



Meeting of the Village of Buffalo Grove
Village Board
Regular Meeting
January 21, 2020 at 7:30 PM

Fifty Raupp Blvd
Buffalo Grove, IL 60089-2100
Phone: 847-459-2500

1. Call to Order

- A. Pledge of Allegiance

2. Approval of Minutes

- A. Village Board - Regular Meeting - Jan 6, 2020 7:30 PM

3. Approval of Warrant

- A. Approval of Warrant #1310 (Trustee Weidenfeld) (Staff Contact: Andrew Brown)

4. Village President's Report

- A. Proclamation Celebrating the 100Th Anniversary of the League of Women Voters (President Sussman) (Staff Contact: Dane Bragg)
B. Recognizing Elizabeth Bennett (President Sussman) (Staff Contact: Dane Bragg)

5. Village Manager's Report

- A. MABAS Humanity and Service Award Presentation (Trustee Smith) (Staff Contact: Mike Baker)

6. Special Business

7. Reports from Trustees

8. Consent Agenda

All items listed on the Consent Agenda, which are available in this room this evening, are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event, the item will be removed from the General Order of Business and considered after all other items of business on the Regular Agenda under New Business. (Attached).

- A. Certificate of Initial Acceptance and Approval: Shops of Buffalo Grove Development Improvements (Trustee Stein) (Staff Contact: Ted Sianis)

SUMMARY: Attached is the Certificate of Initial Acceptance for the Shops of Buffalo Grove development located at the southwest corner of Deerfield Parkway and Milwaukee Avenue. Staff recommends approval to begin the one year maintenance period on January 21, 2020.

- B. R-2020-2 Resolution Ceding the 2019 Unused Private Activity Bond Volume Cap of the Village of Buffalo Grove (Including Volume Cap Transferred from Other Lake County Home Rule Units) to Lake County (Trustee Weidenfeld) (Staff Contact: Nicole Woods)

SUMMARY: Buffalo Grove is the host of the Lake County Partners Private Activity Bond Clearinghouse. The resolution is required annually so that unused funds can be transferred over to the next year and used in the future.

- C. R-2020-3 Calendar Year 2020 Village-Wide Street Maintenance Motor Fuel Tax Resolution (Trustee Stein) (Staff Contact: Ted Sianis)

SUMMARY: Staff recommends approval of a resolution which meets the requirements of the Illinois Department of Transportation for the use of Motor Fuel Tax funds for FY 2020 for the Village-wide street maintenance program.
- D. R-2020-4 Calendar Year 2020 Lake Cook Road Reconstruction Motor Fuel Tax Resolution (Trustee Stein) (Staff Contact: Ted Sianis)

SUMMARY: As part of the Lake Cook Road Reconstruction Project, the Village is required to execute the required Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) Resolution to utilize MFT funds to pay the Village's portion of construction.
- E. R-2020-5 Calendar Year 2020 Thompson Blvd and Brandywyn Ln Roadway Construction Motor Fuel Tax Resolution (Trustee Stein) (Staff Contact: Ted Sianis)

SUMMARY: The Thompson Boulevard and Brandywyn Lane Roadway Reconstruction Project requires the Village to execute the Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) Resolution to utilize MFT funds to pay the Village's portion of construction.
- F. O-2020-7 Ordinance for Turning Restriction Removal (Trustee Stein) (Staff Contact: Darren Monico)

SUMMARY: Amending the Traffic Ordinance relating to removing the turning restrictions at the intersection of Lexington Drive and Armstrong Drive.

9. Ordinances and Resolutions

- A. R-2020-6 Thompson & Brandywyn Contract 1 Federal Funding and Engineering Agreements (Trustee Stein) (Staff Contact: Kyle Johnson)
- B. R-2020-7 Agreement with LCDOT AH RD Road Design (Trustee Stein) (Staff Contact: Darren Monico)

10. Unfinished Business

11. New Business

12. Questions From the Audience

Questions from the audience are limited to items that are not on the regular agenda. In accordance with Section 2.02.070 of the Municipal Code, discussion on questions from the audience will be limited to 10 minutes and should be limited to concerns or comments regarding issues that are relevant to Village business. All members of the public addressing the Village Board shall maintain proper decorum and refrain from making disrespectful remarks or comments relating to individuals. Speakers shall use every attempt to not be repetitive of points that have been made by others. The Village Board may refer any matter of public comment to the Village Manager, Village staff or an appropriate agency for review.

13. Adjournment

The Village Board will make every effort to accommodate all items on the agenda by 10:30 p.m. The Board, does, however, reserve the right to defer consideration of matters to another meeting should the discussion run past 10:30 p.m.

The Village of Buffalo Grove, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the ADA Coordinator at 459-2525 to allow the Village to make reasonable accommodations for those persons.

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF
BUFFALO GROVE HELD IN THE JEFFREY S. BRAIMAN COUNCIL CHAMBERS,
VILLAGE HALL, 50 RAUPP BOULEVARD, BUFFALO GROVE, ILLINOIS ON
MONDAY, JANUARY 6, 2020**

CALL TO ORDER

President Sussman called the meeting to order at 7:30 P.M. Those present stood and pledged allegiance to the Flag.

ROLL CALL

Roll call indicated the following present: President Sussman; Trustees Stein, Weidenfeld, Johnson, Smith and Pike. Trustee Ottenheimer was absent.

Also present were: Dane Bragg, Village Manager; Patrick Brankin, Village Attorney; Jenny Maltas, Deputy Village Manager; Chris Stilling, Deputy Village Manager; Andrew Brown, Deputy Finance Director; Art Malinowski, Director of Human Resources; Brett Robinson, Director of Purchasing; Evan Michel, Management Analyst; Darren Monico, Village Engineer; Mike Reynolds, Director of Public Works; Julie Kamka, Deputy Clerk; Police Chief Casstevens; Fire Chief Baker.

APPROVAL OF MINUTES

Moved by Weidenfeld, seconded by Stein, to approve the minutes of the December 2, 2019 Regular Meeting. Upon roll call, Trustees voted as follows:

AYES: 5 – Stein, Weidenfeld, Johnson, Smith, Pike
NAYS: 0 – None
ABSENT: 1 – Ottenheimer
Motion declared carried.

WARRANT #1309

Mr. Brown read Warrant #1309. Moved by Weidenfeld, seconded by Smith, to approve Warrant #1309 in the amount of \$5,417,652.03 authorizing payment of bills listed. Upon roll call, Trustees voted as follows:

AYES: 5 – Stein, Weidenfeld, Johnson, Smith, Pike
NAYS: 0 – None
ABSENT: 1 – Ottenheimer
Motion declared carried.

VILLAGE PRESIDENT'S REPORT

Chief Baker stated that a requirement of the **Illinois Emergency Management Agency** is to have an oath and appointment on file with each municipality that the Joint Emergency Management Coordinator, Michael Fleming, serves, as detailed in his memo to Mr. Bragg of December 20, 2019. This appointment will allow Mr. Fleming to act on behalf of all ten of the Northwest Central Dispatch communities as he looks to secure grants through IEMA and FEMA.

Chief Baker then administered the oath of office to Michael Fleming, after which he was congratulated by the audience and the Board.

VILLAGE MANAGER'S REPORT

Minutes Acceptance: Minutes of Jan 6, 2020 7:30 PM (Approval of Minutes)

Police Chief Casstevens briefly reviewed the background of the Buffalo Grove Police Department's newest member, **Officer Dawid Wojs**, who was sworn in on December 16, 2019. Officer Wojs was then congratulated and welcomed by the audience and the Board.

Jane Dibbern, Chair of the **Police & Fire Commission**, briefly reviewed the highlights of the Board of Fire & Police Commission's productive year.

Chair Dibbern administered the Promotional Oath of Office to **Lieutenant Brian Spolar**, after which he was congratulated by the audience and the Board as Chief Casstevens pinned on his badge.

Chair Dibbern administered the Promotional Oath of Office to **Sergeant Hector De La Paz**, after which he was congratulated by the audience and the Board as his daughter, Emily, pinned on his badge.

Chief Baker reviewed the **StormReady** program developed by the National Weather Service to evaluate an Emergency Management program as it relates to severe weather preparedness and response. Chief Baker recognized the extraordinary effort put forth by Buffalo Grove's Emergency Management Coordinator, Joe Weiser, for making this designation a reality. Michael Fleming further reviewed the criteria to become a StormReady Community, details of which are contained in the November 25, 2019 memo that Chief Baker sent to Mr. Bragg. Mr. Fleming also thanked Mr. Weiser for the outstanding job that he did in compiling and presenting the necessary documentation to the StormReady Board. Formal designation as a StormReady community was received on December 16, 2019, and Mr. Fleming then presented a road sign and certificate to the Village. Mr. Bragg thanked Mr. Fleming for attending tonight's meeting and Mr. Weiser for his efforts on this project.

CONSENT AGENDA

President Sussman explained the Consent Agenda, stating that any member of the audience or the Board could request that an item be removed for full discussion. The Village Clerk read a brief synopsis of each of the items on the Consent Agenda.

Ordinance No. 2020-1 – Potable Water Supply

Motion to pass Ordinance No. 2020-1, prohibiting the use of groundwater as a potable water supply by the installation or use of potable water supply wells or by any other method.

Ordinance No. 2020-2 – Liquor Controls

Motion to pass Ordinance No. 2020-2, amending Chapter 5.20, Liquor Controls. A Class B liquor license is reserved for Sky Fitness Café, Inc. d/b/a Sky Spa & Lounge at 1501 Busch Parkway.

Ordinance No. 2020-3 – Liquor Controls

Motion to pass Ordinance No. 2020-3, amending Chapter 5.20, Liquor Controls, Booming, Inc. at 360 Half Day Road, who has filed with the Illinois Secretary of State's Office on August 30, 2019 to use the assumed name of Yan Yan Chinese Cuisine.

Ordinance No. 2020-4 – Cannabis Regulation and Tax Act

Motion to pass Ordinance No. 2020-4, amending the Village Code regarding violations of the Cannabis Regulation and Tax Act.

Ordinance No. 2020-5 – 1380 Busch Parkway

Motion to pass Ordinance No. 2020-5 granting a Special Use for a Recreational Use at 1380 Busch Parkway. The petitioners are proposing to operate a Golf Simulator Facility, WJ Sports Entertainment.

A resident requested that Item 8. D., Cannabis Regulation and Tax Act, be removed from the Consent Agenda because she believes the fines are very low.

Moved by Stein, seconded by Weidenfeld, to approve the Consent Agenda minus Item 8.D.

Upon roll call, Trustees voted as follows on the amended Consent Agenda:

AYES: 5 – Stein, Weidenfeld, Johnson, Smith, Pike

NAYS: 0 – None

ABSENT: 1 – Ottenheimer

Motion declared carried.

ORDINANCE NO. 2020-6 – CANNABIS DISPENSARY

Moved by Johnson, seconded by Smith, to pass Ordinance No. 2020-6, approving a Special Use for an Adult Use Cannabis Dispensary which includes a Medical Cannabis Dispensary in the B3 Planned Business Center District for the property at 830-840 Milwaukee Avenue, as detailed in Board packets.

Mr. Stilling reviewed the proposed ordinance, details of which are contained in his memo to Mr. Bragg of January 2, 2020.

Dan Shapiro, attorney representing the petitioner, highlighted issues that they wish to address. The therapeutic center mentioned as being within the 1,000' limit is outside the corporate limits of Buffalo Grove. The petitioner has reached out to the owner of that facility, but has not received a response. With regard to the concern over traffic, the petitioner will work with Village staff and Police and traffic consultants to make that situation as easy as possible. Their security plan is very extensive both interior and exterior.

John Sullivan, Cresco Labs, commended staff for being extremely thorough and detail oriented, and noted that they will be good neighbors and good partners; they plan on opening in early March. Mr. Sullivan reached out to the owner of the therapeutic center in person and provided him with all of his contact information, but he has not heard from him.

Mr. Sullivan stated that they do provide an armed guard at their facilities.

Mr. Stilling and Sara Disney Haufe, traffic consultant, confirmed that there is ample parking for this use at this location. Mr. Stilling also confirmed that all requirements have been met.

Several members of the audience spoke and shared the following concerns:

- Proximity is less than 1,000' to a therapeutic center located outside Buffalo Grove limits
- Buffalo Grove should be a good neighbor, even though the therapeutic facility is located outside Village limits
- Those recovering from addiction are very vulnerable to relapse and this site could put them at risk
- This facility will be putting teens at risk because of the availability of the substance and have a negative impact on youth
- This location is about profitability and making the dispensary more present to the public
- There is stronger association with drug use when a dispensary is nearby

Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Johnson, Smith, Pike

NAYS: 1 – Weidenfeld

ABSENT: 1 – Ottenheimer

Motion declared carried.

RESOLUTION NO. 2020-1 – PDI MEDICAL III, LLC

Moved by Johnson, seconded by Pike, to pass Resolution No. 2020-1, approving a Development and Operating Agreement between the Village of Buffalo Grove and PDI Medical III, LLC, subject to the review of the Village Attorney and in accordance with materials contained in Board packets.

Mr. Stilling reviewed the proposed resolution, details of which are contained in his memo to Mr. Bragg of January 2, 2020.

Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Johnson, Smith, Pike
 NAYS: 1 – Weidenfeld
 ABSENT: 1 – Ottenheimer
 Motion declared carried.

POWER SUPPLY AGREEMENT

Ms. Maltas reviewed the proposed agreement, details of which are contained in her memo to the Board of January 2, 2020, after which she answered questions from the Board.

Sharon Durling with the Northern Illinois Municipal Electric Collaborative also answered questions from the Board.

Moved by Weidenfeld, seconded by Smith, to approve the Power Supply Agreement with MC Squared for one year, subject to materials contained in Board packets as well as the statements from Ms. Maltas.

Upon roll call, Trustees voted as follows:

AYES: 5 – Stein, Weidenfeld, Johnson, Smith, Pike
 NAYS: 0 – None
 ABSENT: 1 – Ottenheimer
 Motion declared carried.

ORDINANCE NO. 2020-4 – CANNIBIS REGULATION AND TAX ACT

Moved by Smith, seconded by Johnson, to pass Ordinance No. 2020-4, amending the Village Code regarding Violations of the Cannabis Regulation and Tax Act.

Mr. Brankin reviewed the proposed ordinance, details of which are contained in Mr. Stilling's memo to Mr. Bragg of January 2, 2020. Mr. Brankin stated that what is before the Board tonight is the amendment to the adjudication fine structure which will be consistent with the way the Village adjudicates underage alcohol violations. Mr. Brankin stated that increasing the fine ranges could be considered at another meeting, but he does recommend that the proposed ordinance be adopted tonight so that there is something in place in the event that a violation does occur.

Upon roll call, Trustees voted as follows:

AYES: 5 – Stein, Weidenfeld, Johnson, Smith, Pike
 NAYS: 0 – None
 ABSENT: 1 – Ottenheimer
 Motion declared carried.

QUESTIONS FROM THE AUDIENCE

President Sussman reviewed the parameters to be followed by speakers and asked if there were any questions from the audience on items not on tonight's agenda; there were no such questions.

ADJOURNMENT

Moved by Stein, seconded by Weidenfeld, to adjourn the meeting. Upon roll call, Trustees voted as follows:

AYES: 5 – Stein, Weidenfeld, Johnson, Smith, Pike

NAYS: 0 – None

ABSENT: 1 – Ottenheimer

Motion declared carried.

The meeting was adjourned at 9:14 P.M.

Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 21st DAY OF January 2020

Village President

Minutes Acceptance: Minutes of Jan 6, 2020 7:30 PM (Approval of Minutes)



Action Item : Approval of Warrant #1310

Recommendation of Action

Staff recommends approval.

