Proposal for
Main Library Storm Water Drainage Study
Recommendations and Project Management

Prepared for
Winnetka-Northfield Library District

February 13, 2012

Submitted by
Gewalt Hamilton Associates, Inc.
850 Forest Edge Drive
Vernon Hills, IL 60061
847-478-9700
Dear Ms. Janovicz:

Thank you for your consideration of Gewalt Hamilton Associates, Inc. (GHA) in providing the required engineering services for the Main Library Storm Water Drainage Study, Recommendations and Project Management for the Winnetka-Northfield Public Library District. As the village engineer for nine area municipalities, GHA has extensive experience with local flooding and drainage problem projects. Additionally, we have excellent relationships with neighboring stakeholders and permitting agencies, including the Village of Winnetka, Winnetka Park District and the Metropolitan Water Reclamation District.

The enclosed materials highlight some of our recent projects which demonstrate GHA’s competencies in storm water management. The staff members dedicated to this project have worked extensively on numerous similar projects, and bring together a wealth of practical experience and resources. We encourage you to contact the provided references regarding our team and our services.

GHA is committed to providing superior client service to every client on every project, every time. We look forward to the opportunity to discuss this project with you and the District in greater detail. We would be pleased to meet with you at your convenience and answer any questions you may have.

Sincerely,

Kim Sarmento, P.E., CFM
Water Resources Engineer
ksarmento@gha-engineers.com
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Gewalt Hamilton Associates, Inc. (GHA) is a Professional Engineering and Surveying firm licensed and registered in the State of Illinois. For over three decades, GHA has been providing civil engineering services to municipal governments, townships, county and state agencies, school districts, park districts, community colleges, and private organizations. The firm’s Principals have long-standing career involvement in the public sector, a tradition that continues at GHA. Robert B. Hamilton and David J. Gewalt formed GHA in August of 1981, with a decade of professional engineering experience each. In 1988, Bruce L. Shrake joined the firm as a third Principal. Today, public sector work accounts for more than half of GHA’s annual workload.

GHA has three offices which operate collaboratively. We are headquartered at 850 Forest Edge Drive in Vernon Hills, with branch offices in Chicago (53 West Jackson Street, Suite 920) and Gurnee (820 Lakeside Drive, Suite 5). Our talented and experienced staff provides the following professional engineering and surveying services:

- Municipal Engineering
- Civil Engineering Design
- Transportation Planning & Engineering
- Signal Coordination & Timing
- Construction Phase Services
- Water Resources
- Environmental Consulting
- Surveying
- High Definition Scanning
- Geographic Information Systems

Our firm is pre-qualified with the Illinois Department of Transportation in the following areas:

- Construction Inspection
- Hydraulic Reports: Waterways Complex
- Sanitary Engineering
- Reconstruction/Major Rehabilitation
- Roads & Streets
- Safety Studies
- Signal Coordination & Timing (SCAT)
- Electrical Engineering
- Feasibility Studies
- Hydraulic Reports: Waterways Typical
- Location Drainage
- Rehabilitation
- New Construction/Major Reconstruction
- Traffic Studies
- Traffic Signals
- Surveying

In our role as full-time Village Engineer for nine area municipalities, GHA regularly provides planning, design, review, and construction-phase services for sanitary sewer collection and individual sewage disposal systems, roadways, potable water storage, pumping, and distribution systems, stormwater collection, transport and management facilities, street lighting and traffic signals. We also provide Geographic Information System (GIS) services, prepare easement, dedication, and annexation plats and legal descriptions, coordinate State and Federal capital funding programs, and work with outside review agencies for permitting of local projects. Above all, we bring our commitment to professionalism and Superior Client Service to our interactions with citizens as projects are developed and implemented.

Additionally, GHA provides periodic engineering services for numerous other municipalities. These services include consultation and design for traffic, civil, surveying, and construction phase services, as well as plan review. We have also reviewed development plans and studies on behalf of dozens of municipalities, townships, park districts, school districts and transportation divisions.
The professionals we have assembled for your drainage project are all highly qualified specialists with extensive experience in planning, analysis, design, and permitting. The members of the GHA Team are strong and capable professionals and were chosen for your project based on the expertise and experience they bring to the table. The project team is briefly described below.

Ms. Kim Sarmento, P.E., CFM will serve as the Project Manager with responsibility for ensuring timely performance of the work and meeting the project budget. Ms. Sarmento will conduct a majority of the design work, prepare the design documents, technical specifications, and permitting. She is a licensed Professional Engineer in Illinois and Wisconsin, and has over 12 years of design experience in projects involving stormwater management, flood mitigation, permitting, and plan preparation. She has a solid understanding of federal, state and local stormwater regulations relative to stormwater management issues. She has prepared hydrologic and hydraulic analyses associated with watershed studies, existing drainage assessments, roadway drainage projects and site development plans throughout northeast Illinois.

Ms. Mei Zhu, P.E., CFM, LEED AP will serve as the Drainage Engineer for the project. She is a licensed professional engineer with 15 years of experience as a civil engineer. Her area of expertise is in stormwater management, hydrologic and hydraulic modeling, and site development. In her duties with GHA, Ms. Zhu designs stormwater detention facilities and conveyance systems for various land development and improvement projects, including subdivisions, schools, hospitals, recreational parks, and roadway widening projects. She is experienced with numerous hydrologic and hydraulic modeling programs and familiar with requirements of regulatory agencies.

