

## Resolution 2023-156

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

### **A Resolution Authorizing Updates to the Northbrook Engineering Standards and Specifications for Public and Private Improvements**

is hereby adopted, as follows:

#### Section 1. Recitals.

The Northbrook Standards and Specifications for Public and Private Improvements ("***Standards and Specifications Manual***") is the reference manual used by Village staff, civil engineering consultants, general contractors, and property owners to understand the minimum design and construction requirements applicable to civil engineering within the community. The current Standards and Specifications Manual was adopted in 1990 and has been amended and appended eleven times since its adoption. The Standards and Specifications Manual has become outdated and many areas of the document do not reflect current industry design standards and requirements. To address the outdated text in the Standards and Specifications Manual, staff reviewed similar manuals from other communities and concluded an in-depth review and rewrite of this document was required to maintain and align our design and construction standards with current best practices ("***Project***").

The Village prepared a Request for Qualifications ("***RFQ***") package that was advertised on the Village's website. Two firms submitted responses to the RFQ and both firms were interviewed. Staff determined that Clark Dietz, Inc. of Oakbrook Terrace, Illinois ("***Consultant***") submitted the most responsive and responsible proposal and best demonstrated their ability to complete the work. The Consultant worked with Village staff in cross-departmental workshops to produce updates to the Standard and Specifications Manual.

The updates were presented to the Village Board during a Committee of the Whole meeting on August 8, 2023. Staff took notes and incorporated comments from the Village Board into the final document. Staff recommends these revisions to the Standards and Specifications for Public and Private Improvements. The inclusion of updated materials, construction industry standards and practices, technological changes, and information provided in the Appendix provides a clear and concise document for end users.

The President and the Board of Trustees have considered the updates made to the Standards and Specifications for Public and Private Improvements and determined that it is in the best interests of the Village and the public to adopt the changes.

Section 2. Adoption of the Standards and Specifications for Public and Private Improvements.

The Village of Northbrook Standards and Specifications Manual, with a latest revision date of September 12, 2023, a copy of which is attached to, and by this reference made a part of this Resolution as ***Exhibit A***, is hereby adopted.

Adopted: 9/12/2023

<b>RESULT:</b>	<b>ADOPTED BY CONSENT VOTE [4 TO 0]</b>
<b>MOVER:</b>	Dan Pepoon, Trustee
<b>SECONDER:</b>	Muriel Collison, Trustee
<b>AYES:</b>	Muriel Collison, Heather Ross, Johannah Hebl, Dan Pepoon
<b>ABSTAIN:</b>	Kathryn Ciesla
<b>ABSENT:</b>	Bob Israel, Joy Ebhomien

ATTEST:

/s/ Kathryn L Ciesla  
Village President

/s/ Debra J. Ford  
Village Clerk