

Resolution No. 25-15

**A RESOLUTION APPROVING A USGBC LEED CONSTRUCTION
CONSULTANT PROPOSAL BETWEEN THE VILLAGE OF EAST DUNDEE
AND DAN ADDANTE**

WHEREAS, the Village of East Dundee (the "Village") is a duly organized and validly existing home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Village obtained and reviewed a proposal from Dan Addante to furnish LEED consulting services and related work per specifications section of LEED requirements with contract plans and LEED scorecard to comply with sustainable design requirements; and,

WHEREAS, the President and Board of Trustees of the Village of East Dundee find that it is in the best interests of the Village to accept the proposal for USGBC LEED consultant construction services from Dan Addante.

NOW THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of East Dundee, Cook and Kane Counties, Illinois, as follows:

Section 1: That the Agreement, dated February 11, 2015, which is attached hereto and made a part hereof by reference as Exhibit A, between Dan Addante and the Village be and is hereby approved in an amount not to exceed \$15,500 and the Village Administrator is hereby authorized to execute said Agreement on behalf of the Village.

Section 2: That this resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this 16th day of Feb, 2015, pursuant to a roll call vote as follows:

AYES: Trustees Skillicorn, Lynam, Selep and Wood

NAYS: \emptyset

ABSENT: Trustee Ruffalo

ABSTAIN: Trustee Gorman

APPROVED this 16th day of Feb, 2015

Attest: Heather Maieritsch
Heather Maieritsch, Village Clerk

Lael Miller
Lael Miller, Village President

To: Bob Skurla
The Village of East Dundee
120 Barrington Ave.
East Dundee, IL 60118

East Dundee – Village Hall Renovation & Addition

USGBC LEED Construction Consultant Proposal (Rev. 1)

*Furnish LEED consulting services and related work per specifications section of LEED requirements with contract plans and LEED scorecard to be prepared DDCA Architects.

*Monthly site visits as needed per construction schedule and progress.

*Comply with Sustainable Design Requirements.

Initial Tasks:

- Assistance with reviewing the construction documents as they relate to LEED.
- Prepare LEED action plans for construction credits.
- Assist (General Contractor) with developing MR 4/5 budget and SOV baseline and tracking template.
- Assist in coordination and Pre Construction LEED meeting post NTP.

Ongoing Tasks:

- Prepare LEED progress reports (Planning and Forecast of \$/materials with GC)
- Review collected LEED construction submittals, monitor for missing information.
- Conduct/Assist with Onsite visits with field reports and progress of LEED implementation.
- Participate in project team meetings at regular intervals to assign LEED responsibilities, coordinate required calculations and assess the projects progress.
- Tracking and documentation of VOC emissions on site.

Closeout Tasks:

- Assist in the development of the waste reduction calculations.
- Prepare LEED letter templates for credits submission.
- Prepare the statement and assist in the plan/implementation of the building flush out procedures and testing.
- Assist with development of the certified wood documentation.
- Assist with the LEED online final documentation upload.

*This project will be designed and prepared for LEED certified status. The services of this contract will include owner representation, coordination and planning of the construction LEED action items. However, overall project certification status cannot be guaranteed.

Items requiring General Contractor/Subcontractor scope:

- *Comply to all requirements pertaining to your scope and material with standards per LEED.
- *Acknowledgement and tracking of all materials to be purchased in compliance with MR4/5/7.
- *MR 2 – Use of construction waste company in compliance with testing and documentation requirements.
- *Budget for and purchase of MR7 certified wood.
- *Provide a SOV for budget and LEED template tracking.
- *Include all silt fence, sewer drain covers, filters, cleaning, etc for SS site credits and IEQ.
- *Coordination of IEQ filters, startups, cleaning, flush out.
- *Testing, measurement and verification of building equipment and use per specifications.
- *Provide all coordination and cooperation to CxA meetings, reports and findings.

AOR:

- *Finalize project registration with USGBC online.
- *Upload and submit design credits.
- *Review and accept project LEED submittals.
- *Coordinate with CxA for design comments, construction changes.
- *Clarify USGBC rulings. Submit appeals.

Additional Services – Adds upon request.

- MEP coordination
- Commissioning Coordination. (Outside of specific LEED requirements associated with IEQ plan)
- Demonstration/Training, Operation Manuals, Start-up procedures
- Construction management and construction submittals outside the scope of LEED.

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- Based on 8hr / week per the above outlined scope.
 - Services are based to complete the construction LEED management as it relates to the construction schedule within 8-10 months. Additional work past this timeframe from NTP will result in an additional monthly fee.
 - Termination to the whole or part of this contract are reserved for both Dan Addante and the Village of East Dundee upon written notice of 10 days.

Services per the outline above not to exceed.....\$15,500.00