

April 07, 2010



INFORMATION LETTER NO. 3

BRYANT AVENUE / THAIN'S ADDITION IMPROVEMENTS PROJECT

Dear Project Area Residents and Other Interested Parties:

The primary purpose of this letter is to report and summarize for you the presentation and discussion that took place at the public information meeting conducted on April 06, 2010, at the Glen Ellyn Civic Center. The project engineering team hosted the meeting and provided an overview of the project and anticipated construction impacts. Thanks to all the residents who attended and participated in the meeting. Some residents have called with questions or comments regarding the project and I hope that this information letter further explains the process. A number of issues and situations were covered at the meeting as well as pertinent questions voiced regarding the construction work.

Project Scope – *What are we doing?*

The Bryant Avenue / Thain's Addition Improvements Project will incorporate improvements in four general areas: stormwater management, sanitary sewers, water main upgrades and roadway improvements. The project involves the installation of new storm sewers and structures; rehabilitation and replacement of sanitary sewers, installing new services and cleanouts and performing point repairs; new water mains and new water services in many of the reconstructed areas; and concrete roadway placement on Bryant and asphalt roadway resurfacing and reconstruction elsewhere. The scope of the work includes the full reconstruction of Bryant from Turner to Walnut, Duane from Carleton to Bryant, Whittier from Walnut to the north end, and at smaller, select locations throughout the project area. Resurfacing or enhanced resurfacing will occur on Hillside from Taylor to Whittier, Duane from Bryant to Whittier, Walnut from Bryant to Whittier, Lowell from Hillside to Walnut, Longfellow from Hillside to Walnut, Whittier from Hillside to Walnut. In all, about 0.7 miles of roadways will be reconstructed and 1.5 miles will receive some level of resurfacing or enhanced resurfacing. The table included below presents the project's scope in a street-by-street format that many will find useful.

| BRYANT AVENUE / THAIN'S ADDITION IMPROVEMENTS PROJECT | | | |
|--|----------------------|--------------------|--|
| Street Segment | Limits | Length (ft) | Type of Rehabilitation |
| Bryant | Turner to Walnut | 2,550 | Sanitary Sewer Rehabilitation Drainage Improvements Watermain Replacement Street Reconstruction |
| Duane | Carleton to Whittier | 1,600 | Sanitary Sewer Rehabilitation Drainage Improvements Watermain Replacement Selective Street Reconstruction Street Resurfacing |

| | | | |
|---------------|-------------------------------|---------------|--|
| Hillside | Taylor to Whittier/Hill | 1,900 | Drainage Improvements Street Resurfacing |
| Longfellow | Hillside to Walnut | 1,450 | Sanitary Sewer Rehabilitation Drainage Improvements Selective Street Reconstruction Street Resurfacing |
| Lowell | Hillside to Walnut | 1,500 | Sanitary Sewer Rehabilitation Drainage Improvements Selective Street Reconstruction Street Resurfacing |
| Walnut | Bryant to Whittier | 1,250 | Drainage Improvements Street Resurfacing |
| Whittier | Hillside/Hill to North End | 1,500 | Sanitary Sewer Rehabilitation Drainage Improvements Watermain Replacement Selective Street Reconstruction Street Resurfacing |
| TOTALS | | 11,750 | 2.2 miles |

Storm water improvements include the replacement and extension of existing storm sewers in specific areas to increase conveyance capacity to handle the typical Village design storm (a '5-year storm event' - an event that has a 20% probability of occurring in any given year) and address localized drainage issues. Additional storm water inlets will be provided throughout the project area to capture rainwater more efficiently and provide the opportunity to connect active sump pumps.

Sanitary sewer mains will be repaired throughout the project area. Sanitary sewer service lines will be replaced throughout much of the project area.

New water mains and services will be installed on Bryant, Duane, Whittier (north of Duane).

