
THE CITY OF ROCHELLE
Ogle County, Illinois

RESOLUTION
NO. _____

**RESOLUTION ACCEPTING THE PROPOSAL AND AUTHORIZING A
PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH BHMG
ENGINEERS, INC., FOR THE DOWNTOWN UNDERGROUND CONVERSION
PROJECT**

JOHN BEARROWS, Mayor
ROSE HUERAMO, City Clerk

TOM McDERMOTT
BIL HAYES
KATE SHAW-DICKEY
DAN McDERMOTT
ROSAELIA ARTEAGA
BEN VALDIVIESO
City Council

Published in pamphlet form by authority of the Mayor and City Council of the City of Rochelle
Peterson, Johnson, and Murray, LLC, City Attorneys
1301 W. 22nd Street – Ste. 500 Oak Brook, Illinois 60523

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RESOLUTION NO. _____

WHEREAS, Section 7 of Article VII of the 1970 Constitution of the State of Illinois provides that a municipality that is not a home rule unit shall only have the powers granted to them by law and as such the City of Rochelle (“City”), Ogle County, Illinois being a non-home rule unit pursuant to the provisions of said Section 7 of Article VII, and may exercise only the powers expressly granted by law; and

WHEREAS, the Illinois General Assembly granted non-home rule municipalities broad authority to “pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities.” 65 ILCS 5/1-2-1; and

WHEREAS, the City provides utility services including electric, water, sewer, wastewater treatment, and advanced communications to the greater Rochelle Community through the Utility Department, which is commonly referred to as Rochelle Municipal Utilities (RMU); and

WHEREAS, the City is planning to convert all downtown overhead utilities to underground. The project will start at Lincoln Manor and end at 4th Avenue. The goal of this project will be to place all existing overhead facilities underground as well as upgrade any services that are in need along the way; and

WHEREAS, this project will be funded through the downtown and southern gateway TIF Bonds; and

WHEREAS, RMU would like to engage BHM Engineers, Inc., to provide professional engineering services to design, assist in procurement, and provide construction administration for the downtown underground conversion project; and

WHEREAS, BHM Engineering, Inc., has provided a proposal to provide professional engineering services for the project in the amount of \$110,300, a copy of the proposal is attached herein as Exhibit A; and

WHEREAS, BHM is a trusted partner and has the knowledge and expertise to complete the desired work; and

WHEREAS, it has been determined by the Corporate Authorities of the City of Rochelle that it is in the best interest of the City and its residents to accept the proposal and enter into a professional engineering services agreement with BHM Engineering Inc., for the downtown underground conversion project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ROCHELLE, ILLINOIS as follows:

SECTION ONE: The foregoing Recitals are not mere preparatory language but are hereby incorporated in this Section 1 as if said Recitals were fully set forth.

SECTION TWO: The proposal from BHMGM Engineering Inc., attached herein as Exhibit A for the downtown underground conversion project in the amount of \$110,300 is hereby approved and the City Manager is authorized to enter into a professional engineering services agreement with BHMGM Engineering Inc., subject to review and revision as to form and substance by the City Attorney.

SECTION THREE: If any provision of this Resolution or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Resolution is severable.

SECTION FOUR: Where the conditions imposed by any provisions of this Resolution are more restrictive than comparable provisions imposed elsewhere in any other local law, ordinance, resolution, rule or regulation, the regulations of this Resolution will govern.

SECTION FIVE: The City Clerk shall publish this Resolution in pamphlet form.

SECTION SIX: This Resolution shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED THIS 22nd day of April 2024.

AYES:

NAYS:

ABSENT:

APPROVED THIS 22nd day of April 2024.

MAYOR

ATTEST:

CITY CLERK

STATE OF ILLINOIS)
)
COUNTY OF OGLE) SS.

CERTIFICATE

I, Rose Hueramo, City Clerk of the City of Rochelle, County of Ogle and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. _____, “RESOLUTION ACCEPTING THE PROPOSAL AND AUTHORIZING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH BHMG ENGINEERS, INC., FOR THE DOWNTOWN UNDERGROUND CONVERSION PROJECT” which was adopted by the Mayor and City Council of the City of Rochelle on April 22, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City of Rochelle this 22nd day of April 2024.

CITY CLERK

Exhibit A



BHMg Engineers, Inc.
9735 Landmark Parkway Drive
Suite 110A
St. Louis, MO 63127

Blake Toliver

February 2, 2024

Superintendent of Electric Operations

E: btoliver@rmu.net

P: (815) 561-2034

Ref: Cost Proposal for 3303 Downtown UG Conversion

Dear Mr. Toliver,

Thank you again for coming to BHMg for a proposal on the engineering and design work on the Downtown UG Conversion. The project scope is detailed in Appendix A and includes design considerations, submittal requirements, project contacts, roles/responsibilities, and clarifications. The project scope assumes the layout will remain similar to the image attached at the end of the scoping documents.

BHMg will provide engineering and design services to support all work required by the project, as stated in the provided scoping document. See 'Table 1' below for proposed project costs:

Table 1: Consultant Design Cost Proposal

Description	Cost
Engineering Services	\$ 110,300
Project NTE Total	\$110,300.00

*Note: Construction Management not included in above amount but available as T&E

The following appendices are included for additional information:

- Appendix A: Detailed Project Scope

BHMg appreciates this opportunity to provide Rochelle Municipal Utilities with these services. Should any questions arise, please contact me at your convenience.

Sincerely,

Chris Couch
Assistant Project Manager

Empowering teams that develop successful relationships for the future.