TOTAL WARRANT #1310 2,788,735.48

ATTACHMENTS:

- W#1310 SUMMARY (PDF)

Trustee Liaison

Weidenfeld

Staff Contact

Andrew Brown, Finance

Tuesday, January 21, 2020	
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VILLAGE OF BUFFALO GROVE WARRANT #1310
21-Jan-20

General Fund:	668,941.46
Parking Lot Fund:	459.82
Motor Fuel Tax Fund:	0.00
Debt Service Fund:	0.00
School & Park Donations	0.00
Capital Projects-Facilities:	534,766.40
Capital Projects-Streets:	4,632.76
Health Insurance Fund:	0.00
Facilities Development Debt Service Fund:	0.00
Retiree Health Savings (RHS):	97,165.03
Water Fund:	78,665.93
Buffalo Grove Golf Fund:	1,992.01
Arboretum Golf Fund:	701.51
Refuse Service Fund:	0.00
Information Technology Internal Service Fund:	72,815.15
Central Garage Internal Service Fund:	134,408.55
Building Maintenance Internal Service Fund:	18,637.82
	<u>1,613,186.44</u>
 PAYROLL PERIOD ENDING 01/09/2020	 1,175,549.04
	<u>1,175,549.04</u>
 TOTAL WARRANT #1310	 <u><u>2,788,735.48</u></u>

APPROVED FOR PAYMENT BY THE PRESIDENT AND BOARD OF TRUSTEES OF
 THE VILLAGE OF BUFFALO GROVE, ILLINOIS

 Village Clerk

 Village President

Attachment: W#1310 SUMMARY (Approval of Warrant #1310)



**Information Item : Proclamation Celebrating the 100Th Anniversary
of the League of Women Voters**

Recommendation of Action

n/a

President Sussman will read a proclamation Celebrating the 100th Anniversary of the League of Women Voters.

Trustee Liaison

Sussman

Staff Contact

Dane Bragg, Office of the Village Manager

Tuesday, January 21, 2020



Information Item : Recognizing Elizabeth Bennett

Recommendation of Action

n/a

President Sussman will recognizing Elizabeth Bennett for being named one of 10 nationwide finalists for a Grammy Music Educator Award.

Trustee Liaison

Sussman

Staff Contact

Dane Bragg, Office of the Village Manager

Tuesday, January 21, 2020



Information Item : MABAS Humanity and Service Award Presentation

Recommendation of Action

Staff recommends presentation.

Lt. Andrew Russell was recognized by MABAS for his humanitarian efforts during a MABAS deployment to the 2019 flooding in southern Illinois.

Trustee Liaison
Smith

Staff Contact
Mike Baker, Fire

Tuesday, January 21, 2020



Action Item : Certificate of Initial Acceptance and Approval: Shops of Buffalo Grove Development Improvements

Recommendation of Action

Staff recommends approval to begin the one year maintenance period for the completed development.

SUMMARY: Attached is the Certificate of Initial Acceptance for the Shops of Buffalo Grove development located at the southwest corner of Deerfield Parkway and Milwaukee Avenue. Staff recommends approval to begin the one year maintenance period on January 21, 2020.

ATTACHMENTS:

- Initial Acceptance Memo_Shops of Buffalo Grove_01-07-2020 (DOCX)
- Shops of Buffalo Grove - Certification of Initial Acceptance and Approval (PDF)

Trustee Liaison
Stein

Staff Contact
Ted Sianis, Engineering

Tuesday, January 21, 2020

VILLAGE OF
BUFFALO GROVE



MEMORANDUM

DATE: January 7, 2020
TO: Dane Bragg, Village Manager
FROM: Ted Sianis, Civil Engineer II
SUBJECT: The Shops of Buffalo Grove Certificate of Initial Acceptance

The Developer of the Shops of Buffalo Grove development located at 1525-1549 Deerfield Parkway and 820 N. Milwaukee Avenue has completed the required improvements and the development will be moved to the one year maintenance period beginning January 21, 2020.

Staff recommends approval of the approval of the Certificate of Initial Acceptance for the Development.

**VILLAGE OF BUFFALO GROVE
CERTIFICATE OF INITIAL ACCEPTANCE AND APPROVAL**

SUBMIT COMPLETED FORM ALONG WITH ONE MYLAR AND TWO SETS OF "AS-BUILT" PLANS.

SUBDIVISION Shops of Buffalo Grove DEVELOPER SDG Buffalo Grove, LLC

UNIT NO. N/A LOCATION 1525-49 Deerfield Pkwy, 820 N Milwaukee Av

Dedicated Public Right of Way (if any): Right-of-Way dedicated to the State of Illinois Department of Transportation along Illinois State Route 21/U.S. Route 45.

Description of Public Improvements: Water main, hydrants, sanitary sewer, and sidewalk.

Description of Private Improvements: Buildings, Water main services, storm sewer pipes, storm sewer services, sanitary sewer services, parking lot areas, parking lot lights, landscaping, and monument sign.

One-Year Maintenance Guarantee: Letter of Credit

DESIGN ENGINEER'S CERTIFICATION

To the best of my knowledge and belief, the construction of the improvements described above have been completed in accordance with the approved plans and specifications, and items indicated on the Final Punch List dated _____, which was prepared by the Village of Buffalo Grove have been completed.


Engineer's Signature & Seal



OWNER'S/DEVELOPER'S CERTIFICATION

All improvements have been completed and are hereby presented for initial Acceptance and Conveyance to the Village of Buffalo Grove. I also herewith acknowledge my responsibility to provide a one-year Guarantee to cover workmanship, materials, and maintenance for all improvements referred to herein.

The undersigned Owner does hereby convey and deliver to the Village of Buffalo Grove the foregoing listed public improvements and does hereby covenant that said improvements are free of all encumbrances and does hereby warrant and will defend the same against the claims and demands of all persons.


Owner's Signature

Dan Angstadt

SDG Buffalo Grove LLC

Owner's Name

SDG Buffalo Grove LLC

Company Name

MUNICIPAL INSPECTOR'S CERTIFICATION

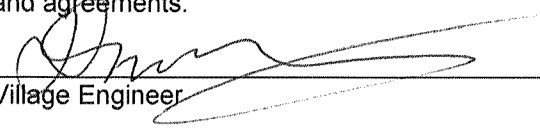
I/we hereby certify that I/we have regularly inspected the above described unit(s) of the above described Subdivision during the progress of construction and to the best of my/our knowledge; the work has been completed in conformance with the approved plans and specifications.


Municipal Inspector

1-6-2020
Date

VILLAGE ENGINEER'S CERTIFICATION

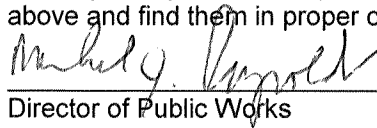
I hereby certify that the Division of Engineering Services has reviewed the above described unit(s) of the above described Subdivision and find them in conformance with the applicable Village ordinances, codes, and agreements.


Village Engineer

1/6/2020
Date

PUBLIC WORK'S CERTIFICATION

I hereby certify that the Department of Public Works has inspected all public improvements described above and find them in proper condition for acceptance for maintenance by this Department.


Director of Public Works

1/8/2020
Date

VILLAGE MANAGER'S CERTIFICATION

I hereby certify that all applicable Village ordinances, codes, and special agreements have been complied with by the Owner of the above described Subdivision.

Village Manager

Date

ACCEPTANCE OF PUBLIC IMPROVEMENTS

The Village of Buffalo Grove does hereby approve and accept for ownership the above described public improvements subject to the one-year Guarantee by the Developer covering all materials, workmanship, and maintenance.

Village Board of Trustees Action: _____
Date

Page No.

Village President

Date



Resolution No. R-2020-2 : Resolution Ceding the 2019 Unused Private Activity Bond Volume Cap of the Village of Buffalo Grove (Including Volume Cap Transferred from Other Lake County Home Rule Units) to Lake County

Recommendation of Action

Staff recommends approval.

SUMMARY: Buffalo Grove is the host of the Lake County Partners Private Activity Bond Clearinghouse. The resolution is required annually so that unused funds can be transferred over to the next year and used in the future.

ATTACHMENTS:

- Buffalo Grove Resolution Ceding 2019 PABC with Exhibit (PDF)

Trustee Liaison

Weidenfeld

Staff Contact

Nicole Woods, Community Development

Tuesday, January 21, 2020

RESOLUTION NO. 2020-

A RESOLUTION CEDING THE 2019 UNUSED PRIVATE ACTIVITY BOND VOLUME CAP OF THE VILLAGE OF BUFFALO GROVE (INCLUDING VOLUME CAP TRANSFERRED FROM OTHER LAKE COUNTY HOME RULE UNITS) TO LAKE COUNTY.

WHEREAS, the Village of Buffalo Grove, Cook and Lake Counties, Illinois (the "Village") is a municipality and a home rule unit of government duly organized and validly existing under Section 6(a) of Article VII of the 1970 Constitution and laws of the State of Illinois; and

WHEREAS, in order to facilitate economic development both in the Village of Buffalo Grove and in Lake County, Illinois, the Village has received Volume Cap from the Lake County Home Rule Municipalities in the amounts identified in Exhibit A to consolidate management under control of a single Home Rule entity in cooperation with Lake County Partners Private Activity Bond Clearinghouse (the "PABC"); and

WHEREAS, tax exempt private activity bonds provide for opportunities to increase business and commerce and relieve conditions of unemployment; and

WHEREAS, the PABC has \$36,106,980 of calendar year 2019 unused Volume Cap available from Lake County Home Rule Units; and

WHEREAS, the PABC has recommended that it is in the best interest of the Village of Buffalo Grove to transfer \$36,106,980 of unused Volume Cap to Lake County, Illinois and thereby permit Lake County to issue tax-exempt private activity bonds to finance multi-family projects; and

WHEREAS, it is in the best interest of the Village, Lake County Home Rule Municipalities, and Lake County Partners to collect the anticipated 1.0% Volume Cap fee as soon as possible; and

WHEREAS, the Village will report this transfer of \$36,106,980 of unused Volume Cap to Lake County, Illinois to the State of Illinois Bureau of the Budget as soon as reasonably possible; and

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF THE VILLAGE OF BUFFALO GROVE:

- Section 1. That the Village of Buffalo Grove hereby transfers \$36,106,980 of unused Volume Cap to Lake County, Illinois.
- Section 2. The PABC and the Village shall both retain a copy of this Resolution in their records for a minimum of 30 years. Notice of this Resolution together with a copy of this Resolution shall be given in writing by the Village after passage and approval hereof.
- Section 3. That the officials of the Village are hereby authorized, empowered, and directed to take all necessary or advisable actions concerning the execution and implementation of this Resolution.
- Section 4. That this Resolution shall be in full force and effect from and after its passage and approval according to law.

Passed and approved this ____ day of _____, 2020.

AYES: _____

NAYES: _____

ABSENT: _____

ADOPTED: _____, 2020.

APPROVED: _____, 2020.

ATTEST:

Village President

Village Clerk

[illegible]



Resolution No. R-2020-3 : Calendar Year 2020 Village-Wide Street Maintenance Motor Fuel Tax Resolution

Recommendation of Action

Staff recommends approval.

SUMMARY: Staff recommends approval of a resolution which meets the requirements of the Illinois Department of Transportation for the use of Motor Fuel Tax funds for FY 2020 for the Village-wide street maintenance program.

ATTACHMENTS:

- 2020 MFT Maintenance Estimate Memo (DOCX)
- 2020 BLR 14222_Estimate of Maintenance Costs (PDF)
- BLR 14220_Resolution for Maintenance (PDF)

Trustee Liaison

Stein

Staff Contact

Ted Sianis, Engineering

Tuesday, January 21, 2020

VILLAGE OF
BUFFALO GROVE



MEMORANDUM

DATE: January 6, 2020
TO: Dane Bragg, Village Manager
FROM: Ted Sianis, Civil Engineer II
SUBJECT: FY 2020 Resolution for Yearly Authorization of Motor Fuel Taxes

Background

This agenda item is for the required IDOT Motor Fuel Tax (MFT) Resolution. This resolution requests MFT funds to be utilized for the Village's 2020 calendar year payments for the Village-wide street maintenance program which includes striping, street sweeping, street light maintenance, traffic signal maintenance, sidewalk maintenance, patching, snow plowing, tree trimming, mowing, and street repaving and reconstruction.

Recommendation

Staff recommends approval of the IDOT Motor Fuel Tax (MFT) Resolution.

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**Resolution No. R-2020-4 : Calendar Year 2020 Lake Cook Road
Reconstruction Motor Fuel Tax Resolution**

Recommendation of Action

Staff recommends approval.

SUMMARY: As part of the Lake Cook Road Reconstruction Project, the Village is required to execute the required Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) Resolution to utilize MFT funds to pay the Village's portion of construction.

ATTACHMENTS:

- Lake Cook Road Construction MFT Resolution Memo 01-07-2020 (DOCX)
- BLR 09110 - Lake Cook Road MFT Resolution (PDF)

Trustee Liaison

Stein

Staff Contact

Ted Sianis, Engineering

Tuesday, January 21, 2020

VILLAGE OF
BUFFALO GROVE



MEMORANDUM

DATE: January 7, 2020
TO: Dane Bragg, Village Manager
FROM: Ted Sianis, Civil Engineer II
SUBJECT: MFT Resolution for the Lake Cook Road Reconstruction Project

Background

As part of the Lake Cook Road Reconstruction Project, the Village is required to execute the required Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) Resolution to utilize MFT funds to pay the Village's portion of construction. This resolution requests MFT funds be allocated and utilized for the Village's 2020 calendar year local share payments to the Cook County Department of Transportation and Highways.

Recommendation

Staff recommends that the Village Board approve the attached Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) Resolution.



**Resolution for Improvement
Under the Illinois Highway Code**

Resolution Type	Resolution Number	Section Number
Original		14-A5015-03-RP

BE IT RESOLVED, by the President and Board of Trustees of the Village
Governing Body Type Local Public Agency Type
 of Buffalo Grove Illinois that the following described street(s)/road(s)/structure be improved under
Name of Local Public Agency
 the Illinois Highway Code. Work shall be done by Contract.
Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Lake Cook Road	3.03	FAU 0379	Raupp Blvd	Hastings Ln

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Local Agency share of the Lake Cook Road Reconstruction Project led by the Cook County Department of Transportation and Highways. The project consists of Roadway Reconstruction, Bridge Rehabilitation/ Replacement, Traffic Signal Installation/Replacement, and Lighting.

2. That there is hereby appropriated the sum of Two Hundred Fifty Thousand

\$250,000.00 Dollars (\$250,000.00) for the improvement of
 said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Janet Sirabian Village Buffalo Grove Clerk in and for said Village
Name of Clerk Local Public Agency Type Local Public Agency Type

of Buffalo Grove in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

President and Board of Trustees of Buffalo Grove at a meeting held on January 21, 2020
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 21st day of January, 2020.
Day Month, Year

(SEAL)

Clerk Signature	Date

Approved

Regional Engineer Department of Transportation	Date



Resolution No. R-2020-5 : Calendar Year 2020 Thompson Blvd and Brandywyn Ln Roadway Construction Motor Fuel Tax Resolution

Recommendation of Action

Staff recommends approval.

SUMMARY: The Thompson Boulevard and Brandywyn Lane Roadway Reconstruction Project requires the Village to execute the Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) Resolution to utilize MFT funds to pay the Village's portion of construction.

ATTACHMENTS:

- Thompson & Brandywyn MFT Resolution Memo_01-07-2020 (DOCX)
- BLR 09110 - Thompson & Brandywyn Resolution (PDF)

Trustee Liaison

Stein

Staff Contact

Ted Sianis, Engineering

Tuesday, January 21, 2020

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: January 7, 2020
TO: Dane Bragg, Village Manager
FROM: Ted Sianis, Civil Engineer II
SUBJECT: MFT Resolution for Thompson Boulevard and Brandywyn Lane Roadway Reconstruction

Background

As part of the Thompson Boulevard and Brandywyn Lane Roadway Reconstruction Project, the Village is required to execute the required Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) Resolution to utilize MFT funds to pay the Village's portion of construction. This resolution requests MFT funds be allocated and utilized for the Village's 2020 calendar year local share payments to the Illinois Department of Transportation.

Recommendation

Staff recommends that the Village Board approve the attached Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) Resolution.



