VILLAGE OF HOMEWOOD

BOARD AGENDA MEMORANDUM **DATE OF MEETING: July 14, 2026**

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Terence Acquah, Assistant Village Manager

Topic: Contract- Engineering services for Facility Hardening & Disaster Resiliency

PURPOSE

Staff recommends that the Village Board approve an agreement with Interface Engineering of Chicago, Illinois, in an amount not to exceed $45,000 for engineering and design services related to the installation of a new backup generator system. The proposed backup ystem will provide emergency backup power to the Police Department, Fire Department, and Village Hall, ensuring these critical facilities remain operational during power outages.

PROCESS

Background

On July 15, 2024, the Village experienced an unprecedented weather event that had a significant impact on much of the area. A confirmed EF-1 tornado, with wind speeds exceeding 100 MPH, inflicted extensive damage throughout the Village. Power outages affected a large portion of downtown, including Village Hall, which had to remain closed for three days. Although the Police and Fire Departments were able to operate on backup power, most of their facilities still experienced outages.

This storm revealed critical weaknesses in the Village's electrical redundancy. Traditionally, Village Hall is expected to serve as a refuge for residents during natural disasters; unfortunately, Village Hall and other facilities were unable to remain fully operational, indicating a need for redundancies and improvements.

A Request for Qualifications (RFQ) was issued on August 23, 2024, with two (2) electrical engineering firms responding: (1) Interface Engineering of Chicago, IL and (2) Millhouse Engineering of Chicago, IL.

Interface Engineering was selected to conduct the study, partly due to their submitting the lowest proposal cost estimate. In the company’s cost-efficient proposal, Interface Engineering was able to demonstrate their extensive experience in conducting electrical studies by having a highly qualified and experienced project team.

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Interface Engineering conducted an assessment of five Village facilities: Village Hall, Police Station, Fire Station, Municipal Service Center (Public Works Facility), and the Brian Carey Training Center which serves as the Village's Emergency Operations Center (EOC). The assessment was aimed to identify cost-effective, phased solutions to build in redundancies by way of electrical backup power systems. The assessment included upgrades to both internal systems (such as outlets, internal circuitry, and emergency lighting) and external connections (like generator integration), ensuring that all five Village facilities remain fully operational during power outages and other emergencies that may lead to extended power outages.

Critical need to move forward with project

Since the EF-1 tornado in 2024, the Village has experienced an increase in severe weather events that have resulted in repeated power disruptions at the Public Safety Campus. In addition, since the completion of the original generator study, the Village has begun planning for the redevelopment of the Village Hall parking lot. Once construction begins, installing a permanent backup generator in this area will become significantly more difficult and costly. As a result, it is imperative that the generator project move forward before site development begins.

To advance the project, staff requested a proposal from Interface Engineering to complete the next phase of design and engineering. The proposed scope includes full design services and phased construction administration for replacement generators, automatic transfer switches, and the electrical distribution system serving Village Hall, the Police Department, and the Fire Department. The new system is intended to provide full standby power for each facility, ensuring critical building systems including electrical service, emergency lighting, communication systems, and generator connections, remain fully operational during power outages or extended electrical interruptions. The project will also be coordinated with the mechanical system upgrades currently underway at the Police and Fire facilities to improve efficiency and minimize construction impacts.

Proposal breakdown and timeline

Project Phase	**Phase Totals**
Schematic Design	$ 9,000
Design Development	$ 6,750
Construction Documents	$20,250
Construction Administration	$ 9,000
Total	**$45,000**

It is anticipated that the design phase would begin on July 15, 2026 and continue through October 2026. The construction phase would commence on November 1, 2026 and be completed March 1, 2027.

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OUTCOME

Competitive bidding (waiving of competitive bidding) is not required because of the State's exemption of professional engineering services from bidding requirements.

Moving forward with this project will allow the Village to remain fully operational during power blackouts and other events that could result in extended outages. Once the engineering phase is conducted, the project will go out to bid for a contractor to install the generator. Staff will return to the Board with the selected contractor at a later date.

FINANCIAL IMPACT

- **Funding Source:** General Capital Funds
- **Budgeted Amount:** $500,000 for Facility Hardening & Disaster Resiliency
- **Cost:** $45,000

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Authorize the Village President to enter into an agreement with Interface Engineering of Chicago, IL in an amount not to exceed $45,000, to complete the engineering and design services related to the purchase and installation of a new backup generator system for the Police Department, Fire Department, and Village Hall, ensuring these critical facilities remain operational during power outages.

ATTACHMENT(S)

Contract Agreement