

RESOLUTION NO. 17-R-141

**A RESOLUTION APPROVING CITY ENGINEER SERVICES AND
COMPENSATION RATES-JANUARY 1, 2018 THROUGH DECEMBER 31, 2019**

WHEREAS, the position of City Engineer for the City of Rolling Meadows is an Executive Office of the City, and subject to appointment by the City Manager; and

WHEREAS, the City Manager has previously appointed Christopher B. Burke Engineering, Ltd. as the City Engineer; and

WHEREAS, the City Code for the City of Rolling Meadows provides that the City Council shall establish compensation for the City Engineer; and

WHEREAS, the City Manager has negotiated a compensation package with Christopher B. Burke Engineering Ltd., and

WHEREAS, THE City Engineer services are scheduled to expire December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF ROLLING MEADOWS as follows:**

SECTION ONE: The Mayor is authorized to execute the proposal from Christopher B. Burke Engineering, Ltd., dated November 27, 2017 which is attached (Attachment A) and made a part of this resolution. The basis of compensation outlined in the attached proposal shall be in effect from the effective date of this resolution through December 31, 2019.

SECTION TWO: Any capital improvement relate engineering work with a value in excess of ten thousand dollars (\$10,000) which has not been otherwise approved by the City Council through the provision of an appropriation shall be subject to separate City Council review and approval.

YEAS: Budmats, Majikes, Gallo, Banger

NAYS: Cannon, D'Astice, Veenbaas

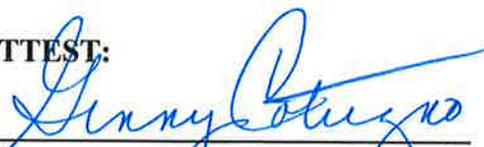
ABSENT: 0

Passed and approved this 5th day of December 2017.



Len Prejna, Mayor

ATTEST:



Ginny Cotugno, Deputy City Clerk



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

November 27, 2017

City of Rolling Meadows
3600 Kirchoff Road
Rolling Meadows, IL 60008

Attention: Mr. Barry Krumstok, City Manager

Subject: City Engineer Services 2018 - 2020

Dear Mr. Krumstok:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal to perform professional engineering services as the City Engineer for the City of Rolling Meadows from February 1, 2018 through January 31, 2020. CBBEL has served as the City Engineer since 1998.

CBBEL understands that we will be providing general engineering services; preliminary and final plan review and inspection for proposed developments; and preliminary, final, and construction engineering for many elements of the City's Capital Improvement Program.

GENERAL ENGINEERING

General engineering will be provided by CBBEL for a monthly retainer of \$2,500. General engineering will include but not be limited to the following:

- ❖ Undertaking investigations of minor civil engineering, drainage issues, traffic engineering matters and public agency coordination. These investigations will be limited to four hours/occurrence. Tasks requiring more than four hours will be paid for on a time-and-materials or proposal basis.
- ❖ Attending weekly staff meetings with City Staff.
- ❖ Attending bimonthly status meetings with Building Department and Public Works Department staff.

CBBEL will attend Plan Commission Meetings, Council Meetings, and Committee of the Whole Meetings if requested by City Staff and this will be billed on a time-and-materials basis.

DEVELOPMENT PLAN REVIEW AND INSPECTION

CBBEL will provide preliminary plan review prior to Plan Commission meetings and provide plan review and inspections. CBBEL will bill the City in accordance with the latest edition of the City Code.

CAPITAL IMPROVEMENTS

In general, the portion of the City's Capital Improvement Program that CBBEL will be involved with will be:

- ❖ Yearly Street Maintenance Program
- ❖ Roadway Widening/Major Improvements
- ❖ Utility Replacements or Extensions
- ❖ Traffic Signals/Intersection Improvements
- ❖ Bike Paths
- ❖ Streambank Stabilization
- ❖ Bridge Inspections and Rehabilitation

Engineering for the City's Capital Improvement Program will consist of Phase I – Preliminary Engineering (if federal funds are involved), Phase II – Preparation of Contract Documents, and Phase III – Construction Observation or any combination thereof.

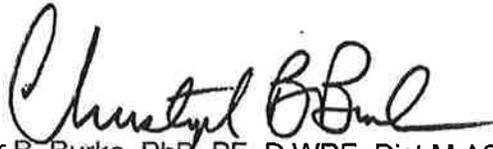
Due to the wide range of complexity and scope of these types of projects, each project will be negotiated separately based on the attached Schedule of Charges and the man-hours required to perform the scope of services. It should be noted that CBBEL will bill the City based on 2010 rates (which have not been increased since 2009) through 2020. This will result in savings to the City. For capital improvement projects, CBBEL will bill the City for actual "pass through" costs associated with reproduction and testing services.

We would like to establish our contract in accordance with the previously accepted General Terms and Conditions. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services.

It is understood that this agreement may be terminated by either party upon 60 days written notice.

Please sign both copies of the agreement and return one to us as an indication of acceptance and notice to proceed.

Sincerely,



Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

THIS PROPOSAL, GENERAL TERMS AND CONDITIONS, AND SCHEDULE OF CHARGES ACCEPTED FOR THE CITY OF ROLLING MEADOWS.

BY:



TITLE: MAYOR

DATE: 12/5/17

Encl: Schedule of Charges (2009 Rates)
General Terms and Conditions

GR/mv
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CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
JANUARY, 2009

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
Principal	240
Engineer VI	210
Engineer V	173
Engineer IV	138
Engineer III	125
Engineer I/II	102
Survey V	178
Survey IV	132
Survey III	127
Survey II	100
Survey I	78
Resource Planner V	112
Resource Planner IV	108
Resource Planner III	100
Resource Planner I/II	88
Engineering Technician V	150
Engineering Technician IV	132
Engineering Technician III	107
Engineering Technician I/II	97
CAD Manager	138
Assistant CAD Manager	126
CAD II	125
CAD I	98
GIS Specialist III	120
GIS Specialist I/II	67
Landscape Architect	138
Environmental Resource Specialist V	154
Environmental Resource Specialist IV	134
Environmental Resource Specialist III	114
Environmental Resource Specialist I/II	94
Environmental Resource Technician	90
Administrative	88
Engineering Intern	53
Survey Intern	53
Information Technician III	97
Information Technician I/II	62

Direct Costs

Outside Copies, Blueprints, Messenger, Delivery Services, Mileage Cost + 12%

*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2009.