall Replacement
 - Air Handler Replacement
 - Fire Alarm Upgrade
 - Interior and Exterior Door Replacement
 - Interior Floor Replacement
 - Kitchen Cabinet, Counter and Appliance Replacement

Executive Summary

908 Game Farm Road

- General Property Information
- Site Visit Date/Point of Contact
- Building Condition Summary (Fair)

Property Information	
Address:	908 Game Farm Road, Yorkville, Kendall, Illinois 60560
Year Constructed/Renovated:	1982
Current Occupants:	Village of Yorkville
Percent Utilization:	100%
Management Point of Contact:	City of Yorkville, Mr. Peter Ratos 630.553.8574 phone pratos@yorkville.il.us email
Property Type:	Municipal
Site Area:	2.55 acres
Building Area:	9,423 SF
Number of Buildings:	1
Number of Stories:	1
Parking Type and Number of Spaces:	94 spaces in open lots
Building Construction:	Conventional wood frame structure on concrete slab
Roof Construction:	Gabled roofs with asphalt shingles
Exterior Finishes:	Brick veneer and metal siding
Heating, Ventilation and Air Conditioning:	Central system air handlers
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs, and emergency battery powered lights.
Dates of Visit:	May 22, 2017 to May 23, 2017
On-Site Point of Contact (POC):	Erin Willret
Assessment and Report Prepared by:	Paul Prusa
Reviewed by:	Al Diefert Technical Report Reviewer For Andrew Hupp Program Manager ahupp@emgcorp.com 800.733.0660 x6623

Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Good	Plumbing	Fair
Roof	Fair	Electrical	Fair

www.EMGcorp.com p 800.733.0660



Systemic Condition Summary			
Vertical Envelope	Fair	Elevators	--
Interiors	Fair	Fire	Fair

Facility Condition Index (FCI)

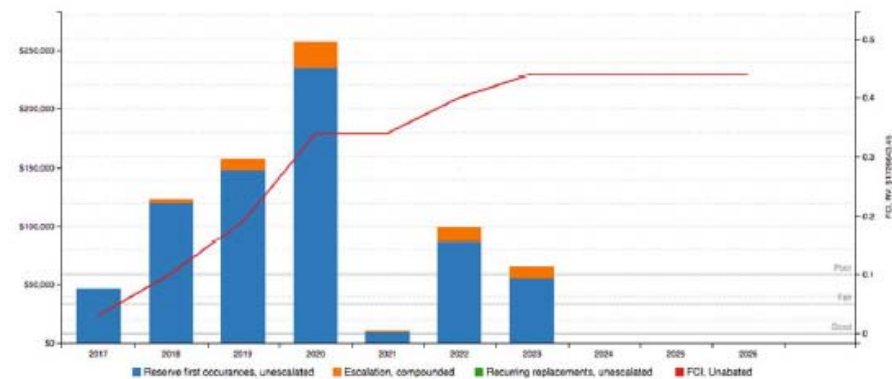
908 Game Farm Road



- Indication of Building's Overall Condition
- Measured for Current Year and +10 Years
- Current = Ratio of Immediate Repair Costs to Current Replacement Value
- 10 Year = Ratio of Anticipated Capital Reserve Needs to the 10 Year Replacement Value
- Rating from Very Poor to Good

FCI Analysis: Beecher Community Center

Replacement Value: \$ 1,726,643; Inflation rate: 3.0%



Fci Condition Rating	Definition	Percentage Value
Good	In new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies.	0% to 5%
Fair	Subjected to wear and soiling but is still in a serviceable and functioning condition.	> than 5% to 10%
Poor	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	> than 10% to 60%
Very Poor	Has reached the end of its useful or serviceable life. Renewal is now necessary.	> than 60%

FCI Rating Cont'd

908 Game Farm Road



- Metric for Current Year FCI = Fair
- $\text{FCI} = \text{Immediate Repair } (\$46,159) / \text{Current Replacement Value } (\$1,726,643) = 2.6\%$
- Metric for Current Year FCI = Good
- $\text{10-Year FCI} = \text{Replacement Reserves } (\$1,068,339) / \text{Current Replacement Value } (\$1,726,643) = 61.8\% = \text{Very Poor}$
- $\text{Total Capital Needs through 2037 (IR + RR)} = \$1,114,498$
- $\text{Current Replacement Value (CRV)} = \$1,726,643$

Key Finding		Metric	
Current Year Facility Condition Index (FCI) $\text{FCI} = (\text{IR})/(\text{CRV})$		2.6%	Good
10-Year Facility Condition Index (FCI) $\text{FCI} = (\text{RR})/(\text{CRV})$		61.8%	Very Poor
Current Replacement Value (CRV)		$9,423 \text{ SF} * 183.24 / \text{SF} = \$1,726,643$	

Year 0 (Current Year) - Immediate Repairs (IR)	\$46,159
Years 1-10 – Replacement Reserves (RR)	\$1,068,339
Total Capital Needs	\$1,114,498

Important Pictures

908 Game Farm Road



#28:

LIGHTING



#39:

CARPET



#44:

QUARRY TILE



#30:

METAL HALIDE LIGHTING
FIXTURE



#41:

INTERIOR WALL FINISH,
ACOUSTICAL TILE (ACT)
FABRIC-FACED



#46:

WATER STAINED ACOUSTICAL
TILES


Work Completed Since EMG Site Visit 908 Game Farm Road




- **Parking Lot Paving and Striping**

FCA Report #036

- Parks Department
(Public Works Garage
(Frame Building)
- 185 Wolf Street

 FACILITY CONDITION ASSESSMENT



Prepared for:

United City of Yorkville
800 Game Farm Road
Yorkville, Illinois 60560

FACILITY CONDITION ASSESSMENT
Public Works Garage (Frame Building)
185 Wolf Street
Yorkville, Illinois 60560


PREPARED BY:
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Andrew Hupp
Senior Engineering Consultant
800.733.0660 x6632
arhupp@emgcorp.com

EMG Project Number:
122700.17R000-041.322

Date of Report:
July 18, 2017

On Site Date:
June 26, 2017

 engineering | environmental | capital planning | project management

Immediate Repairs Report

185 Wolf Street



- Total Immediate Repair Cost \$109,797
- Page 2 of the Report
- Costs Include:
 - Sprinkler System Retrofit \$84,786
 - Fire Alarm System Install 25,011

Immediate Repairs Report
Public Works Garage (Frame Building)
7/18/2017

Draft - For Discussion Purposes Only



Location Name	EMG Renamed Item Number	ID	Cost Description	Quantity	Unit	Unit Cost	Subtotal	Deficiency Repair Estimate *
Public Works Garage (Frame Building)	7.6	618878	Sprinkler System, Full Retrofit, Office (per SF), Renovate	10600	SF	\$8.00	\$84,786	\$84,786
Public Works Garage (Frame Building)	7.6	618875	Fire Alarm System, Office Building, Install	10600	SF	\$2.36	\$25,011	\$25,011
Immediate Repairs Total								\$109,797

* Location Factor included in totals.

Replacement Reserve Report

185 Wolf Street



- Total Deficiency Repair Estimate through 2037 = \$638,251
- Page 3 of the report
- Costly Items:
 - Parking Lot Replacement
 - Furnace Replacement
 - Interior Lighting System Upgrade
 - Sprinkler System Upgrade
 - Fire Alarm System Install
 - Interior Painting
 - Kitchen Cabinet Replacement

FCI

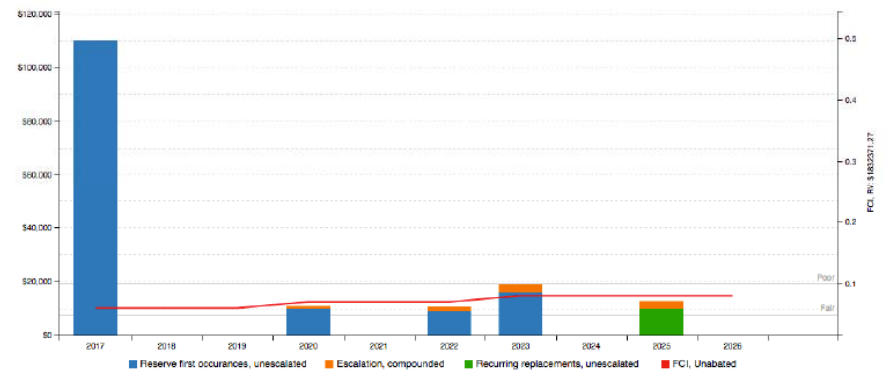
185 Wolf Street



- PDF Page 6 of the report, page number 2
- Current Year Metric for FCI = Fair
- Current Year FCI = Immediate Repair (\$109,797) / Current Replacement Value (\$1,832,371) = 5.9% = Fair
- Metric for 10-Year FCI = Good
- 10-Year FCI = Replacement Reserves (\$53,136) / Current Replacement Value (\$1,832,731) = 2.8% = Good
- Total Capital Needs through 2037 (IR + RR) = \$162,933
- Current Replacement Value (CRV) = \$1,832,371

FCI Analysis: Public Works Garage (Frame Building)

Replacement Value: \$ 1,832,371; Inflation rate: 3.0%



Important Pictures

185 Wolf Street



#40: INTERIOR WALL FINISH,
GYPSUM
BOARD/PLASTER/METAL



#42: INTERIOR WALL FINISH, STEEL



#45: INTERIOR CEILING FINISH,
METAL



#47: KITCHEN CABINET, BASE AND
WALL SECTION, WOOD

PUBLIC WORKS GARAGE (FRAME BUILDING)



#19: FURNACE, ELECTRIC



#21: UNIT HEATER, NATURAL GAS

Work Completed Since EMG Site Visit 185 Wolf Street



- **Parking Lot Paving and Striping**

Staff Recommendations

Beecher Community Center— 908 Game Farm Road



- Immediate Repairs = \$48,168
- Replacement Reserves Report (20 year) = \$1,818,074
- Current Year FCI = 2.6% = Good
- 10-Year FCI = 61.8% = Very Poor
- Current Replacement Value (CRV) = \$1,726,643
- Total Capital Needs = \$1,114,498
- Recommendation = Continue to Maintain

Staff Recommendations

Parks Department— 185 Wolf Street



- Immediate Repairs = \$109,797
- Replacement Reserves Report (20 year) = \$638,251
- Current Year FCI = 5.9% = Fair
- 10-Year FCI = 2.8% = Good
- Current Replacement Value (CRV) = \$1,832,371
- Total Capital Needs = \$162,933
- Recommendation = Continue to Maintain



FACILITY CONDITION ASSESSMENT



Prepared for:

United City of Yorkville
800 Game Farm Road
Yorkville, Illinois 60560

FACILITY CONDITION ASSESSMENT

Beecher Community Center
908 Game Farm Road
Yorkville, Illinois 60560

PREPARED BY:

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EMG Project Number:
122700.17R000-005.322

Date of Report:
September 13, 2017

On Site Date:
May 23, 2017



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EMG Corporate Headquarters 10461 Mill Run Circle, Suite 1100, Owings Mills, MD 21117 www.EMGcorp.com p 800.733.0660

Immediate Repairs Report
Beecher Community Center
9/13/2017



Location Name	EMG Renamed Item Number	ID	Cost Description	Quantity	Unit	Unit Cost	Subtotal	Deficiency Repair Estimate *
Beecher Community Center	5.4	612426	Retaining Wall, Brick/Stone (per SF Face), Repair	50	SF	\$11.39	\$569	\$569
Beecher Community Center	7.2	612452	Backflow Preventer, 2", Replace	1	EA	\$2,603.17	\$2,603	\$2,603
Beecher Community Center	7.2	612469	ADA, Restroom, Lavatory Pipe Wraps, Install	6	EA	\$75.90	\$455	\$455
Beecher Community Center	7.6	612440	Fire Alarm System, Office Building, Upgrade	9423	SF	\$2.36	\$22,234	\$22,234
Beecher Community Center	7.6	612434	Fire Alarm Control Panel, Addressable, Replace	1	EA	\$20,297.59	\$20,298	\$20,298
Immediate Repairs Total								\$46,159

* Location Factor included in totals.

