



Water & Sewer Committee  
Meeting Agenda  
July 25, 2023  
6:30 p.m.

1. Call to Order
2. Approval of Minutes June 27, 2023
3. Public Comment – 10 minutes per topic
4. Director's Report
  - a. Watermain Breaks: 11 YTD
  - b. CIP Projects Update
    - i. Menominee Lift Station
    - ii. 70<sup>th</sup> Ave Lift Station
    - iii. Rte. 83 Lining
    - iv. 131<sup>st</sup> Lining
    - v. Hospital Reservoir
    - vi. 2023 Sewer Rehabilitation Project
  - c. Request approval to purchase 902 meters and 918 smart point readers from Core & Main in the amount of \$275,548.00-**Agenda**
5. Professional Services
  - a. Request payment approval for professional services with RJN Group for the On-Call Underground Infrastructure Services and 2023 Sewer Rehabilitation Design and Construction rendering through June 30, 2023 in the amount of \$3,150.79- **Voucher**
  - b. Request payment approval for engineering professional services with Lockwood, Andrews, & Newnam, Inc, for the Menominee Lift Station Rehabilitation in amount of \$4,687.50. –**Voucher**
6. Old Business
7. New Business
8. Motion to Adjourn



City of Palos Heights  
Water and Sewer Committee  
Tuesday, June 27, 2023  
Minutes

**CALL TO ORDER**

Chairman Bylut called the Water and Sewer Committee meeting to order at 6:30 p.m. In attendance were Chairman Bylut, Alderman Key, Director of Public Works Adam Jasinski and Recording Secretary Ashley Pala. Absent was Alderman McGrogan and Alderman Begley.

**APPROVAL OF MINUTES**

Chairman Bylut made a motion to approve the minutes of the Water and Sewer Committee meeting held on May 23, 2023 seconded by Alderman Key. On a voice vote, the motion passed unanimously.

**DIRECTOR'S REPORT**

Director Jasinski presented the following reports/considerations:

- **Water main breaks:** There has been a total of 12 water main breaks year to date. There was a small break on 124<sup>th</sup> Pl. which has been resolved.
- **Menominee Lift Station Update:** The project was supposed to be completed in June but is now delayed. It is delayed due to the contractor not having everything lined up correctly. The startup is set for tomorrow which will allow the station to run for seven days prior to decommissioning the old lift station.
- **2023 Sewer Rehabilitation Program:** There was multiple bids but Performance Pipeline Inc. was the lowest. This is well under budget.

Alderman Bylut motioned to award the 2023 Sewer Rehabilitation Program to Performance Pipeline Inc. with their lowest bid amount of \$363,700.00, seconded by Alderman Key. On a voice vote, the motion passed unanimously.

**PROFESSIONAL SERVICES**

Director Jasinski sought approval for the following:

- Request payment approval for professional services with RJN Group for the On-Call Underground Infrastructure Services rendering through June 2, 2023, in the amount of \$2,080.00.

Alderman Key motioned to approve payment for professional services with RJN Group for the On-Call Underground Infrastructure Services rendering through June 2, 2023, in

the amount of \$2,080.00, seconded by Alderman Bylut. On a voice vote, the motion passed unanimously.

- Request payment approval for engineering professional services with Strand Associates, Inc. for the College Drive Water Main CIPP Lining in the amount of \$2,307.38.

Alderman Bylut motioned to approve payment for engineering professional services with Strand Associates, Inc. for the College Drive Water Main CIPP Lining in the amount of \$2,307.38, seconded by Alderman Key. On a voice vote, the motion passed unanimously.

- Request payment approval for engineering professional services with Lockwood, Andrews, & Newnam, Inc. for the 70<sup>th</sup> Ave Lift Station Rehabilitation in the amount of \$6,311.25.

Alderman Key motioned to approve payment for engineering professional services with Lockwood, Andrews, & Newnam, Inc. for the 70<sup>th</sup> Ave Lift Station Rehabilitation in the amount of \$6,311.25, seconded by Alderman Bylut. On a voice vote, the motioned passed unanimously.

