



# VILLAGE OF WILMETTE

1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

## MEETING MINUTES

### MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE BOARD

MONDAY, AUGUST 25, 2014

7:00 P.M.

TRAINING ROOM OF VILLAGE HALL

Members Present: Trustee Julie Wolf, Chair  
Trustee Alan Swanson  
Trustee Cameron Krueger

Members Absent: None

Staff Present: Brigitte Berger, P.E., Director of Engineering Services  
Jorge Cruz, Civil Engineer  
Timothy J. Frenzer, Village Manager  
Michael Braiman, Assistant Village Manager

Guests Present: Thomas Burke, Christopher B. Burke Engineering Ltd.  
Michael Henderson, Maxim Construction Corporation  
Alan Hollenbeck, RJN Group

#### I. CALL TO ORDER.

Trustee Julie Wolf, Chair, called the meeting to order at 7:00 p.m. Committee members Trustees Swanson and Krueger were present.

#### II. APPROVAL OF MINUTES; MUNICIPAL SERVICES COMMITTEE MEETING OF JUNE 13, 2014.

Trustee Wolf directed the Committee's attention to the draft minutes of the Municipal Services Committee meeting of June 13, 2014.

Trustee Swanson moved that the Committee approve the minutes. The motion was seconded by Trustee Krueger and approved by unanimous voice vote. **The motion carried.**

### **III. UPDATE ON STORMWATER ACTION PLAN**

Brigitte Berger, Director of Engineering, said the purpose of the discussion is to provide an update on the progress of the separate storm sewer system study that Christopher B. Burke Engineering Ltd has done over the past few months. She noted that in the past five years the Village has made significant progress reducing flooding for the homes tributary to the separate sewer system west of Ridge Road. The Village began with collecting resident flood data after major rain events and completing a comprehensive sewer system study in 2010. Many of the projects recommended in the 2010 study are currently underway. Ms. Berger reviewed the study recommendations and their status as presented in the report to the Committee.

Thomas Burke, Christopher B. Burke Engineering Ltd, provided a brief power point presentation discussing the 1) summary of work completed to date including the survey and flow monitoring, compilation of resident information and hydrologic and hydraulic modeling, 2) limitations of existing system, 3) the next step which is to evaluate potential drainage improvements including green infrastructure, stormwater conveyance and stormwater storage.

Trustee Wolf asked Ms. Berger for storm information from the past few years.

Ms. Berger said the data she received from the Water Plant states that over the past 34 years the Village has had four one hundred year rain events, one seventy year storm, two fifty year rain events, four twenty five year events, two fifteen year storms and five ten year storms.

Ms. Berger suggested a 10-year storm event be set as the performance goal for pipe conveyance, with roads and intersections passable for emergency vehicles. She also suggested performance levels of street ponding up to 6 inches of water, street and parkway ponding up to the right-of-way limits and full protection of habitable structures from overland flooding. The storage volumes will be designed based on maximum available open space.

There was a consensus among the Committee for the suggested starting point of protection for a 10-year storm.

Ms. Berger noted that staff and consultants will be available to answer any questions from residents in the training room.

### **IV. WEST PARK SANITARY STORAGE PROJECT-REVIEW OF THE DESIGN-BUILD AGREEMENT**

Ms. Berger reviewed the report presented to the Committee highlighting the

design and site plan changes of the storage tank, the operation of the tank and the breakdown of how the Guaranteed Maximum Price (GMP) was calculated. Ms. Berger noted the design build agreement is currently under review by legal counsel and will be presented to the Village Board prior to the September 9 Village Board meeting. The construction schedule to build the West Park Sanitary Storage Project is very aggressive. The Park District approved the Intergovernmental Agreement with the Village at their August 18, 2014 Regular Meeting and the Intergovernmental Agreement is scheduled for approval at the Village Board's Regular Meeting on August 26, 2014. The Design Build Agreement is scheduled for approval at the September 9, 2014 Regular Village Board meeting and there is a tentative start date for the project of October 1, 2014. The substantial completion date is scheduled for September 15, 2015 with the final completion date scheduled for November 30, 2015.

Trustee Swanson asked why the shape of the storage tank was changed from circular to rectangular.

Michael Young, RJN, said by changing the configuration of the tank from circular to rectangular, they were able to save money due to the construction efficiencies realized with a deeper tank and smaller footprint.

Trustee Wolf asked if the rectangular shaped tank would take longer to pump out than the circular shaped tank.

Mr. Young said it may take a little bit longer to pump out but it is negligible.

Trustee Swanson asked for explanation regarding the contingencies in Exhibit 1 such as the unsuitable soil disposal and backfill and the soil stabilization.

Mr. Young said it is their expectation to stay within the provisions of the bid contract and the allowances.

Trustee Swanson asked if there would be incentives for the contractor to finish the job earlier or on time.

Mr. Frenzer said Corporation Counsel is still working on that element of the contract. It is important to stress that the Park District needs to have the project done on time to have their contractor start on the turf project in a timely manner.

Trustee Wolf asked who would be managing the installation of the turf.

Mr. Frenzer said the Park District would be managing the installation of the turf but the Village would be providing them an allowance for the project.

Trustee Krueger asked if there are problems that are discovered along the way and the contractors run over, is the Village responsible for the additional fees.

Ms. Berger said the guaranteed maximum price protects the Village from a substantial number of construction-related cost overruns. There is a remote risk of poor soil or hazardous conditions that would be extraordinary and result in additional cost to the Village.

Alan Hollenbeck, RJN Group, said he believes there is a much higher likelihood of cost savings than there is of additional costs.

Trustee Swanson said it is very important that the Village has the representation to look out for additional costs.

Trustee Krueger asked if the risk of economics and timeliness is being shifted from the Village to the contractor.

Ms. Berger said RJN Group and Boller Construction will take on the risk of the project.

Mr. Hollenbeck said they will be bonded and have insurance for the risks of the project. The primary risk for the project is the schedule which is driven by the weather.

## **V. NEW BUSINESS**

Michael Braiman, Assistant Village Manager, sought agreement from the Committee to proceed with the recruitment process for the Assistant Water Plant Superintendent.

The consensus of the Committee was to proceed with the recruitment process.

## **VI. ADJOURNMENT**

Trustee Wolf asked for a motion to adjourn. Trustee Krueger moved to adjourn the meeting. The motion was seconded by Trustee Swanson. No further discussion occurred on the motion. Voting yes: Trustee Wolf, Trustee Swanson and Trustee Krueger. Voting no: none. **The motion carried.**

The meeting was thereafter adjourned at 8:06 p.m.

Minutes Respectfully Prepared by Barbara Hirsch.