Replacement Reserves Report

Beecher Community Center



9/13/2017

Location Name	EMG Renamed Item Number	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal																			Deficiency Repair Estimate		
											2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		2035	2036
Beecher Community Center	5.2	612307	Parking Lots, Asphalt Pavement, Mill & Overlay	25	23	2	43802	SF	\$3.28	\$143,688			\$143,688																		\$143,688
Beecher Community Center	5.2	612308	Parking Lots, Asphalt Pavement, Seal & Stripe	5	0	5	11308	SF	\$0.38	\$4,291					\$4,291					\$4,291					\$4,291						\$12,874
Beecher Community Center	5.2	612309	Pedestrian Pavement, Sidewalk, Concrete, Replace	30	29	1	6052	SF	\$19.82	\$119,962		\$119,962																			\$119,962
Beecher Community Center	5.4	612426	Retaining Wall, Brick/Stone (per SF Face), Repair	0	0	0	50	SF	\$11.39	\$569	\$569																				\$569
Beecher Community Center	5.5	612412	High Pressure Sodium Lighting Fixture, 400 W, Replace	20	10	10	1	EA	\$1,033.67	\$1,034									\$1,034												\$1,034
Beecher Community Center	5.5	612305	Signage, Property, Monument/Pylon, Replace	20	10	10	1	EA	\$8,602.00	\$8,602									\$8,602												\$8,602
Beecher Community Center	5.5	612411	Flagpole, Metal, Replace	20	5	15	1	EA	\$2,530.00	\$2,530															\$2,530						\$2,530
Beecher Community Center	5.5	612410	Pole Light, Exterior, 135 to 1000 W HID (Fixture Only), Replace	20	10	10	4	EA	\$4,630.42	\$18,522									\$18,522												\$18,522
Beecher Community Center	6.3	612306	Roof, Asphalt Shingle, Replace	20	15	5	11308	SF	\$3.42	\$38,679					\$38,679																\$38,679
Beecher Community Center	6.4	612310	Exterior Wall, Aluminum Siding, Replace	40	34	6	6000	SF	\$8.67	\$52,049						\$52,049															\$52,049
Beecher Community Center	6.6	612419	Window, Aluminum, Replace	30	28	2	2	EA	\$584.21	\$1,168			\$1,168																		\$1,168
Beecher Community Center	6.6	612418	Window, Aluminum Double-Glazed Large, Replace	30	15	15	6	EA	\$870.45	\$5,223															\$5,223						\$5,223
Beecher Community Center	6.6	612420	Window, Aluminum Double-Glazed Small, Replace	30	15	15	29	EA	\$584.21	\$16,942															\$16,942						\$16,942
Beecher Community Center	6.6	612414	Exterior Door, Fully-Glazed Aluminum-Framed Swinging Motor-Operated, Replace	30	20	10	2	EA	\$10,194.36	\$20,389									\$20,389												\$20,389
Beecher Community Center	6.6	612413	Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	20	10	5	EA	\$2,106.57	\$10,533									\$10,533												\$10,533
Beecher Community Center	6.7	612425	Pedestrian Pavement, Sidewalk, Clay Brick/Masonry Pavers, Replace	30	20	10	75	SF	\$34.11	\$2,558									\$2,558												\$2,558
Beecher Community Center	7.1	612487	Air Handler, Exterior, 10,001 to 16,000 CFM, Replace	15	12	3	1	EA	\$70,713.29	\$70,713				\$70,713														\$70,713			\$141,427
Beecher Community Center	7.1	612483	Air Handler, Exterior, 4,001 to 6,000 CFM, Replace	15	12	3	1	EA	\$27,804.57	\$27,805				\$27,805														\$27,805			\$55,609
Beecher Community Center	7.1	612482	Air Handler, Exterior, 8,001 to 10,000 CFM, Replace	15	12	3	1	EA	\$45,895.13	\$45,895				\$45,895														\$45,895			\$91,790
Beecher Community Center	7.1	612490	Exhaust Fan, Centrifugal, 1,500 CFM, Replace	15	12	3	1	EA	\$2,664.18	\$2,664				\$2,664														\$2,664			\$5,328
Beecher Community Center	7.1	612488	Exhaust Fan, Centrifugal, 2,500 CFM, Replace	15	12	3	1	EA	\$3,072.78	\$3,073				\$3,073														\$3,073			\$6,146
Beecher Community Center	7.1	612489	Exhaust Fan, Centrifugal, 2,000 CFM, Replace	15	12	3	1	EA	\$2,664.18	\$2,664				\$2,664														\$2,664			\$5,328
Beecher Community Center	7.2	612475	Toilet, Tankless (Water Closet), Replace	20	10	10	5	EA	\$842.97	\$4,215									\$4,215												\$4,215
Beecher Community Center	7.2	612476	Urinal, Vitreous China, Replace	20	10	10	2	EA	\$1,193.44	\$2,387									\$2,387												\$2,387
Beecher Community Center	7.2	612468	Lavatory, Vitreous China, Replace	20	10	10	6	EA	\$572.66	\$3,436									\$3,436												\$3,436
Beecher Community Center	7.2	612478	Service Sink, Porcelain Enamel, Cast Iron, Replace	20	10	10	1	EA	\$1,360.33	\$1,360									\$1,360												\$1,360
Beecher Community Center	7.2	612462	Sink, Stainless Steel, Replace	20	10	10	2	EA	\$1,054.05	\$2,108									\$2,108												\$2,108
Beecher Community Center	7.2	612481	Drinking Fountain, Refrigerated, Replace	10	5	5	1	EA	\$1,257.51	\$1,258					\$1,258										\$1,258						\$2,515
Beecher Community Center	7.2	612452	Backflow Preventer, 2", Replace	15	15	0	1	EA	\$2,603.17	\$2,603	\$2,603														\$2,603						\$5,206
Beecher Community Center	7.2	612477	Water Heater, Gas, Residential, 50 GAL, Replace	10	4	6	1	EA	\$2,349.48	\$2,349						\$2,349										\$2,349					\$4,699
Beecher Community Center	7.2	612469	ADA, Restroom, Lavatory Pipe Wraps, Install	0	0	0	6	EA	\$75.90	\$455	\$455																				\$455
Beecher Community Center	7.4	612448	Distribution Panel, 208 Y, 120 V, 100 Amp, Replace	30	20	10	1	EA	\$5,079.93	\$5,080									\$5,080												\$5,080
Beecher Community Center	7.4	612461	Distribution Panel, 208 Y, 120 V, 100 Amp, Replace	30	20	10	1	EA	\$5,079.93	\$5,080									\$5,080												\$5,080
Beecher Community Center	7.4	612441	Main Distribution Panel, 208 Y, 120 V, 800 Amp, Replace	30	20	10	1	EA	\$13,423.81	\$13,424									\$13,424												\$13,424
Beecher Community Center	7.4	612442	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	20	10	1	EA	\$7,951.00	\$7,951									\$7,951												\$7,951
Beecher Community Center	7.4	612421	Metal Halide Lighting Fixture, 250 W, Replace	20	10	10	3	EA	\$748.18	\$2,245									\$2,245												\$2,245
Beecher Community Center	7.4	612449	Lighting System, Interior, Upgrade	25	15	10	9423	SF	\$9.24	\$87,087									\$87,087												\$87,087
Beecher Community Center	7.6	612450	Backflow Preventer, 6", Replace	15	5	10	1	EA	\$9,344.53	\$9,345									\$9,345												\$9,345
Beecher Community Center	7.6	612433	Sprinkler Heads (per SF), Replace	20	17	3	9423	SF	\$1.33	\$12,531				\$12,531																	\$12,531
Beecher Community Center	7.6	612480	Fire Extinguisher, Replace	15	0	15	3	EA	\$356.54	\$1,070															\$1,070						\$1,070
Beecher Community Center	7.6	612457	Fire Suppression System, Wet Chemical, Replace	15	12	3	1	EA	\$3,488.87	\$3,489				\$3,489															\$3,489		\$6,978
Beecher Community Center	7.6	612440	Fire Alarm System, Office Building, Upgrade	20	34	0	9423	SF	\$2.36	\$22,234	\$22,234																				\$22,234
Beecher Community Center	7.6	612434	Fire Alarm Control Panel, Addressable, Replace	15	34	0	1	EA	\$20,297.59	\$20,298	\$20,298														\$20,298						\$40,595
Beecher Community Center	7.6	612430	Emergency/Exit Combo, Replace	10	7	3	2	EA	\$687.51	\$1,375				\$1,375										\$1,375							\$2,750
Beecher Community Center	7.6	612427	Exit Lighting Fixture, Backlit, Replace	10	7	3	6	EA	\$405.01	\$2,430				\$2,430										\$2,430							\$4,860

Location Name	EMG Renamed Item Number	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal																											Deficiency	
											2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Repair	Estimate						
Beecher Community Center	8.1	612455	Interior Door, Wood Solid-Core, Replace	20	10	10	20	EA	\$1,423.11	\$28,462											\$28,462										\$28,462							
Beecher Community Center	8.1	612456	Interior Door, Fire 90-Minutes and Over, Replace	20	10	10	3	EA	\$1,649.06	\$4,947											\$4,947										\$4,947							
Beecher Community Center	8.1	612454	Interior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	15	15	1	EA	\$2,106.57	\$2,107																\$2,107					\$2,107							
Beecher Community Center	8.1	612470	Toilet Partitions, Metal Overhead-Braced, Replace	20	10	10	5	EA	\$850.00	\$4,250											\$4,250										\$4,250							
Beecher Community Center	8.1	612311	Interior Wall Finish, Concrete/Masonry, Prep & Paint	8	4	4	4947	SF	\$1.45	\$7,178					\$7,178								\$7,178								\$14,356							
Beecher Community Center	8.1	612312	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	4	4	707	SF	\$1.42	\$1,006					\$1,006								\$1,006								\$2,012							
Beecher Community Center	8.1	612320	Interior Wall Finish, Acoustical Tile (ACT) Fabric-Faced, Replace	20	10	10	707	SF	\$13.33	\$9,424											\$9,424										\$9,424							
Beecher Community Center	8.1	612327	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	12	3	2827	SF	\$4.80	\$13,571				\$13,571														\$13,571			\$27,143							
Beecher Community Center	8.1	612404	Interior Floor Finish, Quarry Tile, Replace	50	34	16	942	SF	\$15.19	\$14,307																\$14,307					\$14,307							
Beecher Community Center	8.1	612321	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	7	3	5654	SF	\$7.26	\$41,027				\$41,027										\$41,027							\$82,054							
Beecher Community Center	8.1	612409	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	6	4	471	SF	\$1.94	\$912					\$912											\$912					\$1,824							
Beecher Community Center	8.1	612406	Interior Ceiling Finish, Acoustical Tile (ACT), Replace	20	18	2	942	SF	\$3.11	\$2,931			\$2,931																		\$2,931							
Beecher Community Center	8.1	612408	Interior Ceiling Finish, Acoustical Tile (ACT), Replace	20	5	15	754	SF	\$3.11	\$2,346																\$2,346					\$2,346							
Beecher Community Center	8.1	612431	Kitchen Cabinet, Base and Wall Section, Wood, Replace	20	15	5	80	LF	\$467.63	\$37,411					\$37,411																\$37,411							
Beecher Community Center	8.1	612432	Kitchen Counter, Plastic Laminate, Postformed, Replace	10	5	5	80	LF	\$43.90	\$3,512					\$3,512											\$3,512					\$7,023							
Beecher Community Center	8.2	612459	Commercial Kitchen, Exhaust Hood, Replace	15	12	3	1	EA	\$7,571.72	\$7,572				\$7,572															\$7,572		\$15,143							
Beecher Community Center	8.2	612460	Commercial Kitchen, Range/Oven, 6-Burner w/ Griddle, Replace	15	5	10	1	EA	\$9,288.00	\$9,288											\$9,288										\$9,288							
Totals, Unescalated											\$46,159	\$119,962	\$147,787	\$234,809	\$9,096	\$85,150	\$54,398	\$0	\$0	\$0	\$266,017	\$0	\$8,184	\$44,832	\$912	\$62,178	\$16,656	\$0	\$177,446	\$0	\$1,273,587							
Totals, Escalated (3.0% inflation, compounded annually)											\$46,159	\$123,560	\$156,787	\$256,582	\$10,238	\$98,712	\$64,954	\$0	\$0	\$0	\$357,505	\$0	\$11,669	\$65,838	\$1,380	\$96,871	\$26,728	\$0	\$302,090	\$0	\$1,619,074							

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. More detailed descriptions may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	908 Game Farm Road, Yorkville, Kendall, Illinois 60560
Year Constructed/Renovated:	1982
Current Occupants:	Village of Yorkville
Percent Utilization:	100%
Management Point of Contact:	City of Yorkville, Mr. Peter Ratos 630.553.8574 phone pratos@yorkville.il.us email
Property Type:	Municipal
Site Area:	2.55 acres
Building Area:	9,423 SF
Number of Buildings:	1
Number of Stories:	1
Parking Type and Number of Spaces:	94 spaces in open lots
Building Construction:	Conventional wood frame structure on concrete slab
Roof Construction:	Gabled roofs with asphalt shingles
Exterior Finishes:	Brick veneer and metal siding
Heating, Ventilation and Air Conditioning:	Central system air handlers
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs, and emergency battery powered lights.
Dates of Visit:	May 22, 2017 to May 23, 2017
On-Site Point of Contact (POC):	Erin Willret
Assessment and Report Prepared by:	Paul Prusa
Reviewed by:	Al Diefert Technical Report Reviewer For Andrew Hupp Program Manager ahupp@emgcorp.com 800.733.0660 x6623

Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Good	Plumbing	Fair
Roof	Fair	Electrical	Fair

Systemic Condition Summary			
Vertical Envelope	Fair	Elevators	--
Interiors	Fair	Fire	Fair

The following bullet points highlight the most significant short term and modernization recommendations:

- Full replacement of concrete sidewalks
- Mill and overlay of asphalt parking lot
- Modernization of the fire alarm system
- ADA accessibility upgrades

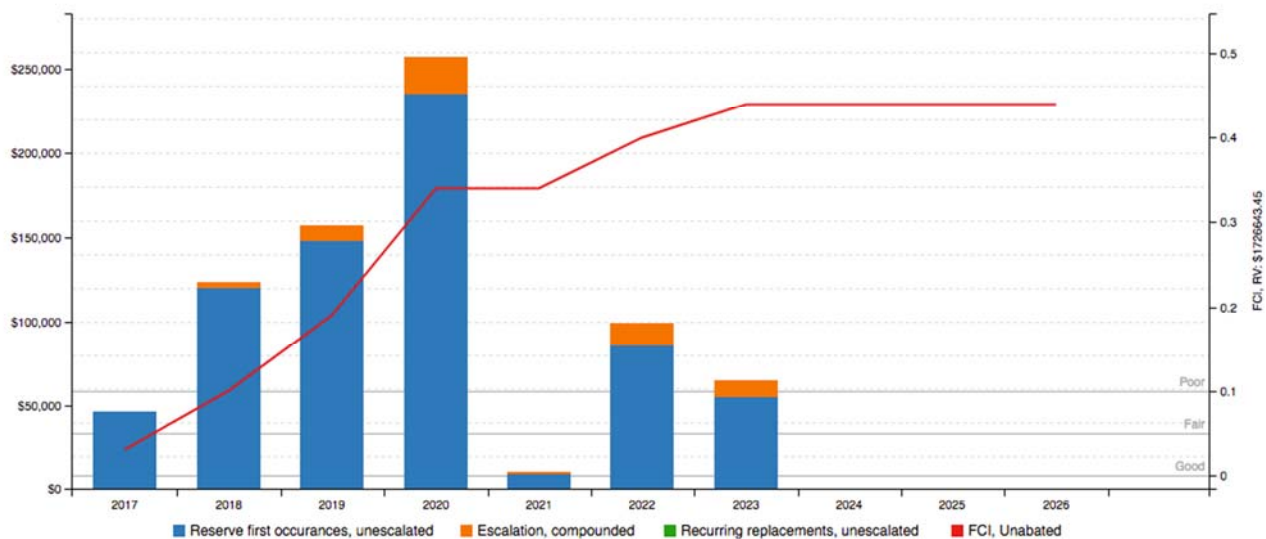
Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been well maintained since it was first occupied and is in fair overall condition.

According to property management personnel, the property has had a limited capital improvement expenditure program over the past three years, primarily consisting of painting and sidewalk repairs. Supporting documentation was not provided in support of these claims but some of the work is evident.