Mr. Patrick J. Glenn, P.E., CFM will provide independent, in-house quality control expertise on this project. Mr. Glenn currently serves as Village Engineer for the Villages of Riverwoods and Golf, and as Capital Design Engineer for the Village of Northfield. He has a strong background in stormwater management from both the design and review perspectives. His duties regularly require conceptual guidance for developers during the preliminary design stage, analysis of existing drainage systems, and the design of stormwater infrastructure.

Mr. Jonathan F. Past, PLS is a licensed Illinois Professional Land Surveyor with over 30 years of experience with emphasis on boundary, route, topographic, construction and control surveying. Mr. Past has participated in and directed projects covering all aspects of land surveying. Since he joined GHA, Mr. Past has directed surveying in support to the municipal engineering projects. These projects include roadway and utility design surveys, stream and drainage projects, right of way acquisitions and dedications, new easements, and control surveys to establish and maintain Village benchmark systems.

Mr. K. David Marquardt, Senior Engineering Technician with over 20 years experience, is well versed in the on-site implementation of civil engineering design and providing construction observation services for a wide variety of projects for both the public and private sector. Mr. Marquardt has provided resident engineering services on projects involving excavation, asphalt and concrete paving, watermain, storm sewer, sanitary sewer, and site restoration. His management experience includes numerous complex municipal projects in the Villages of Skokie, Lincolnwood, Niles, Lincolnshire, Barrington Hills, and in the Cities of Evanston and Des Plaines.

Please refer to the following pages for resumes of these key staff members.
Kimberly A. Sarmento, P.E., CFM
Water Resources Engineer

Experience
Ms. Sarmento has over 12 years of design experience in projects involving stormwater management, floodplain mapping, permitting, plan review, and streambank stabilization and restoration. She has a solid understanding of federal, state and local stormwater regulations relative to floodplain and stormwater management issues. She has prepared hydrologic and hydraulic analyses associated with watershed studies, existing drainage assessments, roadway drainage projects and site development plans in northeast Illinois.

Specific Project Experience

Central Baptist Village, Norridge, IL – Lower Level Flood Mitigation
The Central Baptist Village Assisted Living Facility experienced severe flooding and damage to the lower level of an existing building during the July 2011 storm event. GHA prepared a drainage analysis to evaluate the stormwater runoff generated during the July 2011 storm. Kim is the project manager and is currently preparing alternatives to protect the building from future flooding. Alternatives include installing pump systems, regrading adjacent sidewalks to reroute flow paths and upsizing storm sewer outlets.

Winnetka Park District, IL – Skokie Playfields Hydrologic and Hydraulic Analysis
GHA is currently developing a stormwater management plan for the District’s Master Plan Improvements for the 160 acre Skokie Playfields site. Kim prepared the hydrologic and hydraulic analysis to evaluate the existing storm water drainage system which included over 200 acres of offsite tributary area. The existing conditions model was then updated to analyze the proposed stormwater management system which includes underground vaults and excavation of the driving range to create a detention pond. In addition, GHA is coordinating with the Village of Winnetka and the Village’s stormwater consultant to explore the feasibility of a stormwater system that allows shared infrastructure systems between the site improvements and the Village’s planned neighborhood flood control project.

Kane County, IL – Exposition View Subdivision Drainage Improvements*
Design includes an additional storm sewer system to alleviate flooding. Bioretention (water quality) and detention storage are also being incorporated into the design. Community Development Block Grant (CDBG) funds are being utilized for the project. Work is ongoing. Kim is responsible for hydrologic and hydraulic analysis and storm sewer design.

Round Lake Area Park District – Renwood Golf Course Flood Mitigation Study*
This project included an analysis of the Golf Course to determine the hydrologic causes of frequent flooding, which lead to turf loss. The goal was to develop pragmatic solutions to prevent future flooding; while keeping in mind that the feasibility and cost implications of the recommended solutions must be integrated with the financial resources available to the District. Kim was responsible for the field investigation, hydrologic and hydraulic analysis, and also provided the conceptual alternatives to mitigate/reduce flood damage.

Education
Bachelor of Science, Civil Engineering, Iowa State University, 1999
Associates of Applied Science, College of Lake County

Professional Registration
State of Illinois Licensed Professional Engineer #062-057814
State of Wisconsin Licensed Professional Engineer #36999-006

Certifications
Certified Floodplain Manager
Kane County Qualified Engineer Review Specialist
Lake County Certified Enforcement Office
Lake County Designated Erosion Control Inspector
Lindenhurst, IL – Lindenhurst Drive Drainage Study*
This project included the evaluation of drainage routes to alleviate flooding for 15 residential lots in a 40 acre drainage area. Alternatives included land acquisition, upsized storm sewers, detentions systems and a forcemain/pump station. Kim prepared a report to define the alternative development, constructability, funding sources and benefit - cost comparisons. This report was then used by Lake County SMC to prepare a FEMA Pre-Disaster Mitigation grant application, seeking funds to acquire the properties to reduce losses before disaster strikes.

