
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: CYNTHIA L. GALBREATH, VILLAGE CLERK
SUBJECT: RESOLUTION: AUTHORIZING ENTERING INTO
CONTRACT AMENDMENT WITH EEI
AGENDA DATE: APRIL 18, 2017 CONSENT AGENDA
DATE: APRIL 13, 2017

ISSUE

Shall the Village of Sugar Grove amend the contract with EEI reflecting rates changes.

DISCUSSION

Engineering Enterprises, Inc is the Village's Engineer. At this time they have notified the Village of the rates for the upcoming fiscal year. As with all contract amendments this is subject to being adopted by the Village Board. This does not alter any terms of the present contract and is for tracking and budgetary purposes only.

A resolution authoring acknowledgment of the revised rate schedule is attached.

COSTS

There is no cost associated.

RECOMMENDATION

That the Village Board adopts Resolution 20170418O, Authorizing Entering into an Amendment to the Agreement with the Engineering Enterprises, Inc.



Engineering Enterprises, Inc.

March 1, 2017

Mr. Brent Eichelberger
Village Administrator
Village of Sugar Grove
10 Municipal Drive
Sugar Grove, IL 60554

Dear Mr. Eichelberger:

This letter is to submit our request for Changes in Rates of Compensation in accordance with our Agreement for Professional Services dated November 15th, 2005.

The requested changes are in the hourly rates for various classifications of employees in accordance with our enclosed Standard Schedule of Charges dated January 1, 2017. Also enclosed is our current summary of Personnel, Positions and Classifications to cross reference with the hourly rates for the individuals to whom they apply.

Please note that we are requesting an increase of approximately 3% per hour for each classification of employees.

As I am sure that you have experienced as well, costs have risen significantly over the past few years. We believe that we have excellent personnel whom we have been able to retain through our continued investment in salary, benefits, equipment and facilities. We also believe that they provide an exceptional value to our clients.

We hope that you will honor our request so that we can maintain and expand our staff to continue to provide the high level of service that you expect and deserve.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.

A handwritten signature in blue ink that reads "Michele L. Piotrowski".

Michele L. Piotrowski, P.E., LEED AP
Senior Project Manager

DRB/dmt

Enclosures



Standard Schedule of Charges

January 1, 2017

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$196.00
Principal	E-3	\$191.00
Senior Project Manager	E-2	\$185.00
Project Manager	E-1	\$168.00
Senior Project Engineer/Planner/Surveyor II	P-6	\$155.00
Senior Project Engineer/Planner/Surveyor I	P-5	\$145.00
Project Engineer/Planner/Surveyor	P-4	\$133.00
Senior Engineer/Planner/Surveyor	P-3	\$121.00
Engineer/Planner/Surveyor	P-2	\$111.00
Associate Engineer/Planner/Surveyor	P-1	\$100.00
Senior Project Technician II	T-6	\$145.00
Senior Project Technician I	T-5	\$133.00
Project Technician	T-4	\$121.00
Senior Technician	T-3	\$111.00
Technician	T-2	\$100.00
Associate Technician	T-1	\$ 87.00
Engineering/Land Surveying Intern	I-1	\$ 82.00
GIS Technician	G-1	\$ 67.00
Administrative Assistant	A-3	\$ 80.00

CREW RATES, VEHICLES AND REPROGRAPHICS

1 Man Field Crew with Standard Survey Equipment		\$158.00
2 Man Field Crew with Standard Survey Equipment		\$247.00
1 Man Field Crew with RTS or GPS *		\$196.00
2 Man Field Crew with RTS or GPS *		\$284.00
Vehicle for Construction Observation		\$15.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White) \$1.00/Sq. Ft. (Color)	
Reimbursable Direct Costs & Services by Others	Cost + 10%	

*RTS = Robotic Total Station / GPS = Global Positioning System



Personnel, Positions and Classifications

Peter G. Wallers, P.E., CFM <i>President</i>	E-4	John D. Hoffmann, P.E., CPII <i>Senior Project Engineer II</i>	P-6	Brandon C. Stahl, E.I. <i>Project Engineer</i>	P-4
David R. Burroughs, P.E. <i>Senior Vice President</i>	E-4	Colleen C. Jaltuch, P.E., LEED AP BD&C <i>Senior Project Engineer II</i>	P-6	David S. Stewart <i>Senior Project Technician II</i>	T-6
Bradley P. Sanderson, P.E. <i>Vice President</i>	E-3	Christopher E. Peterson, P.L.S. <i>Senior Project Surveyor II</i>	P-6	Kristopher K. Pung <i>CAD Manager</i>	T-6
Jeffrey W. Freeman, P.E., CFM, LEED AP <i>Vice President</i>	E-3	Kyle D. Welte, P.E., CPII <i>Senior Project Engineer II</i>	P-6	Joshua M. Boatman <i>Senior Project Technician II (Field)</i>	T-6
Thomas W. Talsma <i>Vice President</i>	E-3	Michael R. Brouch, P.E., CPII <i>Senior Project Engineer I</i>	P-5	C. Larry Nolan <i>Senior Project Technician I (CAD)</i>	T-5
Denise M. Migliorini <i>Treasurer & Vice President</i>	E-3	Eric J. Meschewski, P.E. <i>Senior Project Engineer I</i>	P-5	James P. Schmidt <i>Senior Project Technician I (CAD)</i>	T-5
John T. Whitehouse, P.E., P.L.S. <i>Senior Project Manager</i>	E-2	Christopher J. Ott, E.I. <i>Project Engineer</i>	P-4	Jeffrey A. Humm <i>Senior Project Technician I (Field)</i>	T-5
Stephen T. Dennison, P.E. <i>Senior Project Manager</i>	E-2	Christopher R. Walton, E.I. <i>Project Engineer</i>	P-4	Matthew J. Taylor <i>GIS Technician</i>	G-1
Julie A. Morrison, P.E. <i>Senior Project Manager</i>	E-2	Collette M. Frohlich, E.I. <i>Project Engineer</i>	P-4	Angela R. Smith <i>Executive Assistant/Marketing Coordinator</i>	A-3
Michele L. Piotrowski, P.E., LEED AP <i>Senior Project Manager</i>	E-2	Michael W. Schweisthal, E.I. <i>Project Engineer</i>	P-4	Deborah R. Anderson <i>Administrative Assistant</i>	A-3
Timothy N. Paulson, P.E., CFM <i>Project Manager</i>	E-1	Nadia L. Simek, E.I. <i>Project Engineer</i>	P-4	Denise M. Thelander <i>Accounting Assistant</i>	A-3
Mark G. Scheller, P.L.S. <i>Project Manager</i>	E-1	Christa L. Van't Hul, E.I. <i>Project Engineer</i>	P-4	Angela D. McCoy <i>Accounting Assistant</i>	A-3
Timothy V. Weidner, P.E. <i>Project Manager</i>	E-1	Tyler A. Meyer, E.I. <i>Project Engineer</i>	P-4		
Todd A. Wells, P.E., CPII <i>Senior Project Engineer II</i>	P-6	Grant R. Johnson, E.I. <i>Project Engineer</i>	P-4		

Legend:

P.E. = Professional Engineer
E.I. = Engineer Intern
CPII = Certified Public Infrastructure Inspector

E = Executive
T = Technical
A = Administrative

P.L.S. = Professional Land Surveyor
CFM = Certified Floodplain Manager
LEED AP = Leadership in Energy and Environmental Design
Accredited Professional
P = Professional
G = GIS

11/29/16