

**Item #8B:**  
**Village Trustee Wachs**  
**Lake Michigan Water - Update**

Proposal Name	Fee	Schedule	Comments
Coordination with Northwest Water Commission	\$ 19,700.00	4 weeks	This proposal is included in the Model and Comparison proposal
Update Intergovernmental Agreement	\$ 8,500.00	4-8 wks	The proposal is for Herons Landing and is not associated with any other proposal
Update Village Ordinances	\$ 8,200.00	2 weeks	This proposal is required for the Update of the LMWA Permit and is in addition to that proposal
Update Lake Michigan Water Allocation Permit	\$ 10,700.00	4-6 weeks	This is the most complicated proposal as it has the most variables. It includes a simplified rate study. The Phasing Plan is for the Village owned deep wells only and not all wells (deep and shallow) within the entire Village as presented in the Application as prepared by ATI.
Modeling and Comparison of Water Systems	\$ 49,000.00	12-15 weeks	This is probably the most extensive proposal as it will assist the Village understand the costs for servicing a larger portion of the Village and hopefully commit the Village Board to a process to serve the residents and businesses for the foreseeable future.



February 18, 2013

Mr. David Lothspeich  
Village Manager  
Village of Long Grove  
3110 RFD  
Long Grove, Illinois 60047

Re: Proposal for Engineering Services  
Coordination with Northwest Water Commission  
Long Grove, Illinois

Dear Mr. Lothspeich:

On behalf of ESI Consultants, Ltd. (ESI), we are pleased to submit this proposal for engineering services for the above-referenced project. If you find this proposal to be acceptable, the executed copies of this letter will constitute an agreement between the Village of Long Grove (CLIENT) and ESI Consultants, Ltd. (ENGINEER) for services on this project.

**I. PROJECT UNDERSTANDING**

The Village has been issued Lake Michigan Water Allocation Permit 2011-211 (LMWAPP) from the Illinois Department of Natural Resources (IDNR). The allocation of water in the permit covers the anticipated water demand for the entire Village as estimated by ENGINEER in 2008. As a part of this permit, it is the intent of the Village to connect to a Lake Michigan water source and abandon their two deep wells. The Village entered in to a contract with Northwest Water Commission (NWC) to determine the feasibility and cost associated with connecting to their system near the current location of the Village's water treatment plant and serve a selected portion of the Village. This area included the IL Route 83 SSA, Downtown Businesses, Briarcrest and a few extra residences. AECOM, the engineer for NWC, obtained usage information from the Village and calculated the watermain size and length to connect the Village's existing system to NWC. It was also to have included fire protection; however the AECOM calculations do not.

**II. BASIC SCOPE OF SERVICES**

1. The Village desires to retain ESI to coordinate with AECOM to obtain the location, size and associated costs to provide water from NWC to the Village. ESI would provided the usage demands and the location of the reservoirs to AECOM, however the Village will need to determine the actual area, the desire to serve. ESI suggests areas to investigate would include:

- A. IL Route 83 SSA, Downtown businesses and future lots, Briarcrest Subdivision, Fairview Village Subdivision, The Lakes of Long Grove Subdivision and the triangular parcel south of Old McHenry Road.
  - B. Potential parcels in the vicinity of Briarcrest Subdivision
  - C. Menards and possible southern parcels known as Guirano and Geimers. This would probably be a southern connection point from NWC and continue west along Lake Cook Road. The Village or developers would be required to provide a reservoir. This can be either at-grade or elevated.
  - D. Connecting the Lake Cook Road main with the main serving the Downtown businesses with a main along IL Route 53 and serving the adjacent subdivisions.
2. Assist the Village during the negotiation process for setting the water rate structure and instances that trigger the increase amount of allocation to be used.
  3. Estimate the additional costs not calculated by AECOM such as reservoirs, pump stations and transmission/water mains to and through the subdivisions at a conceptual level using information from the 2008 study.
  4. Prepare a report to summarize the improvements to the water system and associated costs.
  5. Meet with the Village up to one time to present the information from AECOM. Additional meetings will be attended as a separate service.
  6. Administration
    - A. Administrative duties:
      - a. Project Administrative Set-Up
      - b. Monthly Reports
      - c. Updating Project Schedule
      - d. Project Team Meetings (in-house)
      - e. Budget Assessment and Control
    - B. Quality Assurance / Quality Control - Independent review by an individual not involved in the project.