Northbrook, IL – Beneficial Modifications to Flood Control Reservoirs*
This project included analysis and design of modifications to three major flood control reservoirs within the Village, covering a 35 square mile drainage area and over 1,200 acre-feet of storage volume. Potential modifications to the stormwater management system were analyzed with the goals of reducing the severity and frequency of flood damage within the Village. Kim utilized HEC-1, HEC-2, HEC-HMS, HEC-RAS and HydroCad models to analyze the existing systems and proposed modifications.

Mundelein Park & Recreation, IL – Leo Leathers Park Streambank Stabilization (Seavey Ditch)*
The project involved a severely eroded reach (approximately 320 feet) of the Seavey Drainage Ditch. The channel slope was very steep, resulting in channel velocities exceeding 6 feet per second, which resulted in channel down-cutting and unstable banks. The stream's un-vegetated vertical banks were up to 6-feet high with bare soil and exposed tree roots. A large wash-out occurred and resulted in damage to the adjacent asphalt recreational trail and caused a public safety concern. The project design included the relocation of an asphalt trail to reduce bank slopes, bank stabilization, compensatory storage, and soil erosion/sediment control design. Kim's role as the Water Resource Engineer included permitting, and the creation of the plans and specifications. Design included the relocation of an asphalt trail to reduce bank slopes, bank stabilization, compensatory storage, and soil erosion/sediment control design.

Palatine, IL – Fairgrounds Park Storm Sewer Diversion*
This project involved public meetings, surveying, utility coordination, hydrologic analysis of the area, preparing hydraulic design alternatives, plans and specifications and permitting. The design was then completed for the selected alternative, which included a large diameter storm sewer to alleviate flooding of the 35 acre residential area. Kim prepared the hydrologic and hydraulic modeling for the project as well as the permitting through Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for the discharge of the flow into Salt Creek.

Office Depot Parking Lot Renovations, Evanston, IL*
As a sub-consultant to Carl Walker Parking, Inc., this project addressed parking lot improvements for an existing Office Depot store in Evanston, IL. The scope of work included the demolition of an existing parking deck and the design of a new surface lot with code compliant landscaping and lighting for an existing Office Depot store in Evanston, IL. Kim was responsible for the site grading plan and stormwater detention storage meeting the requirements of the City of Evanston and the Metropolitan Water Reclamation District.

*while employed by others
Mei Zhu, P.E., CFM, LEED AP  
Senior Engineer

Experience
Mei Zhu is a Registered Professional Engineer and a Certified Floodplain Manager practicing for 16 years as a Civil Engineer. Ms. Zhu has concentrated her career on site development and water resources engineering, specializing in design, permitting and construction of stormwater management facilities, best management practices, conveyance systems for site development, and roadway improvements. Ms. Zhu has been in the employ of Gewalt Hamilton Associates, Inc. (GHA) since 2000 and became an Associate with the firm in 2009.

Specific Project Experience
Concord Lake Residential Stormwater Improvements, Niles
Stormwater Engineer for the improvements to alleviate flooding at the site. GHA provided topographic surveying, hydraulic modeling, stormwater report, preliminary design of alternate solutions, final engineering plans for approved drainage modifications, engineer’s opinion of probable cost, assistance with bidding and negotiation, and construction phase services. GHA worked with the Village of Niles to obtain approval from the MWRD Board of Commissioners for a variance.

Waukegan Community Sports Complex
Designed the stormwater management facilities for a new community sports park on an existing 140-acre golf course in Waukegan, Illinois. Site design included 16.5 acres of native plantings, bioswales and rain gardens to provide additional beauty and water quality treatment. Due to the presence of regulated wetlands and regulatory floodplains, the stormwater detention facilities were designed to meet the special regulations by ACHE, the IDNR, and Lake County SMC. Furthermore, due to the proximity of the Waukegan Regional Airport, the detention facilities were designed within specific drawdown time. This project received the Lake County Stormwater Management Commission’s 2011 BMP/Development Project of the Year Award.

Sherman Hospital Replacement Campus, Elgin
Designed the stormwater management facilities for Sherman Hospital’s new replacement hospital on the 154-acre campus in Elgin, Illinois as well as over 1 mile of offsite roadway improvements adjacent to the site to conform to both the Kane County Stormwater Ordinance and the stormwater requirements of the City of Elgin. The detention facilities included a 15-acre lake which also supports the Hospital’s geothermal heating and cooling systems.