#### **OLD BUSINESS**

Alderman Key questioned the status of the project at Route 83 and 127<sup>th</sup> Street. Director Jasinski stated they are now ten months behind schedule. The contractor is stating utilities are not ready and there is a great deal of rock that needs to be dug. The current estimate is spring of 2024.

#### **NEW BUSINESS**

None

#### **PUBLIC COMMENT**

None

#### **ADJOURNMENT**

There being no further business, Chairman Bylut moved to adjourn, seconded by Alderman Key. All in favor. Meeting adjourned at 6:43 p.m.

Respectfully submitted, \_\_\_\_\_

Ashley Pala, Recording Secretary



# Bid Proposal for Meter Bid

CUSTOMER	<b>CITY OF PALOS HEIGHTS</b> 7607 WEST COLLEGE DRIVE PALOS HEIGHTS, IL 60463	<b>Job</b> Meter Bid Palos Heights, IL Bid Date: 07/18/2023 01:00 pm Bid #: 2581693
	<b>Sales Representative</b> Chad Capps (M) 815-739-2623 (T) 815-469-1450 (F) 815-469-1218 Chad.Capps@coreandmain.com	<b>Core &amp; Main</b> 18900 S 82nd Ave Mokena, IL 60448 (T) 815-469-1450
CONTACT		
NOTES		



Bid Proposal for Meter Bid

CITY OF PALOS HEIGHTS

Job Location: Palos Heights, IL  
Bid Date: 07/18/2023 01:00 pm  
Core & Main 2581693

Chad Capps  
Mobile: 815-739-2623  
Phone: 815-469-1450  
Fax: 815-469-1218

Chad.Capps@coreandmain.com

Seq#	Qty	Description	Units	Price	Ext Price
		<b>DUE TO CURRENT SUPPLY CHAIN DISRUPTIONS, MATERIALS ARE SUBJECT TO PRICING AT TIME OF SHIPMENT. MATERIAL AVAILABILITY AND TIMELINESS OF SHIPMENTS CANNOT BE GUARANTEED. THIS TERM SUPERSEDES ALL OTHER CONTRACTUAL PROVISIONS.</b>			
10	800	3/4S IPERL 1000G 3-TS 4WHL SM 7.5"LL I2S3GLXX	EA	137.00	109,600.00
20	102	IPERL 1 3TS 1000G 4WHL I4X3GLXX	EA	215.00	21,930.00
40	864	510M S/POINT M2 TC SP HR & LD 5396353751201MI	EA	157.00	135,648.00
50	54	510M S/POINT M2 WIRED SP HR & LD 5396353751202MI	EA	155.00	8,370.00

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>



www.rjn.com

# INVOICE

Remit Electronic Payments to:  
Old National Bank  
Routing Number: 086300012  
Account Number: 8100217309

Remit Checks to:  
RJN Group, Inc.  
PO Box 926  
Bedford Park, IL 60499-0926

**Attention:** Adam Jasinski  
**Palos Heights**  
**7607 W College Drive**  
**Palos Heights, IL 60463**  
**UNITED STATES**

**Invoice :** 397303  
**Bill Count :** 3  
**Invoice Date :** 7/7/2023  
**Project :** 11397300  
**Project Name :** Palos Heights - 2023 Sewer  
Rehabilitation Design &  
Construction Services

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**For Professional Services Rendered Through 6/30/2023**

Email to [ajasinski@palosheights.org](mailto:ajasinski@palosheights.org), [cc.pworks@palosheights.org](mailto:cc.pworks@palosheights.org)

