



## Agenda Item Summary

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### **Submitted By**

Bill McKenna, Village Engineer

### **Reviewed By**

LKS

### **Agenda Item Title**

**A Resolution Approving a Commercial Lease with the Oak Park Partnership Limited Partnership for a Construction Field Office for the Lake Street Improvement Projects at 100 Forest in an Amount not to Exceed \$15,000 and Authorizing its Execution**

### **Overview**

The Lake Street improvement projects will require a construction field office for the projects for the engineering firm to oversee the work and to allow for businesses and residents to meet with the engineers and contractors on the projects. There is a vacant office space at the 100 Forest Avenue property that works well for this use and is at a very competitive price. The Village would be leasing the space for one-year from February 2020 until February of 2021 at a cost of \$800 per month plus a \$1,600 security deposit and some of the utilities.

### **Recommendation**

Approve the Resolution.

### **Fiscal Impact**

The FY2020 Budget includes \$7,162,022 in the Capital Improvement Fund, Public Works - Engineering, Streetscaping, for the Lake Street Streetscape Project which will be used to fund this work.

### **Background**

Construction field offices are required for projects of the size of the Lake Street projects in order to allow for the engineers overseeing the project to meet with the contractors and have a local space to manage the project. Typically field offices are included as a pay item where the contractor leases the space and the Village pays the contractor for this lease. Contractors typically bid this pay item conservatively based on typical market rental rates and cannot be required to lease the office in a very specific location or at a ground level office.

An office space on the ground floor became available at the southeast corner of Lake Street and Forest Avenue at 100 Forest Place. The location of the office space works well for a construction field office since it is in downtown Oak Park, is at street level, and is nearby parking. The Village worked with the property owner on a lease agreement and negotiated a very reasonable rental rate of \$800 per month for the roughly 2,470 square foot office space. This space was previously used by Clark Construction as a field office while building the

Albion building and was already built out for use as a field office.

The Village will save a significant amount of money by leasing this space and not having to pay the contractor for the pay item for this. It is estimated that a contractor would bid \$3,500 per month for a field office. By the Village leasing this space and not paying the contractor, the Village should save around \$20,000 (depending on the actual bid amount and cost of utilities). The Village will also be able to move into the space starting in February which allows for utilizing the field office during the utility improvement project which would start in the late winter, likely March depending on the weather.

### **Alternatives**

The alternative to this recommendation could be to delay action to gain additional information.

### **Previous Board Action**

At the December 2, 2019 regular meeting the Village Board approved a Contract with Lindahl Brothers, Inc. for Project 20-11 Lake Street Resurfacing- Euclid Avenue to Austin Boulevard, in an Amount not to exceed \$1,992,645.

At the November 18, 2019 regular meeting the Village Board approved a Contract with H & H Electric Co. for Project 20-12, Lake Street - Traffic Signal Mast Arm Assemblies and Poles, in an Amount not to exceed \$172,000.

At the September 16, 2019 regular meeting the Village Board approved the purchase of sidewalk easements; approved a sidewalk vault agreement with 1144 Lake Street, and approved amendments to the agreements with Thomas Engineering Group and the Lakota Group for the Lake Street Streetscape Project.

At the September 9, 2019 regular meeting the Village Board rejected all bids for Project 19-16, Lake and Forest Sidewalk Planter and directed staff to include the sidewalk planter in the streetscape project's scope.

At the September 9, 2019 regular meeting the Village Board was provided an update and had a discussion on the Lake Street Resurfacing, Utility, and Streetscaping Projects.

At the July 8, 2019 regular meeting the Village Board had a discussion and a presentation regarding the business district coordination and website development for the upcoming Lake Street Improvement projects.

At the May 20, 2019 regular meeting the Village Board approved a Contract with Electric Conduit Construction Co. for Project 19-13, Lake Street and Forest Avenue Traffic Signal Improvements in an amount not to exceed \$426,660.

At the November 19, 2018 regular meeting the Village Board approved a Resolution Authorizing Temporary Construction Easements and Permanent Sidewalk Easements on Lake Street for the Lake Street Streetscape Project, Section 16-00264-00-PV.

At the November 5, 2018 regular meeting the Village Board approved a Resolution Authorizing Local Funding and a Local Public Agency Agreement for Federal Participation with the State Of Illinois for Construction of the Lake Street Streetscape Project, Section 16-00264-00-PV.

At the November 5, 2018 regular meeting the Village Board approved a Professional Services Agreement with TranSystems Corporation for Phase III Construction Engineering for the Lake Street Improvement Projects in an amount not to exceed \$1,464,930.

At the November 5, 2018 regular meeting the Village Board approved a Resolution Approving a Contract with Trine Construction Corp. for Project 19-1, Lake Street Sewer and Water Main Improvements, in an amount not to exceed \$1,862,000.