Various Location Drainage Studies and Drainage Investigations for IDOT
Prepared the following Location Drainage Study Reports:
- IL 19 (Irving Park Road) and IL 59 (Sutton Road), Streamwood
- IL 12 (Rand Road) and Plum Grove Road Improvements, Deer Park
- IL 58 (Golf Road) at Shermer Road, Glenview and Morton Grove

Prepared the following Drainage Investigations:
- IL 132 (Grand Avenue) at Soo Line Railroad, Gurnee
- 123rd Street (McCarthy Road) from Wolf Road to 104th Ave, Palos Park

Education
Bachelor of Science, Civil Engineering, Tongji University, 1987
Master of Science, Civil Engineering, Xi’an Institute of Metallurgy and Construction Engineering, China, 1990
Master of Science, Civil Engineering, Louisiana State University, 1996

Professional Registration
State of Illinois Licensed Professional Engineer
#062-056576
Certified Floodplain Manager
LEED AP, US Green Building Council
Certified Professional in Erosion and Sediment Control, International Erosion Control Association
Designated Erosion Control Inspector, Lake County Stormwater Management Commission

Memberships
American Society of Civil Engineers
Illinois Association for Floodplain and Stormwater Management
International Erosion Control Association
Experience

Patrick J. Glenn, a Senior Engineer and Associate with the firm of Gewalt Hamilton Associates, Inc., is a Civil Engineer with emphasis on municipal engineering, stormwater/drainage issues and Geographic Information Systems. His municipal duties regularly involve project planning and scoping, preliminary and final engineering design, plan review, construction cost estimating, utility design, permitting, easement negotiation, public hearing presentations, construction contract bidding and administration, construction-phase engineering, ordinance review and development, and interaction with municipal staff, officials and residents.

Municipal Engineering

Village Engineer, Villages of Riverwoods, Lake County and Golf, Cook County. Responsible for all aspects of Municipal Engineering, including permit review and preparation and enforcement of Zoning, Subdivision, and Floodplain ordinances and Engineering standards; Water distribution and sanitary sewer design, construction and analysis; Street maintenance and rehabilitation; Preparation and review of subdivision and annexation plats; Local and regional drainage studies, drainage improvement design and installation.

Capital Projects Engineer, Village of Northfield. Responsible for project planning; Capital budgeting; Coordination for Federal and State funding; Phase I, II, and II engineering; Permitting; Construction contract administration; Federal and State project close-out.

Geographic Information Systems (GIS)


Stormwater Management

Project Engineer for Hydraulic Report preparation in support of bridge rehabilitation/replacement, various locations, Illinois Department of Transportation. Base Flood Elevation determinations, 1,000+ acre watersheds, urban and rural areas. Stormwater management system design, storm sewer analysis, Best management Practice design.

Technical Experience

Proficient with HEC-1, HEC-2, HEC HMS, HEC-RAS, HEC-GeoRAS, WSP-2, TR-20, PondPack, CulvertMaster and FlowMaster by Haestad Methods, AutoCAD, ArcGIS Desktop.
Jonathan F. Past, PLS
Senior Land Surveyor

Experience
Mr. Past is a Licensed Professional Surveyor with more than 30 years of experience with emphasis on Topographical Surveys, A.L.T.A/A.C.S.M. Surveys, Boundary Surveys, Plats of Right of Way, Easement, Dedication, Subdivision, and Annexation.

Boundary Surveys
Retraces and monument title lines for ALTA/ACSM land title surveys, new subdivisions and existing parcels requiring a current survey, including legal descriptions and plat preparation. Also prepares legal descriptions and plats for roadway and easement dedications, roadway and easement vacations and tax division or annexation parcels.

Route Surveys
Transportation related experience involving control surveys by GPS and classical methods. Determines existing centerline alignments and existing right-of-way from field surveys and public records. Also prepares plats of highway with legal descriptions for proposed right-of-way for small and large-scale land acquisition projects.

Engineering and Construction Surveys
Broad range of experience in small to very large private and public works projects involving roadway and site topographic surveys, centerline alignment surveys, and drainage and hydraulic surveys. Experience also includes construction layout and final as-built surveys. All experience has included residential, commercial and industrial development, along with roadways, bridges and airports.

Control Surveys
Experience with all forms of plane and geodetic survey control for horizontal and vertical purposes. Includes control for photogrammetry, densification, and topographic and engineering surveys.

Specific Project Experience
- Central DuPage Hospital, Winfield, Illinois,
- United States Army Corp of Engineers Project Control Monument Survey
- United States Army Corp Of Engineers Big Bend Lake Survey,
- United States Army Corp Of Engineers McCook Railroad Monitoring
- Chicago Rawhide Manufacturing Facility; Elgin Illinois,
- Block 37 underground monitoring, Downtown Chicago;
- Honeywell/Celotex Site, Chicago
- Fort Sheridan, Forrestal Village and Great Lakes Naval Air Force

Professional Registration
State of Illinois Licensed Professional Land Surveyor #035-003341

Memberships
Illinois Professional Land Surveyors Association
National Society of Professional Surveyors
K. David Marquardt
Senior Construction Engineer

Experience
K. David Marquardt is a Senior Construction Engineer with over 22 years experience with an emphasis on construction engineering. Mr. Marquardt serves as a field engineer for a variety of municipal and private projects and is responsible for managing all phases of the construction project including layout, construction observation, conformance with plans and specifications, schedule and budget adherence, material inspection management, and coordination between municipalities, residents, business owners, clients, and contractors. Prior to joining GHA, Mr. Marquardt worked for IDOT in the Bureau of Construction on an array of complex utility, road, and bridge reconstruction projects.