**A - Rehabilitation Design Services**

	<u>Fee</u>	<u>% Complete</u>	<u>Billings</u>		
			<u>To Date</u>	<u>Previous</u>	<u>Current</u>
1001 - Rehabilitation Recommendations Review	2,600.00	99.33	2,582.50	2,582.50	0.00
1002 - Field Checks & QA/QC, Constructability Review	6,000.00	105.25	6,315.00	6,315.00	0.00
1003 - Design Plan Set	7,000.00	103.61	7,252.50	7,252.50	0.00
1004 - Specifications & Contract Documents	4,900.00	104.13	5,102.50	5,102.50	0.00
1005 - Rehabilitation Schedules & Appendices	3,900.00	105.96	4,132.50	4,132.50	0.00
1006 - Cost Estimates & Bill Tab	2,600.00	83.08	2,160.00	2,160.00	0.00
1007 - Permit Application Preparation	1,200.00	73.33	880.00	880.00	0.00
1008 - Bidding Assistance, Questions & Addendums	1,900.00	90.26	1,715.00	0.00	1,715.00
1009 - Design Mileage, Shipping, Expenses, Etc.	200.00	57.67	115.33	84.54	30.79
<b>Subtotal :</b>			<u>30,255.33</u>	<u>28,509.54</u>	<u>1,745.79</u>
<b>Subtotal for Rehabilitation Design Services :</b>			<u>30,255.33</u>	<u>28,509.54</u>	<u>1,745.79</u>

**B - Rehabilitation Construction Services**

	<u>Fee</u>	<u>% Complete</u>	<u>Billings</u>		
			<u>To Date</u>	<u>Previous</u>	<u>Current</u>
2001 - Coordinate Pre-Construction Meeting & Submittal Review	5,200.00	0.00	0.00	0.00	0.00
2002 - Part-Time Construction Observation & Progress Monitoring	21,000.00	0.00	0.00	0.00	0.00
2003 - Punchlist, Final Walk Through, TV Review	3,300.00	0.00	0.00	0.00	0.00

2004 - Pay Request Review & Recommendations for Payment	3,000.00	0.00	0.00	0.00	0.00
2005 - Closeout Documents (GIS as-builts, warranty, etc.)	3,100.00	0.00	0.00	0.00	0.00
2006 - Construction Mileage, Shipping, Expenses, Etc.	2,200.00	0.00	0.00	0.00	0.00

**Subtotal :**

0.00	0.00	0.00
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**Subtotal for Rehabilitation Construction Services :**

0.00	0.00	0.00
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**C - Project Management Services**

	<u>Fee</u>	<u>% Complete</u>
3001 - Project/Contract Management & Meetings	6,900.00	56.59

**Billings**

<u>To Date</u>	<u>Previous</u>	<u>Current</u>
3,905.00	3,522.50	382.50

**Subtotal :**

3,905.00	3,522.50	382.50
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**Subtotal for Project Management Services :**

3,905.00	3,522.50	382.50
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<b>Current Billings</b>	<u>2,128.29</u>
<b>Amount Due This Bill</b>	<u>2,128.29</u>

<b>Project To Date Summary</b>			
<b>Contract Amount</b>	<b>Billed To Date</b>	<b>Amount Previously Billed</b>	<b>Amount Due This Invoice</b>
75,000.00	34,160.33	32,032.04	2,128.29

**1008 - Bidding Assistance, Questions & Addendums**

<b>Rate Labor</b>			
<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Project Manager	4.50	185.000	832.50
Sr. Project Engineer	5.00	155.000	775.00
Sr. Project Manager	0.50	215.000	107.50
<b>Total Rate Labor</b>			<b>1,715.00</b>
<b>Total Bill Task: 1008 - Bidding Assistance, Questions &amp; Addendums</b>			<b>1,715.00</b>

**1009 - Design Mileage, Shipping, Expenses, Etc.**

<b>Unit Multiplier Expenses</b>				
<i>Account / Unit / Vendor</i>	<i>Quantity</i>	<i>Cost Rate</i>	<i>Multiplier</i>	<i>Amount</i>
<b>Reimbursed Mileage - E-Expense</b>				
<b>Miles</b>				
Marissa Villafuerte	47.00	0.655	1.00	30.79
<b>Total Unit Multiplier Expenses</b>				<b>30.79</b>