**Resolution for Improvement
Under the Illinois Highway Code**

Resolution Type	Resolution Number	Section Number
Original		16-00106-01-RS

BE IT RESOLVED, by the President and Board of Trustees of the Village
Governing Body Type Local Public Agency Type
 of Buffalo Grove Illinois that the following described street(s)/road(s)/structure be improved under
Name of Local Public Agency
 the Illinois Highway Code. Work shall be done by Contract.
Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Thompson Boulevard	0.468	FAU 3260	Brandywyn Ln	Buffalo Grove Rd
Brandywyn Lane	0.476	FAU 2060	Thompson Blvd	Aptakisic Rd

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of
 roadway reconstruction including all incidental and collateral work necessary to complete the project as shown on the plans and as described in the specifications.

2. That there is hereby appropriated the sum of One Million, Two Hundred Fifty Thousand
 Dollars (\$1,250,000.00) for the improvement of
 said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Janet Sirabian Village Clerk in and for said Village
Name of Clerk Local Public Agency Type Local Public Agency Type

of Buffalo Grove in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

President and Board of Trustees of Buffalo Grove at a meeting held on January 21, 2020
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 21st day of January, 2020.
Day Month, Year

(SEAL)

Clerk Signature	Date

Approved

Regional Engineer Department of Transportation	Date



Ordinance No. O-2020-7 : Ordinance for Turning Restriction Removal

Recommendation of Action

Staff recommends approval.

SUMMARY: Amending the Traffic Ordinance relating to removing the turning restrictions at the intersection of Lexington Drive and Armstrong Drive.

ATTACHMENTS:

- Armstrong and Lexington turning restriction removal memo 20-0113 (DOCX)
- Arm & LEx turning restriction removal ordinance 20-0113 (DOCX)

Trustee Liaison

Stein

Staff Contact

Darren Monico, Public Works

Tuesday, January 21, 2020

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: January 13, 2020

TO: Jenny Maltas, Deputy Village Manager

FROM: Darren Monico, Village Engineer

SUBJECT: Lexington Drive and Armstrong Drive Removal of Turning Restrictions

Background

At the October 7th, 2019 Committee of the Whole Meeting, staff presented the findings of the traffic committee relating to the current turning restrictions at the intersection of Lexington Drive and Armstrong Drive. The Board agreed with the staff recommendation to remove the existing turning restrictions when the Lake Cook Road construction starts. In addition, based on the Board's request, when the signs are removed, staff will place a sign stating the existing truck restrictions already in place on Armstrong Drive to restrict truck traffic over 8,000 pounds.

As staff recently learned that the Lake Cook Road project can start in late January, staff is planning to remove the turning restrictions on February 1st. Removing the signs will also necessitate removing the turning restrictions from the Village Ordinance. The attached ordinance completes this process.

Staff Recommendation

Staff Recommends approval of the turning restriction at Lexington Drive and Armstrong Drive.

ORDINANCE NO. 2020 - _____

AN ORDINANCE AMENDING CHAPTER BG-11, RULES OF THE ROAD, OF THE
VILLAGE OF BUFFALO GROVE MUNICIPAL CODE

WHEREAS, the Village of Buffalo Grove is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and,

WHEREAS, the quality of life is enhanced by a high quality arterial street transportation system which operates efficiently and which does not experience extreme congestion so as to induce motorists to “cut through” neighborhood streets in order to reduce travel times; and,

WHEREAS, the recommendations of the traffic committee has been presented to the Corporate Authorities.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, AS FOLLOWS:

Section 1: Section BG-11-208 of the Village of Buffalo Grove Municipal Code is amended by deleting Section BG-11-208(N) as follows:

BG-11-208(N) Turning restriction—Armstrong Drive at Lexington Drive

Vehicles or combination of vehicles shall only turn left from westbound Armstrong Drive onto southbound Lexington Drive (except buses and municipal vehicles) between the hours of 4:00 p.m. to 7:00 p.m., weekdays.

Section 2: Section BG-11-208 of the Village of Buffalo Grove Municipal Code is amended by deleting Section BG-11-208(P) as follows:

BG-11-208(P) - Turning restriction—Armstrong Drive at office driveway and onto westbound Armstrong Drive.

No vehicle or combination of vehicles shall turn left from the northbound office driveway and onto westbound Armstrong Drive between the hours of 4:00 p.m. to 7:00 p.m., weekdays.

Section 3: Any person violating any portion of this Chapter shall be punished according to the provisions of Chapter 1.08 of the Buffalo Grove Municipal Code.

Section 4: This Ordinance shall be in full force and effect from and after its passage, approval, and publication as provided by law. This Ordinance may be published in pamphlet form.

AYES: _____

NAYES: _____

ABSENT: _____

PASSED: _____, 2020

APPROVED: _____, 2020

PUBLISHED: _____, 2020

APPROVED:

Village President

ATTEST:

Village Clerk



**Resolution No. R-2020-6 : Thompson & Brandywyn Contract 1
Federal Funding and Engineering Agreements**

Recommendation of Action

Staff recommends approval.

Staff recommends approval of the Gewalt Hamilton Associates, Inc. Resident engineering contract for the Brandywyn Lane and Thompson Boulevard Improvement Project - Contract 1 pursuant to the Local Public Agency Agreement for Federal Participation.

ATTACHMENTS:

- LPA & GHA Phase III Memo (DOCX)
- draft 5310 BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (PDF)
- Addendum 1 - Brandywyn&Thompson_LocationMap (PDF)
- Addendum 3 - Draft Resolution for Local Funding Commitment revised 11.22.19 (DOCX)
- Addendum 4 GATA Reporting (DOCX)
- draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (PDF)
- BC 775 LPA Resident Construction Supervisor (PDF)
- BC 776 LPA Construction Inspector (PDF)

Trustee Liaison

Stein

Staff Contact

Kyle Johnson, Engineering

Tuesday, January 21, 2020

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: January 16, 2020

TO: Dane Bragg, Village Manager

FROM: Darren Monico, Village Engineer

SUBJECT: Approval of Local Public Agency Agreement for Federal Participation and a Phase III Resident Engineering Agreement

Background

Since 2014, staff has worked with the Lake County Council of Mayors to have the entire limits of Thompson Boulevard and Brandywyn Lane (4.2 miles) successfully added to the Federal Aid Urban route system. Through this process staff then secured Federal funding for 80% of the total project improvements. Currently the total project cost for both roads is estimated to be \$12,257,040 through Design Engineering (Phase II) and Resident Engineering and construction (Phase III). \$9,805,632 of that total will be paid for by Surface Transportation Program grant funding, the remaining \$2,451,408 will be the Village's obligation. Because of the size of this project, it has been broken down into 3 contracts. Contract 1 will be completed in 2020 and is the subject of this memo. Contract 2 and Contract 3 will be completed in 2021 and 2022 respectively.

In order to appropriate those funds toward the Village's use on the Phase III Resident Engineering and contracted construction of Brandywyn Lane & Thompson Boulevard Contract 1, a Local Public Agency Agreement for Federal Participation is required between the State of Illinois Department of Transportation and the Village of Buffalo Grove. In order to receive the grant funds, the Village of Buffalo Grove must agree to complete the construction within the Illinois Department of Transportation's policies and procedures.

In 2015 the Village hired Ciorba Group to complete the Phase I Engineering Study. In late 2017 staff advertised for a Qualification Based Selection (QBS) process for the Thompson Blvd and Brandywyn Ln for Phase II Design Engineering and Phase III Resident Engineering services. After a thorough review of 13 submittals, the selection review committee selected Civiltech Engineering, Inc. for the Phase II Design Engineering which was previously approved by the Village Board. The committee also selected Gewalt Hamilton Associates, Inc. for the Phase III Resident Engineering services, primarily based on positive past experiences with the Village for similar work and an overall expertise with municipal construction practices. To maintain eligibility for Federal grant funding the QBS process is required to follow the Federal guidelines.

Contract 1 includes Brandywyn Lane from Aptakisic Road to Thompson Boulevard and Thompson Blvd from Brandywyn Lane to Buffalo Grove Road. Work is expected to begin in April 2020 and be completed in November 2020. Of the \$4,108,649.00 project estimate for Contract 1, up to \$3,099,513.00 will be federally funded.

The remainder of the project will be completed in two future phases in 2021 and 2022. There will be similar agreements for the Federal process for each year.

Staff Recommendation

Staff recommends that the Village Board authorize the Village President and the Village Clerk to execute the Local Public Agency Agreement with the Illinois Department of Transportation. Staff further recommends approval of the Phase III Resident Engineering Agreement with Gewalt Hamilton Associates, Inc. in an amount not to exceed \$358,629.00. Funding for this project is provided in the approved 2020 budget.

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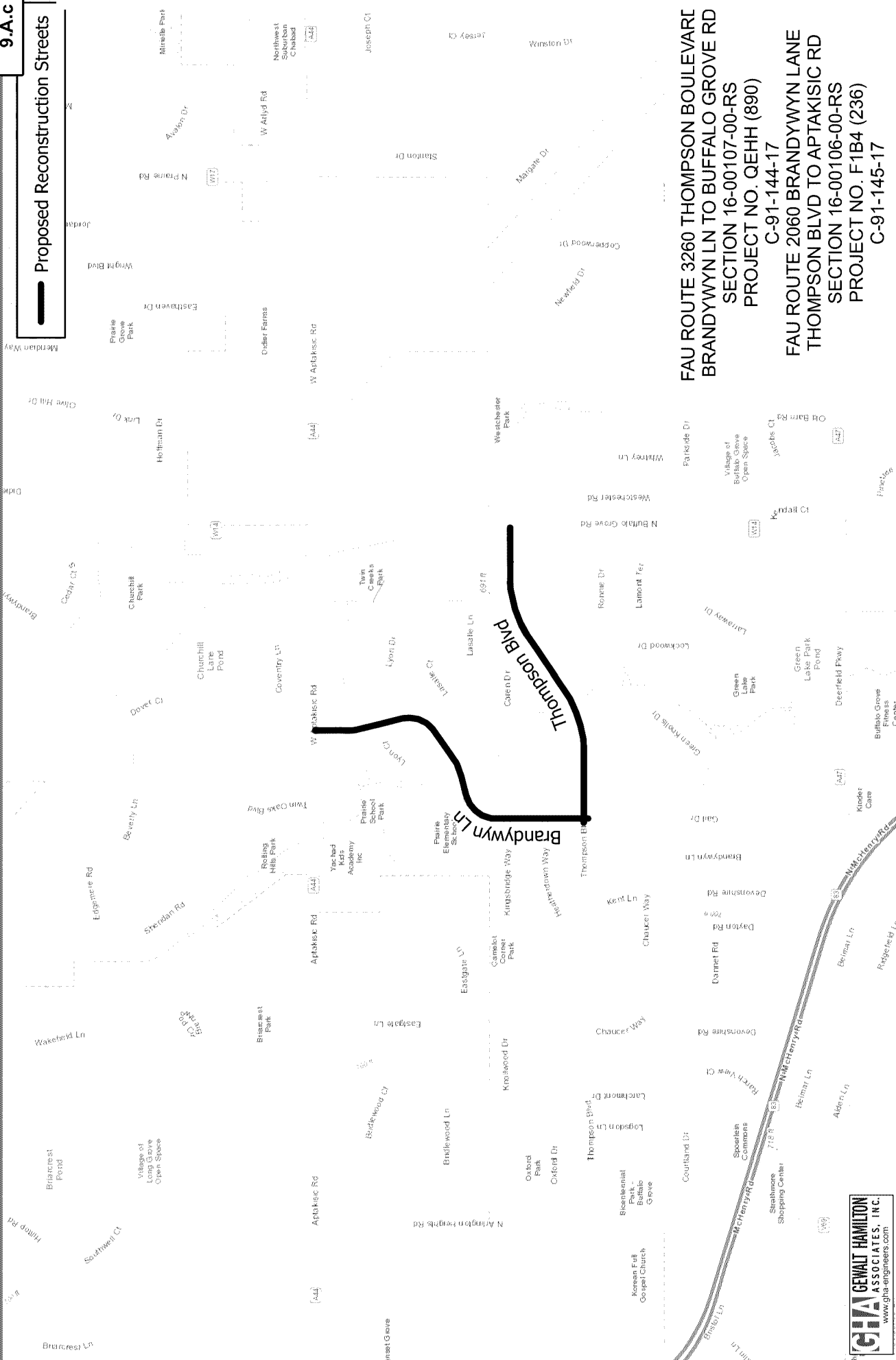
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For more assistance with Adobe Reader visit <http://www.adobe.com/go/acrreader>.

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Proposed Reconstruction Streets

Attachment: Addendum 1 - Brandywn&Thompson_LocationMap (R-2020-6 : Thompson & Brandywn



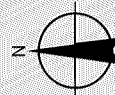
FAU ROUTE 3260 THOMPSON BOULEVARD
BRANDYWYN LN TO BUFFALO GROVE RD
SECTION 16-00107-00-RS
PROJECT NO. QEH (890)
C-91-144-17

FAU ROUTE 2060 BRANDYWYN LANE
THOMPSON BLVD TO APTAKISIC RD
SECTION 16-00106-00-RS
PROJECT NO. F1B4 (236)
C-91-145-17

Location Map

Buffalo Grove, IL

CH2M HILL
GEWALT HAMILTON
ASSOCIATES, INC.
www.gwa-engineers.com



1 inch = 1,000 Feet

COUNTY/CITY/VILLAGE/TOWNSHIP of Buffalo Grove
 Location: Brandywyn Lane & Thompson Boulevard
 Section No.: 16-00106-01-RS
 Project No.: UTSH(857)
 Job No.: C-91-090-20
 Lake _____ County _____

RESOLUTION

WHEREAS, The VILLAGE of BUFFALO GROVE is attempting to improve a segment of Brandywyn Lane from Thompson Boulevard to Aptakisic Road that is approximately 0.47 miles in length and Thompson Boulevard from Brandywyn Lane to Buffalo Grove Road that is approximately 0.44 miles in length.

WHEREAS, the cost of said improvement has necessitated the use of federal funds.

WHEREAS, the federal fund source requires a local match.

NOW THEREFORE, BE IT RESOLVED by the VILLAGE of BUFFALO GROVE Board of Trustees that the VILLAGE of BUFFALO GROVE authorized One Million Two Hundred Ninety-Six Thousand Thirty-Nine dollars, (\$1,296,039.00) or as much may be needed to match federal funds in the completion of MFT Section Number 16-00106-01-RS.

BE IT FURTHER RESOLVED that the VILLAGE President and VILLAGE Clerk be and are hereby authorized and directed to execute the above-mentioned AGREEMENT and any other such documents related to advancement and completion of said project; and

BE IT FURTHER RESOLVED that the VILLAGE Clerk is hereby directed to transmit five certified copies of this resolution to the Illinois Department of Transportation through the Division of Transportation and one certified copy to the VILLAGE through the VILLAGE Clerk's Office.

Enacted and approved this _____ day of _____, 20__, at
 VILLAGE of BUFFALO GROVE, Illinois.

ADOPTED this __ day of _____, 20__
 _____AYES
 _____NAYS
 _____ABSENT

 Beverly Sussman, Village President

ATTEST: _____
 Janet Sirabian, Village Clerk

SEAL

Addendum No.4**Grant Accountability and Transparency Act (GATA)****Required Uniform Reporting**

The Grant Accountability and Transparency Act (30 ILCS 708), requires a uniform reporting of expenditures. Uniform reports of expenditures shall be reported no less than quarterly using IDOT's BoBS 2832 form available on IDOT's web page under the "Resources" tab.

Additional reporting frequency may be required based upon specific conditions, as listed in the accepted Notice of State Award (NOSA). Specific conditions are based upon the award recipient/grantee's responses to the Fiscal and Administrative Risk Assessment (ICQ) and the Programmatic Risk Assessment (PRA).

