
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: BRAD MERKEL, DIRECTOR OF PUBLIC WORKS
SUBJECT: RESOLUTION: AUTHORIZING AN AGREEMENT WITH EEI FOR THE
2024 ROAD PROGRAM CHANGE ORDER
AGENDA: DECEMBER 05, 2023, BOARD MEETING
DATE: NOVEMBER 28, 2023

ISSUE

Should the Village Board approve a resolution with Engineering Enterprises, Inc. for the 2024 Road Program Change Order.

DISCUSSION

At the Village Board meeting on November 7th, it was determined to change the project limits on Merrill New Road. The limits for Merrill New Road are being extended from Evergreen Lane to New Bond Street as shown on the updated Project Location Map (Attachment A). This additional scope requires additional field inspection and effort as part of the design engineering. Also, during construction, it is estimated that this would include an additional 4 days of construction observation and a half day of construction layout.

The total amount of the Change Order is estimated at \$10,000.00.

COST

The Professional Design and Construction Engineering for this Road Program including the Change Order is estimated at \$194,000.00. The Program will be included in the FYE 25 budget. The 5-Year Road Program will be updated to include this change in scope of work with additional cost. Please note, this cost can be incorporated into the program without causing any issue to the 5-year plan for funding.

RECOMMENDATION

The Village Board approves Resolution **#20231205PW3** authorizing an Agreement with Engineering Enterprises, Inc. for the 2024 Road Program Design and Construction Engineering including the Change Order in the not to exceed amount of \$194,000.00.



RESOLUTION NO. 20231205PW3

VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS

**RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH
ENGINEERING ENTERPRISES, INC. FOR THE 2024 ROAD PROGRAM
CHANGE ORDER**

WHEREAS, the Village of Sugar Grove Board of Trustees find that it is in the best interest of the Village to engage the services of Engineering Enterprises, Inc. for the 2024 Road Program Change Order, and to execute the attached agreement;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

That attached hereto and incorporated herein by reference as Exhibit A is an agreement between Engineering Enterprises, Inc. and the Village of Sugar Grove for the 2024 Road Program Change Order. The President and Clerk are hereby authorized to execute said agreement on behalf of the Village and to take such further actions as are necessary to fulfill the terms of said agreement.

Passed by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, at a regular meeting thereof held on the 5th day of December, 2023.

Jennifer Konen, President of the Board
of Trustees of the Village of Sugar Grove,
Kane County, Illinois

ATTEST:

Rachel Wortham, Deputy Village Clerk
Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Matthew Bonnie	_____	_____	_____	_____
Trustee Sean Herron	_____	_____	_____	_____
Trustee Heidi Lendi	_____	_____	_____	_____
Trustee Sean Michels	_____	_____	_____	_____
Trustee Michael Schomas	_____	_____	_____	_____
Trustee James F. White	_____	_____	_____	_____
President Jennifer Konen	_____	_____	_____	_____



Engineering Enterprises, Inc.

CHANGE ORDER

To: Brad Merkel
Director of Public Works
Village of Sugar Grove
601 Heartland Drive
Sugar Grove, IL 60554

Change Order Number: 1
Change Order Date: 11/22/2023
Project Name: 2024 Road Program
Project Number: SG2312-V

Description of Work / Scope Change / Reason for Change

Per discussion at the Village Board meeting on November 7th, it was determined to change the project limits on Merrill New Road. The limits for Merrill New Road are being extended from Evergreen Lane to New Bond Street as shown on the updated Project Location Map (Attachment A). This additional scope requires additional field inspection and effort as part of the design engineering. Also, during construction, it is estimated that this would include an additional 4 days of construction observation and a half day of construction layout. Please find attached a level of effort (Attachment B), and the amounts are summarized below:

Design Engineering (Fixed Fee) =	\$ 2,864.00
Construction Engineering (Hourly) =	\$ 6,548.00
Direct Expenses (Actual Basis) =	\$ 588.00