**3001 - Project/Contract Management & Meetings**

<b>Rate Labor</b>			
<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Sr. Data Analyst	0.50	120.000	60.00
Sr. Project Manager	1.50	215.000	322.50
<b>Total Rate Labor</b>			<b>382.50</b>
<b>Total Bill Task: 3001 - Project/Contract Management &amp; Meetings</b>			<b>382.50</b>





# INVOICE

Remit Electronic Payments to:  
**Old National Bank**  
 Routing Number: **086300012**  
 Account Number: **8100217309**

Remit Checks to:  
 RJN Group, Inc.  
 PO Box 926  
 Bedford Park, IL 60499-0926

**Attention:** Adam Jasinski  
**Palos Heights**  
**7607 W College Drive**  
**Palos Heights, IL 60463**  
**UNITED STATES**

**Invoice :** 397204  
**Bill Count :** 4  
**Invoice Date :** 7/7/2023  
**Project :** 11397200  
**Project Name :** Palos Heights - On-Call  
 Underground Infrastructure  
 Services

**For Professional Services Rendered Through 6/30/2023**

Email to [ajasinski@palosheights.org](mailto:ajasinski@palosheights.org), cc [pworks@palosheights.org](mailto:pworks@palosheights.org)

- Update Cook County contour lines
- Finalize MWRD submittal compliance
- Attend City Council Meeting
- Coordinate with MWRD on clarifications of IICP approval for 2021
- Project management

	Fee	% Complete	Billings		
			To Date	Previous	Current
<b>11397200 - Palos Heights - On-Call Underground Infrastructure Services</b>					
1001 - Engineering Consulting Services	13,800.00	34.95	4,822.50	4,105.00	717.50
2001 - Professional GIS Services	8,000.00	14.25	1,140.00	1,020.00	120.00
3001 - Project Management and Meetings	3,000.00	35.17	1,055.00	870.00	185.00
4001 - Mileage, Expenses, Shipping, Etc.	200.00	0.00	0.00	0.00	0.00
<b>Subtotal :</b>			<b>7,017.50</b>	<b>5,995.00</b>	<b>1,022.50</b>
			<b>Current Billings</b>		<b>1,022.50</b>
			<b>Amount Due This Bill</b>		<b>1,022.50</b>

Project To Date Summary			
Contract Amount	Billed To Date	Amount Previously Billed	Amount Due This Invoice
25,000.00	7,017.50	5,995.00	1,022.50

**1001 - Engineering Consulting Services**

<b>Rate Labor</b>			
<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Project Manager	3.50	185.000	647.50
Sr. Project Engineer	0.50	140.000	70.00
<b>Total Rate Labor</b>			<b>717.50</b>

**Total Bill Task: 1001 - Engineering Consulting Services** **717.50**

**2001 - Professional GIS Services**

<b>Rate Labor</b>			
<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
GIS Specialist	1.00	120.000	120.00
<b>Total Rate Labor</b>			<b>120.00</b>

**3001 - Project Management and Meetings**

<b>Rate Labor</b>			
<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Project Director	0.50	250.000	125.00
Sr. Data Analyst	0.50	120.000	60.00
<b>Total Rate Labor</b>			<b>185.00</b>

**Total Bill Task: 3001 - Project Management and Meetings** **185.00**



**Lockwood, Andrews  
& Newnam, Inc.**  
A LEO A DALY COMPANY

Please make checks payable to:  
Lockwood, Andrews, & Newnam, Inc.  
PO Box 30065  
Omaha, NE 68103-1165  
T: 713.266.6900

ACH/Wire Payments can be sent to:  
First National Bank  
Account: 110390778  
Routing: 104000016  
Tax ID: 47-0363104

Send remittance details to [AccountsReceivable@leoadaly.com](mailto:AccountsReceivable@leoadaly.com)

**INVOICE**

July 14, 2023

Invoice No: 120-12285-000 - 8

Adam Jasinski  
City of Palos Heights  
7607 W. College Drive  
Palos Heights, IL 60463