PLEASE NOTE: Under the terms of the Grant Funds Recovery Act (30 ILCS 705/4.1), "*Grantor agencies may withhold or suspend the distribution of grant funds for failure to file requirement reports*" if the report is more than 30 calendar days delinquent, without any approved written explanation by the grantee, the entity will be placed on the Illinois Stop Payment List. (Refer to the Grantee Compliance Enforcement System for detail about the Illinois Stop Payment List: <https://www.illinois.gov/sites/GATA/Pages/ResourceLibrary.aspx>)

Local Public Agency Village of Buffalo Grove	L O C A L A G E N C Y	 Illinois Department of Transportation Construction Engineering Services Agreement For Federal Participation	C O N S U L T A N T	Consultant Gewalt Hamilton Associates, Inc.
County Lake				Address 625 Forest Edge Drive
Section 16-00106-01-RS				City Vernon Hills
Project No. UTSH(857)				State Illinois
Job No. C-91-090-20				Zip Code 60061
Contact Name/Phone/E-mail Address Darren T. Monico, P.E. dmonico@vbg.org				Contact Name/Phone/E-mail Address Todd Gordon / (847) 478-9700 tgordon@gha-engineers.com

THIS AGREEMENT is made and entered into this _____ day of _____, _____ between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. Federal-aid funds allotted to the LPA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director Division of Highways, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LPA in immediate charge of the engineering details of the PROJECT
In Responsible Charge	A full time LPA employee authorized to administer inherently governmental PROJECT activities
Contractor	Company or Companies to which the construction contract was awarded

Project Description

Name Brayndwyn Ln & Thompson Blvd Route 2060&3260 Length 0.947mi Structure No. n/a

Termini Aptakisic Rd to Thompson Blvd; Brandywyn Ln to Buffalo Grove Rd

Description: Project consists of the reconstruction of Bryndwyn Ln and Thompson Blvd. Improvements include curb and gutter, ADA upgrades, landscaping restoration and other associated improvements to complete the project.

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT hereinbefore described and checked below:
 - ☐ a. Proportion concrete according to applicable STATE Bureau of Materials and Physical Research (BMPR) Quality Control/Quality Assurance (QC/QA) training documents or contract requirements and obtain samples and perform testing as noted below.
 - ☐ b. Proportion hot mix asphalt according to applicable STATE BMPR QC/QA training documents and obtain samples and perform testing as noted below.
 - ☐ c. For soils, to obtain samples and perform testing as noted below.
 - ☐ d. For aggregates, to obtain samples and perform testing as noted below.

NOTE: For 1a. through 1d. the ENGINEER is to obtain samples for testing according to the STATE BMPR "Project Procedures Guide", or as indicated in the specifications, or as attached herein by the LPA; test according to the STATE BMPR "Manual of Test Procedures for Materials", submit STATE BMPR inspection reports; and verify compliance with contract specifications.

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

- ☐ e. Inspection of all materials when inspection is not provided at the sources by the STATE BMPR, and submit inspection reports to the LPA and the STATE in accordance with the STATE BMPR "Project Procedures Guide" and the policies of the STATE.
 - ☐ f. For Quality Assurance services, provide personnel who have completed the appropriate STATE BMPR QC/QA trained technician classes.
 - ☒ g. Inspect, document and inform the LPA employee In Responsible Charge of the adequacy of the establishment and maintenance of the traffic control.
 - ☐ h. Geometric control including all construction staking and construction layouts.
 - ☒ i. Quality control of the construction work in progress and the enforcement of the contract provisions in accordance with the STATE Construction Manual.
 - ☒ j. Measurement and computation of pay items.
 - ☒ k. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - ☒ l. Preparation and submission to the LPA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LPA and the STATE.
 - ☐ m. Revision of contract drawings to reflect as built conditions.
 - ☒ n. Act as resident construction supervisor and coordinate with the LPA employee In Responsible Charge.
2. Engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with the AGREEMENT.
3. To furnish the services as required herein within twenty-four hours of notification by the LPA employee In Responsible Charge.
4. To attend meetings and visit the site of the work at any reasonable time when requested to do so by representatives of the LPA or STATE.
5. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without the written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
6. The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the LPA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work completed to date. Such invoices shall represent the value, to the LPA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
7. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable to improvement of the SECTION; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
8. That the ENGINEER shall be responsible for the accuracy of the ENGINEER's work and correction of any errors, omissions or ambiguities due to the ENGINEER'S negligence which may occur either during prosecution or after acceptance by the LPA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LPA, the STATE and their employees from all accrued claims or liability and assume all restitution and repair costs arising from such negligence. The ENGINEER shall give immediate attention to any remedial changes so there will be minimal delay to the contractor and prepare such data as necessary to effectuate corrections, in consultation with and without further compensation from the LPA.
9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LPA.
10. The undersigned certifies neither the ENGINEER nor I have:
- a) employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for me or the above ENGINEER) to solicit or secure this AGREEMENT;
 - b) agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or

- c) paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - d) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - e) have not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - f) are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) of this certification; and
 - g) have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
11. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
 12. To submit all invoices to the LPA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
 13. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the work called for in the AGREEMENT.
 14. To be prequalified with the STATE in Construction Inspection when the ENGINEER or the ENGINEER's assigned staff is named as resident construction supervisor. The onsite resident construction supervisor shall have a valid Documentation of Contract Quantities certification.
 15. Will provide, as required, project inspectors that have a valid Documentation of Contract Quantities certification.

II. THE LPA AGREES,

1. To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
2. To furnish the necessary plans and specifications.
3. To notify the ENGINEER at least 24 hours in advance of the need for personnel or services.
4. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee Formulas

- ☒ $FF = 14.5\%[DL + R(DL) + OH(DL) + IHDC]$, or
☐ $FF = 14.5\%[(2.3 + R)DL + IHDC]$

Where: DL = Direct Labor
 IHDC = In House Direct Costs
 OH = Consultant Firm's Actual Overhead Factor
 R = Complexity Factor
 FF=Fixed Fee
 SBO = Services by Others

Total Compensation = $DL + IHDC + OH + FF + SBO$

Specific Rate ☐ (Pay per element)

Lump Sum ☐ _____

5. To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5-409:

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

☐ With Retainage

- a) **For the first 50% of completed work**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

☒ Without Retainage

- a) **For progressive payments** – Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - b) **Final Payment** – Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
6. The recipient shall not discriminate on the basis on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.).
7. To submit approved form BC 775 (Exhibit C) and BC 776 (Exhibit D) with this AGREEMENT.
8. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Local Government Professional Services Selection Act 50 ILCS 510, the Brooks Act 40USC 11, and Procurement, Management, and Administration of Engineering and Design related Services (23 CFR part 172). Exhibit C is required to be completed with this agreement.

III. It is Mutually Agreed,

- 1. That the ENGINEER and the ENGINEER's subcontractors will maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred and to make such materials available at their respective offices at all reasonable times during the AGREEMENT period and for three years from the date of final payment under this AGREEMENT, for inspection by the STATE, Federal Highway Administration or any authorized representatives of the federal government and copies thereof shall be furnished if requested.
- 2. That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
- 3. That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
- 4. That this AGREEMENT may be terminated by the LPA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LPA, the ENGINEER shall be paid for any services completed and any services partially completed. The percentage of the total services which have been rendered by the ENGINEER shall be mutually agreed by the parties hereto. The fixed fee stipulated in numbered paragraph 4d of Section II shall be multiplied by this percentage and added to the ENGINEER's actual costs to obtain the earned value of work performed. All field notes, test records and reports completed or partially completed at the time of termination shall become the property of, and be delivered to, the LPA.
- 5. That any differences between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

6. That in the event the engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent or inadequate, the STATE shall have the right to supplement the engineering and inspection force or to replace the engineers or inspectors employed on such work at the expense of the LPA.
7. That the ENGINEER has not been retained or compensated to provide design and construction review services relating to the contractor's safety precautions, except as provided in numbered paragraph 1f of Section I.
8. This certification is required by the Drug Free Workplace Act (30ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the State unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of a contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State, as defined in the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

(a) Publishing a statement:

- (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
- (2) Specifying the actions that will be taken against employees for violations of such prohibition.
- (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (A) abide by the terms of the statement; and
 - (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

(b) Establishing a drug free awareness program to inform employees about:

- (1) the dangers of drug abuse in the workplace;
- (2) the grantee's or contractor's policy of maintaining a drug free workplace;
- (3) any available drug counseling, rehabilitation and employee assistance program; and
- (4) the penalties that may be imposed upon an employee for drug violations.

- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is convicted, as required by section S of the Drug Free Workplace Act.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

9. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of DOT-assisted contracts. Failure by the ENGINEER to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination this AGREEMENT or such other remedy as the LPA deems appropriate.
10. When the ENGINEER is requested to complete work outside the scope of the original AGREEMENT, a supplemental AGREEMENT will be required. Supplements will also be required for the addition or removal of subconsultants, direct costs, the use of previously unspecified staff, and other material changes to the original AGREEMENT.

Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
Gewalt Hamilton Associates, Inc.	36-3426053	\$348,769.00
Sub-Consultants:	TIN Number	Agreement Amount
Soils and Material Consultatns	36-3094075	\$9,860.00
	Sub-Consultant Total:	\$9,860.00
	Prime Consultant Total:	\$348,769.00
	Total for all Work:	\$358,629.00

Executed by the LPA:

Village of Buffalo Grove

(Municipality/Township/County)

ATTEST:

By: _____

By: _____

Clerk

Title: _____

(SEAL)

Executed by the ENGINEER:

Gewalt Hamilton Associates, Inc.

ATTEST:

By: _____

By: _____

Title: _____

Title: _____

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

**PAYROLL ESCALATION TABLE
FIXED RAISES**

FIRM NAME
PRIME/SUPPLEMENT
Prepared By

Gewalt Hamilton Associates

DATE 10/08/19
PTB-ITEM# 1

CONTRACT TERM 3 **MONTHS**

START DATE 4/1/2020

RAISE DATE 5/1/2020

END DATE 6/30/2020

OVERHEAD RATE 160.00%

COMPLEXITY FACTOR 0

% OF RAISE 3%

ESCALATION PER YEAR

year	First date	Last date	Months	% of Contract
0	4/1/2020	5/1/2020	1	33.33%
1	5/2/2020	7/1/2020	2	68.67%

The total escalation = 2.00%

PAYROLL RATES

FIRM NAME Gewalt Hamilton Associates

PRIME/SUPPLEMENT 0

PTB-ITEM # 1

10/08/19**ESCALATION FACTOR**

Note: Rates should be capped on the AVG 1 tab as necessary

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	
Principal	\$70.00	\$70.00
CE VI	\$71.40	\$70.00
CE V	\$67.65	\$66.94
CE IV	\$57.13	\$55.82
CE III	\$43.57	\$43.14
CE II	\$30.75	\$30.09
CE I	\$26.68	\$27.92
Land Surveyor IV	\$48.13	\$47.69
Land Surveyor II	\$36.81	\$35.07
GISP I	\$36.75	\$32.64
Environmental Consult II	\$31.40	\$31.11
ET V	\$54.19	\$55.08
ETIV	\$39.59	\$39.30
ET III	\$30.70	\$30.35
ET II	\$27.35	\$27.03
Admin I	\$23.42	\$25.43

COST PLUS FIXED FEE

Bureau of Design and Environment
Prepared By: CDR
10/08/19

Gewalt Hamilton Associates

FIRM	PTB-ITEM #	PRIME/SUPPLEMENT
ALCOA	1	PRIME
ALCOA	2	PRIME
ALCOA	3	PRIME
ALCOA	4	PRIME
ALCOA	5	PRIME
ALCOA	6	PRIME
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ALCOA	119	PRIME
ALCOA	120	PRIME
ALCOA	121	PRIME
ALCOA	122	PRIME
ALCOA	123	PRIME
ALCOA	124	PRIME
ALCOA	125	PRIME
ALCOA	126	PRIME

OVERHEAD RATE	160.00%
COMPLEXITY FACTOR	0

[illegible]

297,178

DBE 0.00%

AVERAGE HOURLY PROJECT RATES

FIRM
Gewalt Hamilton Associates

PTB-ITEM#

PRIME/SUPPLEMENT

1

0

DATE 10/08/19

SHEET

7

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Preconstruction Coordination			Preconstruction Meeting			Layout Verification			Const Obs May-Nov 2019		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	70.00	0.0														
CE VI	70.00	18.0	0.61%	0.42	8	6.25%	4.38							8	0.63%	0.44
CE V	66.94	76.0	2.56%	1.71	16	12.50%	8.37	4	22.22%	14.88				16	1.26%	0.84
CE IV	55.82	0.0														
CE III	43.14	0.0														
CE II	30.09	0.0														
CE I	27.92	0.0														
Land Surveyor IV	47.69	24.0	0.81%	0.39										16	18.18%	8.67
Land Surveyor II	35.07	88.0	2.96%	1.04										72	81.82%	28.69
GISP I	32.64	0.0														
Environmental Consult II	31.11	0.0														
ET V	55.08	136.0	4.58%	2.52	16	12.50%	6.89	4	22.22%	12.24				48	3.77%	2.08
ETIV	39.30	2,046.0	68.89%	27.07	80	62.50%	24.56	8	44.44%	17.47				1200	94.34%	37.08
ET III	30.35	32.0	1.08%	0.33												
ET II	27.03	540.0	18.18%	4.91												
Admin I	25.43	10.0	0.34%	0.09	8	6.25%	1.59	2	11.11%	2.83						
		0.0														
		0.0														
		0.0														
		0.0														
		0.0														
		0.0														
		0.0														
		0.0														
		0.0														
		0.0														
TOTALS		2970.0	100%	\$38.48	128.0	100.00%	\$45.78	18.0	100%	\$47.41	88.0	100%	\$37.36	1272.0	100%	\$40.44

Principal											E
CE I											CE II
CE III											CE IV
CE V											CE VI
LS II											LS IV
GISP II											E
I. Phase III Construction Engineering											
Preconstruction Coordination		8	16								
Preconstruction Meeting			4								
Layout Verification								16	72		
Construction Observation (RE) May-Nov 2019		8	16								
Construction Observation (RE) Dec 2019-May 2020		2	4								
Construction Observation (Inspector 1)											
Progress Meetings			36								
Traffic Control Inspection (Nights)											
Punch List & Final Inspections											
Record Drawings								8	16		
Project Closure											
I. Category Subtotal	0	18	76	0	0	0	0	0	88	0	
II. Category											
Total Labor	0	18	76	0	0	0	0	24	88	0	



Illinois Department of Transportation

COMPANY NAME: Gewalt Hamilton Associates

PTB NUMBER: _____

TODAY'S DATE: _____

ITEM	ALLOWABLE
Per Diem (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost (Up to state rate maximum)
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost
Air Fare	Coach rate, actual cost, requires minimum two weeks with prior IDOT approval
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day
Vehicle Rental	Actual cost (Up to \$55/day)
Tolls	Actual cost
Parking	Actual cost
Overtime	Premium portion (Submit supporting documentation)
Shift Differential	Actual cost (Based on firm's policy)
Overnight Delivery/Postage/Courier Service	Actual cost (Submit supporting documentation)
Copies of Deliverables/Mylars (In-house)	Actual cost (Submit supporting documentation)
Copies of Deliverables/Mylars (Outside)	Actual cost (Submit supporting documentation)
Project Specific Insurance	Actual cost
Monuments (Permanent)	Actual cost
Photo Processing	Actual cost
2-Way Radio (Survey or Phase III Only)	Actual cost
Telephone Usage (Traffic System Monitoring Only)	Actual cost
CADD	Actual cost (Max \$15/hour)
Web Site	Actual cost (Submit supporting documentation)
Advertisements	Actual cost (Submit supporting documentation)
Public Meeting Facility Rental	Actual cost (Submit supporting documentation)
Public Meeting Exhibits/Renderings & Equipment	Actual cost (Submit supporting documentation)

Engineering Payment Report⁴

(Submit with Final Invoice)

Name	Gewalt Hamilton Associates,
Address	625 Forest Edge Drive Verno
Telephone	(847) 478-9700
TIN Number	

Local Agency	Village of Buffalo Grove
Section Number	16-00106-01-RS
Project Number	UTSH(857)
Job Number	C-91-090-20

Sub-Consultant Name	TIN Number	Actual Payment from Prime
	Sub-Consultant Total:	
	Prime Consultant Total:	
	Total for all Work Completed:	

Date _____

For information about IDOTs collection and use of confidential information review the department's [Identity Protection Policy](#).