### **III. PROJECT SCHEDULE**

ESI will initiate its services promptly upon receipt of this signed proposal. It is anticipated that a draft report will be available to the Village within four weeks of receiving the Notice to Proceed.

### **IV. FEE PROPOSAL**

For the aforementioned *Basic Scope of Services*, ESI Consultants, Ltd. shall be paid based on the actual hours worked times standard billing rates plus direct expenses as a not to exceed fee of \$20,600.

The prime compensation may be increased or decreased by subsequent agreement between the parties if there is a change in the scope, character or complexity of the work by the Village.

The Village will be invoiced monthly for professional services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of invoices and the orderly and continuous progress on the project.

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For "Meetings and Hearings" including meetings with client and/or public agencies including the preparation for these meetings shall be paid for on an hourly basis as set forth in current ESI's Billing Rate Schedule; "Revisions" beyond those noted herein shall be paid for on an hourly basis as set forth in ESI's Billing Rate.

**VI. MISCELLANEOUS CONTRACTUAL ITEMS**

This work will be pursuant with the aforementioned and the agreement between CLIENT and ESI Consultants, Ltd. dated April 14, 2004 and will utilize the current ESI Standard Billing Rates. If there are protracted delays for reasons beyond ENGINEER's control, an equitable adjustment of the above-noted compensation shall be negotiated taking into consideration the impact of such delay on the pay scales applicable to the period when ENGINEER's services are, in fact, being rendered.

We appreciate the opportunity to present this proposal and look forward to working with the Village of Long Grove on this project.

Sincerely,

**ESI Consultants, Ltd.**

Joseph Chiczewski, P.E.  
President

Accepted For:

**Village of Long Grove**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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February 18, 2013

Mr. David Lothspeich  
Village Manager  
Village of Long Grove  
3110 RFD  
Long Grove, Illinois 60047

Re: Proposal for Engineering Services  
Update Intergovernmental Agreement  
Village Wide Water System Improvements  
Long Grove, Illinois

Dear Mr. Lothspeich:

On behalf of ESI Consultants, Ltd. (ESI), we are pleased to submit this proposal for engineering services for the above-referenced project. If you find this proposal to be acceptable, the executed copies of this letter will constitute an agreement between the Village of Long Grove (CLIENT) and ESI Consultants, Ltd. (ENGINEER) for services on this project.

**I. PROJECT UNDERSTANDING**

The Village was approached by the residents of Herons Landing to obtain a connection for Lake Michigan water and abandon their wells. In 2011, the Village entered into an Intergovernmental Agreement with Lake County to allow the County to serve this subdivision. The Village had intended to transfer ownership of the water main, along with all maintenance and operations of the system to serve Herons Landing to Lake County. Through discussions with IDNR, it was later determined that this transfer could not immediately take place and the Village would be responsible to maintain and operate this system for the duration of the initial allocation permit through 2030. Therefore, the intergovernmental agreement, which has been approved by the Village and Lake County, must be renegotiated. As the water system has been designed and constructed and the residents of Herons Landing are currently being supplied with Lake Michigan water, it is not known by ESI under what written or verbal agreement this process was done or under whose Lake Michigan water allocation this system is being served.

Until the actual terms and conditions of the agreement is better understood, ESI has reviewed the original agreement (attached to this proposal) and has the following thoughts. It is believed that the Village and the County may be able to continue with the assigned tasks as listed in the agreement up to the transfer of the system to the County, if this indeed was the process followed to provide the service. If the Village's allocation was used, then the responsibility of operating and maintaining the system must remain the responsibility of the Village. Discussions between the parties and IDNR will be required to better understand what the relationship between the

Village and County can be and still meet the regulations. Some of the questions that will require addressing are:

Section 6:

1. If the Village entered a long term contract with the County to act as the Village water operator for the system providing Lake Michigan water and to include such responsibilities as to operate and maintain the system, repair all emergency main breaks, read meters, bill the customers and make collections, and prepare and submit all required reports to IDNR and IEPA, the Village would be required to sign these reports.
2. As the Village currently has Swanson Water Treatment, Inc. as the operator of the deep well system, one entity/party needs to be assigned the responsibility to combine the information for the separate systems for reporting to IDNR.