<b>Invoice Total</b>	<b>\$4,687.50</b>
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Project 120-12285-000 City of Palos Heights Insection and Engineering for Menominee Lift Station

**Professional Services Through July 14, 2023**

Task 000 Project Management

**Professional Personnel**

	Hours	Rate	Amount
Garza, Osvaldo	.50	260.00	130.00
Totals	.50		130.00
<b>Total Labor</b>			<b>130.00</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	130.00	1,872.50	2,002.50	
Limit			2,000.00	
<b>Adjustment</b>				<b>-2.50</b>
			<b>Total this Task</b>	<b>\$127.50</b>

Task 400 Engineering Design

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	0.00	35,900.00	35,900.00	
Limit			35,900.00	
			<b>Total this Task</b>	<b>0.00</b>

Task 500 Bidding Phase

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	0.00	220.00	220.00	
Limit			220.00	
			<b>Total this Task</b>	<b>0.00</b>

Task 600 Construction Services

**Professional Personnel**

	Hours	Rate	Amount
Dean, James	19.00	240.00	4,560.00
Totals	19.00		4,560.00
<b>Total Labor</b>			<b>4,560.00</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	4,560.00	16,750.00	21,310.00	
Limit			22,635.00	

Remaining 1,325.00

**Total this Task \$4,560.00**

Task 700 Permitting

**Professional Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Permitting	3,080.00	100.00	3,080.00	3,080.00	0.00
Total Fee	3,080.00		3,080.00	3,080.00	0.00
	<b>Total Fee</b>				<b>0.00</b>
			<b>Total this Task</b>		<b>0.00</b>

Task 900 Reimbursable Expenses

**Billing Limits**

	Current	Prior	To-Date
Total Billings	0.00	238.16	238.16
Limit			750.00
Remaining			511.84
		<b>Total this Task</b>	<b>0.00</b>

**Total this Invoice \$4,687.50**

Billings to Date	Current	Prior	Total	Received
	4,687.50	58,060.66	62,748.16	58,060.66

# Billing Backup

Friday, July 14, 2023

Leo A Daly / LAN

Invoice 8 Dated 7/14/2023

11:25:08 AM

Project	120-12285-000	City of Palos Heights Insection and Engineering for Menominee Lift Station		
Task	000	Project Management		

**Professional Personnel**

			Hours	Rate	Amount	
13268	Garza, Osvaldo	5/19/2023	.50	260.00	130.00	
	Totals		.50		130.00	
	<b>Total Labor</b>					<b>130.00</b>

**Total this Task                    \$130.00**

Task	600	Construction Services		
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**Professional Personnel**

			Hours	Rate	Amount	
13697	Dean, James	5/8/2023	.50	240.00	120.00	
13697	Dean, James	5/9/2023	.50	240.00	120.00	
13697	Dean, James	5/10/2023	1.00	240.00	240.00	
13697	Dean, James	5/11/2023	.50	240.00	120.00	
13697	Dean, James	5/12/2023	1.00	240.00	240.00	
13697	Dean, James	5/15/2023	2.00	240.00	480.00	
13697	Dean, James	5/18/2023	2.00	240.00	480.00	
13697	Dean, James	5/22/2023	1.00	240.00	240.00	
13697	Dean, James	5/23/2023	2.00	240.00	480.00	
13697	Dean, James	5/24/2023	1.00	240.00	240.00	
13697	Dean, James	5/30/2023	1.50	240.00	360.00	
13697	Dean, James	6/1/2023	.50	240.00	120.00	
13697	Dean, James	6/8/2023	.50	240.00	120.00	
13697	Dean, James	6/9/2023	2.00	240.00	480.00	
13697	Dean, James	6/12/2023	3.00	240.00	720.00	
	Totals		19.00		4,560.00	
	<b>Total Labor</b>					<b>4,560.00</b>

**Total this Task                    \$4,560.00**

**\$4,690.00**

**Total this Report                    \$4,690.00**