Exhibit C Federal Qualification Based Selection (QBS) Checklist

Local Public Agency Village of Buffalo Grove
 Section Number 16-00106-01-RS
 Project Number UTSH(857))
 Job Number C-91-090-20

The LPA must complete Exhibit C, if federal funds are used for this engineering agreement and the value will exceed \$25,000. The LPA must follow federal small purchase procedures, if federal funds are used and the engineering agreement has a value less than \$25,000.

☐ Form Not Applicable (engineering services less than \$25,000)

1.	Do the written QBS policies and procedures discuss the initial administration (procurement, management, and administration) concerning engineering and design related consultant services? ☒ Yes ☐ No																						
2.	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06(e) of the <i>BLRS Manual</i> ? ☒ Yes ☐ No If no, IDOT's approval date: _____																						
3.	Was the scope of services for this project clearly defined? ☒ Yes ☐ No																						
4.	Was public notice given for this project? ☒ Yes ☐ No Due date of submittal: _____ Method(s) used for advertisement and dates of advertisement: _____																						
5.	Do the written QBS policies and procedures cover conflicts of interest? ☒ Yes ☐ No																						
6.	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment? ☒ Yes ☐ No																						
7.	Do the written QBS policies and procedures discuss the method of evaluation? ☐ Yes ☐ No <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Criteria for this project</td> <td style="width: 15%;">Weighting</td> <td style="width: 33%;">Criteria for this project</td> <td style="width: 19%;">Weighting</td> </tr> <tr> <td><u>Services</u></td> <td><u>20 %</u></td> <td><u>Qualifications and Experience</u></td> <td><u>20%</u></td> </tr> <tr> <td><u>References and Resumes</u></td> <td><u>10 %</u></td> <td><u>Affiliations and Accreditations</u></td> <td><u>10%</u></td> </tr> <tr> <td><u>Local Office and Area Knowledge</u></td> <td><u>15 %</u></td> <td><u>Past Performance</u></td> <td><u>15%</u></td> </tr> <tr> <td><u>Ability to Perform Multiple Func.</u></td> <td><u>10 %</u></td> <td></td> <td><u> </u> %</td> </tr> </table>			Criteria for this project	Weighting	Criteria for this project	Weighting	<u>Services</u>	<u>20 %</u>	<u>Qualifications and Experience</u>	<u>20%</u>	<u>References and Resumes</u>	<u>10 %</u>	<u>Affiliations and Accreditations</u>	<u>10%</u>	<u>Local Office and Area Knowledge</u>	<u>15 %</u>	<u>Past Performance</u>	<u>15%</u>	<u>Ability to Perform Multiple Func.</u>	<u>10 %</u>		<u> </u> %
Criteria for this project	Weighting	Criteria for this project	Weighting																				
<u>Services</u>	<u>20 %</u>	<u>Qualifications and Experience</u>	<u>20%</u>																				
<u>References and Resumes</u>	<u>10 %</u>	<u>Affiliations and Accreditations</u>	<u>10%</u>																				
<u>Local Office and Area Knowledge</u>	<u>15 %</u>	<u>Past Performance</u>	<u>15%</u>																				
<u>Ability to Perform Multiple Func.</u>	<u>10 %</u>		<u> </u> %																				
8.	Do the written QBS policies and procedures discuss the method of selection? ☒ Yes ☐ No Selection committee (titles) for this project: <u>Village Engineer, Director of Public Works, Civil Engineer II</u> Top three consultants selected for this project in order: 1) <u>Gewalt Hamilton and Associates</u> 2) <u>Civiltech</u> 3) <u>BLA</u> If less than 3 responses were received, IDOT's approval date: _____																						
9.	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation? ☒ Yes ☐ No																						
10.	Were negotiations for this project performed in accordance with federal requirements? ☒ Yes ☐ No																						
11.	Were acceptable costs for this project verified? ☒ Yes ☐ No ☐ LPA will rely on IDOT review and approval of costs.																						
12.	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval? ☒ Yes ☐ No																						
13.	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, record retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)? ☒ Yes ☐ No																						

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

**LEGAL NOTICE /
PUBLIC NOTICE
REQUEST FOR
QUALIFICATIONS (RFQ)
NOTICE TO RESPOND-
ERS:**

For information on how to receive a copy of the Request for Qualifications Package and any addenda contact the Office of the Village Clerk at 847-459-2500 or visit the Village of Buffalo Grove procurement website at www.vbg.org. Sealed response documents will be received at the Village of Buffalo Grove's Clerk's Office, until the time and date specified below, for:

PROFESSIONAL ENGINEERING SERVICES FOR THOMPSON BOULEVARD FROM ARLINGTON HEIGHTS ROAD TO WEILAND ROAD AND BRANDYWN LANE FROM DEERFIELD PARKWAY TO PRAIRIE ROAD PHASE 2 DESIGN AND PHASE 3 CONSTRUCTION ENGINEERING.

ADDRESS THE STATEMENT OF QUALIFICATIONS TO: Office of the Village Clerk, Village Hall, 50 Rupp Boulevard, Buffalo Grove, IL 60089 before the submittal date and time specified below. Response documents shall be sealed and clearly marked on the front "VaBG-2017-31 Qualifications for Thompson and Brandywyn Phase 2 & 3 Engineering". FAXED OR EMAILED RESPONSE DOCUMENTS WILL NOT BE ACCEPTED.

THE RESPONSE DOCUMENTS ARE DUE NO LATER THAN: 10:00 a.m., on Thursday September 28, 2017. Response documents should consist of one sealed submittal as described in the RFQ package. Each Consultant shall be required to submit one original, hard copy, and a PDF copy on a CD or USB device. Published in Daily Herald August 23, 2017 (4480729)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Deer Park, Des Plaines, South Elgin, East Dundee, Elburn, Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Geneva, Gilberts, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Villa, Lake in the Hills, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Mt. Prospect, Mundelein, Palatine, Prospect Heights, Rolling Meadows, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake park, Schaumburg, Sleepy Hollow, St. Charles, Streamwood, Tower Lakes, Vernon Hills, Volo, Wauconda, Wheeling, West Dundee, Wildwood, Sugar Grove, North Aurora, Glenview

County(ies) of Cook, Kane, Lake, McHenry and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the DAILY HERALD is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published August 23, 2017 in said DAILY HERALD.

IN WITNESS WHEREOF, the undersigned, the said PADDOCK PUBLICATIONS, Inc., has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY

Danula Baltz
Authorized Agent

Control # 4480729

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

SSCOPE OF SERVICES

Phase III Construction Engineering Services
 Brandywyn Lane and Thompson Boulevard Improvements
 Village of Buffalo Grove
 GHA Proposal No. 2019.CS109

PROJECT UNDERSTANDING

It is our understanding that the Village of Buffalo Grove proposes the reconstruction of Thompson Boulevard between Buffalo Grove Road and Brandywyn Lane and the reconstruction of Brandywyn Lane between Thompson Boulevard and Atakistic Road. Thompson Boulevard's functional classification is designated as a Collector and Brandywyn Lane's functional classification is designated as a Minor Collector in the Village of Buffalo Grove. There is curb and gutter along the project limits, and drainage is accommodated by an enclosed system. Pedestrian accommodations include existing sidewalk on both sides of each Thompson Boulevard and Brandywyn Lane. Other improvements will include ADA upgrades at the intersections.

The project will be administered and awarded through the Illinois Department of Transportation's (IDOT). As Surface Transportation Program (STP) funds will be utilized for construction, the project will follow IDOT procedures for Federal Aid Projects. Thus, the Village of Buffalo Grove has entered into Intergovernmental Agreement with IDOT to monitor the utilization of the STP funds for completion of the project. This project is anticipated to be on the March 6, 2020 IDOT letting, and as a result, will most likely commence construction around the middle of May 2020.

CONSTRUCTION ENGINEERING SERVICES

It is our practice to adhere to construction industry standards and insist on compliance with the project plans and specifications in an effort to efficiently produce a quality project. As such, Construction Engineering Services will be performed in accordance with the services outlined in the Request for Qualifications, as well as Illinois Department of Transportation standard procedures including, but not limited to, the following:

1. GHA will oversee a scheduled pre-construction meeting with project stakeholders prior to the start of construction and provide the meeting attendees with a summary in the form of Minutes for their records.
2. Prior to construction commencement, GHA will utilize measures outlined in our Public Relations Plan to determine impacts on schools, local businesses, places of worship, parks, and other local projects. We will include the Village, Village Hall, Public Works Department(s), School District(s), utility companies, and permitting agencies as members of our project communications team to collaborate and determine the best methods for identifying, reaching, and maintaining relationships with the project stakeholders. Once communications plan is established, GHA will continue to coordinate and communicate with stakeholders using resident letters, project flyers and newsletters as requested to ensure they are properly and consistently informed of the project's progress.
3. GHA will review drawings, diagrams, illustrations, brochures, catalog cuts, shop drawings, project schedules, and other data which the contractor is required to submit for conformance with the design concept and compliance with the contract documents.
4. GHA will provide geometric control and construction layout verification by making random checks to the Contractor's staking to determine if the work is in general conformance with the plans. If an error is found, we will immediately notify the Contractor to make the appropriate changes prior to construction. In addition, our survey crew will also provide before and after measurements and cross sections for applicable pay items.

5. GHA will provide full-time construction observation of the necessary construction operations and processes to ensure all materials and procedures are in conformance with the contract documents. We will utilize IDOT's computer-based system known as the Illinois Construction Records System (ICORS). This system will provide a computerized version of a Daily Diary, Weekly Reports, Daily Quantities, Quantity Book, Pay Estimates, Authorizations, and numerous other reports. We will measure, record, and provide source documentation daily for all quantities for which payment will be made, and we will adhere to general IDOT requirements regarding inspection rates, including, but not limited to, depth checks, yield requirements, and material weight ticket collection to help facilitate a timely project closeout. We will also work with the IDOT documentation auditors and reviewers as necessary to ensure the required records are provided. GHA will keep a project box on site, including all the necessary up-to-date documentation in accordance with standard procedures and IDOT's Documentation of Contract Quantities guide.
6. If a field change or Authorization is required, whether force account or agreed unit price, GHA will notify and advise the Village prior to making any decisions that may affect the budget. In addition, our documentation of the Contractor's daily activities will help provide sufficient information to permit verification of the nature and costs of any changes in plans or authorized extra work.
7. GHA will make observations of the utility marks provided by the J.U.L.I.E. system and address potential conflicts with the contractor.
8. GHA will schedule and moderate project progress meetings with the Village and Contractor(s) and provide attendees with a summary in the form of Minutes for their records.
9. GHA will coordinate with Village of Buffalo Grove staff for quality assurance testing for the HMA and concrete. Our subconsultant, Soils and Materials Consultants, will administer the quality assurance testing for the field and laboratory requirements regarding soils and aggregate quality. We will confirm and document that all the materials used on the site meet or exceed the quality requirements of the contract and IDOT-issued Project Procedures Guide.
10. GHA will perform daily traffic control inspections in addition to those required weekly and bi-monthly during night hours, and respectively submit deficient remarks to the Contractor with appropriate corrections requested.
11. GHA will provide National Pollutant Discharge Elimination System (NPDES) monitoring in compliance with the ILR10 permit and Designated Erosion Control Inspection (DECI) services, as necessary.
12. GHA will prepare monthly pay requests for the Village's review and provide the required documentation and correspondence for the Village of Buffalo Grove to submit to IDOT.
13. GHA will schedule a final walk-through upon project completion with the Village of Buffalo Grove representatives to generate a punch list of deficiencies.
14. GHA will keep current as-builts as the work is performed. We will annotate by hand all revisions, substitutions, variations, and omissions made or discovered during construction. Upon project completion, GHA will provide the Village of Buffalo Grove with hard copies and an electronic copy of the record drawing plan set.
15. GHA will coordinate contract closeout procedures with the Contractor and IDOT to ensure an expedient and productive closeout.

**ATTACHMENT A TO GEWALT HAMILTON ASSOCIATES, INC.
PROFESSIONAL SERVICES AGREEMENT**

9.A.f

1. Standard of Care. The services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be reasonable and performed consistent with the generally accepted standard of care for the Scope of Basic Services called for herein at the time and in the place where the services are provided.

2. Duration of Proposal. The terms of this Agreement are subject to renegotiation if not accepted within 60 calendar days of the date indicated on this Agreement. Requests for extension beyond 60 calendar days shall be made in writing prior to the expiration date. The full terms and conditions of this Agreement shall remain in full force and effect for one year from the date of acceptance of this Agreement, and shall be subject to revision at that time, or any time thereafter if GHA gives written notice to the other party at least 60 calendar days prior to the requested date of revision. In the event that the parties fail to agree on the new rates or other revisions, either party may terminate this Agreement as provided for herein.

3. Client Information. Client shall provide GHA with all project criteria and full information for its Scope of Basic Services. GHA may rely, without liability, on the accuracy and completeness of the information Client provides, including that of its other consultant contractors and subcontractors, without independently verifying that information.

4. Payment. The Client shall make payments pursuant to the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).

5. Instruments of Service. The Client acknowledges GHA's plans and specifications, including field data, notes, calculations, and documents or electronic data, are instruments of service. GHA shall retain ownership rights over all original documents and instruments of service. All instruments of service provided by GHA shall be reviewed by Client within 10 calendar days of receipt. Any deficiencies, errors or omissions the Client discovers during this period will be reported to GHA and will be corrected as part of GHA's Basic Services. Failure to provide such notice shall constitute a waiver. The Client shall not reuse or make, or permit to be made any modifications to the instruments of service without the prior written authorization of GHA. The Client waives all claims against GHA arising from any reuse or modification of the instruments of service not authorized by GHA. The Client agrees, to the fullest extent permitted by law, to defend and indemnify and hold GHA harmless from any liability, damage, or cost, including attorneys' fees, arising from the unauthorized reuse or modification of instruments of service by any person or entity. The parties agree that if elements of the Scope of Basic Services identified in this Agreement are reduced and/or eliminated by Client, then Client waives, releases and holds GHA harmless from all claims and damages arising from the reduced and/or eliminated services. If GHA's Scope of Basic Services does not include construction administration phase services, Client assumes responsibility for interpretation of the instruments of service and construction observation, and waives all claims against GHA for an act, omission or event connected thereto. Unless included in GHA's Scope of Basic Services, GHA shall not be liable for coordination with the services of Client's other design professionals.

6. Electronic Files. The Client acknowledges that differences may exist between the electronic files delivered and the printed instruments of service. In the event of a conflict between the signed / sealed printed instruments of service prepared by GHA and the electronic files, the signed / sealed instruments of service shall control. GHA's electronic files shall be prepared in the current software GHA uses and will follow GHA's standard formatting unless the Scope of Basic Services requires otherwise. Client accepts that GHA makes no warranty that its software will be compatible with other systems or software.

7. Applicable Codes. The Client acknowledges that applicable laws, codes and regulations may be subject to various, and possibly contradictory, interpretations. Client accepts that GHA does not warrant or guarantee that the Client's project will comply with interpretation of applicable laws, codes, and regulations as they may be interpreted to the project. Client agrees that GHA shall not be responsible for added project costs, delay damages, or schedule changes arising from unreasonable or unexpected interpretations of the laws, codes, or regulations applied to the project, nor for changes required by the permitting authorities due to changes in the law that became effective after completion of GHA's instruments of service. Client shall compensate GHA for additional fees required to revise the instruments of service to comply with such interpretations. Client shall also compensate GHA for additional fees required to revise the instruments of service if Client changes the project scope after GHA's completion of its instruments of service.