Total Value of Change (Amount) = \$10,000.00

Original Contract Sum	\$ 184,000.00
Net change by previous authorized Change Orders	\$ 0.00
Contract Sum prior to the Change Order	\$ 184,000.00
Sum of this Change Order	\$ 10,000.00
New Contract Sum	\$ 194,000.00

Authorized by:
Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554

Authorized by Owner/Client/Agent:

By: _____

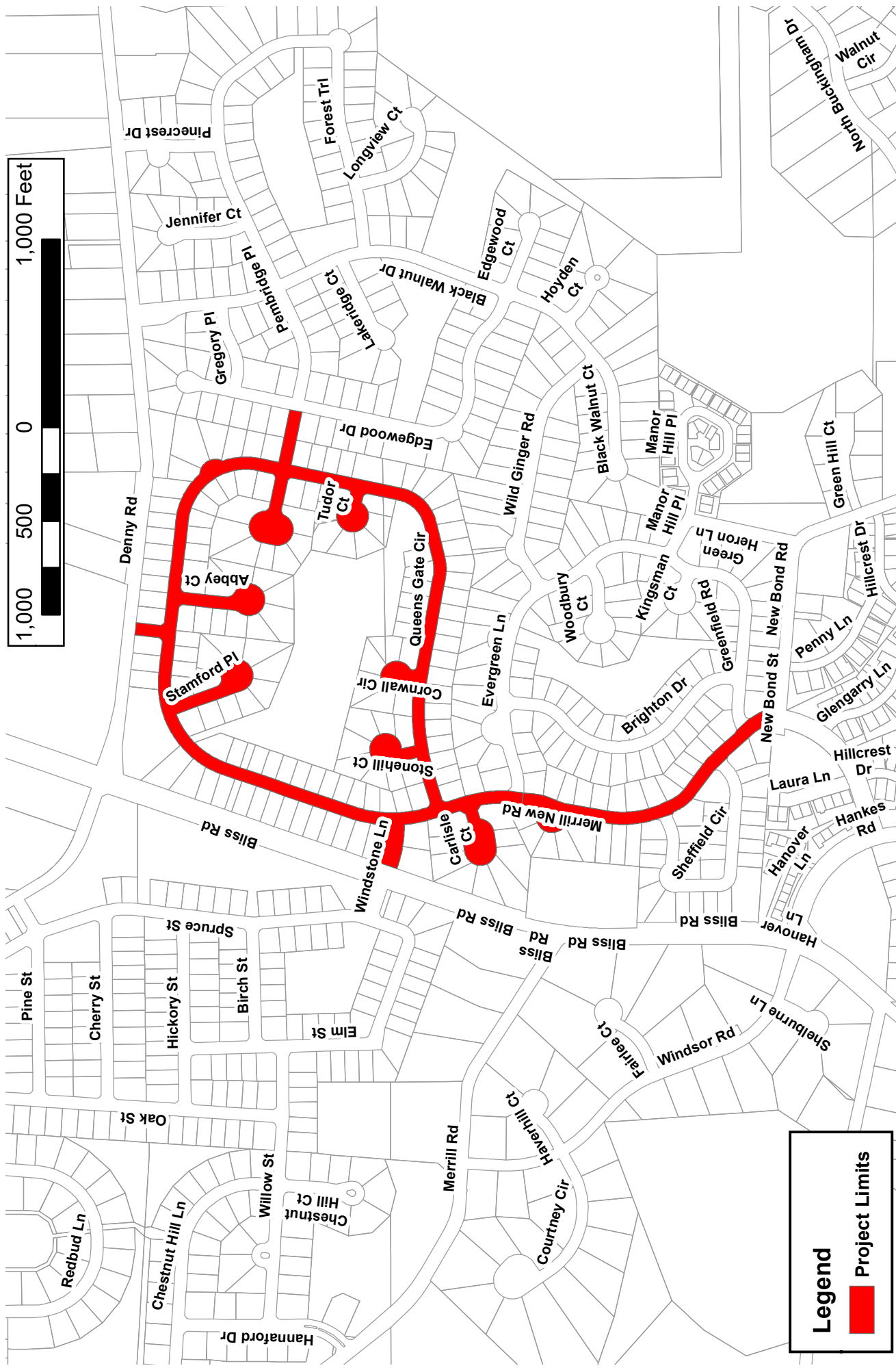
By: _____



Engineering Enterprises, Inc.