Section 7:

It is unknown how this Section has been followed for the Herons Landing residents.

Section 8:

It is unknown whose allocation has been used to serve the Herons Landing residents.

**II. BASIC SCOPE OF SERVICES**

Our proposed engineering services are described as follows:

1. Meet with Lake County and Village representatives to understand the process followed to serve the Herons Landing residents and who is responsible for future tasks.
2. Meet with IDNR to confirm that the anticipated process agreed to by the Village and County is acceptable to IDNR.
3. Recommend modifications to the Intergovernmental Agreement to incorporate actual procedures that are being used or to be used.
4. Confirm that the costs being charged to the residents will cover all known costs to provide Lake Michigan water and abandon the public water supply and also provide a reserve for future maintenance and replacement costs.
5. Confirm with IEPA that wells were properly abandoned.
6. Meet up to one time with the Village Manager and Village Attorney to discuss the recommendations. It is anticipated that the Village Manager or Village Attorney will coordinate any modifications with the County.

**III. PROJECT SCHEDULE**

ESI will initiate its services promptly upon receipt of this signed proposal. Based on the availability to meet with the required parties, it is anticipated that the services will be completed within four to eight weeks after receipt of the Notice to Proceed.

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**IV. FEE PROPOSAL**

For the aforementioned ***Basic Scope of Services***, ESI Consultants, Ltd. shall be paid based on the actual hours worked times standard billing rates on file with the Village plus direct expenses as a not to exceed fee of \$8,500.

The prime compensation may be increased or decreased by subsequent agreement between the parties if there is a change in the scope, character or complexity of the work by the Village.

The Village will be invoiced monthly for professional services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of invoices and the orderly and continuous progress on the project.

**VI. MISCELLANEOUS CONTRACTUAL ITEMS**

This work will be pursuant with the aforementioned and the agreement between CLIENT and ESI Consultants, Ltd. dated April 14, 2004 and will utilize the current ESI Standard Billing Rates. If there are protracted delays for reasons beyond ENGINEER's control, an equitable adjustment of the above-noted compensation shall be negotiated taking into consideration the impact of such delay on the pay scales applicable to the period when ENGINEER's services are, in fact, being rendered.

We appreciate the opportunity to present this proposal and look forward to working with the Village of Long Grove on this project.

Sincerely,

**ESI Consultants, Ltd.**

Joseph Chiczewski, P.E.  
President

Accepted For:

**Village of Long Grove**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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February 18, 2013

Mr. David Lothspeich  
Village Manager  
Village of Long Grove  
3110 RFD  
Long Grove, Illinois 60047

Re: Proposal for Engineering Services  
Update Village Ordinances for Water Systems  
Long Grove, Illinois

Dear Mr. Lothspeich:

On behalf of ESI Consultants, Ltd. (ESI), we are pleased to submit this proposal for engineering services for the above-referenced project. If you find this proposal to be acceptable, the executed copies of this letter will constitute an agreement between the Village of Long Grove (CLIENT) and ESI Consultants, Ltd. (ENGINEER) for services on this project.

**I. PROJECT UNDERSTANDING**

The Village has been issued Lake Michigan Water Allocation Permit 2011-211 (LMWAP) from the Illinois Department of Natural Resources (IDNR). In addition, residents in Herons Landing are currently being served Lake Michigan water from either the Village's or Lake County's allocation. In either case, the Village does not currently have water ordinances that meet the requirements of the LMWAP. The Village adopted ordinances prior to placing the water system for the IL Route 83 SSA into operation. These ordinances were based on the Lake County ordinances that were in place at the time; however, they were restricted to the limits of the SSA. These ordinances should be reviewed to confirm that they are in accordance to the IDNR and Part 3730 Title 17 of the Illinois Administrative Code. In addition, if the Village anticipates applying for an IEPA permit for its deep well water system in the future, the ordinances should be updated to include and requirements associated with appropriate parts of Title 35 of the Illinois Administrative Code. Recommended revisions then should be reviewed with the Village Attorney and Village Manager for proper presentation and adoption by the Village Board.