Specific Project Experience

Capital Improvement Projects, City of Evanston
Mr. Marquardt has been the Resident Manager for six water main, sewer relief, and street improvement projects over the past few years. These projects consisted of over 26,000 lineal feet of water main and relief sewer improvements, and various street resurfacings. Mr. Marquardt was responsible for general layout, construction observation, documentation, material inspection management, and extensive resident and business coordination.

Capital Improvement Projects, Village of Lincolnwood
Mr. Marquardt managed a diverse series of annual water, sewer, and roadway programs with a combined value of over $15 million. The projects typically included new water main, storm sewer upgrades, sanitary sewer improvements, and roadway reconstruction or resurfacing. Mr. Marquardt oversaw all aspects of the construction phase including general layout, documentation, and observation.

Water System Improvement Project, Village of Lincolnshire
This project involved the installation of a water transmission main from the City of Highland Park to the Village of Lincolnshire with a cost of over $5 million. The project consisted of installing over 12,000 lineal feet of 30” PCCP and DIP water main, and also included augering 1,000 lineal feet of 48” steel casing. Mr. Marquardt was responsible for documentation, construction observation, and coordination with several municipalities, residents, businesses, LCSMC, IDOT, and the Tollway Authority. This project received the 2008 APWA Project of the Year Award.

Capital Improvement Projects, Village of Skokie
These projects included water main improvements, street lighting, and reconstruction of several streets in the Village of Skokie’s TIF District. Mr. Marquardt was responsible for general layout, construction observation, documentation, business interaction and coordination, and material inspection.

IL 59 and IL 62/68 over EJ&J Railroad, Village of Barrington Hills
This project involved over $13 million in IDOT bridge replacement, traffic signal improvements, and roadway realignment and reconstruction. Mr. Marquardt was responsible for general layout, roadway and bridge construction supervision, documentation, and material inspection.

Education

Bachelor of Science in Construction Management, Illinois State University; 1990
IDOT Documentation of Contract Quantities Certified #09-0316
IDOT Construction Material Inspection Documentation
IDOT Pavement Maintenance
IDOT ICORS Training
IDOT MISTIC Training
Certified Work Zone Safety Specialist, IMSA Certification No. ZZ_93908
MUTCD Training
CN Railroad Workplace Safety Training

Professional Registration
Lake County Designated Erosion Control Inspector

Memberships
American Concrete Institute
IMSA Public Safety
ATTACHMENT

COMPLIANCE AFFIDAVIT

As a condition of entering into a contract with the Winnetka-Northfield Public Library District, and under oath and penalty of perjury and possible termination of contract rights and debarment, the undersigned deposes and states that he has the authority to make any certifications required by this Affidavit on behalf of the bidder, and that all information contained in this Affidavit is true and correct in both substance and fact.

Section 1: TAX COMPLIANCE

1. The undersigned on behalf of the entity making this proposal or bid certifies that neither the undersigned nor the entity is barred from contracting with the Winnetka-Northfield Public Library District because of any delinquency in the payment of any tax administered by the State of Illinois, Department of Revenue, unless the undersigned or the entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability of the tax or the amount of tax;

2. The undersigned or the entity making this proposal or bid understands that making a false statement regarding delinquency of taxes is a Class A Misdemeanor and in addition voids the contract and allows the municipality to recover all amounts paid to the entity under the contract in civil action.

Section 2: EQUAL EMPLOYMENT OPPORTUNITY

This EQUAL OPPORTUNITY CLAUSE is required by the Illinois Human Rights Act, 775 ILCS 5/101 et seq.

In the event of the contractor's non-compliance with any provision of the Equal Employment Opportunity Clause, the Illinois Human Rights Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights, the contractor may be declared non-responsive and therefore ineligible for future contractor subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies involved as provided by statute or regulations.

During the performance of this contract, the contractor agrees:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or ancestry; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate action to rectify any such underutilization;

2. That, if it hires additional employees in order to perform this contract, or any portion hereof, it will determine the availability (in accordance with the Department's Rules and
Regulations for Public Contract's) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized;

3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.

4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other such agreement or understanding, a notice advising such labor organization or representative of the contractor's obligation under the Illinois Human Rights Act and the Department's Rules and Regulations for Public Contract. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so notify the Department and contracting agency will recruit employees from other sources when needed to fulfill its obligation thereunder.

5. That it will submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations for Public Contracts.

6. That it will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations for Public Contracts.

7. That it will include verbatim or by reference the provisions of this Equal Opportunity Clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Section 3: ILLINOIS DRUG FREE WORK PLACE ACT

The undersigned will publish a statement:

1. Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or a use of a controlled substance is prohibited in the work place;
2. Specifying the actions that will be taken against employees for violating this provision;

3. Notifying the employees that, as a condition of their employment to do work under the contract with the Winnetka-Northfield Public Library District, the employee will:

   A. Abide by the terms of the statement;

   B. Notify the undersigned of any criminal drug statute conviction for a violation occurring in the workplace not later than five (5) days after such a conviction.