1.2. Facility Condition Index (FCI)

FCI Analysis: Beecher Community Center

Replacement Value: \$ 1,726,643; Inflation rate: 3.0%



One of the major goals of the FCA is to calculate the FCI, which gives an indication of a building's overall condition. Two FCI ratios are calculated and presented, the Current Year and Ten-Year. The Current Year FCI is the ratio of Immediate Repair Costs to the building's Current Replacement Value. Similarly, the Ten-Year FCI is the ratio of anticipated Capital Reserve Needs over the next ten years to the Current Replacement Value.

Fci Condition Rating	Definition	Percentage Value
Good	In new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies.	0% to 5%
Fair	Subjected to wear and soiling but is still in a serviceable and functioning condition.	> than 5% to 10%

Fci Condition Rating	Definition	Percentage Value
Poor	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	> than 10% to 60%
Very Poor	Has reached the end of its useful or serviceable life. Renewal is now necessary.	> than 60%

The graphs above and tables below represent summary-level findings for the FCA. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall strategy that can serve as the basis for a portfolio-wide capital improvement funding strategy. Key findings from the assessment include:

Key Finding	Metric	
Current Year Facility Condition Index (FCI) $FCI = (IR)/(CRV)$	2.6%	Good
10-Year Facility Condition Index (FCI) $FCI = (RR)/(CRV)$	61.8%	Very Poor
Current Replacement Value (CRV)	9,423 SF * 183.24 / SF = \$1,726,643	

Year 0 (Current Year) - Immediate Repairs (IR)	\$46,159
Years 1-10 – Replacement Reserves (RR)	\$1,068,339
Total Capital Needs	\$1,114,498

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Full replacement of concrete sidewalks
- Mill and overlay of asphalt parking lot
- Modernization of the fire alarm system

Further detail on the specific costs that make up the Immediate Repair Costs can be found in the cost tables at the beginning of this report.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, elevated relative humidity, water intrusion, or mildew-like odors. Sampling is not a part of this assessment.

There are no visual indications of the presence of fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. Opinions of Probable Cost

Cost estimates are attached at the front of this report (following the cover page).

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means* and *Marshall & Swift*, EMG's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, and whether competitive pricing is solicited, etc. ASTM E2018-08 recognizes that certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

1.4.1. Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, EMG opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its effective age. Projections of Remaining Useful Life (RUL) are based on continued use of the Property similar to the reported past use. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be derived from an actual take-off, lump sum costs or allowances are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

1.4.2. Immediate Repairs

Immediate repairs are opinions of probable costs that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) material building or fire code violations, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

1.4.3. Replacement Reserves

Replacement Reserves are for recurring probable expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, EMG's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

EMG's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined in the Immediate Repair Cost Estimate.

2. Purpose and Scope

2.1. Purpose

EMG was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record at municipal offices, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

CONDITIONS:

The physical condition of building systems and related components are typically defined as being in one of five conditions: Excellent, Good, Fair, Poor, Failed or a combination thereof. For the purposes of this report, the following definitions are used:

Excellent	=	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	=	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	=	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	=	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	=	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	=	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

FORMAT OF THE BODY OF THE REPORT:

Throughout sections 5 through 9 of this report, each report section will typically contain three subsections organized in the following sequence:

- A descriptive table (and/or narrative), which identifies the components assessed, their condition, and other key data points.
- A simple bulleted list of Anticipated Lifecycle Replacements, which lists components and assets typically in Excellent, Good, or Fair condition at the time of the assessment but that will require replacement or some other attention once aged past their estimated useful life. These listed components are typically included in the associated inventory database with costs identified and budgeted beyond the first several years.
- A bulleted cluster of Actions/Comments, which include more detailed narratives describing deficiencies, recommended repairs, and short term replacements. The assets and components associated with these bullets are/were typically problematic and in Poor or Failed condition at the time of the assessment, with corresponding costs included within the first few years.

PLAN TYPES:

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the “why” part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the “best” fit, typically the one with the greatest significance. The following Plan Types are listed in general weighted order of importance:

Safety	=	An observed or reported unsafe condition that if left unaddressed could result in an injury; a system or component that presents a potential liability risk.
Performance/Integrity	=	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses a risk to overall system stability.
Accessibility	=	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	=	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Modernization/Adaptation	=	Conditions, systems, or spaces that need to be upgraded in appearance or function to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	=	Any component or system in which future repair or replacement is anticipated beyond the next several years and/or is of minimal substantial early-term consequence.

2.2. Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a general statement of the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Perform a limited assessment of accessible areas of the building(s) for the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. EMG will also interview Project personnel regarding the presence of any known or suspected fungal growth, elevated relative humidity, water intrusion, or mildew-like odors. Potentially affected areas will be photographed. Sampling will not be considered in routine assessments.
- List the current utility service providers.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, in order to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide an Executive Summary at the beginning of this report.

2.3. Personnel Interviewed

The management and building engineer were interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Erin Willret	City of Yorkville	630.553.8574

The FCA was performed without the assistance of an onsite Point of Contact (POC).

2.4. Documentation Reviewed

Prior to the FCA, relevant documentation was requested that could aid in the knowledge of the subject property's physical improvements, extent and type of use, and/or assist in identifying material discrepancies between reported information and observed conditions. The review of submitted documents does not include comment on the accuracy of such documents or their preparation, methodology, or protocol. The Documentation Request Form is provided in Appendix E.

Although Appendix E provides a summary of the documents requested or obtained, the following list provides more specific details about some of the documents that were reviewed or obtained during the site visit.

- No documents were available

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was sent to the POC prior to the site visit. The questionnaire is included in Appendix E.

2.6. Weather Conditions

May 22, 2017: Clear, with temperatures in the 80s (°F) and light winds.

May 23, 2017: Raining, with temperatures in the 70s (°F) and light winds.

3. Accessibility and Property Research

3.1. ADA Accessibility

Generally, Title III of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “commercial facilities” on the basis of disability. Regardless of its age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

Buildings completed and occupied after January 26, 1992 are required to comply fully with the ADAAG. Existing facilities constructed prior to this date are held to the lesser standard of compliance to the extent allowed by structural feasibility and the financial resources available. As an alternative, a reasonable accommodation pertaining to the deficiency must be made.

During the FCA, a limited visual observation for ADA accessibility compliance was conducted. The scope of the visual observation was limited to those areas set forth in *EMG's Abbreviated Accessibility Checklist* provided in Appendix D of this report. It is understood by the Client that the limited observations described herein does not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of EMG's undertaking. Only a representative sample of areas was observed and, other than as shown on the Abbreviated Accessibility Checklist, actual measurements were not taken to verify compliance.

At an office property, the areas considered as a public accommodation besides the site itself and parking, are the exterior accessible route, the interior accessible route up to the tenant lease lines and the interior common areas, including the common area restrooms.

The facility does not appear to be accessible with Title III of the Americans with Disabilities Act. Elements as defined by the ADAAG that are not accessible as stated within the priorities of Title III, are as follows:

Parking

- Adequate number of designated parking stalls and signage for vans are not provided.

Restrooms

- Wrap drain pipes below lavatory with insulation; protect against contact with hot, sharp, or abrasive surfaces.
- Add pull station alarm in unisex bathroom.

A full ADA Compliance Survey may reveal additional aspects of the property that are not in compliance.

Corrections of these conditions should be addressed from a liability standpoint, but are not necessarily code violations. The Americans with Disabilities Act Accessibility Guidelines concern civil rights issues as they pertain to the disabled and are not a construction code, although many local jurisdictions have adopted the Guidelines as such. The cost to address the achievable items noted above is included in the cost tables.

3.2. Municipal Information, Flood Zone and Seismic Zone

Not applicable.

4. Existing Building Assessment

4.1. Unit or Space Types

All 9,423 square feet of the building are occupied by a single occupant, City of Yorkville. The spaces are a combination of offices, recreation rooms, kitchen, supporting restrooms, mechanical, and other utility spaces.

4.2. Inaccessible Areas or Key Spaces Not Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, exterior of the property and the roof. All areas of the property were available for observation during the site visit.

5. Site Improvements

5.1. Utilities

The following table identifies the utility suppliers and the condition and adequacy of the services.

Site Utilities		
Utility	Supplier	Condition and Adequacy
Sanitary sewer	City of Yorkville	Good
Storm sewer	City of Yorkville	Good
Domestic water	City of Yorkville	Good
Electric service	Commonwealth Edison	Good
Natural gas service	Nicor Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or waste water treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Game Farm Road
Access from	West
Additional Entrances	Library Parking Lot
Additional Access from	South

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Asphalt	Less than 5 years	Good
Parking Lot	Asphalt	More than 20 years	Poor
Drive Aisles	Asphalt	More than 20 years	Poor
Service Aisles	None	--	--
Sidewalks	Concrete	More than 20 years	Poor
Curbs	Concrete	More than 20 years	Poor
Site Stairs	None	--	--
Pedestrian Ramps	None	--	--

Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
94	--	--	--	--
Total Number of ADA Compliant Spaces			4	
Number of ADA Compliant Spaces for Vans			0	
Total Parking Spaces			94	
Parking Ratio (Spaces/Apartments)			--	
Method of Obtaining Parking Count			Physical count	

Exterior Stairs			
Location	Material	Handrails	Condition
None	--	--	--

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Asphalt pavement
- Sidewalks
- Curbs

Actions/Comments:

- The asphalt pavement exhibits significant areas of failure and deterioration, such as alligator cracking, transverse cracking and heavy overall surface wear. All of the paving must be overlaid with new asphalt paving in order to maintain the integrity of the overall pavement system. Milling is recommended as part of the overall repair work.
- The concrete sidewalks and curbs have significant areas of cracking concrete curbs and sidewalks. These areas occur throughout the property. The damaged areas of concrete curbs and sidewalks require replacement.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	<input type="checkbox"/>	--
Inlets	<input checked="" type="checkbox"/>	Good
Swales	<input type="checkbox"/>	--
Detention pond	<input type="checkbox"/>	--
Lagoons	<input type="checkbox"/>	--
Ponds	<input type="checkbox"/>	--
Underground Piping	<input checked="" type="checkbox"/>	Good
Pits	<input type="checkbox"/>	--
Municipal System	<input checked="" type="checkbox"/>	Good

Drainage System and Erosion Control		
System	Exists At Site	Condition
Dry Well	<input type="checkbox"/>	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- There is no evidence of storm water runoff from adjacent properties. The storm water system appears to provide adequate runoff capacity. There is no evidence of major ponding or erosion.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Generally flat						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Landscaping Condition	Good						
Irrigation	Automatic Underground		Drip		Hand Watering		None
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
Stone masonry	Around light poles	Poor

Anticipated Lifecycle Replacements:

- Stone retaining walls

Actions/Comments:

- The retaining walls appear problematic. The stones have been removed and are damaged. Damaged portions of the retaining walls must be replaced.

5.5. General Site Improvements

Property Signage	
Property Signage	Monument

Property Signage	
Street Address Displayed?	Yes

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Fair				
Building Lighting	None		Wall Mounted		Recessed Soffit
	<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>
	Fair				

Site Fencing		
Type	Location	Condition
None	--	--

REFUSE DISPOSAL				
Refuse Disposal	Individual garbage bins			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
--	None	None	Yes	--

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None	--	--
Tennis Courts	None	--	--
Basketball Court	None	--	--
Swimming Pool	None	--	--

Anticipated Lifecycle Replacements:

- Signage
- Exterior lighting

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Concrete spread footings	Good
Basement and Crawl Space	None	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The foundation systems are concealed. There are no significant signs of settlement, deflection, or movement.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Conventional wood/metal studs	Good
Ground Floor	Concrete slab	Good
Upper Floor Framing	--	--
Upper Floor Decking	--	--
Roof Framing	Heavy lumber beams	Good
Roof Decking	Plywood or OSB	Good

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The superstructure is exposed in some locations, which allows for limited observation. Walls and floors appear to be plumb, level, and stable. There are no significant signs of deflection or movement.

6.3. Roofing

Primary Roof			
Type / Geometry	Multiple Gable Roofs	Finish	Asphalt shingles
Maintenance	Outside Contractor	Roof Age	Approximately 15 Yrs

Primary Roof			
Flashing	Sheet metal	Warranties	No
Parapet Copings	None	Roof Drains	Gutters and downspouts
Fascia	None	Insulation	Fiberglass batts
Soffits	Concealed Soffits	Skylights	No
Attics	Wood joists with plywood sheathing	Ponding	No
Ventilation Source-1	Ridge Vents	Leaks Observed	No
Ventilation Source-2	Soffit Vents	Roof Condition	Poor

Anticipated Lifecycle Replacements:

- Asphalt shingles
- Roof flashings (included as part of overall replacement)

Actions/Comments:

- The roof finishes appear to be more than 15 years old. Information regarding roof warranties or bonds was not available.
- There are no active roof leaks observed. There is no evidence of active roof leaks. Roof leaks appear to have occurred in the past. The leaks have since been repaired, and no active roof leaks are evident.
- Roof drainage appears to be adequate. Clearing and minor repair of drain system components should be performed regularly as part of the property management's routine maintenance and operations program.
- The attics are not accessible and it could not be determined if there is moisture, water intrusion, or excessive daylight in the attics.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer	Fair
Secondary Finish	Metal siding	Fair
Accented with	--	--
Soffits	Concealed	Fair

Building sealants (caulking) are located between dissimilar materials, at joints, and around window and door openings.

Anticipated Lifecycle Replacements:

- Metal siding
- Masonry re-pointing

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.5. Exterior and Interior Stairs

Not applicable. There are no exterior or interior stairs.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, fixed	Double glaze	Exterior walls	<input type="checkbox"/>	Fair
Aluminum framed, operable	Double glaze	Exterior walls	<input type="checkbox"/>	Fair
Aluminum framed, fixed, sidelight	Single glaze	Exterior doors	<input type="checkbox"/>	Poor

Building Doors		
Main Entrance Doors	Door Type	Condition
	Fully glazed, metal framed	Fair
Secondary Entrance Doors	Fully glazed, metal framed	Fair
Service Doors	--	--
Overhead Doors	--	--

Anticipated Lifecycle Replacements:

- Windows
- Exterior fully glazed doors

Actions/Comments:

- The sidelight windows are antiquated, energy-inefficient units with single-pane glazing. Window replacement is recommended.