Listed below are the sections in these regulations, which may require attention from the Village. Evidence that all conditions are met must be provided to the IDNR.

**3730.304 Water Needs Criteria**

**1.a. Conservation Practice**

- A. Extent of Metering- The Intergovernmental Agreement states that all lots shall have an individual meter and it is the intent of the Village to have meters provided for each lot. An ordinance including this requirement must be prepared and approved by the Board.
- B. Provisions of Building Codes for Water Efficient Equipment- As the system will be owned by the Village, the Village must have ordinances in place to address this requirement. Therefore, an ordinance including this requirement must be prepared and approved by the Board.
- C. Unaccounted for Flows must not exceed 8%.- As operations and maintenance of the water system is ultimately the responsibility of the Village, an ordinance will be required which restricts nonmetered water usage and fines and penalties for those using nonmetered water. (This condition extends to all areas of the Village and not just the areas served by Lake Michigan water. See Section 3730.309A.9) for reporting requirements the Village will be responsible to provide IDNR monthly.)

3730.307 Conservation Practices and Other Permit Conditions

- A. Par. b) Same as 3730.304 C. above.
- B. Para. c) The Village must adopt the following conservation practices. Some of these items may be addressed in the Village's Building codes/ordinances.
  - 1) Leakage monitoring and correction for storage, transmission and distribution systems.
  - 2) Metering of all new construction.
  - 3) Metering of existing nonmetered services as part of any major remodeling.
  - 4) The adoption of ordinances which require installation of the following water efficient plumbing fixtures based on a pressure at the fixture of 40 to 50 psi in all new construction and in all repair or replacement of fixtures or trim:
 

<u>Fixtures</u>	<u>Maximum Flow</u>
Water Closets, tank type	3.5 gal per flush
Water Closets, flushometer type	3.0 gal per flush
Urinals, tank type	3.0 gal per flush
Urinals, flushometer type	3.0 gal per flush
Shower Heads	3.0 GPM
Lavatory, sink faucets	3.0 GPM
  - 5) The adoption of ordinances, which require the installation of closed system air conditioning in all new construction and in all remodeling.
  - 6) The adoption of ordinances, which require that all lavatories for public use in new construction or remodeling be equipped with metering or self closing faucets.
  - 7) The adoption of ordinances which require that all newly constructed or remodeled car wash installations be equipped with a water recycling system.
  - 8) The adoption of ordinances which restrict non-essential outside water uses to prevent excessive, wasteful use. As a minimum, these restrictions shall provide that unrestricted lawn sprinkling will not be allowed from May 15 - September 15 of each year.
  - 9) Development and implementation of public programs to encourage reduced water use.

- 10) Installation of facilities and implementation of programs to reduce to a reasonable minimum, and to accurately account for, water used for navigational, lockage, and leakage purposes; and pollution treatment, control or abatement purposes.

## **II. BASIC SCOPE OF SERVICES**

Our proposed engineering services are described as follows:

1. Review the Village's current ordinances and compare to Part 3730 Title 17 of the Illinois Administrative Code and IDNR permit for water systems using Lake Michigan water.
2. Review the Village's current ordinances and compare to the appropriate parts of Subtitle F: "Public Water Supplies" of Title 35 of the Illinois Administrative Code.
3. Make recommendations to the ordinances to include requirements for Items 1 and 2 above for Village water systems servicing Lake Michigan water and those for the deep well system.
4. Meetings and Hearings: Up to one meeting with the Village Manager and Village Attorney is anticipated as a part of this proposal.
5. Coordinate with the Village Attorney and Manager throughout the process.
6. Administration
  - A. Administrative duties:
    - a. Project Administrative Set-Up
    - b. Monthly Reports
    - c. Updating Project Schedule
    - d. Project Team Meetings (in-house)
    - e. Budget Assessment and Control
  - B. Quality Assurance / Quality Control - Independent review by an individual not involved in the project.

## **III. PROJECT SCHEDULE**

ESI will initiate its services promptly upon receipt of this signed proposal. It is anticipated that recommendations will be ready to review with the Village within two weeks of receiving the Notice to Proceed.

## **IV. FEE PROPOSAL**

For the aforementioned *Basic Scope of Services*, ESI Consultants, Ltd. shall be paid based on the actual hours worked times standard billing rates plus direct expenses as a not to exceed fee of \$8,200.

