



CITY OF WASHINGTON, ILLINOIS

Committee of the Whole Agenda Communication

Meeting Date: May 8, 2023

Prepared By: Jim Snider, City Administrator

Agenda Item: Hamilton Engineering Scope of Work – Public Hearing

Explanation: Council has requested discussion at Monday's Committee of the Whole Meeting regarding Hamilton Engineering's scope of work as it relates to a public hearing. Below is the schedule set forth in his original contract with the city. Item 6 indicates a cost of \$20,000 for his work on a possible public hearing. The total remaining contract cost is \$66,353:

EXHIBIT B – SCOPE OF WORK

ITEM	TASK DESCRIPTION	COST
1	Data Collection	\$15,000
	A Get and review Strand Data	
	B Develop LIDAR Routes	
	C Calculate I/I contribution from FCTS	
2	Interview City Staff	\$5,000
	A Site meeting	
	B Memo	
3	Interview homeowners	\$5,000
	A Meeting	
	B Walk Route	
	C Memo	
3a	Community Survey and Website	\$15,000
	A Question development	
	B Survey Development and Posting	
	C Capture Results	
	D Report to City	
	E Website Development and Monthly Updates	
3b	Existing Sewer Evaluation	\$25,000
	A Bid documents for TV Inspection	
	B Review videos	
	C Recommendation Memo	
	D Bid documents for telegrouting (or sliplining), MH Repair	
4	Draft Report	\$30,000
	A Routing and Service Area Calculations	
	B Report	
	C Exhibits	
5	Report Revisions	\$10,000
	A Report	
6	Public Hearing	\$20,000
	A Exhibits	
	B Stenographer	
	C Hearing	
	D Disposition of Comments (estimate)	
	E PW meeting to discuss comments	
7	Final Draft	\$10,000
	A Report	
8	Presentation to Council	\$5,000
	A PowerPoint	
	B Council Meeting	
9	Final Report	\$10,000
	A Report	
10	Contingency, allowance	\$15,000
	An Allowance for additional tasks as needed	
TOTAL PROJECT COST		\$165,000

Fiscal Impact: TBD

Action Requested: Discussion by council members on future engineering work by Hamilton Engineering.