At the September 4, 2018 regular meeting the Village Board Approved a Highways Land Acquisition Contract for Negotiation services with Swanson and Brown, Ltd. for Right-of-Way Acquisition for the Lake Street Improvement Project in an amount not to exceed \$103,900.

At the July 9, 2018 regular meeting the Village Board Approved a Third Amendment to the Professional Services Agreement with Thomas Engineering Group LLC for the Design of the Lake Street Streetscape, Resurfacing, and Utility Improvement Projects to include Coordination with Developments and Revisions to Projects' Scope for an additional \$179,440.

At the March 5, 2018 regular meeting the Village Board approved the Lake Street Improvement projects' scope and limits and provided direction to staff to modify the limits and scope to reduce the overall budget for construction of the projects to \$15 million.

At the March 5, 2018 regular meeting the Village Board Approved a Second Amendment to the Professional Services Agreement with Thomas Engineering Group LLC for the Design of the Lake Street Streetscape, Resurfacing, and Utility Improvement Projects to include Design Modifications to existing Sidewalk Vaults for an additional \$80,648.

At the March 5, 2018 regular meeting the Village Board Approved an Agreement with Tetra Tech, Inc., for an Environmental Preliminary Site Investigation for the Lake Street Improvement Projects in an amount not to exceed \$36,511.

At the February 26, 2018 regular meeting the Village Board Approved the Lake Street Improvement Project's Scope, Including the Projects' Limits, Decorative Materials, and Specialty Features with a budgeted amount of \$15 million.

At the October 16, 2017 regular meeting the Village Board approved a Professional Services Agreement with The Lakota Group, Inc., for Phase 2 Professional Landscape Architecture and Planning Services for the Lake Street Streetscape Project in an amount not to exceed \$131,370.

At the January 17, 2017 regular meeting the Village Board Approved an Amendment to the Professional Services Agreement with The Lakota Group, Inc., for Phase 1 Professional Landscape Architecture and Planning Services for the Lake Street Streetscape Project for an additional \$24,780

At the January 17, 2017 regular meeting the Village Board Approved an Amendment to the Professional Services Agreement with Thomas Engineering Group, LLC., for Professional Engineering Services for the design

of the Lake Street Streetscape, Resurfacing, and Utility Improvement Projects for an additional \$117,560.

On October 4, 2016, the Village Board authorized an agreement with The Lakota Group, Inc., for Phase 1 Professional Landscape Architecture and Planning Services for the Lake Street Streetscape Project in an amount not to exceed \$99,000.

On August 1, 2016, the Village Board authorized an agreement with Thomas Engineering Group, LLC., for Professional Engineering Services for the design of the Lake Street Streetscape, Resurfacing, and Utility Improvement Projects in an amount not to exceed \$1,080,000.

At the July 18, 2016 regular meeting the Village Board approved a Resolution Authorizing the Submission of a 2016 Federal Surface Transportation Program Grant Application for the Lake Street Streetscape and Resurfacing Project.

At the June 6, 2016 regular meeting the Village Board approved a Resolution Authorizing the Submission of a 2016 Illinois Transportation Enhancement Program (ITEP) Grant Application for the Lake Street Streetscape Project.

At the June 6, 2016 regular meeting the Village Board approved a Resolution Requesting the Illinois Department of Transportation Repurpose Federal Funds Earmarked for the I-290 Cap the Ike Projects, IL456 and IL478, to the proposed Lake Street Resurfacing and Streetscape Project according to the Consolidate Appropriations Act, 2016.

On February 8, 2016 the Village Board was given a presentation related to Construction, Parking and Mobility Services along the Lake Street Corridor from Harlem to Austin and directed staff to Request Proposals for the Preliminary and Design Engineering of the Lake Street Streetscape and Resurfacing Project.

On November 2, 2015 the Village Board was given a presentation on the Lake Street Streetscape Enhancement project which included a recommended project scope and material selections based on Board comments.

On May 11, 2015 the Village Board was given a presentation on the Lake Street Streetscape Enhancement project.

On August 20, 2014 the Disability Access Commission met at their regular open public meeting to review the proposed streetscape project and provided comments.

On January 7, 2013 Lakota Group and staff presented the recommendations of the Streetscape Committee for the Lake Street Streetscape project to the Village Board which included four options for scope and materials. The results of the surveys and walking tours were also presented.

On June 4, 2012 the Village Board the Village Board directed staff to form the Downtown District Streetscape Committee who would help in the development of various streetscape scenarios for Board consideration.

On March 15, 2012 the Village Board authorized an agreement with Lakota Group for design services related to the Lake Street Corridor from Harlem Ave to Euclid Ave.

**Citizen Advisory Commission Action**

N/A.

**Anticipated Future Actions/Commitments**

None at this time.

**Intergovernmental Cooperation Opportunities**

None at this time.