The prime compensation may be increased or decreased by subsequent agreement between the parties if there is a change in the scope, character or complexity of the work by the Village.

The Village will be invoiced monthly for professional services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of invoices and the orderly and continuous progress on the project.

For "Meetings and Hearings" including meetings, other than those specified above, with client

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and/or public agencies including the preparation for these meetings shall be paid for on an hourly basis as set forth in current ESI's Billing Rate Schedule; "Revisions" beyond those noted herein shall be paid for on an hourly basis as set forth in ESI's Billing Rate.

**VI. MISCELLANEOUS CONTRACTUAL ITEMS**

This work will be pursuant with the aforementioned and the agreement between CLIENT and ESI Consultants, Ltd. dated April 14, 2004 and will utilize the current ESI Standard Billing Rates. If there are protracted delays for reasons beyond ENGINEER's control, an equitable adjustment of the above-noted compensation shall be negotiated taking into consideration the impact of such delay on the pay scales applicable to the period when ENGINEER's services are, in fact, being rendered.

We appreciate the opportunity to present this proposal and look forward to working with the Village of Long Grove on this project.

Sincerely,

**ESI Consultants, Ltd.**

Joseph Chiczewski, P.E.  
President

Accepted For:

**Village of Long Grove**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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February 18, 2013

Mr. David Lothspeich  
Village Manager  
Village of Long Grove  
3110 RFD  
Long Grove, Illinois 60047

Re: Proposal for Engineering Services  
Update Lake Michigan Water Allocation Permit  
Village Wide Water System Improvements  
Long Grove, Illinois

Dear Mr. Lothspeich:

On behalf of ESI Consultants, Ltd. (ESI), we are pleased to submit this proposal for engineering services for the above-referenced project. If you find this proposal to be acceptable, the executed copies of this letter will constitute an agreement between the Village of Long Grove (CLIENT) and ESI Consultants, Ltd. (ENGINEER) for services on this project.

#### **I. PROJECT UNDERSTANDING**

The Village has been issued Lake Michigan Water Allocation Permit 2011-211 (LMWAP) from the Illinois Department of Natural Resources (IDNR). There are some conditions of this permit, which were not anticipated by the Village and were not included in the Village's application. To better understand what the permit includes and how it compares to what the Village had anticipated, ENGINEER will prepare a matrix that compares the two. ENGINEER will then assist the Village to coordinate with IDNR to understand what items can be revised and which cannot.

- A. Rate Structures to Encourage Conservation- The Village's current rate structure addresses only the customers within the IL Route 83 SSAA rate study will be required to assist the Village in setting the user rates for customers within the remaining portions of the Village. Thought should be given long term to areas outside the Herons Landing SSA, but more Village wide so as the water system expands, there will not be one rate for the customers on Lake Michigan water and one for customers on the deep well system.

#### **3730.307 Conservation Practices and Other Permit Conditions**

- A. Par .d) Within 90 days of receipt of an allocation permit, each permittee which uses any water from deep aquifer pumpage shall submit a phased program designed to end this practice, other than for emergency or standby use, within five years of the receipt of Lake Michigan water.- A meeting with IDNR should be scheduled to understand the requirements of this condition. As the Village is made up of several privately owned

systems, it is difficult to understand the enforcement the Village would have for these systems to be abandoned and for these users to involuntarily be required to pay to connect to the Village's Lake Michigan water system. The same could be said for those who assisted in the costs associated with the Village's deep well system.

Phasing for the entire Village (including Briarcrest, Ravenna Menards, etc.) for eliminating all deep wells is required. Since the Village's allocation begins in 2015, the complete phasing needs to occur by 2020. This task would include confirming all areas served by deep wells are on the base map, determining an efficient phasing to transfer those services to the Lake Michigan Water System and projecting the possible costs associated with this transfer.

- B. Par. e) As a condition of receiving an allocation of Lake Michigan water, all permittees will limit hydrant uses to 1% or less of net annual pumpage in each annual accounting period. IDNR may grant an exception to this requirement if it can be shown by the user that this requirement can't be met. In determining the merits of a request for an exception, IDNR considers such factors as engineering studies of hydrant uses and unusual circumstances during an annual accounting period.

