



## Agenda Item Summary

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### **Submitted By**

John P. Wielebnicki, Public Works Director

### **Reviewed By**

LKS

### **Agenda Item Title**

**A Resolution Approving an Amendment to the Professional Services Agreement with the Eggen Consulting Group, Inc. for Public Works, Water & Sewer Division Technical and Administrative Support Services for an Amount Not to Exceed \$80,000.00 and Authorizing its Execution**

### **Overview**

Due to the Public Works Departments Water & Sewer Division Superintendent position vacancy the Department has been utilizing a firm to assist with technical and administrative support. The Eggen Consulting Group, Inc. was retained in January of this year to provide these services. Their agreement is set to expire at the end of April. Since the Superintendent position is still vacant staff is recommending extending the agreement.

### **Staff Recommendation**

Approve the Resolution.

### **Fiscal Impact**

Funds for these services are available in Water & Sewer Fund, External Support, account no. 5040-43730-101-530667 where there is \$170,159.07 budgeted with \$85,183.00 remaining un-encumbered. A budget transfer from available Water & Sewer Superintendent salaries and benefits to this account will be forthcoming.

The Eggen Consulting Group, Inc. is currently under contract for these services in the amount of \$24,024.00 or until May 3, 2019. This amendment would extend the services until October 11, 2019 at an additional amount of \$55,976.00 for a total contract amount of \$80,000.00. A proposal for these services is attached.

### **Background**

The Public Works Department, Water & Sewer Division has been without a Superintendent since July 2018. After several attempts at recruiting there have been no qualified applicants to fill this position. In the interim, the Village reached out for assistance to provide technical and administrative support for this position.

James Eggen, President of the Eggen Consulting Group, Inc. and former City of Joliet Director of the Department of Utilities, filled the role of Interim Water & Sewer Superintendent from August 2018 into November 2018. He provided assistance with the preparation of the FY2019 Water & Sewer fund budget as well as other technical and administrative duties including preparation of a large meter testing program and

development of water loss strategies and projects.

In January 2019 the Village entered into a Professional Services Agreement with the Eggen Consulting Group, Inc. to continue in the same capacity since a new Superintendent had not been hired. The Eggen Consulting Group, Inc. has been retained to continuing providing these services until May 3, 2019 at a cost of \$24,024.00.

The work assigned to Mr. Eggen includes assisting in the design of a Water Loss Control Program, which includes leak detection of the water system, oversight of the large meter testing program, reviewing residential meter replacement options, assisting in develop of the Pumping Station Capital Improvement projects as well as day to day assistance and guidance to the Water & Sewer division staff and customer support.

Mr. Eggen has been providing a valuable service to the Department and brings a unique expertise that is rarely found in consulting firms. Staff proposes to continue this agreement for these services.

#### **Alternatives**

The Board can delay action to gain additional information.

#### **Previous Board Action**

None.

#### **Citizen Advisory Commission Action**

N/A.

#### **Anticipated Future Actions/Commitments**

In late summer 2019 staff will evaluate the need to continue these services and if so bring this item to the Village Board for consideration.

#### **Intergovernmental Cooperation Opportunities**

There are no opportunities for these services with other governing bodies.

#### **Performance Management (MAP) Alignment**

This work is in alignment with the Governance Priority established for the Public Works Department for Maintenance and Service Programs and Infrastructure/Capital Programs.