6.7. Patio, Terrace, and Balcony

Building Patio, Terrace and Balcony			
Type	Description	Location	Condition
Ground Floor Patio	Brick pavers	Right side	Fair
Upper Balcony Structure	--	--	--
Balcony Decks	--	--	--
Balcony Deck Toppings	--	--	--
Balcony Guardrails	--	--	--

Anticipated Lifecycle Replacements:

- Brick pavers

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

7. Building Mechanical and Plumbing Systems

See the Mechanical Equipment List in the Appendices for the quantity, manufacturer's name, model number, capacity and year of manufacturer of the major mechanical equipment, if available.

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Distribution System	
Air Distribution System	Constant volume
Quantity and Capacity of Air Handlers	3 air handlers ranging from approximately 5,000 to 11,000 CFM
Location of Air Handlers	Rooftop, penthouse
Large Spaces the Larger Dedicated AHU's Serve	Recreation Room, Kitchen
Age of Air Handlers	All units appear to be original 1982 equipment
Air Handler Condition	Fair

Controls and Ventilation	
HVAC Control System	Individual non-programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Roof top exhaust fans
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Air handling units
- Rooftop exhaust fans

Actions/Comments:

- The HVAC systems are maintained by the in-house maintenance staff. Records of the installation, maintenance, upgrades, and replacement of the HVAC equipment at the property have been maintained since the property was first occupied.
- Approximately all of the HVAC equipment is original.
- The HVAC equipment appears to be functioning adequately overall. The engineering staff was interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement. A budgetary cost for this work is included.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	Cast iron	Fair

Building Plumbing System		
Type	Description	Condition
Vent Piping	Cast iron and PVC	Fair
Water Meter Location	Fire Sprinkler Room	

Domestic Water Heaters or Boilers	
Components	Water Heater
Fuel	Natural gas
Quantity and Input Capacity	1 unit at 40,000 BTUH
Storage Capacity	50 gallons
Boiler or Water Heater Condition	Good
Supplementary Storage Tanks?	No
Storage Tank Quantity and Volume	--
Quantity of Storage Tanks	--
Storage Tank Condition	--
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	1.6 GPF
Common Area Faucet Nominal Flow Rate	2.0 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Water heaters
- Toilets
- Urinals
- Sinks
- Lavatories

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meter and regulator location could not be determined. The gas distribution piping within the building is malleable steel (black iron).

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The pressure and quantity of gas appear to be adequate.
- Only limited observation of the gas distribution piping can be made due to hidden conditions.

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	800 Amps	Volts	120/208 Volt, three-phase
Meter and Panel Location	Front of building	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	T-12		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Fair		

Anticipated Lifecycle Replacements:

- Circuit breaker panels
- Interior light fixtures

Actions/Comments:

- The onsite electrical systems up to the meters are owned and maintained by the respective utility company.
- The electrical service and capacity appear to be adequate for the property's demands.
- The panels are mostly original 1982 components. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

Not applicable. There are no elevators or conveying systems.

7.6. Fire Protection and Security Systems

Item	Description
Type	Wet pipe

Item	Description					
Type	Wet pipe					
Fire Alarm System	Central Alarm Panel	<input checked="" type="checkbox"/>	Battery-Operated Smoke Detectors	<input type="checkbox"/>	Alarm Horns	<input checked="" type="checkbox"/>
	Annunciator Panels	<input type="checkbox"/>	Hard-Wired Smoke Detectors	<input checked="" type="checkbox"/>	Strobe Light Alarms	<input checked="" type="checkbox"/>
	Pull Stations	<input checked="" type="checkbox"/>	Emergency Battery-Pack Lighting	<input checked="" type="checkbox"/>	Illuminated EXIT Signs	<input checked="" type="checkbox"/>
Alarm System Condition	Poor					
Sprinkler System	None	<input type="checkbox"/>	Standpipes	<input type="checkbox"/>	Backflow Preventer	<input checked="" type="checkbox"/>
	Hose Cabinets	<input type="checkbox"/>	Fire Pumps	<input type="checkbox"/>	Siamese Connections	<input checked="" type="checkbox"/>
Suppression Condition	Fair					
Central Alarm Panel System	Location of Alarm Panel			Installation Date of Alarm Panel		
	Fire Alarm Room			1982		
Fire Extinguishers	Last Service Date			Servicing Current?		
	02/2017			Yes		
Hydrant Location	Rear of building					
Siamese Location	Rear Elevation					
Special Systems	Kitchen Suppression System		<input checked="" type="checkbox"/>	Computer Room Suppression System		<input type="checkbox"/>

Anticipated Lifecycle Replacements:

- Central alarm panel
- Alarm devices and system
- Sprinkler heads

Actions/Comments:

- The fire alarm systems appear somewhat antiquated and not up to current standards. A lack of strobes and audio alarms was present in the restrooms. Due to the age of the components and apparent shortcomings, a full modernization project is recommended. A budgetary cost is included.
- The central alarm panel appears to be original and of the relay style. Based on its age and because replacement parts and components for this type of equipment may be obsolete, the alarm panel requires replacement.

7.7. Life Support Systems

Not applicable.

8. Interior Spaces

8.1. Interior Finishes

The facility is used as a senior community center for the City of Yorkville.

The most significant interior spaces include recreation spaces, offices, kitchen, and main entrance lobby. Supporting areas include hallways, restrooms, mechanical penthouse, and utility closet.

The following table generally describes the locations and typical conditions of the interior finishes within the facility:

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Recreation rooms	Fair
Carpet	Offices, recreation rooms	Fair
Quarry tile	Lobby, restrooms, kitchen	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Painted CMU	Offices, restrooms, utility closets	Fair
Exposed CMU/masonry	Lobby, recreation rooms, kitchen, recreation rooms, offices	Fair
Painted drywall	Offices	Fair
Fabric panels	Recreation room	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Suspended T-bar (Acoustic)	Lobby, kitchen, restrooms	Fair
Painted drywall	Offices, recreation rooms	Fair
Exposed structure	Recreation rooms, offices	Fair
Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Fair
Door Framing	Metal	Fair
Fire Doors	Yes	Fair

Anticipated Lifecycle Replacements:

- Carpet

- Vinyl tile
- Quarry tile
- Interior paint
- Suspended acoustic ceiling tile
- Interior doors

Actions/Comments:

- It appears that the interior finishes are original.
- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

8.2. Commercial Kitchen & Laundry Equipment

The kitchen area has a variety of commercial kitchen appliances, fixtures, and equipment. The equipment is owned and maintained in-house and by the tenants. The tenants are responsible for any necessary replacement costs of their equipment only.

The kitchen includes the following major appliances, fixtures, and equipment:

Commercial Kitchen		
Appliance	Comment	Condition
Refrigerators (tenant owned)	Up-right	Good
Freezers (tenant owned)	Up-right	Good
Ranges	Gas	Fair
Ovens	Gas	Fair
Griddles / Grills	Gas	Fair
Fryers	<input type="checkbox"/>	--
Hood	Exhaust ducted to exterior	Fair
Dishwasher	<input type="checkbox"/>	--
Microwave	<input type="checkbox"/>	--
Ice Machines	<input type="checkbox"/>	--
Steam Tables	<input type="checkbox"/>	--
Work Tables	<input checked="" type="checkbox"/>	Good
Shelving	<input type="checkbox"/>	--

Anticipated Lifecycle Replacements:

- Cooking Range/Oven/Grill

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

9. Other Structures

Not applicable. There are no major accessory structures.

10. Certification

City of Yorkville retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Beecher Community Center, 908 Game Farm Road, Yorkville, Illinois, the "Property". It is our understanding that the primary interest of City of Yorkville is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in depth studies were performed unless specifically required under Section 2 of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas were observed (See Section 4.2 for areas observed). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared on behalf of and exclusively for the use of City of Yorkville for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than City of Yorkville or for any other purpose than that specifically stated in our agreement or within Section 2 of this report without the express written consent of EMG.

Any reuse or distribution of this report without such consent shall be at City of Yorkville and the recipient's sole risk, without liability to EMG.

Prepared by: Paul Prusa P.E., LEED AP,
Project Manager

Reviewed by:



Al Diefert
Technical Report Reviewer
For
Andrew Hupp
Program Manager
ahupp@emgcorp.com
800.733.0660 x6623

11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: Supporting Documentation

Appendix D: EMG Accessibility Checklist

Appendix E: Pre-Survey Questionnaire

Appendix A: Photographic Record



#1:	FRONT ELEVATION
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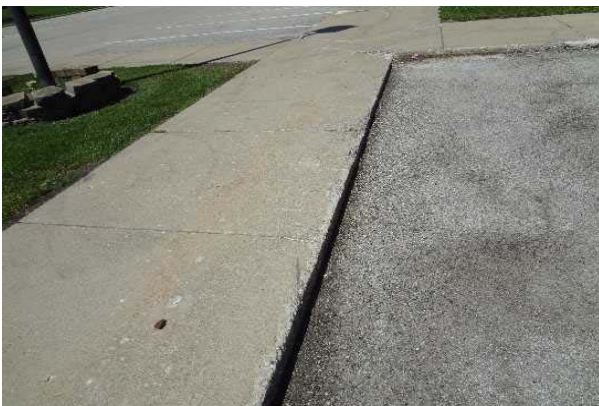
#2:	RIGHT ELEVATION
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#3:	LEFT ELEVATION
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#4:	REAR ELEVATION
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#5:	SIDEWALK
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#6:	DETERIORATING SIDEWALK AND REPAIRED CRACKS
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#7:

PARKING LOTS, ASPHALT
PAVEMENT

#8:

SIGNIFICANT CRACKING AND
DETERIORATION OF PARKING
LOT

#9:

HIGH PRESSURE SODIUM
LIGHTING FIXTURE

#10:

FLAGPOLE



#11:

POLE LIGHT



#12:

SIGNAGE



#13: ROOF, ASPHALT SHINGLE



#14: EXTERIOR WALL, ALUMINUM SIDING



#15: EXTERIOR DOOR, FULLY-GLAZED ALUMINUM-FRAMED SWINGING



#16: WINDOW, ALUMINUM DOUBLE-GLAZED OPERABLE



#17: WINDOW, ALUMINUM DOUBLE-GLAZED FIXED



#18: PEDESTRIAN PAVEMENT, SIDEWALK, CLAY BRICK/MASONRY PAVERS



#19: EXHAUST FAN



#20: AIR HANDLER



#21: WATER HEATER



#22: SINK, MULTI-COMPARTMENT



#23: LAVATORY



#24: SINK, STAINLESS STEEL



#25:

DRINKING FOUNTAIN,
REFRIGERATED

#26:

TOILET, TANKLESS (WATER
CLOSET)

#27:

SERVICE SINK



#28:

LIGHTING



#29:

MAIN DISTRIBUTION PANEL



#30:

METAL HALIDE LIGHTING
FIXTURE



#31: EMERGENCY/EXIT LIGHT COMBO



#32: FIRE EXTINGUISHER



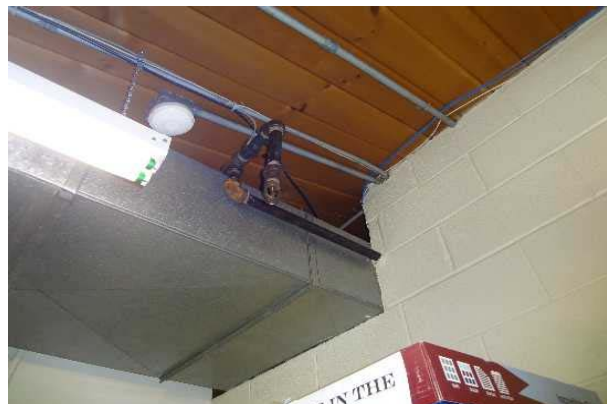
#33: BACKFLOW PREVENTER, FIRE



#34: FIRE ALARM CONTROL PANEL, ADDRESSABLE



#35: FIRE ALARM DEVICES



#36: SPRINKLER HEAD



#37:

FIRE SUPPRESSION SYSTEM,
WET CHEMICAL

#38:

VINYL TILE (VCT)



#39:

CARPET



#40:

TOILET PARTITIONS



#41:

INTERIOR WALL FINISH,
ACOUSTICAL TILE (ACT)
FABRIC-FACED

#42:

INTERIOR CEILING FINISH,
GYPSUM BOARD/PLASTER



#43: INTERIOR WALL FINISH,
CONCRETE/MASONRY



#44: QUARRY TILE



#45: INTERIOR CEILING FINISH,
ACOUSTICAL TILE (ACT)



#46: WATER STAINED ACOUSTICAL
TILES



#47: INTERIOR WALL FINISH



#48: INTERIOR DOOR, FULLY-
GLAZED ALUMINUM-FRAMED
SWINGING



#49:

INTERIOR DOOR, WOOD SOLID-CORE



#50:

INTERIOR DOOR, FIRE 90-MINUTES AND OVER



#51:

KITCHEN CABINET



#52:

COMMERCIAL KITCHEN, RANGE/OVEN, 6-BURNER WITH GRIDDLE

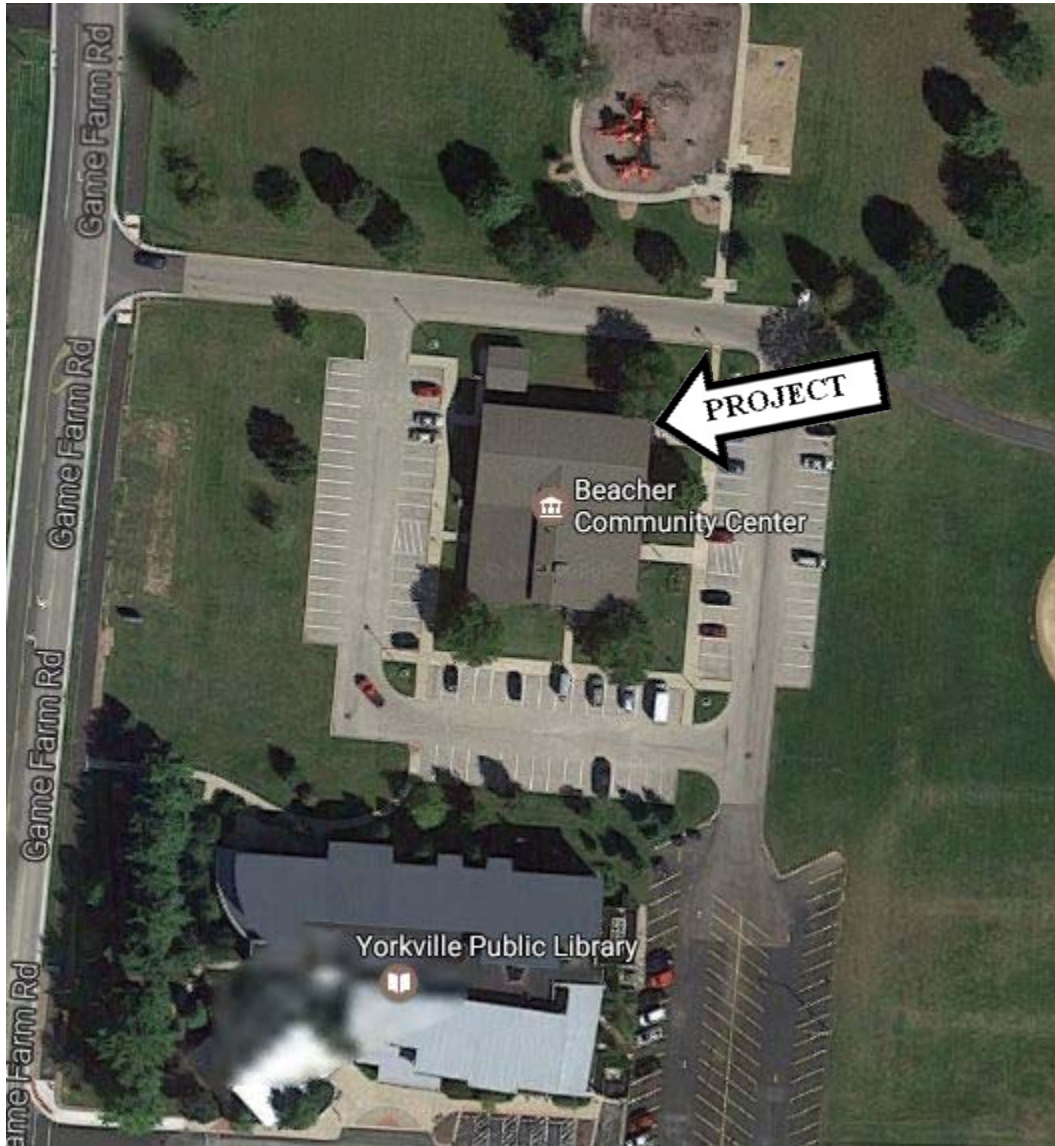


#53:

COMMERCIAL KITCHEN, EXHAUST HOOD

Appendix B: Site Plan

Site Plan



Project Name:

Beecher Community Center

Project Number:

122700.17R000-005.322

Source:

Google Maps

On-Site Date:

May 23, 2017

Appendix C: EMG Accessibility Checklist

Date Completed: June 7, 2017

Property Name: Beecher Community Center

EMG Project Number: 122700.17R000-005.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?		X		
2	Have any ADA improvements been made to the property?		X		
3	Does a Transition Plan / Barrier Removal Plan exist for the property?			X	
4	Has building ownership or management received any ADA related complaints that have not been resolved?			X	
5	Is any litigation pending related to ADA issues?			X	
	Parking	Yes	No	NA	Comments
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	X			However no spaces are designated for vans.
2	Are there sufficient van-accessible parking spaces available?		X		
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading "Van Accessible" at van spaces?		X		No designated van spaces.
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	X			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	X			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?		X		
	Ramps	Yes	No	NA	Comments
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)			X	
2	Are ramps that appear longer than 6 ft complete with railings on both sides?			X	
3	Does the width between railings appear at least 36 inches?			X	

	Ramps (cont.)	Yes	No	NA	Comments
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			X	
	Entrances/Exits	Yes	No	NA	Comments
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	X			
2	If the main entrance is inaccessible, are there alternate accessible entrances?	X			
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	X			
	Paths of Travel	Yes	No	NA	Comments
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	X			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	X			
3	Is there a path of travel that does not require the use of stairs?	X			
	Elevators	Yes	No	NA	Comments
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			X	
2	Are there visual and audible signals inside cars indicating floor change?			X	
3	Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab/call buttons?			X	
4	Do elevator doors have a reopening device that will stop and reopen a car door if an object or a person obstructs the door?			X	
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			X	
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			X	

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	X			
2	Are pull handles push/pull or lever type?	X			
3	Are there audible and visual fire alarm devices in the toilet rooms?		X		
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	X			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60" turning diameter)?	X			
6	In unisex toilet rooms, are there safety alarms with pull cords?			X	
7	Are toilet stall doors wheelchair accessible (appear to be at least 32" wide)?	X			
8	Are grab bars provided in toilet stalls?	X			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 29" clearance)?	X			
10	Are sink handles operable with one hand without grasping, pinching or twisting?	X			
11	Are exposed pipes under sink sufficiently insulated against contact?		X		
	Guest Rooms	Yes	No	NA	Comments
1	How many total accessible sleeping rooms does the property management report to have? Provide specific number in comment field. Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			X	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? Provide specific number in comment field. Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			X	
3	How many assistive listening kits and/or rooms with communication features are available per property management? Provide specific number in comment field. Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			X	
	Pools	Yes	No	NA	Comments
1	Are public access pools provided? If the answer is no, please disregard this section.			X	
2	How many accessible access points are provided to each pool/spa? Provide number in comment field. Is at least one fixed lift or sloped entry to the pool provided?			X	
	Play Area	Yes	No	NA	Comments
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			X	
	Exercise Equipment	Yes	No	NA	Comments
1	Does there appear to be adequate clear floor space around the machines/equipment (30" by 48" minimum)?			X	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D: Pre-Survey Questionnaire

PROPERTY CONDITION ASSESSMENT : PRE-SURVEY QUESTIONNAIRE

Name of Person Completing Questionnaire:	N/A - Not returned to EMG
Association with Property:	
Length of Association with Property:	
Date Completed:	
Phone Number:	
Property Name:	
EMG Project Number:	

Inspections		Date Last Inspected	List any Outstanding Repairs Required
1	Elevators		
2	HVAC, Mechanical, Electric, Plumbing		
3	Life-Safety/Fire		
4	Roofs		

Question		Response
5	List any major capital improvement within the last three years.	
6	List any major capital expenditures planned for the next year.	
7	What is the age of the roof(s)?	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	

Question		Yes	No	Unk	N/A	Comments
9	Are there any unresolved building, fire, or zoning code issues?					
10	Are there any "down" or unusable units?					
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
12	Is the property served by a private water well?					
13	Is the property served by a private septic system or other waste treatment systems?					
14	Are there any problems with foundations or structures?					
15	Is there any water infiltration in basements or crawl spaces?					
16	Are there any wall, or window leaks?					
17	Are there any roof leaks?					
18	Is the roofing covered by a warranty or bond?					
19	Are there any poorly insulated areas?					
20	Is Fire Retardant Treated (FRT) plywood used?					

PROPERTY CONDITION ASSESSMENT : PRE-SURVEY QUESTIONNAIRE

	Question	Yes	No	Unk	N/A	Comments
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
22	Are there any problems with the utilities, such as inadequate capacities?					
23	Are there any problems with the landscape irrigation systems?					
24	Has a termite/wood boring insect inspection been performed within the last year?					
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
26	Has any part of the property ever contained visible suspect mold growth?					
27	Is there a mold Operations and Maintenance Plan?					
28	Have there been indoor air quality or mold related complaints from tenants?					
29	Is polybutylene piping used?					
30	Are there any plumbing leaks or water pressure problems?					
31	Are there any leaks or pressure problems with natural gas service?					
32	Does any part of the electrical system use aluminum wiring?					
33	Do Residential units have a less than 60-Amp service?					
34	Do Commercial units have less than 200-Amp service?					
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
36	Is there any pending litigation concerning the property?					
37	Has the management previously completed an ADA review?					
38	Have any ADA improvements been made to the property?					
39	Does a Barrier Removal Plan exist for the property?					
40	Has the Barrier Removal Plan been approved by an arms-length third party?					
41	Has building ownership or management received any ADA related complaints?					
42	Does elevator equipment require upgrades to meet ADA standards?					
43	Are there any problems with exterior lighting?					
44	Are there any other significant issues/hazards with the property?					

PROPERTY CONDITION ASSESSMENT : PRE-SURVEY QUESTIONNAIRE

Question		Yes	No	Unk	N/A	Comments
45	Are there any unresolved construction defects at the property?					

Comments

--

On the day of the site visit, provide EMG's Field Observer access to all of the available documents listed below. Provide copies if possible.

INFORMATION REQUIRED

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. All available construction documents (blueprints) for the original construction of the building or for any tenant improvement work or other recent construction work. 2. A site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features. 3. For commercial properties, provide a tenant list which identifies the names of each tenant, vacant tenant units, the floor area of each tenant space, and the gross and net leasable area of the building(s). 4. For apartment properties, provide a summary of the apartment unit types and apartment unit type quantities, including the floor area of each apartment unit as measured in square feet. 5. For hotel or nursing home properties, provide a summary of the room types and room type quantities. 6. Copies of Certificates of Occupancy, building permits, fire or health department inspection reports, elevator inspection certificates, roof or HVAC warranties, or any other similar, relevant documents. 7. The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies. | <ol style="list-style-type: none"> 8. The company name, phone number, and contact person of all outside vendors who serve the property, such as mechanical contractors, roof contractors, fire sprinkler or fire extinguisher testing contractors, and elevator contractors. 9. A summary of recent (over the last 5 years) capital improvement work which describes the scope of the work and the estimated cost of the improvements. Executed contracts or proposals for improvements. Historical costs for repairs, improvements, and replacements. 10. Records of system and material ages (roof, MEP, paving, finishes, furnishings). 11. Any brochures or marketing information. 12. Appraisal, either current or previously prepared. 13. Current occupancy percentage and typical turnover rate records (for commercial and apartment properties). 14. Previous reports pertaining to the physical condition of property. 15. ADA survey and status of improvements implemented. 16. Current / pending litigation related to property condition. |
|---|---|

Your timely compliance with this request is greatly appreciated.



FACILITY CONDITION ASSESSMENT



Prepared for:

United City of Yorkville
800 Game Farm Road
Yorkville, Illinois 60560

FACILITY CONDITION ASSESSMENT

Public Works Garage (Frame Building)
185 Wolf Street
Yorkville, Illinois 60560

PREPARED BY:

EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:

Andrew Hupp
Senior Engineering Consultant
800.733.0660 x6632
arhupp@emgcorp.com

EMG Project Number:

122700.17R000-041.322

Date of Report:

July 18, 2017

On Site Date:

June 26, 2017



Immediate Repairs Report
Public Works Garage (Frame Building)
7/18/2017

Draft - For Discussion Purposes Only



Location Name	EMG Renamed Item Number	ID	Cost Description	Quantity	Unit	Unit Cost	Subtotal	Deficiency Repair Estimate *
Public Works Garage (Frame Building)	7.6	618878	Sprinkler System, Full Retrofit, Office (per SF), Renovate	10600	SF	\$8.00	\$84,786	\$84,786
Public Works Garage (Frame Building)	7.6	618875	Fire Alarm System, Office Building, Install	10600	SF	\$2.36	\$25,011	\$25,011
Immediate Repairs Total								\$109,797

* Location Factor included in totals.