The Village will need to inform the Long Grove Fire Protection Department of this requirement and request that they meter and record all water they allow to flow through hydrants. This information must be provided to the Village and its water operator on a monthly basis so it can be added to the monthly report to IDNR.

- C. Par. f) The Department recommends that all permittees adopt water rate structures based on metered water use and that water rate structures be developed which will discourage excessive water use. This item will be included in the task under Section 3730.304.1.A.c).

#### Section 3730.309 Reporting Requirements

- A. Par. a) Within 60 days of the end of each accounting period, all permittees shall furnish the following information and such other information relevant to the Lake Michigan allocation as IDNR may require on forms provided by IDNR. The Village will need to retain a certified water operator to submit these reports. If the Village retains the County as its operator, the forms will require review by the Village administrator or assigned trustee/employee.
- 1) Total water use from all sources for the accounting year and the percentage of water distributed through metered services;
  - 2) Average daily water use by month from all sources for the accounting year;
  - 3) Maximum and minimum daily pumpage from all sources for the accounting year and the dates of these events;
  - 4) Total pumpage from Lake Michigan, shallow aquifer wells, and deep aquifer wells, including the number and location of each well, and the percentage of total water use for the accounting year from each source;
  - 5) Individual well production rates for the accounting year including well numbers, average pumping rates, and average number of hours pumped per day;
  - 6) For each well a list of all parameters which exceed the standards in 35 Ill. Adm Code 601-607;
  - 7) A list of which wells, if any, interfere with each other during simultaneous pumping;

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- 8) A description of any problems anticipated from any well supply during the next accounting period;
- 9) The amount and percentage of water from all sources for the accounting period used for each of the following purposes:
  - A) Residential,
  - B) Industrial and commercial,
  - C) Municipal use,
  - D) Firefighting and training,
  - E) Water main flushing,
  - F) Sewer flushing,
  - G) Street cleaning,
  - H) Public and private construction,
  - I) Leakage,
  - J) Lockage,
  - K) Storm water runoff,
  - L) Navigational makeup,
  - M) Discretionary diversion,
  - N) Unmetered services,
  - O) Unaccounted for, and
  - P) Unavoidable leakage, and
  - Q) Other identified uses;
- 10) Summaries of the results and recommendations of any leak surveys conducted in the accounting period;
- 11) Amounts transferred and sources of all water sold or otherwise provided to any other named distribution system during the accounting period;
- 12) A copy of the current water rates for all consumers including an indication whether each water rate structure is declining, flat, or increasing, and
- 13) The name, address and telephone number of the person the Department should contact if further information is needed.

Depending on the ability of the Village to meet these conditions, the Village may need to petition to modify the LMWAP with IDNR. The process is included in Part 3730 Title 17 of the Illinois Administrative Code and ENGINEER can provide assistance with this process as needed. Once it is determined that a petition is required, a scope of services and an estimate of costs can be prepared to provide those services.

## **II. BASIC SCOPE OF SERVICES**

1. Review permit requirements and Village's permit application to determine what discrepancies may exist.
2. Prepare a matrix summarizing the differences between the permit conditions and permit application.
3. Meet with the Village to review the matrix.
4. Obtain records from Swanson Water Treatment, Inc. (SWTI) and Lake County showing the amount of unaccounted- for water flow to determine if it is 8% or less of the net annual pumpage. If not, assist SWTI and Lake County to make recommendations to the Village to meet this requirement.

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5. Starting with the Rate Schedule prepared by Lake County and the Village for the Heron's Landing users, prepare a Rate Structure to Encourage Conservation, if not already included in the current rate structure. This task will not include a full Rate Study process.
6. Meet with IDNR and Village representatives to discuss the matrix and desires of the Village.
7. Prepare a Phasing Plan showing the Village's deep wells being abandoned within five years of the receipt of Lake Michigan water. (Since the Village received Lake Michigan water last year, has the period begun?) Also, the water demand charts in the application showed all deep and shallow wells within the Village being abandoned by 2014, and the Ill. Admin. Code requires all wells within the allocation area to be abandoned. Is IDNR willing to revise this schedule as the Village only intended to abandon the Village owned deep wells?
8. Meetings and Hearings: Participation in meetings and hearings at the Village Hall or as directed by Village staff will be proved as an additional service to this proposal.
9. Administration
  - A. Administrative duties:
    - a. Project Administrative Set-Up
    - b. Monthly Reports
    - c. Updating Project Schedule
    - d. Project Team Meetings (in-house)
    - e. Budget Assessment and Control
  - B. Quality Assurance / Quality Control - Independent review by an individual not involved in the project.