Date: _____

Date: _____



**2024 ROAD PROGRAM
ATTACHMENT A
LOCATION MAP**

VILLAGE OF SUGAR GROVE
KANE COUNTY, ILLINOIS

DATE:	SEPTEMBER 2023
PROJECT NO.:	SG2312
BY:	MJT
PATH:	H:\GIS\PUBLIC\UGAR GROVE\2023\
FILE:	SG2312 Attachment1 - Locales Map.MXD

Village of Sugar Grove

10 South Municipal Drive
Sugar Grove, IL 60554
630-466-4507

Engineering Enterprises, Inc.

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



Legend

Project Limits

**ATTACHMENT C: ESTIMATED LEVEL OF EFFORT AND ASSOCIATED COST
PROFESSIONAL ENGINEERING SERVICES**

CLIENT	PROJECT NUMBER			
Village of Sugar Grove	SG2312V			
PROJECT TITLE	DATE			
2024 Street Program - Design and Construction Engineering - Change Order #1	11/22/23			
	PREPARED BY			
	CJO			

TASK NO.	TASK DESCRIPTION	ROLE PERSON	PIC	PM	SPE 1	PE	SPT 2	SPT 1	ADMIN	HOURS	COST
DESIGN ENGINEERING (FIXED FEE)											
2.1	Project Management and Coordination									-	\$ -
2.2	Meetings with Village Staff									-	\$ -
2.3	Data Collection (GIS, List of Known Issues, etc.)									-	\$ -
2.4	Analyze/Finalize Roadway Rehabilitation Methods									-	\$ -
2.5	Field Review of Existing Conditions				8					8	\$ 1,432
2.6	Final Exhibits, Specifications and Estimates				8					8	\$ 1,432
2.7	QC/QA of Bid Package									-	\$ -
2.8	Revisions & Disposition Based on IDOT Comments									-	\$ -
2.9	Bidding, Letting & Contracting									-	\$ -
Insert Task Subtotal:			-	-	16	-	-	-	-	16	\$ 2,864

CONSTRUCTION ENGINEERING (HOURLY)											
3.1	Construction Administration									-	\$ -
3.2	Pre-Construction Meeting, Photos, Videos & Flyers									-	\$ -
3.3	Construction Layout					4				4	\$ 648
3.4	Construction Observation and Documentation				4	32				36	\$ 5,900
3.5	Pay Estimates									-	\$ -
3.6	Punchlist Coordination and Work									-	\$ -
3.7	Project Closeout									-	\$ -
Insert Task Subtotal:			-	-	4	36	-	-	-	40	\$ 6,548
PROJECT TOTAL:			-	-	20	36	-	-	-	56	\$ 9,412

EEL STAFF

SPM Senior Project Manager
 PM Project Manager
 SPE 1 Senior Project Engineer I
 PE Project Engineer
 SPT 2 Senior Project Technician 2
 SPT 1 Senior Project Technician 1
 ADMIN Administrative Assistant

DIRECT EXPENSES (ACTUAL BASIS)
Cores & CCDD (Rubino) =
Material Testing (Rubino) = \$ 588
DIRECT EXPENSES = \$ 588

LABOR SUMMARY
EEL Labor Expenses = \$ 9,412
TOTAL LABOR EXPENSES \$ 9,412

TOTAL COSTS \$ 10,000

