VILLAGE OF HOMEWOOD

BOARD AGENDA MEMORANDUM **DATE OF MEETING: February 10, 2026**

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Joshua Burman, Director of Public Works

Topic: Engineering Agreement – Professional Engineering Design Services - Chayes Park Drive Culvert Replacement Project

PURPOSE

Staff requests that the Village Board approve a budget amendment of $7,000 and authorize acceptance of a proposal from Christopher B. Burke Engineering, Ltd. (CBBEL) of Rosemont, IL, in an amount not to exceed $96,980 for professional engineering design services. Christopher Burke's services include preparing construction bid documents, the procurement of required agency permits, and the managing and oversight of the bidding process for the Chayes Park Drive Culvert Replacement Project.

PROCESS

The deteriorating culverts in the Chayes Park Drive area have caused ongoing pavement issues, requiring repeated patching by the Public Works Street Division. If the culverts are not replaced soon, the structures will continue to decline, resulting in additional roadway damage, increased maintenance costs, and potential safety risks to motorists and pedestrians.

Phase One Engineering in Preparation for Future Funding

Through this engineering request, staff is introducing a "shovel-ready" philosophy to how various infrastructure projects can be systematically completed. A shovel-ready project philosophy is an approach—most common in municipal government and infrastructure planning—that prioritizes developing projects to a point where they can begin construction or implementation almost immediately *once funding becomes available*. For the Chayes Park Drive Culvert project, full project funding (engineering and construction) is not available, so funding resources are used to perform the lesser-cost engineering in preparation for future funding. The cost for construction of this project is listed in the FY2026-2027 capital plan once the capital plan is funded.

What is a Culvert?

A culvert is a small but vital structure that allows water to flow safely beneath a road, railroad, trail, or embankment. Instead of letting stormwater or natural streams run over a roadway, where it could cause flooding, erosion, or structural damage, a culvert directs water through a pipe or reinforced opening below the surface. In Homewood, culverts play an important role in stormwater management by preserving natural drainage patterns while protecting public infrastructure.

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Large culvert example

Culverts at Chayes Park Drive

Why is the Chayes Park Drive Culvert Replacement needed?

The Cherry Creek tributary (East Branch) flows beneath Chayes Park Drive at the southern property line of the Governors Place Apartments through "twin" 28-inch by 43-inch elliptical corrugated metal pipe (CMP) culverts. Constructed in 1960, these culverts have experienced significant deterioration over the past decade, resulting in recurring roadway settlement from the damaged pipes. The affected pavement has required repeated patching by the Public Works Street Division.

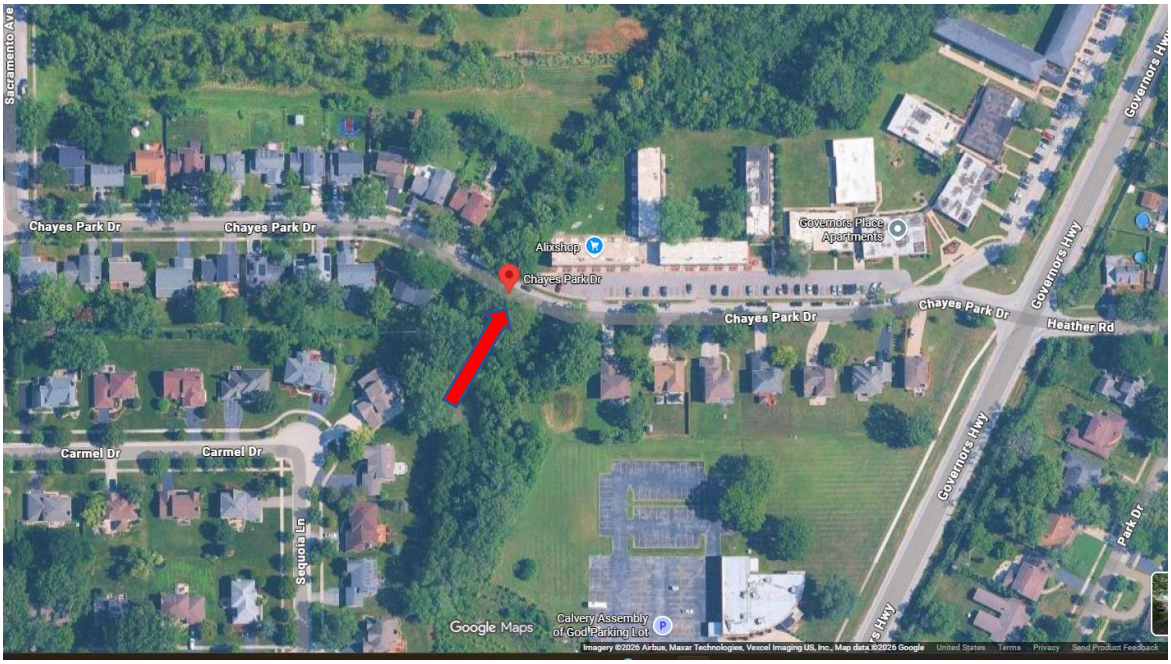
Properly Operating Culverts are Critical to this Area