### **III. PROJECT SCHEDULE**

ESI will initiate its services promptly upon receipt of this signed proposal. It is anticipated that Items 1 through 7 will be completed within four to six weeks depending on scheduling a meeting with IDNR.

### **IV. FEE PROPOSAL**

For the aforementioned *Basic Scope of Services*, ESI Consultants, Ltd. shall be paid based on the actual hours worked times standard billing rates plus direct expenses as a not to exceed fee of \$10,700.

The prime compensation may be increased or decreased by subsequent agreement between the parties if there is a change in the scope, character or complexity of the work by the Village.

The Village will be invoiced monthly for professional services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of invoices and the orderly and continuous progress on the project.

For "Meetings and Hearings" including meetings with client and/or public agencies including the preparation for these meetings shall be paid for on an hourly basis as set forth in current ESI's Billing Rate Schedule; "Revisions" beyond those noted herein shall be paid for on an hourly basis as set forth in ESI's Billing Rate.

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**VI. MISCELLANEOUS CONTRACTUAL ITEMS**

This work will be pursuant with the aforementioned and the agreement between CLIENT and ESI Consultants, Ltd. dated April 14, 2004 and will utilize the current ESI Standard Billing Rates. If there are protracted delays for reasons beyond ENGINEER's control, an equitable adjustment of the above-noted compensation shall be negotiated taking into consideration the impact of such delay on the pay scales applicable to the period when ENGINEER's services are, in fact, being rendered.

We appreciate the opportunity to present this proposal and look forward to working with the Village of Long Grove on this project.

Sincerely,

Accepted For:

**ESI Consultants, Ltd.**

**Village of Long Grove**

Joseph Chiczewski, P.E.  
President

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





February 19, 2013

Mr. David Lothspeich  
Village Manager  
Village of Long Grove  
3110 RFD  
Long Grove, Illinois 60047

Re: Proposal for Engineering Services  
Modeling and Comparison of Water Systems with Different Water Sources  
Village Wide Water System Improvements  
Long Grove, Illinois

Dear Mr. Lothspeich:

On behalf of ESI Consultants, Ltd. (ESI), we are pleased to submit this proposal for engineering services for the above-referenced project. If you find this proposal to be acceptable, the executed copies of this letter will constitute an agreement between the Village of Long Grove (CLIENT) and ESI Consultants, Ltd. (ENGINEER) for services on this project.

**I. PROJECT UNDERSTANDING**

The Village owns and operates a water treatment system which includes two 350 gpm deep wells, a 500,000 gpd (350 gpm) water treatment plant which can be expanded to 1 million gpd, an at-grade 140,000 gallon reservoir and water mains mainly serving the Sunset Grove commercial development. This water system was originally planned to serve the **IL Route 83 SSA, all of the existing historic downtown business district of Long Grove, the adjacent residential subdivisions of Fairfield Village and The Lakes of Long Grove, and the existing area between IL 53 and Old McHenry Road (known as the "triangle")** consisting of both commercial and residential developments.

Recently, there has been interest in supplying water to the **Menards** facility and two possible developments known as **Guirano** and **Geimers**, all at the southern end of the Village, and **Briarcrest** and **possible potential parcels in the vicinity of Briarcrest**.

In addition, the Village has been issued Lake Michigan Water Allocation Permit 2011-211 (LMWAPP) from the Illinois Department of Natural Resources (IDNR) with adequate allocation to serve the entire Village. The Herons Landing subdivision is currently connected to Lake Michigan water from Central Lake County Joint Action Water Agency (CLCJAWA). The Village has entered into discussions with Northwest Water Commission (NWC) to serve a separate portion of the Village that would replace the Village's deep wells. There are two

possible connection points that have been discussed with NWC. The first point would be at the treatment plant site and would connect to the existing reservoir. The second point would be off Lake Cook Road and could supply water to a proposed reservoir either off Schaeffer Road or in Menards Park. There are advantages and disadvantages associated with each location.