Roadway work will consist of complete removal of the roadway from curb to curb or resurfacing; as mentioned above. Driveway aprons will also be removed and replaced where reconstruction is planned and where it is deemed necessary. Sidewalks will be replaced where utility work dictates that they must, or where the current sidewalk is in disrepair or poses a tripping hazard. Most sidewalk ramps at each intersection of streets under reconstruction will be replaced. Parkway restorations will be performed with sod.

Schedule – *When is it happening?*

The contractor has provided a preliminary schedule for conducting the work and we are working with them to fine tune it. **Please note that the proposed schedule is somewhat idealized at this point and subject to immediate modification based on weather, crew and sub-contractor availability, and field conditions.** The overall completion date for the entire project is October 31, 2010 as specified in the contract documents. Work early in the project will primarily be on Bryant, north of Hill. Bryant, south of Hill, will be the priority in June when the regular school year ends. Completion of Bryant is planned for mid-August.

Highlights from the Martam Construction schedule include:

- ❑ Bryant (north of Hill) – April through August;
- ❑ Bryant (south of Hill) – June through August;
- ❑ Hillside and Walnut – August through October;
- ❑ Duane, Whittier, Lowell – April through October;
- ❑ Longfellow – July to October;
- ❑ Landscaping work will likely take place in September and October when the weather cools;
- ❑ Overall construction completion set for October 31, 2010.

Daily Work Hours – Daily work hours are from 7:00AM to 7:00PM, Monday thru Friday; and 7:00AM to 4:00PM, on Saturday. No work is permitted on Sundays and holidays. Should the contractor start early, please feel free to call the police department.

Utility Markings – As part of the construction process, the contractor frequently calls J.U.L.I.E. to help assist in the locating of buried utilities. Initial requests have already been made and many utilities have already been marked. We ask for your cooperation in maintaining the marks and flags, as they are located. We realize this can be a burden during mowing of the parkways. If it is necessary to remove the flags, please replace them in their exact location. Your cooperation will help avoid unnecessary utility outages.

Information Transfer – Information letters, like the one you are reading now, will be sent out on a monthly basis to keep all residents along the project corridor abreast of the current progress and activity of the project. In addition, daily notifications will be delivered (in the form of door hangers) to each resident that will likely be directly affected by the upcoming days work schedule.

Please feel free to contact me at any time with questions regarding the project. We will also utilize the Village website (<http://www.glenellyn.org>) as another means of communication. On the homepage, click on the “**Quick Links**” link and then click on “**Construction Updates**”; you will be directed to the construction updates page for our current projects. Click on “Bryant Avenue / Thain’s Addition Improvements Project” and you will find the latest news related to the project as well as past information related to the project

Parking / Access to Driveways – If driveway access is not available at night, residents may park at legally permissible areas on fronting or adjacent side streets. The Glen Ellyn Police Department is aware of the construction project. It is anticipated that there will be extended periods of time when driveway access will not be available; especially when the curb and gutter and driveway aprons are removed and replaced.

When parking on the street, please do so in a manner that will not inhibit traffic movements, especially emergency vehicles. We have found in the past that establishing a parking routine helps drivers navigate

a little easier through the narrow streets of Glen Ellyn. **If possible, please park on the even address side of streets (west and north sides).** We realize parking may be difficult at times during the project, so please be patient and park with common sense. In addition, when parking on the street, a card or placard with your contact information should be placed in a visible location, so that we can reach you as necessary for any issue involving your vehicle.

Please let the project team know of any circumstances that may require particular or special access needs, either at all times throughout the project or for a specific period.

Garbage Pickup – Residents in the project area are requested to place their garbage and recyclables at curbside by 6:00 AM on pickup days during the construction project. The Village garbage contractor (Allied / BFI) will collect early in the day. If construction activities prevent Allied / BFI from picking up your garbage on the regularly scheduled day, they will return the following day and again attempt pickup. Should your pickup be skipped, please notify me. Brush pickup will proceed as scheduled.

