



Agenda Item Summary

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Submitted By

John P. Wielebnicki, Public Works Director

Reviewed By

LKS

Agenda Item Title

A Resolution Approving a Two Year Professional Services Agreement with the Eggen Consulting Group, Inc. for Public Works, Water & Sewer Division, Technical and Administrative Support Services and Authorizing its Execution in an Annual Amount Not to Exceed \$125,000 in the First Year and \$127,000 in the Second Year as Reviewed at the July 1, 2109 Reinventing Government Committee

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. This agreement will expire in September 2019. While the Superintendent position is still vacant and staff develops an in-house Professional Development Program staff is recommending executing a new two year agreement.

Recommendation

Approve the Resolution.

Fiscal Impact

Funds for these services are available in Water & Sewer Fund, External Support, account no. 5040-43730-101-530667. A budget transfer from available Water & Sewer Superintendent salaries and benefits to this account will be forthcoming.

The Eggen Consulting Group, Inc. has proposed maintaining the same rate of \$77.00 per hour for the balance of FY2019 and then increasing the rate to \$82.00 per hour in FY2020. The rate for the balance of the two year agreement in FY2021 will be \$84.46 per hour (a 3.0 % increase). This is a very competitive rate for consulting engineers. A proposal for these services is attached.

Services will average 30 hours per week for a not to exceed total of \$125,000.00 for the first year term and \$127,000.00 for the second year.

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 September 2019.

It is proposed that Mr. Eggen continue on in the same capacity for an additional two year period. During that time, the Village may develop an in-house Professional Development Program to allow current staff to be mentored and offered experience that Mr. Eggen can provide.

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

On April 15, 2019, the Village Board amended the Professional Services Agreement with the Eggen Consulting Group, Inc. for these services in an amount not to exceed \$80,000.00 for nine month period.

Citizen Advisory Commission Action

N/A.

Anticipated Future Actions/Commitments

Staff will continue to 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.