It appears that the main concern of the Village is the excessive cost of producing and treating water from the deep well system with the current number of users. There is also a desire by residents to have Lake Michigan water. The Village desires to understand the costs in furnishing Lake Michigan water to the residents versus completing the build-out of the current water system. A suggested area to analyze for cost comparison would be the areas bolded above in the first and second paragraphs of this section and the remaining areas south of IL Route 53. As a part of this analysis, it will be determined if the entire area can be served with the built-out plant since it was not originally intended to serve this entire area.

## **II. BASIC SCOPE OF SERVICES**

The following scope of services would be required to provide a study to incorporate the two alternative water sources into it.

1. ENGINEER will confirm the locations of the connection points from NWC. The Village will be required to contract separately with NWC to provide the design and construction costs associated with the transmission system to the proposed connection points to the Village's system. This cost is not included in this proposal.
2. Prepare water hydraulic models to determine the pipe sizes and other infrastructure items, such as storage facilities and booster stations, which may be required to provide an efficient system to meet the Village's needs for the area described above for each water source.
3. Based on the Village's phasing needs and economic restraints, prepare a phasing plan sequencing which residences and business are connected to the water system.
4. Prepare the engineer's opinion of construction costs and design costs for the Village's use in planning and budgeting the improvements for each water source.
5. Prepare an estimate of costs for operations, maintenance and reserves annually for a 20-year projection for each water source.
6. Prepare a report describing the recommended improvements and anticipated costs associated with the improvements. The costs will be provided on a per population equivalent (P.E.) basis for the two categories. (This can also be converted to typical household by using 3.5 P.E. per household.)
7. Prepare exhibits for the water distribution system showing the existing regional systems and the recommended system for each water source. Provide recommended locations for water storage and booster pump stations.
8. Submit up to ten copies of the report to the Village staff for review.
9. Present the report to the Village Board and address any questions.
10. Based on input from the Village Board and staff, revise report up to one time.
11. Meetings and Hearings: Participate in meetings and hearings at the Village Hall or as directed by Village staff.

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## 12. Administration

### A. Administrative duties:

- a. Project Administrative Set-Up
- b. Monthly Reports
- c. Updating Project Schedule
- d. Project Team Meetings (in-house)
- e. Budget Assessment and Control

### B. Quality Assurance / Quality Control - Independent review by an individual not involved in the project.

## **III. PROJECT SCHEDULE**

ESI will initiate its services promptly upon receipt of this signed proposal. It is anticipated that it will take 12 to 15 weeks to complete the tasks outlined in the Scope of Services.

## **IV. FEE PROPOSAL**

For the aforementioned ***Basic Scope of Services***, ESI Consultants, Ltd. shall be paid based on the actual hours worked times standard billing rates plus direct expenses as a not to exceed fee of \$49,000.

The prime compensation may be increased or decreased by subsequent agreement between the parties if there is a change in the scope, character or complexity of the work by the Village.

The Village will be invoiced monthly for professional services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of invoices and the orderly and continuous progress on the project.

For "Meetings and Hearings" including meetings with client and/or public agencies including the preparation for these meetings shall be paid for on an hourly basis as set forth in current ESI's Billing Rate Schedule; "Revisions" beyond those noted herein shall be paid for on an hourly basis as set forth in ESI's Billing Rate.

## **VI. MISCELLANEOUS CONTRACTUAL ITEMS**

This work will be pursuant with the aforementioned and the agreement between CLIENT and ESI Consultants, Ltd. dated April 14, 2004 and will utilize the current ESI Standard Billing Rates. If there are protracted delays for reasons beyond ENGINEER's control, an equitable adjustment of the above-noted compensation shall be negotiated taking into consideration the impact of such delay on the pay scales applicable to the period when ENGINEER's services are, in fact, being rendered.

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We appreciate the opportunity to present this proposal and look forward to working with the Village of Long Grove on this project.

Sincerely,

**ESI Consultants, Ltd.**

Joseph Chiczewski, P.E.  
President

Accepted For:

**Village of Long Grove**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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