8. Utilities and Soils. When the instruments of service include information pertaining to the location of underground utility facilities or soils, such information represents only the opinion of the engineer as to the possible locations. This information may be obtained from visible surface evidence, utility company records or soil borings performed by others, and is not represented to be the exact location or nature of these utilities or soils in the field. Client agrees that GHA may reasonably rely on the accuracy and completeness of information furnished by third parties respecting utilities, underground conditions and soils without performing any independent verification. Contractor is solely responsible for utility locations, their markings in the field and their placement on the plans based on information they provided. Client agrees GHA is not liable for damages resulting from utility conflicts, mistaken utility locations, unfavorable soils, and concealed or unforeseen conditions, including but not limited to added construction costs and/or project delays. If the Client wishes to obtain the services of a contractor to provide test holes and exact utility locations, GHA may incorporate that information into the design and reasonably rely upon it. If included in the Scope of Basic Services, such work will be compensated as additional services.

9. Opinion of Probable Construction Costs. GHA's Scope of Basic Services may include the preparation of an opinion of probable construction costs. Client acknowledges that GHA has no control over the costs of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Opinions of probable costs, shall be made on the basis of experience and qualifications applied to the project scope contemplated by this Agreement as well as information provided by Client (the accuracy and completeness of which GHA may rely upon), and represent GHA's reasonable judgment. Client accepts that GHA does not guarantee or warrant that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared for the Client. GHA shall not be liable for cost differentials between the bid and/or actual costs and GHA's opinion of probable construction costs. Client agrees it shall employ an independent cost estimator if, based on its sole determination, it wants more certainty respecting construction cost estimates.

10. Contractor's Work. Client agrees that GHA does not have control or charge of and is not responsible for construction means, methods, techniques, sequences or procedures, or for site or worker safety measures and programs including enforcement of Federal, State and local safety requirements, in connection with construction work performed by the Client or the Client's construction contractors. GHA is not

responsible for the supervision and coordination of Client's construction contractors, subcontractors, materialmen, fabricators, operators, suppliers, or any of their employees, agents and representatives of such workers, or responsible for any machinery, construction equipment, or tools used and employed by contractors and subcontractors. GHA has no authority or right to stop the work. GHA may not direct or instruct the construction work in any regard. In no event shall GHA be liable for the acts or omissions of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators or suppliers, or any persons or entities performing any of the work, or for failure of any of them to carry out their work as called for by the Construction Documents. The Client agrees that the Contractor is solely responsible for jobsite and worker safety, and warrants that this intent shall be included in the Client's agreement with all prime contractors. The Client agrees that GHA and GHA's personnel and consultants (if any) shall be defended/indemnified by the Contractor for all claims asserted against GHA which arise out of the Contractor's or its subcontractors' negligence, errors or omissions in the performance of their work, and shall also be named as an additional insured on the Contractor's and subcontractors' general liability insurance policy. Client warrants that this intent shall be included in the Client's agreement with all prime contractors. If the responsible prime contractor's agreement fails to comply with the Client's intent, then the Client agrees to assume the duty to defend and indemnify GHA for claims arising out of the Contractor's subcontractors' negligence, errors or omissions in the performance of their work.

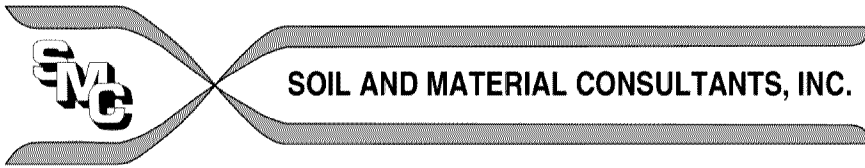
11. Contractor Submittals. Shop drawing and submittal reviews by GHA shall apply only to the items in the submissions that concern GHA's scope of Basic Services and only for the purpose of assessing if, upon successful incorporation in the project, they are generally consistent with the GHA's Instruments of Service. Client agrees that the Contractor is solely responsible for the submissions and for compliance with the Instruments of Service. Owner agrees that GHA's review and action in relation to the submissions does not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to jobsite or worker safety. GHA's consideration of a component does not constitute acceptance of an assembled item.

12. Hazardous Materials. Client agrees that GHA has no responsibility or liability for any hazardous or toxic materials, contamination or pollutants.

13. Record Drawings. If required by the Scope of Basic Services, record drawings will be prepared which may include unverified information compiled and furnished by others, the accuracy and completeness of which GHA may reasonably rely upon. Client accepts that GHA shall not verify the information provided to it and agrees GHA will not be responsible for any errors or omissions in the record drawings due to incorrect or incomplete information furnished by others to GHA.

14. Disputes. All disputes arising out of or relating to this Agreement shall first be negotiated between the parties. If unresolved, the dispute shall be submitted to mediation as a condition precedent to litigation. Mediation shall take place in Chicago, Illinois unless the Client and GHA mutually agree otherwise. The fees and costs of the mediator shall be apportioned equally between the parties. If mediation is unsuccessful, litigation shall be the form of dispute resolution and shall be filed in the jurisdiction where the project was pending. The controlling law shall be the law of the jurisdiction where the project was located. Client agrees that all causes of action under this Agreement shall be deemed to have accrued and all statutory limitations periods shall commence no later than the date of GHA's services being substantially completed. Client agrees that any claim against GHA arising out of this Agreement shall be asserted only against the entity and not against GHA's owners, officers, directors, shareholders, or employees, none of whom shall bear any liability and may not be subject to any claim.

15. Miscellaneous. Either Client or GHA may terminate this Agreement without penalty at any time with or without cause by giving the other party ten (10) calendar days prior written notice. The Client shall, within thirty (30) calendar days of termination pay GHA for services rendered and all costs incurred up to the date of termination in accordance with compensation provisions of this Agreement. Client shall not assign this Agreement without GHA's prior written consent. There are no third-party beneficiaries to this Agreement.



Office: 847-870-0544

Fax: 847-870-0661

us@soilandmaterialconsultants.com

www.soilandmaterialconsultants.com

October 7, 2019

Proposal No. 17,875

Todd Gordon, P.E.
Gewalt Hamilton Associates
625 Forest Edge Drive
Vernon Hills, IL 60061

Re: Soil and Construction Material Testing
FAU 3260 & FAU 2060
Thompson & Brandywyn Lane
Buffalo Grove

Dear Mr. Gordon:

Submitted for your consideration is our proposal to provide soil and construction material testing on a will-call basis initiated by your office or representative. We understand the testing requirements of the IDOT QC/QA program are applicable. We propose to be the QA project manager and provide QA jobsite testing. IDOT is to provide QA plant testing.

Attached is our Schedule of Fees for anticipated services. Note that hourly rates are inclusive of mileage and equipment charges. Based on available information and our experience on similar projects, we estimate a charge of \$9,860.00 may be incurred for the anticipated services. Actual billing will be on a unit price basis and you will only be billed for those services actually provided. Final billing may be less than or greater than the estimated charge. Requests for services not included within the scope of this proposal will be provided at our established unit prices.

Thank you for the opportunity of submitting this proposal, which includes the attached General Conditions. If acceptable, please sign and return one copy to our office. Further, please include applicable plans and specifications, if not already submitted.

Very truly yours,

SOIL AND MATERIAL CONSULTANTS, INC.

Reid T. Steinbach, P.E.
Director of Engineering

RTS:dd

Proposal Accepted By:

Client _____

Street _____

Town _____ State _____ Zip Code _____

Phone () _____ E-Mail Address _____

Signature _____ Position _____

Printed Name _____ Date _____

8 W. COLLEGE DR. • SUITE C • ARLINGTON HEIGHTS, IL 60004

SOIL BORINGS • SITE INVESTIGATIONS • PAVEMENT INVESTIGATIONS • GEOTECHNICAL ENGINEERING
TESTING OF • SOIL • ASPHALT • CONCRETE • MORTAR • STEEL

Packet Pg. 63

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

Proposal No. 17,875
 Re: FAU 3260 & FAU 2060
 Thompson Blvd. & Brandywyn Ln.

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SOIL AND MATERIAL CONSULTANTS, INC.

SCHEDULE OF FEES

Effective 1-1-19

BITUMINOUS CONCRETE

<u>Service</u>	<u>Estimated Units</u>			<u>Fee</u>		<u>Cost</u>
<u>Field Testing</u>						
Technician with Nuclear Gauge	24	hours	\$	85.00 /hour 340.00 /day min.	\$	2,040.00
<u>Laboratory Testing</u>						
Unit Weight – cores	40	each	\$	25.00 each	\$	1,000.00
<u>Engineering</u>						
Senior Engineer (P.E.) - QA Project Manager, includes project administration, field/laboratory engineering, mix design review, consultation and report review	4	hours	\$	140.00 /hour	\$	560.00
Estimated Cost:					\$	3,600.00

Estimates:

<u>Item</u>	<u>Tons</u>	<u>Est. Contractor Working Days</u>	<u>Est. Days - 20% QA</u>
HMA Surface, N 50	2,315	3.0	1.0
HMA Binder, N 50	7,816	6.0	2.0
Total:	10,131	9.0	3.0

Billing Notes:

Hourly Charges: Portal To Portal
 Weekdays over 8 hours/day: Hourly Rate x 1.5

Saturdays: Hourly Rate x 1.5
 Sundays: Hourly Rate x 2.0

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

Proposal No. 17,875
 Re: FAU 3260 & FAU 2060
 Thompson Blvd. & Brandywyn Ln.

Page 3

SOIL AND MATERIAL CONSULTANTS, INC.

SCHEDULE OF FEES

Effective 1-1-19

PORTLAND CEMENT CONCRETE

<u>Service</u>	<u>Est. Work Units</u>	<u>Fee</u>	<u>Cost</u>
<u>Field Testing</u>			
Technician - includes temperature, slump, air and cylinders	44 hours	\$ 85.00 /hour 340.00 /day min.	\$ 3,740.00
Cylinder Pick-up	4 hours	\$ 85.00 /hour	\$ 340.00
<u>Laboratory Testing</u>			
Cylinder Compressive Strength	48 each	\$ 15.00 each	\$ 720.00
<u>Engineering</u>			
Senior Engineer (P.E.) - QA Project Manager. includes project administration, field/laboratory engineering, mix design review, consultation and report review	4 hours	\$ 140.00 /hour	\$ 560.00
Estimated Cost:			\$ 5,360.00

Estimates:

<u>Item</u>	<u>Quantity</u>	<u>CY</u>	<u>Est. Contractor Working Days</u>	<u>Est. Days - 20% QA</u>	<u>Cyls.</u>
PCC Combined C & G	10,608 Ft.	589	8.0	2.0	16
PCC Sidewalk 5"	18,049 Ft ²	278	6.0	1.5	12
PCC Pavement 6"	2,195 Yd ²	366	5.0	1.5	16
PCC Pavement 8"	132 Yd ²	29	1.0		
Concrete Median	47 Ft ²	8	1.0	0.5	4
Total:		1,270	21	5.5	48

Billing Notes:

Hourly Charges: Portal To Portal
 Weekdays over 8 hours/day: Hourly Rate x 1.5

Saturdays: Hourly Rate x 1.5
 Sundays: Hourly Rate x 2.0

Proposal No. 17,875
 Re: FAU 3260 & FAU 2060
 Thompson Blvd. & Brandywyn Ln.

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SOIL AND MATERIAL CONSULTANTS, INC.

SCHEDULE OF FEES

Effective 1-1-19

AGGREGATE AND SOIL

<u>Service</u>	<u>Est. Work Units</u>	<u>Fee</u>	<u>Cost</u>
<u>Field Testing</u>			
Technician	8 hours	\$ 95.00 /hour 360.00 /day min.	\$ 760.00
<u>Engineering</u>			
Senior Engineer (P.E.) - includes project administrations field/laboratory engineering, consultation and report review	1 hours	\$ 140.00 /hour	\$ 140.00
Estimated Cost:			\$ 900.00

Billing Notes:

Hourly Charges: Portal To Portal
 Weekdays over 8 hours/day: Hourly Rate x 1.5

Saturdays: Hourly Rate x 1.5
 Sundays: Hourly Rate x 2.0

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

Proposal No. 17,875
 Re: FAU 3260 & FAU 2060
 Thompson Blvd. & Brandywyn Ln.

Page 5

TERMS AND CONDITIONS

Soil and Material Consultants, Inc. (SMC) scope of work defined in the proposal was based on information provided by the client. If incomplete, inaccurate or if unexpected site conditions are discovered, the scope of work may change.

GEOTECHNICAL INVESTIGATIONS

Client will furnish SMC with right-of-access to the site. SMC will take reasonable precautions to minimize site damage due to its operations, but has not included in the fee the cost of restoration of any resulting damage. SMC shall not be liable for damage or injury due to encountering subsurface structures (pipes, tanks, utilities or others) not called to SMC's attention in writing or are not correctly shown on the drawings furnished by client or client's representative. If the client desires, SMC will restore any damage to the site and add the cost of restoration to the fee.

Field work, laboratory testing and engineering analysis will be performed in accordance with generally accepted soil and foundation engineering practices. Samples are retained in our laboratory for 30 days from date of report and then destroyed unless other disposition is requested. The data reported applies only to the soils sampled and the conditions encountered at each boring location. This does not imply or guarantee that soils between borings will be identical in character. Isolated inclusions of better or poorer soils can be found on any site. SMC will not be liable for extra work or other consequences due to changed conditions encountered between borings.

Any exploration, testing and analysis associated with the investigation will be performed by SMC for the client's sole use to fulfill the purpose of this Agreement. SMC is not responsible for use or interpretation of the information by others. The client recognizes that subsurface conditions may vary from those encountered in borings or explorations. Information and recommendations developed by SMC are based solely on available information and for the currently proposed improvement.

Documents including but not limited to technical reports, original boring logs, field data, field notes, laboratory test data, calculations, reports of inspection and testing, geotechnical reports, technical reports, submittals and estimates furnished to the client or its agents pursuant to this agreement are not intended or represented to be suitable for reuse by the client or others on extensions of this project or on any other project. Any reuse without SMC's written consent will be at user's sole risk and without liability or legal exposure to SMC. User shall indemnify and hold harmless SMC from all claims, damages, losses and expenses including attorney's fees arising out of or resulting therefrom. To the maximum extent permitted by law, the Client agrees to limit SMC liability for clients' damages to \$100,000 or the fee, whichever is lesser. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

Soil and Material Consultants, Inc. is a Professional Engineering Corporation. Engineering services are often completed by extension through technical staff. The unit rates presented in this proposal do not reflect charges associated with organized labor. Future agreements, if any, with organized labor will invalidate some of the unit rates presented. Required rate adjustments will be presented to the client for acceptance prior to providing services at the adjusted rates.

Services are invoiced monthly for the preceding period. Client agrees to pay each invoice within thirty (30) days of receipt and further agrees to pay interest on all amounts not paid at the rate of 2.0% per month, an annual rate of 24%, from the due date. Client agrees to pay all reasonable costs of collection including staff time, court costs, Attorneys' fees and related expenses, if this account becomes delinquent. Client agrees that reports furnished to the client but not paid for in full remain the sole property of SMC and will not be used for design, construction, permits, licensing, sales or other gain.

TESTING SERVICES

Client shall furnish SMC with at least one working day's notice on any part-time (less than 8 hours/day) job when field personnel are requested. SMC shall make reasonable effort to provide field personnel in a timely manner but reserves the right to schedule field personnel as deemed appropriate. Minimum charges will be billed when work cancellations are received after field personnel have left for the project site.

SMC personnel will provide a professional service based on observations and testing of the work of a contractor, subcontractor, or other service/material provider, as specifically requested. SMC field personnel will look for general conformance with project specifications, plans and/or soil report but does not accept the responsibility to control or direct the work of others. Discrepancies noted by SMC office or field personnel will be referred to client or client's representative.

Testing Services furnished by SMC are defined as the taking of soil and/or material tests at various locations and the making of visual observations relating to earthwork, foundations, and/or materials as specifically requested by the client and agreed to by SMC, and will be limited to those specifically agreed services. Such services will be performed by SMC using that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of the profession practicing in this or similar localities.

Observations and testing of soils and/or materials by SMC in no way implies a guarantee or warranty of the work of the contractor, subcontractor, or other service/material provider. SMC's work or failure to perform same shall in no way excuse such contractor, subcontractor or other service/material provider from liability in the event of subsequently discovered defects, omissions, errors, deficiencies or failure to perform in accordance with the project plans and specifications. SMC field personnel shall not be responsible for superintendence of the construction process nor direction of the work of the contractor, subcontractor, or other service/material provider. SMC's work shall not include determining or implementing the means, methods, techniques, sequences or procedures of construction. SMC shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare.