4. Establishing a drug free awareness program to inform employees about:

   A. The dangers of drug abuse in the workplace;

   B. The policy of maintaining a drug-free workplace;

   C. Any available drug counseling, rehabilitation or employee assistance programs;

   D. The penalties that may be imposed upon an employee for drug violations.

5. The undersigned shall provide a copy of the required statement to each employee engaged in the performance of the contract with the Winnetka-Northfield Public Library District, and shall post the statement in a prominent place in the workplace.

6. The undersigned will notify the Winnetka-Northfield Public Library District within ten (10) days of receiving notice of an employee's conviction.

7. Make a good faith effort to maintain a drug free workplace through the implementation of these policies.

8. The undersigned further affirms that within thirty (30) days after receiving notice of a conviction of a violation of the criminal drug statute occurring in the workplace he shall:

   A. Take appropriate action against such employee up to and including termination; or

   B. Require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Section 4: SEXUAL HARRASSMENT POLICY

The undersigned on behalf of the entity making this proposal or bid certifies that a written sexual harassment policy is in place pursuant to Public Act 87-1257, effective
July 1, 1993, 775 ILCS 5/2-105 (A).

This Act has been amended to provide that every party to a public contract must have written sexual harassment policies that include, at a minimum, the following information:

1. The illegality of sexual harassment;
2. The definition of sexual harassment under State law;
3. A description of sexual harassment, utilizing examples;
4. The vendor's internal complaint process, including penalties;
5. The legal recourse, investigative and complaint process available through the Department of Human Rights, and the Human Rights Commission;
6. Directions on how to contact the Department and Commission;
7. Protection against retaliation as provided by 6-101 of the Act.

Section 5: VENDOR INFORMATION

1. Is the bidder a publicly traded company? (yes or no) No
   If the answer is yes, state the number of outstanding shares in each class of stock. Provide the name of the market or exchange on which the company's stock is traded.

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2. Is the bidder 50% or more owned by a publicly traded company? (yes or no) No
   If the answer to the above question is yes, name the publicly traded company or companies owning 50% or more of your stock, state the number of outstanding shares in each class of stock and provide the name of the market or exchange on which the stock of such company or companies is traded.

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IT IS EXPRESSLY UNDERSTOOD THAT THE FOREGOING STATEMENTS
AND REPRESENTATIONS AND PROMISES ARE MADE AS A
CONDITION TO THE RIGHT OF THE BIDDER TO RECEIVE PAYMENT
UNDER ANY AWARD MADE UNDER THE TERMS AND PROVISIONS OF
THIS BID.

SIGNATURE:  

NAME:  Bruce L. Shrage, P.E., PTOE
TITLE:  President
(print or type)
Subscribed and sworn to me this ___13th___ day of___February____,
2012__, A.D.

By:
(Notary Public)

-Seal-

"OFFICIAL SEAL"
Lena Starkey
Notary Public, State of Illinois
My Commission Expires 12/13/2015
Joseph Sears School – Kenilworth School District 38
Kenilworth, Illinois

In August of 2002, Joseph Sears School experienced severe flood damage to the lower level, subbasement and crawl space of the school building. GHA was hired to investigate the source of the flooding and determine what remedies could be undertaken. The drainage investigation produced by GHA determined the cause of the flooding to be an enclosed portion of the Skokie Ditch surcharging in the faculty parking lot and flowing down the loading dock. The school district decided to break the project into two phases to allow for temporary flood protection improvements to be completed before engineering plans could be produced. Interior flood protection improvements proceeded concurrently with the site improvements.

GHA provided a detailed existing condition drainage and flood study and historical research on flooding within the surrounding area. GHA’s services also included grading and drainage improvements over a majority of the grounds, design of a new parking lot, design of a new exterior tri-plex stormwater pump station, and a total of 385 linear feet of new 3-foot x 6-foot concrete box culvert to replace deteriorated, corrugated metal pipe. Construction phase services included survey layout, construction observation, and owner’s representation.

Reconstructing the Skokie Ditch proved to be extremely challenging as the Ditch passes through the school grounds within underground sewer in a confined area. In addition, the sewer passes through a tunnel located in the crawl space of a 1949 school addition. The existing corrugated metal pipe was found to be severely deteriorated and partially collapsed. Most challenging was meeting the school’s tight construction schedule for completion during the summer recess.

Reference
James Mattern, Business Services Consultant
Kenilworth School District 38
542 Abbotsford Road
Kenilworth, IL 60043
847-256-5006
Village of Northfield Stormwater Management Plan  
Northfield, Illinois

GHA developed a stormwater management plan for the Village of Northfield in Cook County, Illinois. The Village of Northfield lies within the watersheds of all three forks of the North Branch of the Chicago River and has a long history of drainage and flooding complaints. The Village retained GHA to analyze the drainage issues and develop and prioritize potential improvements.

GHA reviewed available record information, interviewed Village staff, prepared a public survey questionnaire, and documented the results of the survey. GHA also conducted two open-house meetings to explain the goals of the plan to the public and solicit additional input.

GHA cataloged and categorized the public survey responses to identify patterns of drainage issues in the Village. Based on these patterns, GHA engineers performed field investigations and surveys, carried out hydraulic river modeling, and developed proposed improvement plans designed to alleviate the drainage issues and reduce future flood damages.