Water / Sewer / Utility Service Disruptions – Any water main services that will be changed as part of the project will involve at least one planned shut-off of the water. Advance notice of all non-emergency shut-offs will be given at least the day prior to the work, typically via door hangers on your front door – please look for it daily. Please be patient should any unplanned or emergency shutoff occurs. We will make every effort to restore service as quickly as possible.

There are no planned gas main adjustments within the project limits. Additionally, anytime there is underground work performed near gas lines, the potential exists for gas line disruptions. When work on the gas lines is necessary, the work will be under the jurisdiction and control of the gas company and will involve disruptions to your gas service if you are in a gas main adjustment/relocation area.

Traffic Control – During working hours, traffic may be hindered in the direct vicinity of the work. We will attempt to maintain traffic flow throughout each day. As mentioned above, notifications are delivered daily to inform those residents which may be affected by the following day's work. We ask for your cooperation in relocating your vehicles away from the proposed work prior to 7:00 AM the following morning. If you should park your vehicle within the construction corridor during active working hours, again please leave contact information inside your vehicle on the dashboard in case there is a need to have your vehicle relocated.

The principal intent of the traffic control signage is to limit use of the streets under construction to local traffic only. The signs are posted for the safety of the construction crews, pedestrians, drivers, and residents. Please obey all construction signage and respect barricades and warning devices.

Dust Control – Please expect dusty conditions at various times during the project. The Village will endeavor to keep a watchful eye on the dust problems that accompany the construction site. Street sweeping will occur on a weekly basis. Water and dust control material will be applied as conditions warrant, but may provide only limited or short-time management of the situations.

Mail Deliveries – The US Postal Service will try to deliver the mail as usual. The Village will work with the Glen Ellyn postmaster if special provisions are required to maintain mail service.

Irrigation / Sprinkler Systems / Pet Fences / Private Drains – The Village asks for your cooperation in locating private irrigation systems and pet fences as they are not included on the plans. These systems do not appear on standard JULIE locates. **It will be the homeowner's responsibility to have the systems located and marked accordingly in the field.** Once the initial locate is performed, the project team will assume the responsibility to maintain the proper markings.

Every effort will be made to avoid damage to these systems where possible. If you are aware of an irrigation system or pet fence at your residence, please call Dave Bugaj (contact info below) so he can make the Contractor aware. The Village is under no obligation to repair or replace private utilities found in the parkway. The more information we receive from the residents, the better the opportunity we will have to help avoid unnecessary and expensive repair bills to the homeowner.

Please contact us by May 01, 2010, with information relative to private items in the parkway. Timely notification is the only way we can prevent damage to private improvements in the parkway.

Also, please let us know of any stormwater drain connections that may exist that convey drainage water from your private property into the public right-of-way. It is our intent to connect existing storm water drains – or to make provisions for a future connection, if needed – during this project, if storm sewers are available. These stormwater drains / discharge pipes should be restricted to sumps pumps and yard drains that convey only groundwater or outside surface runoff. Please contact the project team if you have any drainage connections, questions, or concerns.

Parkway Materials and Plantings –If you wish to retain plants or other homeowner-installed materials that currently are located in the public right-of-way, please move/salvage them from the work area as soon as possible; otherwise, they will be disposed of during construction. If special arrangements or assistance is required, please contact the project team.

Private Property Work – The contractor may not directly solicit work on private property. However, the contractor may perform private work provided that the work to be done does not impede the Village's project schedule.

Project Contacts - *Who do I call with questions?*

To provide day-to-day construction oversight for the project, the Village has retained the engineering consulting firm of Civiltech Engineering, Inc. Dave Bugaj of Civiltech will be providing this vital role for this project. Please feel free to call Dave with any questions or concerns throughout the project. He will be on site each day and is the best source for information regarding construction aspects and progress of the project. Shown below are the names and available phone numbers of key project personnel. Please retain this letter and post this list in a convenient and accessible location for ready reference throughout the project. This information will also be displayed on the Village website.