Attachment: draft 05611 with Attachments BUFFALO GROVE-BRANDYWYN LN & THOMPSON BLVD (16-00106-01-RS) 11.22.19 (R-2020-6 :

COST PLUS FIXED FEE
COST ESTIMATE OF CONSULTANT SERVICES

FIRM

PTB-ITEM #

PRIME/SUPPLEMENT

Soil and Material Consultants

1

Q

OVERHEAD RATE

COMPLEXITY FAC

DATE _____

10/08/19

[illegible]

DBE 0.00%

AVERAGE HOURLY PROJECT RATES

FIRM	Soil and Material Consultants
PTB-ITEM#	1
PRIME/SUPPLEMENT	0

DATE 10/08/19

SHEET 1 OF 5

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES						Material Testing											
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Asphalt Technician	85.00	24.0	26.97%	22.92	24	26.97%	22.92												
Concrete Technician	85.00	44.0	49.44%	42.02	44	49.44%	42.02												
Concrete Cylinder Pickup	85.00	4.0	4.49%	3.82	4	4.49%	3.82												
Aggregate/Soil Technician	95.00	8.0	8.99%	8.54	8	8.99%	8.54												
Senior Engineer	140.00	9.0	10.11%	14.16	9	10.11%	14.16												
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TOTALS		89.0	100%	\$91.46	89.0	100.00%	\$91.46	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00



Illinois Department of Transportation

Local Public Agency Resident Construction Supervisor/ In Responsible Charge

Mr. Anthony Quigley
Regional Engineer
Department of Transportation
201 West Center Court
Schaumburg, Illinois 60196

County	Lake
Municipality	Buffalo Grove
Section	16-00106-01-RS
Route	Brandywyn & Thompson
Contract No.	61G31
Job No.	C-91-090-20
Project	UTSH(857)

- ☐ I recommend the following individual as a local public agency employee qualified to be resident construction supervisor and to be in responsible charge of this construction project.
- ☒ I certify that I am in responsible charge as defined by the department of this construction project. Since the local public agency does not have a local public agency employee qualified to be the resident construction supervisor, I am recommending a consulting engineer to serve as resident construction supervisor.

Date

Signature and Title (for the Local Public Agency)

Lucas Deferville

Applicants Name (Type or Print)

The following describes my educational background, experience and other qualifications to be resident construction supervisor of this construction project for the Local Public Agency.

For Consultants: I certify that my firm is prequalified in Construction Inspection and my Documentation of Contract Quantities certificate number is 17-12335.

Lucas has over 10 years experience in Construction Engineering, and he has served as field engineer for a variety of municipal, state, and private funded projects. He is responsible for managing all phases of the construction project including construction layout, construction observation, conformance with plans and specifications, schedule and budget adherence, material inspection management, and extensive coordination between municipalities, residents, business owners, clients, and contractors. Lucas has a Bachelor of Science in Construction Management from Western Illinois University, 2005. Lucas has completed the following training courses: IDOT Documentation of Contract Quantities; IDOT Materials Management; IDOT ICORS Training; IDOT MISTIC Training; CPR and First Aid Certified; MUTCD Training; Certified Work Zone Safety Specialist Lake County Designated Erosion Control Inspector; and is eRailSafe Union Pacific/CN Railroad Workplace Safety Certified.

Date

Signature of Applicant

Senior Construction Engineer

Job Title of Applicant

Based on the above information and my knowledge of the applicant's experience and training, it is my opinion that the applicant is qualified to serve as the resident construction supervisor on this construction project.

Approved _____

Date

Regional Engineer

cc: Engineer of Local Roads and Streets, Central Bureau of Local Roads and Streets
Engineer of Construction, Central Bureau of Construction
Resident Construction Supervisor
Local Public Agency

Instructions for Preparation of Form BC 775

23 CFR 635.105 requires that the state transportation department (STD) has responsibility for the construction of all Federal-aid projects, and is not relieved of such responsibility by authorizing performance of the work by a local public agency or other Federal agency.

When a project is located on a street or highway over which the STD does not have legal jurisdiction, or when special conditions warrant, the STD, while not relieved of overall project responsibility, may arrange for the local public agency having jurisdiction over such street or highway to perform the work with its own forces or by contract. In those instances where a local public agency elects to use consultants for construction engineering services, the local public agency shall provide a full-time employee of the agency to be in responsible charge of the project.

The full-time local public agency employee in responsible charge of the project shall perform the following duties and functions:

- Administer inherently governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of projects;
- Maintain familiarity of day to day project operations, including project safety issues;
- Make or participate in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the project on a frequency that is commensurate with the magnitude and complexity of the project;
- Review financial processes, transactions and documentation to ensure that safeguards are in place to minimize fraud waste, and abuse;
- Direct project staff, agency or consultant, to carry out project administration and contract oversight, including proper documentation; and
- Aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all stages of the project.

The Department of Transportation, in accordance with the requirements, requires the local public agency to identify the local public agency employee who will be in responsible charge of each Federal-Aid project which will be constructed under the supervision of the county, municipality or other public agency. County Engineers, Municipal Engineers, and full-time local public agency employees registered as a professional engineer should be identified in the pre-construction meeting minutes. All other resident construction supervisors must submit their qualifications on this form for approval by the department. Resident construction supervisors who are consultants shall be certified in Documentation of Contract Quantities and their firm shall be prequalified in Construction Inspection.

This form will be completed by the applicant, endorsed by a representative of the local public agency, and submitted to the Deputy Director Division of Highways, Regional Engineer prior to the start of construction. This signatory for the local public agency should be the County Engineer or Municipal Engineer, as applicable. In the event a municipality does not have a Municipal Engineer, the applicant will be recommended by the appropriate municipal authority.

If a consultant is named on this form, the approved form will be included as an attachment to the appropriate construction engineering consultant agreement.

This document should be discussed as part of the preconstruction conference and a copy of the approved form retained with the preconstruction meeting minutes.



Illinois Department of Transportation

Local Public Agency Construction Inspector

Mr. Anthony Quigley
Regional Engineer
Department of Transportation
201 West Center Court
Schaumburg, Illinois 60196

County	Lake
Municipality	Buffalo Grove
Section	16-00106-01-RS
Route	Brandywyn & Thompson
Contract No.	61G31
Job No.	C-91-090-20
Project	UTSH(857)

I consider the following individual to be qualified as a local public agency construction inspector. In addition, I certify the adequate instruction has been given this individual concerning the requirements of the contract, specifications and construction manual which pertain to the work which he/she will inspect. This individual has been instructed on the proper procedures for any necessary tests. Furthermore, if a consultant, this individual has a valid Documentation of Contract Quantities certification.

Approved _____

Date

Signature and Title of Resident Construction Supervisor

Lucas Deferville

Applicants Name (Type or Print)

The following describes the educational background, experience and other qualifications of the named applicant to serve as an inspector on this project.

For Consultants Employees: Documentation of Contract Quantities certificate number is 17-12335.

Lucas has over 10 years experience in Construction Engineering, and he has served as field engineer for a variety of municipal, state, and private funded projects. He is responsible for managing all phases of the construction project including construction layout, construction observation, conformance with plans and specifications, schedule and budget adherence, material inspection management, and extensive coordination between municipalities, residents, business owners, clients, and contractors. Lucas has a Bachelor of Science in Construction Management from Western Illinois University, 2005. Lucas has completed the following training courses: IDOT Documentation of Contract Quantities; IDOT Materials Management; IDOT ICORS Training; IDOT MISTIC Training; CPR and First Aid Certified; MUTCD Training; Certified Work Zone Safety Specialist Lake County Designated Erosion Control Inspector; and is eRailSafe Union Pacific/CN Railroad Workplace Safety Certified.

If the Resident from BC-775 is a consultant, the local public agency employee in responsible charge must also approve this individual.

Approved _____

Date

Signature and Title of In Responsible Charge from BC-775

Instructions for Preparation of Form BC 776

23 CFR 635.105 requires that the state transportation department (STD) has responsibility for the construction of all Federal-aid projects, and is not relieved of such responsibility by authorizing performance of the work by a local public agency or other Federal agency.

A consultant may be utilized for periodic examination and consultation or for full-time technical inspection of construction. However, the prime responsibility for general supervision of the construction must remain with the state. The state (or county or municipality under agreement with the state) cannot be relieved of its responsibility to ensure that the work is performed in accordance with the approved project plans, specifications and estimate.

Therefore, the Department of Transportation requires the local public agency to submit the qualifications of all personnel who will be assigned to construction layout and inspection duties on each Federal-Aid project which will be constructed under the supervision of the county, municipality or other local public agency. This form will be approved by the resident construction supervisor. If the resident construction supervisor is a consultant, this form will also be approved by the local public agency employee in responsible charge.

If a consultant is named on this form, the approved form will be included as an attachment to the construction engineering consultant agreement.

The approved form will be submitted to the Deputy Director Division of Highways, Regional Engineer prior to the start of construction. This form should be discussed as part of the preconstruction conference and a copy of the approved form retained with the preconstruction meeting minutes.



Resolution No. R-2020-7 : Agreement with LCDOT AH RD Road Design

Recommendation of Action

Staff Recommends Approval

The Lake County Department of Transportation has requested a resolution of agreement for future design work for Arlington Heights Road north of Route 83 in the Village of Buffalo Grove.

ATTACHMENTS:

- Memo AH RD north of RT 83 Resolution 20-0114 (DOCX)
- Resolution AH RD Engineer Design contract approval 20-0108 (DOCX)
- P-C Proposal AH Road Design 01-05-2020 (PDF)

Trustee Liaison
Stein

Staff Contact
Darren Monico, Public Works

Tuesday, January 21, 2020

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: January 8, 2020

TO: Dane Bragg, Village Manager

FROM: Darren Monico, Village Engineer

SUBJECT: Resolution of Agreement for LCDOT Arlington Heights Road Design work.

Background

The Lake County Department of Transportation (LCDOT) is planning on improving Arlington Heights Road, a Lake County jurisdictional road, from Lake Cook Road to Route 83 in 2024. The County has hired Peralte-Clark as the design engineer to perform a combined Phase I and Phase II design process. Federal Funding is not being used for this project and the project is estimated to cost \$16 million.

Arlington Heights Road, north of Route 83, is a Village road that is in need of future improvement and is not included in the Arlington Heights Road project. Due to the proximity of the LCDOT project and the complexity of obtaining IDOT permits for road work involving IDOT traffic signals, staff determined there is a benefit to combining the needed Village work and asked LCDOT to include the Village's portion of Arlington Heights Road in their project.

LCDOT agreed to the Village's request but has asked for a resolution of agreement from the Village for future repayment of the design work. With this resolution, the Village is agreeing to pay for the design work on the Village's road only, as detailed in the attached Peralte-Clark contract, in the not to exceed amount of \$159,632.02. With this resolution, the Village agrees to pay Lake County in the future as part of the Project Specific Agreement, which is a standard procedure with Lake County road projects. The construction project is expected to begin in 2024, with the project specific agreement expected in 2023.

If for some reason the LCDOT project does not move forward, the Village can use the design documents to improve the road with Village funds in the future separate from the County project.

Staff Recommendation

Staff recommends approval of the attached Resolution.

RESOLUTION NO. 2020 - _____

A RESOLUTION OF AGREEMENT BETWEEN THE COUNTY OF LAKE AND THE
VILLAGE OF BUFFALO GROVE FOR THE REIMBURSEMENT OF
ENGINEERING DESIGN WORK BY THE COUNTY OF LAKE FOR ARLINGTON
HEIGHTS ROAD FROM ROUTE 83 AND APPROXIMATELY 500 FEET TO THE
NORTH

WHEREAS, the Village of Buffalo Grove is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and,

WHEREAS, the Village is desirous of the County of Lake to design future roadway improvements for Arlington Heights Road, a road under the Village of Buffalo Grove's jurisdiction, from Route 83 to a point approximately 500 feet to the north, for inclusion in the County's future Arlington Heights Road Improvement project; and,

WHEREAS, the Village agrees to pay for said design work in the future Project Specific Agreement for Arlington Heights Road between the Village of Buffalo Grove and the County of Lake, an agreement which will be created by the County of Lake prior to the future improvement of Arlington Heights Road by the County of Lake. Said agreement is expected to be created in 2023 and transmitted to the Village by the County of Lake for the Village's review; and,

WHEREAS, the exact scope of work, in the not to exceed amount of \$159,632.02, and as detailed in the attached design contract between the County of Lake and Peralte-Clark, is included with this resolution; and

WHEREAS, if the future Arlington Heights Road Improvement is not undertaken by the County of Lake, that all engineering design work and plans for said Village road

portions will be transmitted to the Village of Buffalo Grove for its own use after payment to the County of Lake for said work.

NOW, THEREFORE, BE IT RESOLVED by the Village President and Board of Trustees of the Village of Buffalo Grove, Cook and Lake Counties, Illinois, as follows:

The Village of Buffalo Grove hereby approves this Resolution of Agreement with the County of Lake.

AYES: _____

NAYES: _____

ABSENT: _____

PASSED: _____, 2020

APPROVED: _____, 2020

APPROVED:

Village President

ATTEST:

Village Clerk



**Arlington Heights Road
Illinois Route 83 to Approximately
500' South of Thompson Blvd.**

**Lake County, Illinois
Section 17-00193-08-PV**

**Phase I and II Engineering Scope of Work
Roadway Reconstruction
January 2020**



171 West Wing Street, Suite 204B
Arlington Heights, Illinois 60005
Phone: 847-485-8069
www.peralte-clark.com

Project Understanding

This project includes elements of Phase I Engineering and full Phase II plan preparation for the roadway reconstruction of Arlington Heights Road from the north right-of-way line of Illinois Route 83 to a point approximately 500 feet south of Thompson Blvd. This project is located within the municipal boundaries of the Village of Buffalo Grove. Design work is anticipated to include full roadway reconstruction of the mainline pavement within the project limits. In general, the pavement has reached the end of its life and will be designed to be replaced in kind. Minor geometric changes may be introduced to the roadway pavement to better channelize traffic through the intersection and align with proposed improvements on the south leg of the intersection.

This project will be funded with local funds from the Village of Buffalo Grove. The Lake County Division of Transportation (LCDOT) will be the lead agency for the design, bidding, letting and construction stages. The preparation of a formal Phase I study is not anticipated for this project; however, elements of a Phase I study are included in this project. Details of the proposed Phase I scope are outlined below. Phase II design will adhere to the current LCDOT plan preparation guidelines and will be subject to IDOT Bureau of Local Roads and Streets (IDOT-BLRS) reviews and approvals. Roadway improvements to Lake Cook Road and Illinois Route 83 are not anticipated as part of this project.

Phase I and Phase II Engineering portions of this project, project study and plan preparation work will be coordinated through IDOT-BLRS in accordance with BLRS Chapter 10 requirements. Because federal dollars are not anticipated to be involved in this project, the schedule of these two phases can overlap.

The project is currently programmed and targeted for construction in 2024. The following scope of work is based on scoping discussions with LCDOT staff on February 5th, 2019 and October 11th, 2019.

Scope of Services – Phase I

The following is our proposed scope of services for Phase I Engineering on this project:

1. Data Collection, Compilation, Review and Evaluation

This task includes obtaining all pertinent data required to complete both Phase I and Phase II work. Coordination will occur with LCDOT, IDOT, the Lake County Stormwater Management Commission (LCSMC), Village of Buffalo Grove, Vernon Township and all other agencies necessary to obtain base data for the project area, including but not necessarily limited to the following information:

- Record roadway and drainage plans, including previous studies/reports, and engineering and as-built plans for past Arlington Heights Road.
- Recorded centerline and right-of-way plans for Arlington Heights Road (V69) and Illinois Route 83.
- Available traffic data.
- Available crash data.
- Available survey data and control data for tying to the Lake County LiDAR mapping.
- Existing and proposed land use and zoning maps, including School Districts, Park Districts, Forest Preserve Districts, Sanitary/Drainage Districts, and Bike/Pedestrian plans as pertinent/available.
- Soils and geological information.
- Public and private utility plans (Peralte-Clark will work with the LCDOT utility coordinator to obtain this information).
- USGS maps and Flood Insurance Rate Maps.
- Public Service routes including Bus, Mail, and Emergency Services.

