



## Agenda Memo

Crest Hill, IL

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<b>Meeting Date:</b>	November 24, 2025
<b>Submitter:</b>	Ronald J Wiedeman
<b>Department:</b>	Engineering
<b>Agenda Item:</b>	A Resolution for a Professional Services Agreement for Design Engineering Services for the Theodore Retaining Wall Replacement between Knapp and Barthelone by and between the City of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd in the amount of \$39,690.00

**Summary:** Staff would like to begin the design process for the replacement of the existing retaining walls along Theodore between Knapp and Barthelone. This is the last location where this is an existing retaining wall that still requires replacement. The existing retaining walls are in a state of disrepair. We will look at replacing the wall with a new modular retaining wall or shortening the length of the existing wall by grading the private property behind the wall.

Bid documents and construction estimates will be prepared for each project location and budgetary construction costs will be determined for future city budget discussions.

Attached is an agreement from CBBL to provide professional design services. These services will include the following:

- Data Collection and Review
- Geotechnical Investigations
- Utility Coordination
- Preparing and Receiving Required Permits for the project
- Preparation of structural Plans and Specifications and Construction Estimates
- Quality Assurance/Quality Control
- Project Administration and Management
- Attend Project Meeting
- Provide support during the bidding process.

Construction Engineering has not been negotiated at this time, but will be once the project is ready for bid. Once the construction engineering scope and fee are determined an agreement will be presented to the City Council for review and approval.

The project schedule is to have the entire bid package ready for bidding by the end the spring of 2025.

**Recommended Council Action:** A Resolution for a Professional Services Agreement for Design Engineering Services for the Theodore Retaining Wall Replacement between Knapp and Barthelone by and between the City of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd in the amount of \$39,690.00

**Financial Impact:**

**Funding Source:** General Fund-Streets

**Budgeted Amount:** \$181,000.00

**Cost:** \$39,690.00

Total Budget amount spent to date including this design fee is \$162,620.00.

**Attachments:**

Resolution-Theodore Retaining Walls-Knapp-Barthelone

Exhibit A-Crest Hill Theodore Retaining Wall Replacement (Knapp-Barthelone).101025

Location Exhibit