

March 31, 2020

INFORMATION LETTER NO. 1

Church Rd Pump Station Improvements

Dear Project Area Residents, Institutions, Businesses and Interested Parties:

The Village of Bensenville is undertaking a project involving major rehabilitation work at one of its water production/distribution facility located at 130 N Church Rd in the spring/summer of 2020.

The Village of Bensenville owns and operates the 1.8 million gallon underground reservoir as well as 500,000-gallon water tower along Church Rd, which is a key facility for the intake and distribution of domestic water throughout the Village. This facility is scheduled to receive electrical and mechanical upgrades as part of this project to replace the original equipment from 1959. The station requires permanent upgrades to effectively operate the facility which will continue to serve the Village for years to come.



The Village hired Strand Associates, Inc. (Strand) of Madison, WI to provide design engineering services for this project in 2019. The project was advertised for bid on October 31, 2019. The Village received three (3) bids for this project on November 21, 2019. Dahme Mechanical Industries (DMI) out of Arlington Heights, Illinois submitted the lowest responsible and responsive bid in the amount of \$595,000.00 on this project. DMI comes with many years of experience on projects of such magnitude. DMI will likely utilize services of other sub-contractors to complete the electrical work proposed on the project. The contract for this project was awarded to DMI on December 17, 2019.

The Village has retained Strand Associates to provide engineering oversight for this project. Strand has served many communities with the water and wastewater related engineering needs and has extensive experience with such projects. Strand will serve as the liaison between the residents and the contractor. Strand's task will include making sure the project gets built according to the plans and specifications as well as to assure that the project goes as smoothly as possible for our residents.

This project has a substantial completion date of September 1, 2020. The substantial completion is achieved when all contract items except for punch list items are completed. The final completion including will be September 30, 2020 for this project. Since the project award, the contractor is working on ordering all the special materials required for this project including valves and electrical panels. At this time, given the COVID-19 situation and weather permitting, the tentative start date for the projects is set for the week of May 4, 2020. The contractor may choose to mobilize and do some preliminary work prior to May 4; however, major work is not expected until May 4. Please note that capital improvement projects are deemed essential work during the shelter in place order in the State of Illinois.

The project will be completed in phases as such that the facility will remain operational at all times. The Village does not anticipate any outages in providing water to its customers during this project.

One of the goals of this letter is to prepare you for what to expect as part of the project. As the major work items will be concentrated inside a building, the Village doesn't anticipate any major impacts to the residents or motoring public. We are hopeful of receiving a full cooperation from the residents during this project.

Daily Work Hours – Daily work hours are from 7:00AM to 7:00PM, Monday thru Friday. At this time we do not anticipate any Saturday work, but will adjust based on progress. No work is permitted on Sundays and holidays. Should the contractor start early, please feel free to call the police department.

Utility Markings – As part of the construction process, the contractor frequently calls J.U.L.I.E. to help assist in the locating of buried utilities. We ask for your cooperation in maintaining the marks and flags, as they are located. We realize this can be a burden during mowing of the parkways. If it is necessary to remove the flags, please replace them in their exact location. Your cooperation will help avoid unnecessary utility outages.

Information Transfer – Information letters, like the one you are reading now, will be updated on the Village website periodically to keep all residents along the project corridor abreast of the current progress and activity of the project. Please feel free to contact me or the Resident Engineer at any time with questions regarding the project. For general project updates, please check the Village website.

Parking / Access to Driveways – The Village doesn't anticipate any access or parking issues to residents during this project.

Garbage Pickup – The Village doesn't anticipate any interruptions in garbage service to residents during this project.

Curbside Branch/Brush Pickup – The Village doesn't anticipate any interruptions in branch/brush pickup service to residents during this project.

Traffic Control – During working hours, traffic may be hindered in the direct vicinity of the work, likely for major parts delivery. Other than occasional temporary traffic impacts, the Village doesn't anticipate any traffic interruptions to residents during this project.

Mail Deliveries – The US Postal Service will deliver the mail as usual.

Safety Concerns - It is worth a reminder to say that any construction site is a dangerous situation, perhaps even more so during the hours the contractor is not actually working the area. This site located next to a park like setting. Please exercise caution while using the park.

Project Contacts - *Who do I call with questions?*

To provide day-to-day construction oversight for the project, the Village has hired the engineering consulting firm of Strand Associates. Richard Scheer of Strand will be providing this vital role for this project. Please feel free to call Richard with any questions or concerns throughout the project. Richard will be on site on part time basis and is the **best source** for information regarding construction aspects and progress of the project. Shown below are the names and available phone numbers of key project personnel. Please retain this letter and post this list in a convenient and accessible location for ready reference throughout the project.

Church Rd Pump Station Improvements

KEY PERSONNEL AND TELEPHONE NUMBERS

Contractor

Kris Komorn

Dahme Mechanical Industries (DMI)

847.212.1147 (office)

Consulting Engineer:

Richard Scheer, Project Engineer

Strand Associates

815.744.3134 (office)

Village of Bensenville:

Mehul Patel, Assistant Director

Joe Caracci, Director of Public Works

Public Works Department

630.594.1196 (office – direct)

630.350.3431 (office – direct)

FOR AFTER-HOUR SITUATIONS REQUIRING IMMEDIATE ATTENTION:

POLICE: Emergency Number 911

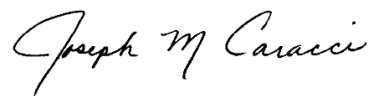
POLICE: Non-Emergency Number 630.350.3455

Resident Contact - Getting information regarding access issues or emergency situations to residents that are not home during the workday is a challenging task. For your consideration, I am enclosing a simple form for your use if you desire to let Public Works know of a daytime phone number where you can be reached in the case of an emergency affecting your residence. The form

also could be used to indicate someone to contact if you will be away from the project area for an extended period of time. The form can be mailed or faxed to Public Works to the address or fax number shown thereon or the information may be submitted via e-mail. We will maintain a database of contacts and will utilize this as necessary and practicable during the project, with the information held in strict confidentiality.

In closing, thank you again for your interest, patience and cooperation as we move through the construction stage of the project. Inevitably there will be disruptions and inconveniences to endure in the coming months. Please contact Richard Scheer, Mehul or myself with any concerns, insights and suggestions. The Village, consulting engineer and the contractor are all committed to keeping the lines of communication open and to have a successful and safe project.

Very truly yours,

A handwritten signature in cursive script that reads "Joseph M. Caracci".

Joe Caracci, P.E.
Director of Public Works



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DAYTIME NOTIFICATION FORM

I wish to be notified at the following telephone number (s) in the event that the Public Works Department needs to reach me during normal working hours.

Home Address: _____

Name: _____

Name: _____

Home Phone: _____

Home Phone: _____

Work Phone: _____

Work Phone: _____

Cell Phone: _____

Cell Phone: _____

Email: _____

Email: _____

Notes or Other Information:

Sprinkler System _____

Pet Fence _____

Existing Drainage _____

Please mail this form to: Bensenville Public Works
Attn: Mehul Patel
717 E. Jefferson Street
Bensenville, IL 60106

or FAX to Public Works: 630-594-1148

or email to Public Works: mpatel@bensenville.il.us