Permanent replacement is necessary to protect the roadway and prevent costly emergency repairs in the future. The Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM), shows that the Cherry Creek East Branch contains mapped floodplain and regulatory floodway at this location demanding proper drainage and movement of water. Additionally, the waterway is considered Waterways of the U.S. by the Army Corps of Engineers (USACE). Maintaining proper drainage at this crossing is critical to prevent roadway flooding and protect nearby public infrastructure and private property.

RCBC Culvert example

It is anticipated the deteriorated twin CMP culverts will be replaced with an equivalent-sized Reinforced Concrete Box Culvert (RCBC) with a precast end section and wing-walls.

This replacement will provide a long-term solution designed to improve roadway stability, reduce ongoing maintenance, and ensure safe and reliable drainage for residents and motorists. In order to move forward with this RCBC replacement, Christopher Burke Engineering submitted a proposal to Village staff for preparing bid plans and specifications, obtaining required permits from outside agencies, and providing bidding assistance. The list of tasks outlined in CBBEL's proposal are extensive ranging from a Task 1 – topographic survey to a Task 7 & 8 – Bidding Assistance and Meeting Coordination - respectively.



Selecting the Engineering Firm – Satisfactory Relationship for Services

State statute (50 ILCS 510/6) allows for municipalities to bypass the professional procurement processes for engineering services when the municipality has a "satisfactory relationship for services with one or more firms." Homewood has an excellent working relationship with Christopher B. Burke Engineering Ltd. (CBBEL) stemming from past projects and recent engineering initiatives. In 2023-2024, CBBEL was successful in securing an unprecedented Watershed Management Ordinance (WMO) *Legacy Detention Permit* for Homewood from the Metropolitan Water Reclamation District of Greater Chicago (MWRD) for the Prairie Lakes Regional Stormwater Management Area. CBBEL is currently finalizing the Ridge Road Storm Sewer Improvement Plans to alleviate roadway flooding within the 1400-1500 block of Ridge Road and at the intersection of Hickory Road and Loomis Avenue. CBBEL was instrumental in creating the MWRD Watershed Management Ordinance and is widely recognized for their proven expertise in stormwater management throughout the Chicagoland area.

OUTCOME

Christopher B. Burke Engineering Ltd. proposes to perform Tasks 1 through 8 for a total cost of $96,980. This engineering work is required in order to design and permit the replacement of the failing culvert beneath Chayes Park Drive. Completing this work will allow the Village to prepare the project for construction when funding becomes available. This proactive approach will help prevent further roadway deterioration, reduce ongoing maintenance costs, and ensure a safe and reliable roadway for the public.

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FINANCIAL IMPACT

- **Funding Source:** 2024 General Obligation Bond Proceeds
- **Budgeted Amount:** $90,000
- **Budget Amendment Request:** $7,000
- **Cost:** $96,980

LEGAL REVIEW

Not Required

RECOMMENDED BOARD ACTION

Approve a budget amendment of $7,000; and, accept and approve a proposal from Christopher B. Burke Engineering Ltd. Rosemont, IL in an amount not to exceed $96,980 for professional engineering design services to assist the Village of Homewood in developing construction bid documents, applying for required agency permits, and bidding for the Chayes Park Drive Culvert Replacement Project.

ATTACHMENT(S)

Proposal