**BRYANT AVENUE / THAIN'S ADDITION
IMPROVEMENTS PROJECT
KEY PERSONNEL AND TELEPHONE NUMBERS**

| | |
|----------------------------------|--------------------------------|
| <u>General Contractor:</u> | Martam Construction Company |
| Chris Margewich, Project Manager | 847.608.6800 ext 16 (office) |
| <u>Consulting Engineer:</u> | Civiltech Engineering, Inc. |
| Dave Bugaj, Resident Engineer | 630.878.7635 (mobile) |
| <u>Village of Glen Ellyn:</u> | Public Works Department |
| Jeff Perrigo, Civil Engineer | 630.547.5512 (office - direct) |
| Bob Minix, Professional Engineer | 630.547.5514 (office – direct) |

FOR AFTER-HOUR SITUATIONS REQUIRING IMMEDIATE ATTENTION:

| | |
|------------------------------|--------------|
| POLICE: Non-Emergency Number | 630.469.1187 |
|------------------------------|--------------|

If you wish, you can access my voice mail during off-hours and I will get your message.

Safety Concerns - It is worth a reminder to say that any construction site is a dangerous situation, perhaps even more so during the hours the contractor is not actually working the area. Please remind yourselves and your children of the dangers inherent in the construction zone that are present at all times. I appreciate your help in trying to maintain as safe a project site as possible. Should there be a condition that is particularly hazardous, please feel free to contact me or Dave Bugaj.

Resident Contact - Getting information regarding utility disruptions to residents that are not home during the workday or more generally, how to contact residents if required, is a challenging task. One of the more vexing problems is dealing with unscheduled disruption to water, gas, telephone and electric service. The re-establishment of gas service is perhaps the most inconvenient of all service disruptions. After a gas line is fixed, the gas company will not turn on gas to a residence unless an adult is home. This means that it may be many hours after the residents return home until the gas company can come back and reinstate the service.

For your consideration, I am enclosing a simple form for your use if you desire to let Public Works know of a daytime phone number where you can be reached in the case of a gas service disruption or significant problem affecting your residence. The form also could be used to indicate someone to contact if you will be away from the project area for an extended period of time. The form can be mailed or faxed to Public Works to the address or fax number shown thereon or the information sent via e-mail to me. We will maintain a database of contacts and will utilize this as necessary and practicable during the project, with the information held in strict confidentiality.

In an effort to reduce our mailing costs and to provide better service, those individuals that provide an email address on the Daytime Notification Form will receive emails from me with construction updates

as an attachment or as a link to the Village's website. My hope is to reduce the number of mailed letters this construction season by at least 50%. Please help me reach this goal. Your support is greatly appreciated.

In closing, thank you again for your interest, patience and cooperation as we move through the construction stage of the project. Inevitably there will be disruptions and inconveniences to endure in the coming months. Please contact Dave Bugaj or me with any concerns, insights and suggestions. The Village, consulting engineer and the contractor are all committed to keeping the lines of communication open and to have a successful and safe project.

Very truly yours,

A handwritten signature in black ink, appearing to read 'JP', with a stylized flourish at the end.

Jeffrey D. Perrigo
Civil Engineer

Enc. Daytime Notification Form

**BRYANT AVENUE / THAIN'S ADDITION
IMPROVEMENTS PROJECT**

DAYTIME NOTIFICATION FORM

I wish to be notified at the following telephone number (s) in the event that the Public Works
Department needs to reach me during normal working hours.

Home Address: _____

Name: _____

Name: _____

Home Phone: _____

Home Phone: _____

Work Phone: _____

Work Phone: _____

Cell Phone: _____

Cell Phone: _____

Email: _____

Email: _____

Notes or Other Information:

Sprinkler System _____

Pet Fence _____

Existing Drainage _____
(Standing water, active sump pump)

Please mail this form to: Glen Ellyn Public Works
Jeffrey Perrigo
30 South Lambert Road
Glen Ellyn, IL 60137

or FAX to Public Works: 630.469.3128

or email to Public Works: jperrigo@glenellyn.org