Location Name	EMG Renamed Item Number	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency	
																																Repair Estimate	
Public Works Garage (Frame Building)	5.2	Site	618834	Parking Lots, Asphalt Pavement, Seal & Stripe	5	2	3	26500	SF	\$0.38	\$10,057				\$10,057					\$10,057					\$10,057					\$10,057		\$40,227	
Public Works Garage (Frame Building)	5.2	Site	618832	Parking Lots, Asphalt Pavement, Mill & Overlay	25	9	16	26500	SF	\$3.28	\$86,931									\$10,057							\$86,931				\$10,057		\$86,931
Public Works Garage (Frame Building)	5.5	Exterior walls	618844	High Pressure Sodium Lighting Fixture, 250 W, Replace	20	9	11	7	EA	\$719.95	\$5,040												\$5,040									\$5,040	
Public Works Garage (Frame Building)	6.6	Exterior walls	618853	Exterior Door, Steel, Replace	25	9	16	5	EA	\$950.12	\$4,751																\$4,751					\$4,751	
Public Works Garage (Frame Building)	6.6	Exterior walls	618840	Exterior Door, Steel w/ Glass, Replace	25	9	16	4	EA	\$1,352.72	\$5,411																\$5,411					\$5,411	
Public Works Garage (Frame Building)	7.1	Right Elevation of Building	618866	Condensing Unit/Heat Pump, Split System, 5 Ton, Replace	15	4	11	1	EA	\$6,439.81	\$6,440												\$6,440									\$6,440	
Public Works Garage (Frame Building)	7.1	Ceiling	618895	Exhaust Fan, Centrifugal, 2,001 to 3,500 CFM, Replace	15	2	13	1	EA	\$3,072.78	\$3,073														\$3,073							\$3,073	
Public Works Garage (Frame Building)	7.1	Ceiling	618897	Exhaust Fan, Centrifugal, 2,001 to 3,500 CFM, Replace	15	2	13	1	EA	\$3,072.78	\$3,073														\$3,073							\$3,073	
Public Works Garage (Frame Building)	7.1	Ceiling	618896	Exhaust Fan, Centrifugal, 2,001 to 3,500 CFM, Replace	15	2	13	1	EA	\$3,072.78	\$3,073														\$3,073							\$3,073	
Public Works Garage (Frame Building)	7.1	Garage Ceiling	618910	Unit Heater, Natural Gas, 200 MBH, Replace	20	9	11	1	EA	\$6,340.60	\$6,341												\$6,341									\$6,341	
Public Works Garage (Frame Building)	7.1	Garage Ceiling	618909	Unit Heater, Natural Gas, 195 MBH, Replace	20	3	17	1	EA	\$6,340.60	\$6,341																	\$6,341				\$6,341	
Public Works Garage (Frame Building)	7.1	Garage	618898	Furnace, Electric, 151 to 180 MBH, Replace	20	2	18	1	EA	\$10,024.52	\$10,025																			\$10,025		\$10,025	
Public Works Garage (Frame Building)	7.1	Throughout building	618880	Residential Fixtures, Ceiling Fan, Replace	15	9	6	6	EA	\$354.11	\$2,125							\$2,125														\$2,125	
Public Works Garage (Frame Building)	7.2	Bathroom	618904	Toilet, Flush Tank (Water Closet), Replace	20	9	11	2	EA	\$1,055.15	\$2,110												\$2,110									\$2,110	
Public Works Garage (Frame Building)	7.2	Bathroom	618912	Lavatory, Vitreous China, Replace	20	9	11	1	EA	\$572.66	\$573												\$573									\$573	
Public Works Garage (Frame Building)	7.2	Garage	618932	Sink, Plastic, Replace	20	9	11	1	EA	\$575.99	\$576												\$576									\$576	
Public Works Garage (Frame Building)	7.2	Office	618928	Sink, Stainless Steel, Replace	20	9	11	1	EA	\$1,054.05	\$1,054												\$1,054									\$1,054	
Public Works Garage (Frame Building)	7.2	Garage	618899	Backflow Preventer, 1", Replace	15	3	12	1	EA	\$1,276.01	\$1,276														\$1,276							\$1,276	
Public Works Garage (Frame Building)	7.2	Garage	618931	Water Heater, Electric, Residential, 50 GAL, Replace	15	9	6	1	EA	\$1,738.90	\$1,739							\$1,739														\$1,739	
Public Works Garage (Frame Building)	7.2	Bathroom	618901	Bathroom Vanity Cabinet, Wood, with Cultured Marble Sink Top, 24 to 30", Replace	20	9	11	1	EA	\$1,082.84	\$1,083												\$1,083									\$1,083	
Public Works Garage (Frame Building)	7.4	Front Elevation of Building	618850	Incandescent Lighting Fixture, Basic, 100 W, Replace	20	9	11	4	EA	\$188.55	\$754												\$754									\$754	
Public Works Garage (Frame Building)	7.4	Throughout building	618879	Lighting System, Interior, Office Building, Upgrade	25	9	16	10600	SF	\$9.24	\$97,965																\$97,965					\$97,965	
Public Works Garage (Frame Building)	7.6	Throughout building	618878	Sprinkler System, Full Retrofit, Office (per SF), Renovate	50	50	0	10600	SF	\$8.00	\$84,786	\$84,786																				\$84,786	
Public Works Garage (Frame Building)	7.6	interior walls	618883	Fire Extinguisher, Replace	15	1	14	5	EA	\$356.54	\$1,783															\$1,783						\$1,783	
Public Works Garage (Frame Building)	7.6	Throughout building	618875	Fire Alarm System, Office Building, Install	20	20	0	10600	SF	\$2.36	\$25,011	\$25,011																				\$25,011	
Public Works Garage (Frame Building)	7.6	interior walls	618882	Exit Lighting Fixture, LED, Replace	10	4	6	6	EA	\$405.01	\$2,430							\$2,430									\$2,430					\$2,430	
Public Works Garage (Frame Building)	8.1	Office	618769	Interior Door, Wood Solid-Core w/ Glass, Replace	20	9	11	1	EA	\$1,928.03	\$1,928												\$1,928									\$1,928	
Public Works Garage (Frame Building)	8.1	interior walls	618768	Interior Door, Wood Hollow-Core, Replace	20	9	11	3	EA	\$596.52	\$1,790												\$1,790									\$1,790	
Public Works Garage (Frame Building)	8.1	Office and Bathroom	618758	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	3	5	6360	SF	\$1.42	\$9,052						\$9,052								\$9,052							\$9,052	
Public Works Garage (Frame Building)	8.1	Bathrooms and Office	618754	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	4	6	3180	SF	\$1.94	\$6,158							\$6,158									\$6,158					\$6,158	
Public Works Garage (Frame Building)	8.2	Garage	618894	Residential Appliances, Clothes Dryer, Replace	15	9	6	1	EA	\$1,101.88	\$1,102							\$1,102														\$1,102	
Public Works Garage (Frame Building)	8.2	Garage	618893	Residential Appliances, Clothes Washer, Replace	15	9	6	1	EA	\$1,329.98	\$1,330							\$1,330														\$1,330	
Public Works Garage (Frame Building)	8.2	Office	618925	Residential Appliances, Refrigerator, 14-18 CF, Replace	15	9	6	1	EA	\$956.04	\$956							\$956														\$956	
Public Works Garage (Frame Building)	8.2	Office	618926	Kitchen Cabinet, Base and Wall Section, Wood, Replace	20	9	11	30	LF	\$467.63	\$14,029												\$14,029									\$14,029	
Totals, Unescalated												\$109,797	\$0	\$0	\$10,057	\$0	\$9,052	\$15,840	\$0	\$10,057	\$0	\$0	\$41,717	\$1,276	\$28,327	\$1,783	\$0	\$203,646	\$6,341	\$20,081	\$0	\$457,971	
Totals, Escalated (3.0% inflation, compounded annually)												\$109,797	\$0	\$0	\$10,989	\$0	\$10,493	\$18,914	\$0	\$12,740	\$0	\$0	\$57,746	\$1,819	\$41,599	\$2,697	\$0	\$326,792	\$10,480	\$34,187	\$0	\$638,251	

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. More detailed descriptions may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	185 Wolf Street, Yorkville, IL 60560
Year Constructed/Renovated:	2008
Current Occupants:	City of Yorkville
Percent Utilization:	100%
Management Point of Contact:	City of Yorkville, Mr. Peter Ratos 630.553.8574 phone pratos@yorkville.il.us email
Property Type:	Office, Garage
Site Area:	2.4 acres
Building Area:	10,600 SF
Number of Buildings:	1
Number of Stories:	1
Parking Type and Number of Spaces:	32 spaces in open lots.
Building Construction:	Steel frame with concrete-topped metal decks.
Roof Construction:	Sloped roofing with metal finish.
Exterior Finishes:	Metal Siding
Heating, Ventilation & Air Conditioning:	Condensing unit, Furnace, Ceiling Fans, and Unit Heaters.
Fire and Life/Safety:	Smoke detectors, strobes, extinguishers, exit signs, and carbon monoxide detectors.
Dates of Visit:	June 26, 2017
On-Site Point of Contact (POC):	Tony Hule
Assessment and Report Prepared by:	Tammy Prusa
Reviewed by:	Al Diefert Technical Report Reviewer For Andrew Hupp Program Manager arhupp@emgcorp.com 800.733.0660 x6632

Systemic Condition Summary			
Site	Fair	HVAC	Good

Systemic Condition Summary			
Structure	Good	Plumbing	Fair
Roof	Good	Electrical	Good
Vertical Envelope	Good	Elevators	--
Interiors	Fair	Fire	--

The following bullet points highlight the most significant short term and modernization recommendations:

- Installation of a complete Fire Alarm System
- Installation of a complete Sprinkler System

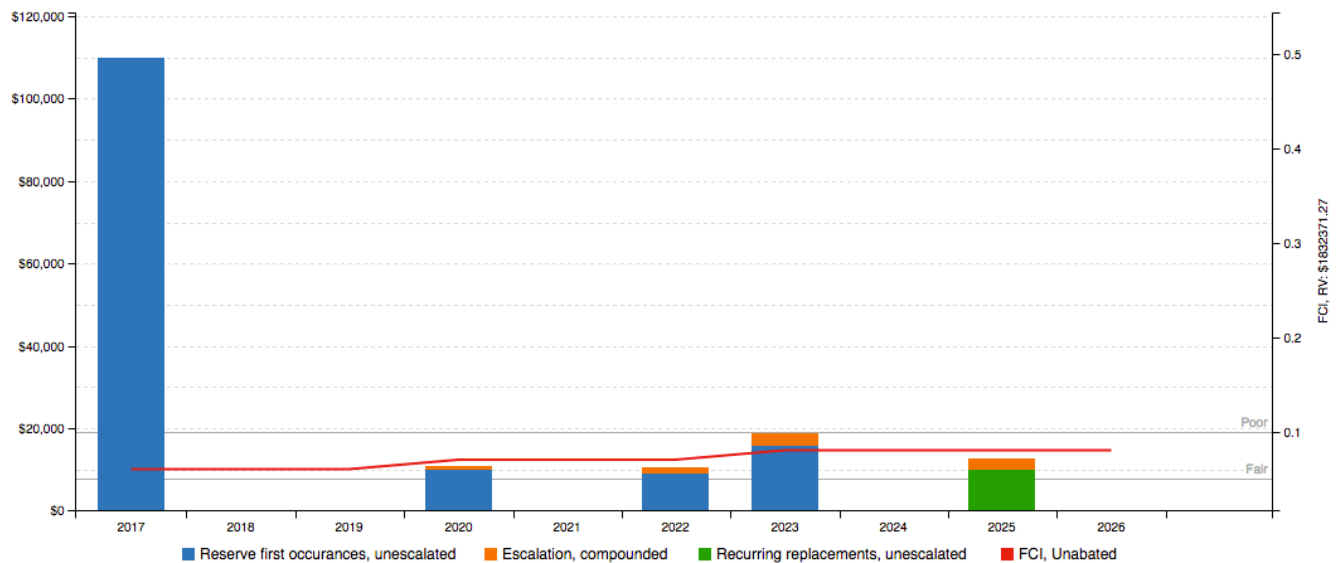
Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been well maintained since it was first occupied and is in fair overall condition.

The property has had no major capital improvements. The property is less than 9 years old and has not required any major capital improvements.

1.2. Facility Condition Index (FCI)

FCI Analysis: Public Works Garage (Frame Building)

Replacement Value: \$ 1,832,371; Inflation rate: 3.0%



One of the major goals of the FCA is to calculate the FCI, which gives an indication of a building's overall condition. Two FCI ratios are calculated and presented, the Current Year and Ten-Year. The Current Year FCI is the ratio of Immediate Repair Costs to the building's Current Replacement Value. Similarly, the Ten-Year FCI is the ratio of anticipated Capital Reserve Needs over the next ten years to the Current Replacement Value.

Fci Condition Rating	Definition	Percentage Value
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Good	In new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies.	0% to 5%
Fair	Subjected to wear and soiling but is still in a serviceable and functioning condition.	> than 5% to 10%
Poor	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	> than 10% to 60%
Very Poor	Has reached the end of its useful or serviceable life. Renewal is now necessary.	> than 60%

The graphs above and tables below represent summary-level findings for the FCA. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall strategy that can serve as the basis for a portfolio-wide capital improvement funding strategy. Key findings from the assessment include:

Key Finding	Metric	
Current Year Facility Condition Index (FCI) $FCI = (IR)/(CRV)$	5.9%	Fair
10-Year Facility Condition Index (FCI) $FCI = (RR)/(CRV)$	2.8%	Good
Current Replacement Value (CRV)	10,600 SF * 183.24 / SF = \$1,832,371	

Year 0 (Current Year) - Immediate Repairs (IR)	\$109,797
Years 1-10 – Replacement Reserves (RR)	\$53,136
Total Capital Needs	\$162,933

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Installation of a complete Fire Alarm System
- Installation of a complete Sprinkler System

Further detail on the specific costs that make up the Immediate Repair Costs can be found in the cost tables at the beginning of this report.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, elevated relative humidity, water intrusion, or mildew-like odors. Sampling is not a part of this assessment.

There are no visual indications of the presence of fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. Opinions of Probable Cost

Cost estimates are attached at the front of this report (following the cover page).

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means* and *Marshall & Swift*, EMG's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, and whether competitive pricing is solicited, etc. ASTM E2018-08 recognizes that certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

1.4.1. Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, EMG opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its effective age. Projections of Remaining Useful Life (RUL) are based on continued use of the Property similar to the reported past use. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be derived from an actual take-off, lump sum costs or allowances are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

1.4.2. Immediate Repairs

Immediate repairs are opinions of probable costs that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) material building or fire code violations, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

1.4.3. Replacement Reserves

Replacement Reserves are for recurring probable expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, EMG's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

EMG's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined in the Immediate Repair Cost Estimate.

2. Purpose and Scope

2.1. Purpose

EMG was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record at municipal offices, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

CONDITIONS:

The physical condition of building systems and related components are typically defined as being in one of five conditions: Excellent, Good, Fair, Poor, Failed or a combination thereof. For the purposes of this report, the following definitions are used:

Excellent	=	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	=	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	=	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	=	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	=	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	=	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

FORMAT OF THE BODY OF THE REPORT:

Throughout sections 5 through 9 of this report, each report section will typically contain three subsections organized in the following sequence:

- A descriptive table (and/or narrative), which identifies the components assessed, their condition, and other key data points.
- A simple bulleted list of Anticipated Lifecycle Replacements, which lists components and assets typically in Excellent, Good, or Fair condition at the time of the assessment but that will require replacement or some other attention once aged past their estimated useful life. These listed components are typically included in the associated inventory database with costs identified and budgeted beyond the first several years.
- A bulleted cluster of Actions/Comments, which include more detailed narratives describing deficiencies, recommended repairs, and short term replacements. The assets and components associated with these bullets are/were typically problematic and in Poor or Failed condition at the time of the assessment, with corresponding costs included within the first few years.

PLAN TYPES:

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the “why” part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the “best” fit, typically the one with the greatest significance. The following Plan Types are listed in general weighted order of importance:

Safety	=	An observed or reported unsafe condition that if left unaddressed could result in an injury; a system or component that presents a potential liability risk.
Performance/Integrity	=	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses a risk to overall system stability.
Accessibility	=	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	=	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Modernization/Adaptation	=	Conditions, systems, or spaces that need to be upgraded in appearance or function to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	=	Any component or system in which future repair or replacement is anticipated beyond the next several years and/or is of minimal substantial early-term consequence.

2.2. Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a general statement of the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Perform a limited assessment of accessible areas of the building(s) for the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. EMG will also interview Project personnel regarding the presence of any known or suspected fungal growth, elevated relative humidity, water intrusion, or mildew-like odors. Potentially affected areas will be photographed. Sampling will not be considered in routine assessments.
- List the current utility service providers.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, in order to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report.

2.3. Personnel Interviewed

The management were interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tony Hule	City of Yorkville	(630) 885-3569

The FCA was performed with the assistance of Tony Hule, City of Yorkville, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 14 years.

