



12 South Center Street  
Bensenville, IL 60106

Office: 630.350.3404  
Fax: 630.350.3438  
[www.bensenville.il.us](http://www.bensenville.il.us)

**VILLAGE BOARD**

January 21, 2021

**President**  
Frank DeSimone

**Board of Trustees**  
Rosa Campona  
Ann Franz  
Marie T. Frey  
McLane Lomax  
Nicholas Panicola Jr  
Armando Perez

**Village Clerk**  
Nancy Quinn

**Village Manager**  
Evan K. Summers

Ms. Gina Mellenthin  
4N150 Pine Grove  
Bensenville, Illinois 60106

Re: January 14, 2021 FOIA Request

Dear Ms. Mellenthin:

I am pleased to help you with your January 14, 2021 Freedom of Information Act ("FOIA"). The Village of Bensenville received your request on January 14, 2021. You requested copies of the items indicated below:

*"Pursuant to the Freedom of Information Act the White pines Civic Association is requesting any and all documents/invoices from Civil Tech Engineering from the dates August 2020 to date with regards to the White Pines Water Main Project oversight."*

After a search of Village files, the following information was found responsive to your request:

- 1) Civiltech Engineering, Inc. Invoice No. 3503-01. (1 pg.)
- 2) Civiltech Engineering, Inc. Invoice No. 3503-02. (1 pg.)
- 3) Civiltech Engineering, Inc. Invoice No. 3503-03. (1 pg.)

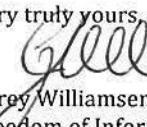
These are all the records found responsive to your request.

Section 7(1)(b) of FOIA provided that "private information" is exempt from disclosure. "Private information" is defined in FOIA as, "unique identifiers, including a person's social security number, driver's license number, employee identification number, biometric identifiers, personal financial information, passwords, or other access codes, medical records, home or personal telephone numbers, and personal email addresses. Private information also includes home address and personal license plates, except as otherwise provided by law or when compiled without possibility of attribution to any person." 5ILCS 140/2(c-5). Consequently, certain identifiers have been redacted from the records being provided.

Pursuant to Section 9 of the FOIA, 5 ILCS 140/9, I am required to advise you that I, the undersigned Freedom of Information Officer, reviewed and made the foregoing determination to deny a portion of your FOIA Request as indicated. Should you believe that this Response constitutes an improper denial of your request, you may appeal such by filing a request for review within sixty (60) days of the date of this letter with the Public Access Counselor of the Illinois Attorney General's Office, Public Access Bureau, 500 South Second Street, Springfield, Illinois 62706; telephone 1-887-299-FOIA; e-mail: [publicaccess@atg.state.il.us](mailto:publicaccess@atg.state.il.us). You may also have a right of judicial review of the denial under Section 11 of the FOIA, 5 ILCS 140/11.

Do not hesitate to contact me if you have any questions or concerns in connection with this response.

Very truly yours,

  
Corey Williamsen  
Freedom of Information Officer  
Village of Bensenville



**COST PLUS FIXED FEE  
INVOICE (PHASE III)**

Date: 11/12/20      Invoice No. 3503-01  
Work Order No.                   

To: Mr. Mehul Patel, PE, CFM  
Village of Bensenville  
Engineering and Public Works Dept.  
717 E. Jefferson Street  
Bensenville, IL 60106

From: Civiltech Engineering, Inc.  
Firm Address: Two Pierce Place  
Suite 1400  
Itasca, IL 60143

PTB / Item #	White Pines Watermain Rehabilitation	Project County	DuPage	Consultant's Job Number
Route Section Phase	III	Job No.		3503

For Professional Services performed as set forth in the Agreement dated: 09/14/20  
& Supplemental Agreement(s) dated:                   

1) Invoice Period	From: <u>09/14/20</u>	To: <u>10/30/20</u>	
	<u>This Invoice</u>	<u>Previously Invoiced</u>	<u>Earned to Date</u>
2) Maximum Payable			<u>\$672,687.00</u>
3) Direct Salaries	<u>\$25,735.63</u>	<u>\$0.00</u>	<u>\$25,735.63</u>
4) QC/QA	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
5) Payroll & Overhead			
this invoice average	<u>132.0000%</u> <u>132.00%</u>	<u>\$33,971.03</u>	<u>\$0.00</u>
			<u>\$33,971.03</u>
			<u>\$284,441.00</u>
6) Fixed Fee = 11.9431%	<u>\$8,492.74</u>	<u>\$0.00</u>	<u>\$8,492.74</u>
7) Direct Costs Prime	<u>\$3,272.50</u>	<u>\$0.00</u>	<u>\$3,272.50</u>
8) Services by others			
Rubino Engineering, Inc.	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$47,500.00</u>
Media	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$25,000.00</u>
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
9) Total invoiced for project including this invoice			<u><u>\$71,471.90</u></u>
10) Previously Invoiced			<u><u>\$0.00</u></u>
11) Payment Due this invoice			<u><u>\$71,471.90</u></u>

I have reviewed the invoice and found it in compliance with "The Simple Guide To Consultant Payments" published on the Consultant Engineering Sharepoint site. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

Approved  
IDOT Rep.                    Date:                   

Consultant: Civiltech Engineering, Inc.

Accepted By:                    Date:                   

By / Date:                   

Checked                    Date:                   

(Name) James D'Ewers, P.E.  
(Title) Director of Construction Engineering Services

Distribution: 2 complete packages plus 2 copies of invoice form to Liaison Engineer.