Appendix A - Scope Document
Rochelle Downtown Underground Conversion
UG Design

Rev. 0
2/2/2024

A. GENERAL DESCRIPTION

The scope of the job entails converting downtown feeder #4 from 6th avenue to 4th avenue along the alley between Lincoln and Main; connecting onto existing feeder #41. This converts the feeder section from OH 4160V to UG 13,800V. This upgrade will improve the reliability and safety of the line and load growth for EV charging. This project will lead to all utilities being underground in this corridor for the downtown area and bring better aesthetics for the critical retail area.

B. DETAILED WORK DESCRIPTION

a. Protective Relay Design:

- i. None

b. Civil Design:

- i. Asphalt alley patching

c. Line Design:

- i. Design approximately 1,000 ft. of underground 13.8kV Line
 - 1. Ampacity: 200A (to be finalized)
 - 2. Conduit Size: TBD
 - 3. Junction Styles: Above grade junction boxes
 - 4. Open cut trench and direct bury conduit
 - 5. Transferring 3 fibers to underground conduit
 - 6. Existing secondary taps will be buried and brought to existing exterior wall meters
- ii. See image at end of the scope document

C. MAJOR EQUIPMENT TO BE REMOVED

- a. Existing OH Line to be removed

D. CLIENT PROVIDED DRAWINGS AND INFORMATION

- a. RMU's existing GIS system
- b. RMU design standards

E. ROLES AND RESPONSIBILITIES

a. RMU Responsibilities:

- i. Review IFR design deliverable and provide design direction and comments within ten (10) working days.
- ii. Quoting, procuring, and coordinating any material required for project, that is not included in the Contractor's scope.
- iii. RMU will coordinate outages on feeders as required for construction.
- iv. RMU will coordinate and acquire any permits needed for installation and construction of design.
- v. RMU will acquire exhibits and easements for the required alignment of this project.
- vi. RMU will acquire any survey services. Level of survey will be specified in project KO meeting
- vii. RMU will complete (design/procure/construct) any distribution work, not included in this scope, that is required and/or desired for the taps to the 13.8kV circuit.

Appendix A - Scope Document
Rochelle Downtown Underground Conversion
UG Design



Rev. 0
2/2/2024

viii. If new metering is required out of spec after IFR, RMU to spec out and install

b. **BHMGM Engineers Responsibilities:**

- i. Project Management
 - 1. Scope of work (this document)
 - 2. Cost proposal
 - 3. Site Visits
 - 4. Client Project Status Meetings
 - 5. Start-up Procedure Support
 - 6. Outage Sequence Planning Support
- ii. Provide design deliverables within milestones listed in Section G.
 - 1. Issued for Review (IFR) Design
 - a. Engineering design package
 - i. Plan Drawings
 - ii. Riser Diagrams
 - b. Google Earth layout file (.kmz)
 - c. Long Lead Time Material Quantities
 - 2. Issued for Bid (IFB) Package
 - a. Bid Specification
 - b. Itemized Bid Units
 - c. Bid level construction package
 - d. Bill of Material
 - 3. Issued for Construction (IFC) Package
- iii. BHMGM will provide list of required easements (parcels and Width) for RMU to acquire.
- iv. Procurement / Bid Solicitation
 - 1. Long Lead Time material support
 - 2. Labor and Material bids
 - a. Prepare and manage sealed bids
 - 3. Contract Management
- v. Construction Support
 - 1. Construction staking is included as part of this proposal.
- vi. Construction Administration (the services can be provided T&E outside of contract)
 - 1. Hosting Pre-Bid, Pre-Construction, and biweekly construction update calls.
 - 2. Remote (phone, virtual meetings, etc.) design support during construction.
 - 3. Field visits during construction, at RMU or Contractors request.
 - 4. Final walkdown of completed project.
- vii. Record Drawings
 - 1. BHMGM will provide final Record Drawings after construction is complete.

F. CLARIFYING COMMENTS & ASSUMPTIONS

- a. No real estate or easement support by BHMGM is anticipated as part of this proposal.
- b. Design will be NESC compliant.

G. SUBMITTALS / DELIVERABLES



Appendix A - Scope Document
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Rev. 0
2/2/2024

- a. Long Lead Time Considerations
 - i. Transformers = 52 weeks
 - ii. Cable = 52 weeks
- b. Submittal Milestones (*These dates are assuming BHMGM has received a Purchase Order for this proposed/scoped work by 02/09/2024*)
 - i. Design Start = 04/15/2024
 - ii. Issued for Review (IFR) Design = 05/15/2024
 - iii. Issued for Bid (IFB) Design / Final Bill of Material (BOM) = 06/15/2024
 - iv. Issued for Construction (IFC) = 2 weeks prior to construction start
 - v. Construction Start = TBD (Depends on long lead time materials)

- H. CRITICAL DATES** – These are tentative dates and subject to change
- a. In Service Date: TBD

- I. WORK ORDER**
- a. TBD

- J. PURCHASE ORDER**
- a. TBD

- K. PROJECT TEAM**
- a. Project Management Contact Details:
 - i. Chris Couch – Assistant Project Manager
 - 1. Tel: (636) 237-7823
 - 2. Email: ccouch@bhm.com
 - ii. Any questions, comments or concerns related to Project Management should be addressed to the above-named individuals.
 - b. Line Engineering Contact Details:
 - i. Jake Beerman – Project Engineer
 - 1. Tel: (636) 692-8082
 - 2. Email: jbeerman@bhm.com
 - ii. Designer - TBD
 - iii. Any questions, comments or concerns related to Line Design should be addressed to the above-named individuals.
 - c. RMU:
 - i. Blake Toliver – Superintendent of Electric Operations
 - 1. Tel: (815) 561-2034
 - 2. Email: btoliver@rmu.net
 - ii. Jay Mulholland – Electric / Water Department
 - iii. Any questions, comments or concerns related to Customer Relations should be addressed to the above-named individuals.