2.4. Documentation Reviewed

Prior to the FCA, relevant documentation was requested that could aid in the knowledge of the subject property's physical improvements, extent and type of use, and/or assist in identifying material discrepancies between reported information and observed conditions. The review of submitted documents does not include comment on the accuracy of such documents or their preparation, methodology, or protocol. The Documentation Request Form is provided in Appendix E.

Although Appendix E provides a summary of the documents requested or obtained, the following list provides more specific details about some of the documents that were reviewed or obtained during the site visit.

- No documents available.

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was sent to the POC prior to the site visit, and was not returned. The questionnaire is included in Appendix E.

2.6. Weather Conditions

June 26, 2017: Clear, with temperatures in the 70s (°F) and light winds.

3. Accessibility and Property Research

3.1. ADA Accessibility

Generally, Title III of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “commercial facilities” on the basis of disability. Regardless of its age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

Buildings completed and occupied after January 26, 1992 are required to comply fully with the ADAAG. Existing facilities constructed prior to this date are held to the lesser standard of compliance to the extent allowed by structural feasibility and the financial resources available. As an alternative, a reasonable accommodation pertaining to the deficiency must be made.

During the FCA, a limited visual observation for ADA accessibility compliance was conducted. The scope of the visual observation was limited to those areas set forth in *EMG's Abbreviated Accessibility Checklist* provided in Appendix D of this report. It is understood by the Client that the limited observations described herein does not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of EMG's undertaking. Only a representative sample of areas was observed and, other than as shown on the Abbreviated Accessibility Checklist, actual measurements were not taken to verify compliance.

At a Garage/Office property, the areas considered as a public accommodation besides the site itself and parking, are the exterior accessible route, the interior accessible route up to the tenant lease lines and the interior common areas, including the common area restrooms.

The facility does not appear to be accessible with Title III of the Americans with Disabilities Act. Elements as defined by the ADAAG that are not accessible as stated within the priorities of Title III, are as follows:

Parking

- Adequate number of designated parking stalls and signage for vans are not provided.

Ramps

- Existing exterior ramps and stairs are not equipped with the required handrails (each side).

Restrooms

- Install grab bars in accessible stalls at 36" above the floor.

A full ADA Compliance Survey may reveal some aspects of the property that are not in compliance.

Corrections of these conditions should be addressed from a liability standpoint, but are not necessarily code violations. The Americans with Disabilities Act Accessibility Guidelines concern civil rights issues as they pertain to the disabled and are not a construction code, although many local jurisdictions have adopted the Guidelines as such. The cost to address the achievable items noted above is included in the cost tables.

3.2. Municipal Information, Flood Zone and Seismic Zone

Not applicable

4. Existing Building Assessment

4.1. Unit or Space Types

All 10,600 square feet of the building are occupied by a single occupant, City of Yorkville. The spaces are mostly a combination of offices, supporting restrooms, garages.

4.2. Inaccessible Areas or Key Spaces Not Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, exterior of the property and the roof. All areas of the property were available for observation during the site visit.

5. Site Improvements

5.1. Utilities

The following table identifies the utility suppliers and the condition and adequacy of the services.

Site Utilities		
Utility	Supplier	Condition and Adequacy
Sanitary sewer	City of Yorkville	Good
Storm sewer	Yorkville Department of Public Works	Good
Domestic water	City of Yorkville	Good
Electric service	ComEd	Good
Natural gas service	Nicor	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or waste water treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Wolf Street
Access from	North
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Asphalt	2008	Fair
Parking Lot	Asphalt	2008	Fair
Drive Aisles	None	--	--
Service Aisles	None	--	--
Sidewalks	Concrete	2008	Good
Curbs	Concrete	2008	Fair
Site Stairs	None	--	--
Pedestrian Ramps	None	--	--

Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
23	--	--	--	-
Total Number of ADA Compliant Spaces			1	
Number of ADA Compliant Spaces for Vans			0	
Total Parking Spaces			23	
Parking Ratio (Spaces/Apartments)			--	
Method of Obtaining Parking Count			Physical count	

Exterior Stairs			
Location	Material	Handrails	Condition
None	--	--	--

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Asphalt pavement

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	<input checked="" type="checkbox"/>	Good
Inlets	<input type="checkbox"/>	--
Swales	<input type="checkbox"/>	--
Detention pond	<input type="checkbox"/>	--
Lagoons	<input type="checkbox"/>	--
Ponds	<input type="checkbox"/>	--
Underground Piping	<input type="checkbox"/>	--
Pits	<input type="checkbox"/>	--
Municipal System	<input type="checkbox"/>	--
Dry Well	<input type="checkbox"/>	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- There is no evidence of storm water runoff from adjacent properties. The storm water system appears to provide adequate runoff capacity. There is no evidence of major ponding or erosion.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Generally flat.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landscaping Condition	Good						
Irrigation	Automatic Underground		Drip		Hand Watering		None
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
None	--	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The topography and adjacent uses do not appear to present conditions detrimental to the property. There are no significant areas of erosion.

5.5. General Site Improvements

Property Signage	
Property Signage	Post mounted wood
Street Address Displayed?	Yes

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Choose an item.				

Site and Building Lighting			
Building Lighting	None	Wall Mounted	Recessed Soffit
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Fair		

Site Fencing		
Type	Location	Condition
None	--	--

REFUSE DISPOSAL				
Refuse Disposal	Common area dumpsters			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
South part of Front Elevation	Asphalt paving	None	No	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None	--	--
Tennis Courts	None	--	--
Basketball Court	None	--	--
Swimming Pool	None	--	--

Anticipated Lifecycle Replacements:

- Exterior lighting

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Slab on grade with integral footings	Good
Basement and Crawl Space	None	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- There are no significant signs of settlement, deflection, or movement.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Steel columns and beams	Good
Ground Floor	Concrete slab	Good
Upper Floor Framing	Wood joists	Good
Upper Floor Decking	Plywood or OSB	Fair
Roof Framing	Steel beams or girders	Good
Roof Decking	Metal decking	Fair

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The superstructure is exposed in some locations, which allows for limited observation. Walls and floors appear to be plumb, level, and stable. There are no significant signs of deflection or movement.

6.3. Roofing

Primary Roof			
Type / Geometry	Gable Roof	Finish	Metal
Maintenance	Outside Contractor	Roof Age	9 Yrs

Primary Roof			
Flashing	Sheet Metal	Warranties	None
Parapet Copings	None	Roof Drains	Gutters and downspouts
Fascia	Metal Panel	Insulation	Fiberglass batts
Soffits	None	Skylights	No
Attics	Steel beams	Ponding	No
Ventilation Source-1	Ridge Vents	Leaks Observed	No
Ventilation Source-2	--	Roof Condition	Good

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The roof finishes are original. Information regarding roof warranties or bonds was not available. The roofs are maintained by an outside contractor.
- There is no evidence of active roof leaks.
- There is no evidence of roof deck or insulation deterioration. The roof substrate and insulation should be inspected during any future roof repair or replacement work.
- Roof drainage appears to be adequate. Clearing and minor repair of drain system components should be performed regularly as part of the property management's routine maintenance and operations program.
- The attics are not accessible and it could not be determined if there is moisture, water intrusion, or excessive daylight in the attics.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Metal siding	Good
Secondary Finish	Painted CMU	Good
Accented with	--	--
Soffits	Not Applicable	--

Building sealants (caulking) are located between dissimilar materials, at joints, and around window and door openings.

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The metal siding has isolated areas of damaged siding along the top side of Garage No. 5. The damaged siding must be repaired. The cost for this work is relatively insignificant and the work can be performed as part of the property managements' routine maintenance program.

6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	None	--	--	--	--
Building Interior Stairs	Wood-framed	Closed	Wood	Wood	Good

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, operable	Double glaze	Front Elevation of Building	<input type="checkbox"/>	Good

Building Doors		
Main Entrance Doors	Door Type	Condition
	Metal, insulated	Fair
Secondary Entrance Doors	Door Type	Condition
	Metal, insulated	Fair
Service Doors	Door Type	Condition
	Metal, hollow	Fair
Overhead Doors	Door Type	Condition
	Aluminium	Good

Anticipated Lifecycle Replacements:

- Exterior Metal doors

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

7. Building Mechanical and Plumbing Systems

See the Mechanical Equipment List in the Appendices for the quantity, manufacturer's name, model number, capacity and year of manufacturer of the major mechanical equipment, if available.

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Individual Units	
Primary Components	Split system furnaces and condensing units
Cooling (if separate from above)	performed via components above
Quantity and Capacity Ranges	1 unit ranging from 5 tons/BTUH
Total Heating or Cooling Capacity	5 tons/BTUH
Heating Fuel	Electric
Location of Equipment	Interior Garage
Space Served by System	Entire building
Age Ranges	All units dated 2014
Primary Component Condition	Good

Supplemental Components	
Supplemental Component #1	Suspended unit heaters
Location / Space Served by Suspended Unit Heaters	Above Office in Garage
Suspended Unit Heater Condition	Good
Supplemental Component #2	Ceiling Fans
Location / Space Served by Ceiling Fans	Throughout Building
Ceiling Fans Condition	Fair
Supplemental Component #3	Engine Exhaust Removal
Location / Space Served by Engine Exhaust Removal	Ceiling of Garage
Engine Exhaust Removal Condition	Good

Controls and Ventilation	
HVAC Control System	Individual programmable thermostats/controls
HVAC Control System Condition	Good
Building Ventilation	Engine Exhaust Removal
Ventilation System Condition	Good

Anticipated Lifecycle Replacements:

- Engine Exhaust Removal Fans
- Suspended Unit Heaters
- Electric Furnace
- Ceiling Fans
- Condensing Unit

Actions/Comments:

- The HVAC systems are maintained by an outside contractor. Records of the installation, maintenance, upgrades, and replacement of the HVAC equipment at the property have been maintained since the property was first occupied.
- The HVAC equipment appears to vary in age. The property is relatively new and has not required any major HVAC equipment replacements.
- The HVAC equipment appears to be functioning adequately overall. No chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	Cast iron	Fair
Vent Piping	Cast iron	Fair
Water Meter Location	Right Elevation of Building	

Domestic Water Heaters or Boilers	
Components	Water Heaters
Fuel	Electric
Quantity and Input Capacity	1 unit
Storage Capacity	50 gallons
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	--
Quantity of Storage Tanks	--
Storage Tank Condition	--
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Residential grade

Plumbing Fixtures	
Toilet (Water Closet) Flush Rating	1.6 GPF
Common Area Faucet Nominal Flow Rate	2.0 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Water Heater
- Backflow Preventer
- Water Closets
- Sinks
- Lavatory
- Bathroom Vanity

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short-term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Not applicable. The property is not supplied with natural gas.

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	800 Amps	Volts	120/240 Volt, single-phase
Meter & Panel Location	North Elevation of Building	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	T-12		
Main Distribution Condition	Good		
Secondary Panel and Transformer Condition	Good		
Lighting Condition	Fair		

Anticipated Lifecycle Replacements:

- Distribution Panels
- Interior Lighting System

Actions/Comments:

- The onsite electrical systems up to the meters are owned and maintained by the respective utility company.
- The electrical service and capacity appear to be adequate for the property's demands.
- The panels are mostly original 2008 components. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

Not applicable. There are no elevators or conveying systems.

7.6. Fire Protection and Security Systems

Item	Description					
Type	None					
Fire Alarm System	Central Alarm Panel	<input type="checkbox"/>	Battery-Operated Smoke Detectors	<input checked="" type="checkbox"/>	Alarm Horns	<input type="checkbox"/>
	Annunciator Panels	<input type="checkbox"/>	Hard-Wired Smoke Detectors	<input type="checkbox"/>	Strobe Light Alarms	<input type="checkbox"/>
	Pull Stations	<input type="checkbox"/>	Emergency Battery-Pack Lighting	<input checked="" type="checkbox"/>	Illuminated EXIT Signs	<input checked="" type="checkbox"/>
Alarm System Condition	--					
Sprinkler System	None	<input type="checkbox"/>	Standpipes	<input type="checkbox"/>	Backflow Preventer	<input checked="" type="checkbox"/>
	Hose Cabinets	<input type="checkbox"/>	Fire Pumps	<input type="checkbox"/>	Siamese Connections	<input type="checkbox"/>
Suppression Condition	--					
Central Alarm Panel System	Location of Alarm Panel			Installation Date of Alarm Panel		
	--			--		
Fire Extinguishers	Last Service Date			Servicing Current?		
	2016			No		
Hydrant Location	None					
Siamese Location	--					
Special Systems	Kitchen Suppression System		<input type="checkbox"/>	Computer Room Suppression System		<input type="checkbox"/>

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The vast majority of the building is not protected by fire suppression. Due to its construction date, the facility is most likely “grandfathered” by code and the installation of fire sprinklers not required until major renovations are performed. Regardless of when or if installation of facility-wide fire suppression is required by the governing municipality, EMG recommends a retrofit be performed. As part of the major recommended short-term renovations, a facility-wide fire suppression retrofit is recommended. A budgetary cost is included.
- The fire alarm systems appear somewhat antiquated and not up to current standards. Due to the age of the components and apparent shortcomings, a full modernization project is recommended. As part of the major recommended short-term renovations, a facility-wide fire alarm modernization is recommended. A budgetary cost is included.

7.7. Life Support Systems

Not Applicable

8. Interior Spaces

8.1. Interior Finishes

The facility is used as an Office Building and Garage for the City of Yorkville.

The most significant interior spaces include offices, and garage. Supporting areas include hallways, stairs, administrative offices, restrooms, employee break rooms and garages.

The following table generally describes the locations and typical conditions of the interior finishes within the facility:

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Concrete	Offices, Garage, Restrooms	Good
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Painted drywall	Office and Restroom	Fair
Steel	Garage	Good
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Painted drywall	Office and Restroom	Fair
Metal	Garage	Good

Interior Doors		
Item	Type	Condition
Interior Doors	Hollow core Wood	Fair
Door Framing	Wood	Fair
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Wood Hollow-Core
- Wood Hollow-Core Door w/Glass
- Interior paint

Actions/Comments:

- It appears that the interior finishes are original.
- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

8.2. Commercial Kitchen & Laundry Equipment

Not applicable. There are no commercial kitchens or laundry onsite.