In addition, GHA performed field surveys using hand-held Global Positioning System (GPS) equipment to locate and catalog over 35 miles of previously unmapped existing storm sewers in the Village. The located features were then inputted into the Village Geographic Information System (GIS).

Reference
Ms. Stacy Alberts-Sigman  
Village Manager
Village of Northfield  
361 Happ Road
Northfield, Illinois 60093  
847-446-9200
Everbreeze Subdivision CBDG Drainage Project
Ingleside, Illinois

The Everbreeze residential subdivision, situated along the north side of Long Lake in Ingleside, was historically prone to flooding and standing water. As the subdivision is located in an unincorporated area, the infrastructure is maintained by the Grant Township Highway Department.

As the engineer for these Grant Township highway improvements, GHA provided an existing conditions assessment of the project area, and designed drainage solutions to alleviate neighborhood flooding. Improvements included design and installation of curb and gutter and storm sewer. Additionally, GHA provided construction monitoring for the duration this phased improvement program.

The project was subject to several constraints which placed a high priority on the storm sewer and surface drainage system. The local roadways provide only a 20’ right-of-way, versus the 40’ ROW typical elsewhere in the township, limiting the available space for roadway, storm, and drainage improvements. Additionally, the subdivision’s proximity to Long Lake further compounded the design challenges. Many of the homes were constructed at or near the lake’s flooding elevation, increasing the severity of flooding events.

The project totaled $1.2 million over four years, and was partially funded by a CDBG, averaging $90,000 per year.

Reference
Ms. Kim Kiesgen, Township Highway Commissioner
Township Highway Department
26535 Molidor Road
Ingleside, IL 60041
847-546-7623
Spring Creek Road Rain Garden Project  
Barrington Hills, Illinois

In the spring of 2007 the Village of Barrington Hills was contacted by a resident whose pond was overtopping frequently, resulting in standing water throughout the property as well as basement flooding. As Village Engineer, GHA met with the resident and reviewed the options to improve the existing condition. GHA responded with an innovative engineering design to alleviate the drainage problem, designing a series of in-line rain gardens to accept drainage from the property, increase infiltration for low flows, and allow for overflow to continue draining through the drainage ditch from one rain garden to the next.

GHA’s work tasks for this $35,000 project included preliminary meetings with the resident, preparation of engineering plans, construction and bid documents, bid tabulation and review, grant applications, presentation to the Village Board, educational materials and on-site construction supervision.

Reference
Robert Kozin, Director of Administration
Village of Barrington Hills
112 Algonquin Road
Barrington Hills, IL 60010
847-551-3000
PROJECT UNDERSTANDING

We understand the Main Library on Oak Street has a history of drainage issues. A storm event in July 2011 resulted in 6.5 inches of rain in just 3 hours. Ponding water in the lower level stairway damaged an exterior door and flooded the lower level of the library causing over $200,000 in damage to the building and contents.

GHA has conducted a site investigation and reviewed the available plans. Based on the utility and grading plan it appears the parking lot and portions of the park site along Green Bay Road drain towards the stairway to the lower level. A key aspect of the proposed solution will be to provide an emergency overland flow route to direct stormwater away from the stairway.

APPROACH TO PROJECT

The Library is requesting assistance in the form of professional engineering services to complete the following tasks:

- Project Kick-off and Data Collection
- Topographic Site Survey
- Storm Water Drainage Study
- Preliminary Plan Development
- Public Presentation
- Final Plans and Permitting
- Bid Assistance
- Construction Phase Services

In order to complete the tasks outlined by the Library, we recommend the following project approach:

Kickoff Meeting & Data Gathering

GHA will conduct a project kickoff meeting with the Library to collect available data, and to confirm scope, timelines, and deliverables. At the meeting, the Library can provide any existing site and project data, including boundary and topographic survey data, documented drainage issues, storm sewer maps, and other relevant utility information to the GHA team.
**Topographic Survey & Field Reconnaissance**

The GHA team will utilize current GPS and robotic surveying equipment to accurately define existing conditions, locations of observable utilities, topography and critical areas possibly affected during construction. We will identify right-of-way structures, limits of pavements, driveway and walk locations, key trees, and other structures, including utility poles. All topographic data will be downloaded and reduced in AutoCAD format. The data will be mapped to represent the existing conditions with 1-foot topographic contours of the project site. The survey team will also obtain photographic documentation of existing conditions such as the condition of the parking lot and landscape features for future reference during design and construction.

**Storm Water Drainage Study**

Following the completion of our field data gathering, GHA will initiate our hydrologic and hydraulic analysis. Our goal is to evaluate the site and determine appropriate routing methods for low flow and overland flow. Our general scope of work will include:

1. Determine the tributary area for the site.
2. Hydrologic modeling using Pond Pack utilizing a critical duration analysis to establish 2-, 10-, 50-, and 100-year flow rates in addition to modeling the July 2011 storm event.
3. Hydraulic analysis to evaluate low flow systems as well as flood mitigation routing.
4. Analysis of the potential flood protection levels based on cost and feasibility.
5. Provide recommendations of desirable protection levels to Library representatives.