**COST PLUS FIXED FEE  
INVOICE (PHASE III)**

Date: 12/10/20

Invoice No. 3503-02

Work Order No.

To: Mr. Mehul Patel, PE, CFM  
Village of Bensenville  
Engineering and Public Works Dept.  
717 E. Jefferson Street  
Bensenville, IL 60106

From: Civiltech Engineering, Inc.  
Firm Address: Two Pierce Place  
Suite 1400  
Itasca, IL 60143

PTB / Item # White Pines Watermain Rehabilitation  
Route \_\_\_\_\_  
Section \_\_\_\_\_  
Phase III

Project  
County  
Job No.

DuPage

Consultant's Job Number

3503

For Professional Services performed as set forth in the Agreement dated: 09/14/2018  
& Supplemental Agreement(s) dated:

1) Invoice Period	From: <u>10/31/20</u>	To: <u>11/27/20</u>		
	<u>This Invoice</u>	<u>Previously Invoiced</u>	<u>Earned to Date</u>	<u>Max allowable</u>
2) Maximum Payable				<u>\$672,687.00</u>
3) Direct Salaries	<u>\$19,999.38</u>	<u>\$25,735.63</u>	<u>\$45,735.01</u>	<u>\$215,486.00</u>
4) QC/QA	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
5) Payroll & Overhead				
this invoice average	<u>132.0000%</u> <u>132.00%</u>	<u>\$26,399.18</u>	<u>\$33,971.03</u>	<u>\$60,370.21</u>
6) Fixed Fee = 21.2241%	<u>\$6,599.72</u>	<u>\$8,492.74</u>	<u>\$15,092.46</u>	<u>\$71,110.00</u>
7) Direct Costs Prime	<u>\$2,392.50</u>	<u>\$3,272.50</u>	<u>\$5,665.00</u>	<u>\$29,150.00</u>
8) Services by others				
Rubino Engineering, Inc.	<u>\$1,276.00</u>	<u>\$0.00</u>	<u>\$1,276.00</u>	<u>\$47,500.00</u>
Media	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$25,000.00</u>
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<u>\$0.00</u>			
9) Total invoiced for project including this invoice				<u><u>\$128,138.68</u></u>
10) Previously Invoiced			<u><u>\$71,471.90</u></u>	
11) Payment Due this invoice	<u><u>\$56,666.78</u></u>			

I have reviewed the invoice and found it in compliance with "The Simple Guide To Consultant Payments" published on the Consultant Engineering Sharepoint site. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

Approved  
IDOT Rep. \_\_\_\_\_ Date: \_\_\_\_\_

Consultant: Civiltech Engineering, Inc.

Accepted By:

Date: \_\_\_\_\_

By / Date:

### Checked

Date:

By / Date:

Checked

Date:

(Name) James J. Ewers, P.E.  
(Title) Director of Construction Engineering Services

Distribution: 2 complete packages plus 2 copies of invoice form to Liaison Engineer.



**COST PLUS FIXED FEE  
INVOICE (PHASE III)**

Date: 01/07/21

Invoice No. 3503-03

Work Order No.

To: Mr. Mehul Patel, PE, CFM  
Village of Bensenville  
Engineering and Public Works Dept.  
717 E. Jefferson Street  
Bensenville, IL 60106

From: Civiltech Engineering, Inc.  
Firm Address: Two Pierce Place  
Suite 1400  
Itasca, IL 60143

PTB / Item #	White Pines Watermain Rehabilitation	Project County	DuPage	Consultant's Job Number
Route		Job No.		
Section				
Phase	III			3503

For Professional Services performed as set forth in the Agreement dated: 09/14/20  
& Supplemental Agreement(s) dated:

1) Invoice Period	From: 11/28/20	To: 12/25/20		
	This Invoice	Invoiced	Earned to Date	Max allowable
2) Maximum Payable				\$672,687.00
3) Direct Salaries	\$11,915.00	\$45,735.01	\$57,650.01	\$215,486.00
4) QC/QA	\$0.00	\$0.00	\$0.00	\$0.00
5) Payroll & Overhead				
this invoice				
average	<u>132.0000%</u>	<u>\$15,727.80</u>	<u>\$60,370.21</u>	<u>\$76,098.01</u>
<u>132.00%</u>				<u>\$284,441.00</u>
6) Fixed Fee = 26.7535%	\$3,931.95	\$15,092.46	\$19,024.41	\$71,110.00
7) Direct Costs Prime	\$385.00	\$5,665.00	\$6,050.00	\$29,150.00
8) Services by others				
Rubino Engineering, Inc.	\$0.00	\$1,276.00	\$1,276.00	\$47,500.00
Media	\$0.00	\$0.00	\$0.00	\$25,000.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
9) Total invoiced for project including this invoice			<u>\$160,098.43</u>	
10) Previously Invoiced		<u>\$128,138.68</u>		
11) Payment Due this invoice	<u>\$31,959.75</u>			

I have reviewed the invoice and found it in compliance with "The Simple Guide To Consultant Payments" published on the Consultant Engineering Sharepoint site. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

**Approved**

Approved  
IDOT Rep

Date: \_\_\_\_\_

Consultant: Civiltech Engineering, Inc.

Accepted By:

Date: \_\_\_\_\_

By / Date

Checked

Date:

By / Date: \_\_\_\_\_  
(Name) James D. Ewers, P.E.

Distribution: 2 complete packages plus 2 copies of invoice form to Liaison Engineer.