The Office kitchen includes the following residential appliances, fixtures, and equipment:

Commercial Kitchen		
Appliance	Comment	Condition
Refrigerators	Up-right	Fair
Freezers	--	--
Ranges	--	--
Ovens	--	--
Griddles / Grills	--	--
Fryers	--	--
Hood	--	--
Dishwasher	--	--
Microwave	☒	Fair
Ice Machines	☐	--
Steam Tables	☐	--
Work Tables	☐	--
Shelving	☐	--

Commercial Laundry		
Equipment	Comment	Condition
Commercial Washing Machines	☐	--
Commercial Dryers	☐	--
Residential Washers	☒	Fair
Residential Dryers	☒	Fair

Anticipated Lifecycle Replacements:

- Refrigerator
- Kitchen Cabinet
- Residential Washer/Dryer

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

9. Other Structures

Not applicable. There are no major accessory structures.

10. Certification

City of Yorkville retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Public Works Garage (Frame Building), 185 Wolf Street, Yorkville, IL 60560, the "Property". It is our understanding that the primary interest of ClientN is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under Section 2 of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas were observed (See Section 4.2 for areas observed). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared on behalf of and exclusively for the use of City of Yorkville for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than City of Yorkville or for any other purpose than that specifically stated in our agreement or within Section 2 of this report without the express written consent of EMG.

Any reuse or distribution of this report without such consent shall be at City of Yorkville and the recipient's sole risk, without liability to EMG.

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

Appendix A: Photographic Record



#1: FRONT ELEVATION



#2: LEFT ELEVATION



#3: REAR ELEVATION



#4: RIGHT ELEVATION



#5: SIDEWALK, CONCRETE



#6: ASPHALT PAVEMENT



#7:

FOUNDATIONS, CONCRETE
SLAB-ON-GRADE



#8:

ROOF, METAL



#9:

EXTERIOR WALL, ALUMINUM
SIDING



#10:

INTERIOR STAIR/RAMP RAILS,
WOOD



#11:

WINDOW, ALUMINUM DOUBLE-
GLAZED



#12:

OVERHEAD DOOR, ALUMINUM
ROLL-UP



#13:

EXTERIOR DOOR, STEEL W/
GLASS



#14:

EXTERIOR DOOR, STEEL



#15:

DAMAGE TO OVERHEAD DOOR
NO. 5.



#16:

RESIDENTIAL FIXTURES,
CEILING FAN



#17:

EXHAUST FAN, CENTRIFUGAL



#18:

UNIT HEATER, NATURAL GAS



#19: FURNACE, ELECTRIC



#20: CONDENSING UNIT/HEAT PUMP, SPLIT SYSTEM



#21: UNIT HEATER, NATURAL GAS



#22: WATER HEATER, ELECTRIC, RESIDENTIAL



#23: BACKFLOW PREVENTER



#24: LAVATORY, VITREOUS CHINA



#25: TOILET, FLUSH TANK



#26: SINK, PLASTIC



#27: RESIDENTIAL APPLIANCES, CLOTHES WASHER



#28: SINK, STAINLESS STEEL



#29: BATHROOM VANITY CABINET, WOOD, WITH CULTURED MARBLE SINK TOP



#30: INCANDESCENT LIGHTING FIXTURE, BASIC



#31: DISTRIBUTION PANEL #1



#32: DISTRIBUTION PANEL #2



#33: DISTRIBUTION PANEL #3



#34: LIGHTING SYSTEM, INTERIOR, OFFICE BUILDING



#35: DISTRIBUTION PANEL #4



#36: DISTRIBUTION PANEL #5



#37:	HIGH PRESSURE SODIUM LIGHTING FIXTURE
------	---------------------------------------



#38:	EXIT LIGHTING FIXTURE, LED
------	----------------------------



#39:	FIRE EXTINGUISHER
------	-------------------



#40:	INTERIOR WALL FINISH, GYPSUM BOARD/PLASTER/METAL
------	--



#41:	INTERIOR WINDOW
------	-----------------



#42:	INTERIOR WALL FINISH, STEEL
------	-----------------------------



#43:	INTERIOR DOOR, WOOD SOLID-CORE W/ GLASS
------	---



#44:	INTERIOR DOOR, WOOD HOLLOW-CORE
------	---------------------------------



#45:	INTERIOR CEILING FINISH, METAL
------	--------------------------------



#46:	INTERIOR CEILING FINISH, GYPSUM BOARD/PLASTER
------	---



#47:	KITCHEN CABINET, BASE AND WALL SECTION, WOOD
------	--



#48:	RESIDENTIAL APPLIANCES, REFRIGERATOR
------	--------------------------------------



#49:

RESIDENTIAL APPLIANCES,
CLOTHES DRYER

Appendix B: Site Plan

Site Plan



Project Name:
Public Works Garage (Frame Building)

Project Number:
122700.17R000-041.322

Source:
Google Earth

On-Site Date:
June 26, 2017

Appendix C: EMG Accessibility Checklist

Date Completed: June 26, 2017Property Name: Public Works Garage (Frame Building)EMG Project Number: 122700.17R000-041.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?			X	
2	Have any ADA improvements been made to the property?			X	
3	Does a Transition Plan / Barrier Removal Plan exist for the property?			X	
4	Has building ownership or management received any ADA related complaints that have not been resolved?			X	
5	Is any litigation pending related to ADA issues?			X	
	Parking	Yes	No	NA	Comments
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	X			
2	Are there sufficient van-accessible parking spaces available?		X		
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading "Van Accessible" at van spaces?		X		
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	X			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	X			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?		X		
	Ramps	Yes	No	NA	Comments
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)	X			
2	Are ramps that appear longer than 6 ft complete with railings on both sides?		X		

	Ramps (cont.)	Yes	No	NA	Comments
3	Does the width between railings appear at least 36 inches?			X	
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			X	
	Entrances/Exits	Yes	No	NA	Comments
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	X			
2	If the main entrance is inaccessible, are there alternate accessible entrances?	X			
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	X			
	Paths of Travel	Yes	No	NA	Comments
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	X			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?		X		
3	Is there a path of travel that does not require the use of stairs?	X			
	Elevators	Yes	No	NA	Comments
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			X	
2	Are there visual and audible signals inside cars indicating floor change?			X	
3	Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab/call buttons?			X	
4	Do elevator doors have a reopening device that will stop and reopen a car door if an object or a person obstructs the door?			X	
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			X	
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			X	

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	X			
2	Are pull handles push/pull or lever type?	X			
3	Are there audible and visual fire alarm devices in the toilet rooms?		X		
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	X			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60" turning diameter)?	X			
6	In unisex toilet rooms, are there safety alarms with pull cords?		X		
7	Are toilet stall doors wheelchair accessible (appear to be at least 32" wide)?			X	
8	Are grab bars provided in toilet stalls?		X		
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 29" clearance)?	X			
10	Are sink handles operable with one hand without grasping, pinching or twisting?	X			
11	Are exposed pipes under sink sufficiently insulated against contact?	X			
	Guest Rooms	Yes	No	NA	Comments
1	How many total accessible sleeping rooms does the property management report to have? Provide specific number in comment field. Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			X	

	Guest Rooms	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? Provide specific number in comment field. Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			X	
3	How many assistive listening kits and/or rooms with communication features are available per property management? Provide specific number in comment field. Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			X	
	Pools	Yes	No	NA	Comments
1	Are public access pools provided? If the answer is no, please disregard this section.			X	
2	How many accessible access points are provided to each pool/spa? Provide number in comment field. Is at least one fixed lift or sloped entry to the pool provided?			X	
	Play Area	Yes	No	NA	Comments
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			X	
	Exercise Equipment	Yes	No	NA	Comments
1	Does there appear to be adequate clear floor space around the machines/equipment (30" by 48" minimum)?			X	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D: Pre-Survey Questionnaire

PRE-SURVEY QUESTIONNAIRE

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. ***The completed form must be presented to EMG's Field Observer on the day of the site visit.*** If the form is not completed, EMG's Project Manager will require ***additional time*** during the on-site visit with such a knowledgeable person in order to complete the questionnaire. During the site visit, EMG's Field Observer may ask for details associated with selected questions. This questionnaire will be utilized as an exhibit in EMG's final Physical Needs Assessment.

Name of person completing questionnaire: _____

Association with property: _____

Length of association with property: _____

Date Completed: _____

Phone Number: _____

Property Name: _____

Property Address

Year Built	# of Buildings/Stories	# of Units	Acres

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any Yes responses.

INSPECTIONS		DATE OF LAST REPAIR/REPLACEMENT	LIST ANY OUTSTANDING REPAIRS REQUIRED
1	Elevators		How many? Type of elevator traction or hydraulic How old is the current elevator(s)?
2	HVAC		Describe the existing HVAC system (what type of system). How old is the current system?
3	Mechanical Systems		Describe current mechanical systems Give ages of each component and type
4	Electrical system		How old is the current electrical system?
5	Plumbing System		Describe the existing plumbing system (what type of piping for domestic water distribution system, sewer main, storm water). How old are the current plumbing system components?
6	Life-Safety/Fire Systems		What systems are currently in place? How old are they?

INSPECTIONS		DATE OF LAST REPAIR/REPLACEMENT	LIST ANY OUTSTANDING REPAIRS REQUIRED
7	Roofs		What type of roof is on the building(s), What type of decking? How old is it/are they?
8	Foundation, Structure		What type of foundation? (slab on grade, piers, concrete foundation walls, footings) What type of structure (wood frame, concrete, steel)
QUESTION			RESPONSE
9	List any major capital improvement within the last three years.		
10	List any major capital expenditures planned for the next year.		
11	Are any building systems (HVAC, roof, interior/exterior finishes, paving, etc.) the responsibilities of the tenant to maintain and replace?		

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any Yes responses. Note: NA indicates "Not Applicable", Unk indicates "Unknown"						
QUESTION		RESPONSE				COMMENTS
		Y	N	NA	Unk	
12	Are there any unresolved building, fire, or zoning code issues?					
13	Are there any "down" or unusable units?					
14	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?					
15	Is the property served by a private water well?					If so, please give age of current well.
16	Is the property served by a private septic system or other waste treatment systems?					If so, please give age.

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any Yes responses. Note: NA indicates "Not Applicable", Unk indicates "Unknown"						
QUESTION		RESPONSE				COMMENTS
		Y	N	NA	Unk	
17	Are there any problems with foundations or structures?					
18	Is there any water infiltration in basements or crawl spaces?					
19	Are there any wall, or window leaks?					
20	Are there any roof leaks?					
21	Is the roofing covered by a warranty or bond?					
22	Are there any poorly insulated areas?					
23	Is Fire Retardant Treated (FRT) plywood used?					
24	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?					
25	Are there any problems with the utilities, such as inadequate capacities?					
26	Are there any problems with the landscape irrigation systems?					
27	Has a termite/wood boring insect inspection been performed within the last year?					
28	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?					
29	Has any part of the property ever contained visible suspect mold growth?					
30	Is there a mold Operations and Maintenance Plan?					
31	Have there been indoor air quality or mold related complaints from tenants?					
32	Is polybutylene piping used?					
33	Are there any plumbing leaks or water pressure problems?					
34	Are there any leaks or pressure problems with natural gas service?					

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any Yes responses. Note: NA indicates "Not Applicable", Unk indicates "Unknown"						
QUESTION		RESPONSE				COMMENTS
		Y	N	NA	Unk	
35	Does any part of the electrical system use aluminum wiring?					
36	Do Residential units have a less than 60-Amp service?					
37	Do Commercial units have less than 200-Amp service?					
38	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?					
39	Is there any pending litigation concerning the property?					
40	If built before 1978, has there been previous asbestos testing completed					
41	Does the property have an Asbestos Operations & Maintenance Program in place?					
42	If built before 1978, has there been previous comprehensive Lead-Based Paint testing completed?					
43	If built before 1960, has there been a previous Lead Based Paint Risk Assessment completed?					
44	Does the property have a Lead-Based Paint Operations & Maintenance Program in place?					
45	Has the management previously completed an ADA review?					
46	Have any ADA improvements been made to the property?					
47	Does a Barrier Removal Plan exist for the property?					
48	Has the Barrier Removal Plan been approved by an arms-length third party?					
49	Has building ownership or management received any ADA related complaints?					
50	Does elevator equipment require upgrades to meet ADA standards?					
51	Are there any problems with exterior lighting?					

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any Yes responses. Note: NA indicates "Not Applicable", Unk indicates "Unknown"						
QUESTION		RESPONSE				COMMENTS
		Y	N	NA	Unk	
52	Are there any other significant issues/hazards with the property?					
53	Are there any unresolved construction defects at the property?					

Please provide EMG with any previous reports completed for the property, including equipment testing, structural assessments, mechanical assessments, plumbing assessments, sewer line scoping, roof scans, electrical testing, etc.

On the day of the site visit, provide EMG's Field Observer access to all of the available documents listed below. Provide copies if possible.

INFORMATION REQUIRED

1. All available construction documents (blueprints) for the original construction of the building or for any tenant improvement work or other recent construction work.
2. A site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features.
3. For commercial properties, provide a tenant list which identifies the names of each tenant, vacant tenant units, the floor area of each tenant space, and the gross and net leasable area of the building(s).
4. For apartment properties, provide a summary of the apartment unit types and apartment unit type quantities, including the floor area of each apartment unit as measured in square feet.
5. For hotel or nursing home properties, provide a summary of the room types and room type quantities.
6. Copies of Certificates of Occupancy, building permits, fire or health department inspection reports, elevator inspection certificates, roof or HVAC warranties, or any other similar, relevant documents.
7. The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies.

8. The company name, phone number, and contact person of all outside vendors who serve the property, such as mechanical contractors, roof contractors, fire sprinkler or fire extinguisher testing contractors, and elevator contractors.
9. A summary of recent (over the last 5 years) capital improvement work which describes the scope of the work and the estimated cost of the improvements. Executed contracts or proposals for improvements. Historical costs for repairs, improvements, and replacements.
10. Records of system & material ages (roof, MEP, paving, finishes, furnishings).
11. Any brochures or marketing information.
12. Appraisal, either current or previously prepared.
13. Current occupancy percentage and typical turnover rate records (for commercial and apartment properties).
14. Previous reports pertaining to the physical condition of property.
15. ADA survey and status of improvements implemented.
16. Current / pending litigation related to property condition.

Your timely compliance with this request is greatly appreciated.