**Preliminary Engineering**

GHA will initiate our Preliminary Engineering task, following the completion of the storm water drainage study and the Library’s determination of the desired protection level. Our general scope of work will include:

1. Contact regulatory agencies to assess permit requirements.
2. Prepare preliminary engineering plans illustrating the following:
   a. General site constraints including utility easements, and ROW width
   b. Proposed drainage plan to include low flow and flood mitigation systems
3. Provide a preliminary engineer’s opinion of probable construction cost.

**Public Presentation**
GHA will prepare exhibits to present to the Library Representatives. Mr. Pat Glenn will facilitate the meeting and has a successful record of presenting technical information in a straightforward, easy to understand manner.

**Construction Documents & Bid Assistance**

GHA will incorporate comments from the Library Representatives and prepare final engineering site plans in accordance with the Village of Winnetka and MWRD requirements. Based on the approved design development documents the GHA Team will initiate the Construction and Bidding Documents (CDs) step. The CDs will include the drawings and specifications. The specifications will be compiled as a project manual and generally follow the Construction Specifications Institute (CSI) Manual of Practice. In general, the CD’s will include:

1. General conditions, construction notes and specifications.
2. Finalize grading and drainage plans for flood mitigation.
3. Typical sections for pavement and utility trench areas.
4. Standard details for storm sewer, etc.
5. Soil erosion and sediment control plan and details.
6. Prepare a final Engineer’s Opinion of Probable construction costs.

GHA will assist the Library in encouraging qualified contractors to bid on the project. In addition GHA will:

7. Provide addenda and clarification related to bid documents, if necessary.
8. We will provide reference checks on contractors under consideration for the project.
9. GHA will review the opened bids and provide a recommendation to Library for the lowest responsible bidder.

**Construction Phase Services**

We have the experience and resources to assist the Library through completion of construction. GHA’s construction services group can provide construction control, staking and layout; construction observation; soil erosion/sedimentation control monitoring; coordination of materials and quality control testing; shop drawing and submittal reviews; contractor progress monitoring; pay application review and recommendations.
Site Constraints
The outfall of the site will be a controlling factor of the design. The capacity of any proposed system will be dictated by the elevation of the outfall and the available slope to from the upper limit of the site. We anticipate that slope will be a major controlling factor in the storm sewer capacity. We are prepared to utilize storage and overland flood routes to provide the level of protection desired.

Construction Funding
Incorporating water quality benefits into the project may provide large payouts. These concepts could greatly increase the support for grant funding from programs such as the Section 319 of the Clean Water Act. Lake County’s Stormwater Management Commission is currently pursuing this grant program to fund projects in Lake County watersheds, even if the project is outside of the County limits. The Main Library is located in the Lake Michigan Watershed which lies within both Cook and Lake Counties.

Often times building in water quality benefits to projects can be completed quite easily. One option could include utilizing bio-swales and rain gardens in the courtyard area to manage low flow stormwater. These components not only provide valuable stormwater storage, but also can add aesthetic and educational value to the site.

Permitting
Design decisions must incorporate knowledge of the permits necessary to implement the project. Regulatory requirements can have a significant impact on the project schedule and budget. Often times minor project details can greatly change the regulatory requirements. Our staff is extremely familiar with the regulatory requirements of the Village of Winnetka and the Metropolitan Water Reclamation District.

Coordination with Stakeholders
GHA has long-term relationships with the Village of Winnetka, the Winnetka Park District as well as the Village of Northfield. We are currently working on a project for the Park District involving complex stormwater management at the Skokie Playfields. It is our understanding the open space along the east side of the Library is Park District property. Early coordination with the District may open opportunities for shared flood mitigation alternatives outside of the Library’s property.

Maintainable Systems
A low maintenance system will be imperative to a successful flood mitigation project. Rainfall events such as the July 2011 storm occur without advance warning. Inlets clogged with landscaping debris can easily amplify flooding problems. The proposed system should require low to no maintenance.
The following is preliminary schedule based on our understanding of the scope of the project and our experience with projects of a similar nature.

<table>
<thead>
<tr>
<th>Task</th>
<th>Estimated Time for Completion</th>
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<tbody>
<tr>
<td>Project Kick-off, Data Collection, Topographic Survey</td>
<td>1 weeks</td>
</tr>
<tr>
<td>Storm Water Drainage Study</td>
<td>2 weeks</td>
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<tr>
<td>Preliminary Engineering Plans &amp; Stakeholder Coordination</td>
<td>2 weeks</td>
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<tr>
<td>Public Presentation and Library Review/Approval</td>
<td>2 weeks</td>
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<tr>
<td>Construction and Bid Documents</td>
<td>2 weeks</td>
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<tr>
<td>Permit Approval</td>
<td>2 weeks</td>
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<tr>
<td>Project Bidding</td>
<td>4 weeks</td>
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<tr>
<td>Construction Phase Services</td>
<td>4 weeks</td>
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</tbody>
</table>

Please note that this schedule is tentative and may be subject to outside agency delays. Also, several items will likely be completed concurrently, which would decrease the project timeline, as shown below.

We welcome the opportunity to discuss the necessary delivery dates with the Library. GHA has the staff capabilities to meet any reasonable timeframe requirements.