Peralte-Clark will coordinate with the Lake County GIS Department to obtain available GIS data for the study area, including aerial photography, LiDAR contour mapping, environmental resources, property lines, roadway names, etc.

Peralte-Clark will determine facility deficiencies based on information gathered and prepare exhibits of the data collected as appropriate for use as part of other project tasks. This task will include a plan-in-hand field review of the project area, and contact with key stakeholders within the project area, including the Village of Buffalo Grove, Vernon Township, LCFPD, and LCSMC to retrieve appropriate base project data.

Specific work items under this task will include:

- Initial project field review(s)
- Complete a detailed photo log of the site including a detailed inventory of topographic features which may impact or be impacted by the proposed design
- Project data collection including contact and coordination with key project stakeholders.
- Coordination to obtain base project mapping data (LiDAR) and Lake County GIS data.
- Review, analyze, and catalog project data.
- Determine facility deficiencies.

2. Field Survey Work

The survey work for this project will be prepared by **HR Green, Inc. (HR Green)**, as a subconsultant. Surveying will be performed according to the Lake County Division of Transportation (LCDOT), Design Survey Procedures (Revised 10/19/18).

Peralte-Clark, LLC will coordinate with LCDOT to prepare a survey right-of-entry letter for survey work on private property. HR Green will contact property owners, to the extent possible, in advance of surveying on private property.

On this basis, HR Green will perform the following survey tasks in accordance with applicable Lake County Survey Procedures:

Horizontal Control: Utilizing state plane coordinates, HR Green will set recoverable primary control utilizing GPS and robotic total station equipment. It is assumed that the control for the one-foot contour Lake County LiDAR mapping is Illinois State Plane East, NAD83 (2011).

Vertical Control: It is assumed that either LCDOT has benchmarks available in the vicinity of the project or that HR Green will be allowed to establish vertical control (NAVD88) utilizing GPS and the nearest NGS vertical monuments. A level circuit within the above identified survey limits will be run to establish benchmarks and assign elevations to the horizontal control points.

Topographic Survey: A total of 600 feet will be surveyed along North Arlington Heights Road from the north line of Illinois 83 intersection and extending to 450 feet south of Thompson Boulevard. The survey will extend 25 feet beyond the existing right-of-way line, beyond which the Lake County LiDAR mapping (1-foot contours) will be used. Survey will include existing visible features and improvements. Existing utilities and wetlands delineated by Huff and Huff will be surveyed from visible markings or flags by others. Storm, sanitary sewer and watermain structures will be surveyed, including rim elevation, invert pipe size, direction and elevation as observed at unlocked manholes. HR Green will field locate all pavements, driveways, curb and gutters, pavement markings, signs, drainage structures, driveway culverts, crossroad culverts, and other planimetric features within the above noted survey limits.

Base Mapping: HR Green will compile all the above information into one base map MicroStation drawing suitable for plotting at 1"=20' scale that is representative of existing conditions for use in all Phase I and Phase II engineering work in developing the detailed plan, profile and cross sections for the preferred alternative. Survey base map drawing will be generated in MicroStation V8i SS4.

Cross Sections: HR Green will survey cross sections at 50' intervals within the survey limits, at driveways, roadway culverts, and at all other grade controlling features. The cross sections will extend 25 feet beyond the existing right-of-way line.

Existing Right of Way Survey: The existing dedicated or conveyed ROW will be surveyed per provided plats and documents from LCDOT and IDOT along with research performed at the Lake County Recorder for adjoining subdivision plats. Survey will be based on documents and field survey/recovery of existing monuments.

Specific work items under this task will include:

- Completion of topographic survey.
- Coordination with LCDOT Utilities Coordinator.
- Obtaining existing utility information from utility agencies and incorporation of data obtained into the topographic survey base map.

Scope Omissions:

- Coordination with LCDOT for survey right-of-entry letter will be handled by Peralte-Clark.
- The preparation of ROW and/or easement acquisition documents for Buffalo Grove.

3. *Alternate Geometric Studies*

No Alternate Geometric Studies will be prepared as part of the project. Proposed roadway geometry will be designed to match existing roadway geometry.

4. *Roadway Drainage*

The drainage design and permitting work for this project will be prepared by **HR Green, Inc. (HR Green)**, as a subconsultant.

Preliminary Drainage Design: Design criteria for the project will be developed and coordinated with Buffalo Grove to verify how the project will be designed. HR Green will identify drainage problems by researching LCDOT and Buffalo Grove flooding and maintenance records, coordinating with local agencies and conducting site investigations. The project scoping report indicated there has been no reported pavement flooding within the corridor. No drainage investigations are assumed for the Buffalo Grove section.

Existing Drainage Plan: The existing drainage system will be analyzed to determine the suitability for continued use. This will involve the preparation of an Existing Drainage Plan (EDP). The EDP includes an evaluation of existing drainage conditions through a review of record drawings of the roadway plans, maps, reports and field review. Data collection as part of this task includes obtaining pertinent record drawings, storm sewer atlases, USGS maps, soils maps, topographic maps and other pertinent data. Determine whether to maintain or replace existing storm sewer systems, based on visual evaluation of sewer inspection videos to be provided by LCDOT and hydraulic need. Off-site and on-site drainage areas and existing drainage systems will be delineated on the base project mapping.

Agency Coordination: HRG will coordinate with the Village of Buffalo Grove, LCDOT, and LCSMC regarding drainage patterns and concerns, and sensitive drainage areas and/or outfalls. Based on a review of project area mapping there do not appear to be any sensitive outlets that will require water quality BMPs or detention within the Buffalo Grove section.

Specific work tasks associated with development of the EDP includes the following:

- Identify the tributary drainage area to inlets and outfalls.
- Identify existing drainage outfalls.

- Evaluate outfall sensitivity and suitability for continued use.
- Preparation of the EDP.
- Coordination meetings for the EDP with LCDOT, LCSMC, and the Village of Buffalo Grove.

5. *Retaining Wall Design*

No retaining wall design is assumed to be needed for the Buffalo Grove section.

6. *Traffic Maintenance Analysis*

No traffic maintenance analysis is assumed to be needed for the Buffalo Grove section.

7. *Utility Coordination*

Utility coordination and utility locating (Subsurface Utility Engineering, or SUE) for this project will be completed by **HBK Engineering, Inc. (HBK)**, as a subconsultant.

Initial Coordination/Data Collection:

The proposed improvements will require coordination with public and private utilities that have facilities within the project corridor. HBK will coordinate with any utility companies found to have facilities located within the vicinity of the project limits through a JULIE Design Stage/Planning Information Request. A request will be made for these utilities to provide any available maps of existing facilities. It has been estimated that there will be up to eight public and private utilities to coordinate with.

Utility Locating

HBK will perform SUE Level D and B locating of any utility facilities located within the project limits. Level D information will be obtained from utility atlases, JULIE requests, and other reliable sources. Qualified HBK staff will perform Level B locates of underground utilities within the project limits and mark them with appropriately colored paint or flags. HBK staff will coordinate with HR Green's survey crew so that utility markings can be incorporated into their work (picked up by their survey crew) in a timely manner.

SUE Level D and B locating shall include underground traffic control facilities at signalized intersections to the extent allowed by MOT limitations, worker safety, and the ability of the facilities to transmit a locating tone.

Level A locating (potholing or otherwise exposing buried utilities) is not included in this scope of work. If needed, Level A locating can be added to the scope at a later date.

Utility Data Base Mapping

HBK will coordinate with HR Green so that utilities can be depicted accurately in the survey data and utility base maps. This shall include time allotted for utility base map QA/QC.

Preliminary Design Coordination Meetings

HBK will coordinate with utility companies during Phase I Engineering. HBK will send preliminary plans to utility companies to verify the locations of their facilities and review preliminary design to determine if

there are any significant conflicts that need to be reviewed. HBK will also coordinate with the roadway design team to develop understanding the presence of utilities, their type, and possible issues with protecting and/or relocating those utilities.

8. *Intersection Design Studies*

It is assumed that no Intersection Design Studies will be needed for the Buffalo Grove section.

9. *Environmental Surveys, Analysis and Coordination*

The environmental work for this project will be prepared by **Huff and Huff, Inc. (H&H)**, as a subconsultant.

This project includes roadway reconstruction of Arlington Heights Road from Illinois Route 83 to a point approximately 500 feet south of Thompson Blvd. This project is located within the municipal boundaries of the Village of Buffalo Grove and Village of Long Grove.

The following scope of environmental services will be completed for the Arlington Heights Road project by H&H. These include:

- Preliminary Environmental Site Assessment (PESA)
- Wetland/Surface Waters Delineation
- Wetland Report
- ESR Submittal

Preliminary Environmental Site Assessment (PESA): H&H will prepare separate Preliminary Environmental Site Assessment for the Project Corridor. The process will follow general protocols associated with ASTM E1527-13, which is a standard environmental site assessment methodology and IDOT procedures. These protocols are consistent with the "Preliminary Site Assessment (PESA)" procedures outlined by the Illinois Department of Transportation (IDOT) in BDE #66-10A and the "Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation Highway Projects." No soil sampling is included in this task. Soil management and CCDD issues will be investigated during Phase 2 and is not included in this Phase I scope of services.

A. Historical Research

The project corridors historical land use/ownership records will be developed from standard historical sources. Historical aerial photographs or historical maps, such as Sanborn Fire Insurance Maps, will be reviewed, as available. The review will identify land use over time and potential areas of environmental concern, such as areas of surface disturbance and outside storage.

B. Site Evaluation

Current environmental features and conditions of sites adjacent to the right-of-way/project areas will be evaluated. A site walkover of potential right-of-way/project areas designated for excavation and/or acquisition will be conducted for first-hand evaluation of current environmental conditions within the project limits. All the features and conditions listed above will be investigated and, as appropriate, documented in photographs. The land-use and housekeeping practices of adjacent properties also will be evaluated in accordance with ASTM protocols.

C. Records Review

A records review will be conducted to determine potential environmental concerns within the study areas. The reviews will include a search of standard state and federal environmental record databases in accordance with the specifications of ASTM standards. The searches are based on the outline of the study areas.

Specifically, H&H will search each database to identify any potential sources requiring further investigation. As appropriate, Freedom of Information Act (FOIA) requests will be filed with the Illinois Environmental Protection Agency (IEPA) to obtain additional data pertaining to identified sites.

D. Report Preparation

A PESA report summarizing the results of the evaluation will be prepared for the project corridor. The following information will be included in these reports:

- a) The project location and description
- b) Historical uses of corridor.
- c) The area geology and hydrology.
- d) The environmental status of sites adjacent to the corridor regarding chemical use and storage, underground and aboveground storage tanks, solid waste, special waste, and hazardous waste, wastewater, and PCBs.
- e) An analysis of the site inspection.
- f) A summary of the findings regarding environmental concerns. This will include IDOT's BDE Manual Chapter 27-3, Special Waste Procedures, and identification of Potentially Impacted Properties (PIPs) per Subpart F, Section 1100, 35 IAC, related to Clean Construction or Demolition Debris management.

Wetland/Surface Waters Delineation: H&H will conduct a wetland and surface water delineation using current methods and guidance from the U.S. Army Corps of Engineers (USACE), which is outlined in the 2010 "USACE Midwest Region Manual." Based on a cursory review of available mapping and current aerial photography, no wetlands are apparent. H&H will conduct a delineation of this section of the project. If no wetlands are present, only a summary letter will be prepared documenting that no wetlands are present. If a wetland is identified within the project, the findings will be summarized in the overall wetland report being prepared for the project.

A. On-Site Investigation (Field Inventory)

The on-site investigation will be conducted by H&H staff experienced in Federal methods for conducting wetland delineations. H&H will classify and define hydric soils, hydrophytic vegetation, and evidence of hydrology to determine if wetlands are present. The wetland perimeters will be surveyed in the field by H&H.

Wetland and surface water delineations will be conducted that will meet the requirements of Executive Order 11990, "Protection of Wetlands" Section 404 of the Federal Water Pollution Control Act as amended by the Clean Water Act (Corps of Engineers, Section 404 Permit) and the Illinois Environmental Protection Agency (IEPA Section 401 Guidelines) regulations. These regulations pertain to the placement of fill or alterations of drainage within wetlands of any type and apply to private as well as publicly owned wetlands. The investigation will meet the

requirements of these regulations by identifying the type, functions, and approximate boundaries of all wetlands and surface waters.

Wetlands and surface waters found will be classified according to type using the “Classification of Wetlands and Deep Water Habitats of the U.S.” by Cowardin. Wetland boundaries will be defined using the *Midwest Region Manual* (USACE, 2010). Each potential wetland area will be evaluated for the presence of wetland indicators comprised of hydrophytic vegetation, hydric soils, and wetland hydrology. Functions of wetlands will be evaluated from field observations.

This task includes time for a boundary verification and preparation and submittal of preliminary jurisdictional determination to the Lake County Stormwater Management Commission (SMC). The boundary verification will be conducted in conjunction with the overall project verification.

The wetland delineation will be scheduled according to the designated Lake County SMC and USACE growing season for Lake County, which begins on May 15th and ends October 1st.

Wetland Report: A wetland and surface waters delineation report will not be prepared. If no wetlands are identified in this section, a summary letter will be prepared in lieu of a full report. If wetlands are present, then the findings will be included in the overall wetland report for the project.

As the resource agencies will review this entire project as one effort, separate reports and permitting will not be included in this scope.

Wetland permitting will be conducted in Phase 2 in conjunction with the overall project permitting as the resource agencies will most likely review the entire project as a whole to avoid piecemealing.

Tree Survey and Tree Survey Report: **No tree survey will be prepared for this project.**

ESR Submittal: The environmental evaluation will be initiated through the submittal of the Environmental Survey Request Form (ESRF). The ESR limits will be wide enough to incorporate reasonable alternatives and areas potentially affected, such as the drainage areas, detention areas, and compensatory storage sites. Environmental resource areas covered by the ESRF include wetlands, special waste, cultural (historical and archaeological) and state listed threatened and endangered (T&E) species. Special waste and wetlands will be conducted as part of this contract.

Huff & Huff will prepare the ESRF package and send it to the Environmental Studies Unit at IDOT District 1 for review.

10. Geotechnical Investigation

This task includes obtaining roadway and structural soil borings along Arlington Heights Road between a point approximately 500' south of Thompson Drive located and Illinois Route 83 for design purposes as part of subsequent Phase II engineering. Peralte-Clark, LLC will utilize **Interra, Inc. (INTERRA)** for this work.

Village of Buffalo Grove

The scope of work includes locating and drilling three (3) roadway soil borings. The roadway borings will

be drilled to a depth of 6.0 to 10.0 feet each from the existing ground/pavement surface, based on the existing ground elevation and proposed design grades. The roadway borings will be spaced 200 feet to 300 feet apart and staggered, in general accordance with the IDOT Geotechnical Manual guidelines. The borings will be primarily drilled within the existing roadway and in the shoulder areas of Arlington Heights road.

The location of the borings will be finalized upon consultation with the client. The location of the borings will be adjusted based on field conditions, accessibility and utility conflicts. We anticipate closing of lanes during drilling two roadway borings. Additionally, we anticipate the need for flaggers. Traffic control signage and flaggers will be utilized as needed during drilling to ensure safety of drilling crew and traffic.

The borings will be drilled with a truck-mounted drill rig. Soil sampling in the borings will be performed in general accordance with American Society for Testing and Materials (ASTM) standards, D 1586 "Penetration Test and Split Barrel Sampling of Soils". Observation for groundwater will be made during and immediately after the completion of the drilling. After the completion of the drilling, the boreholes will be backfilled with the soil auger cuttings from the same borehole. Where required, the surface will be patched with cement or asphalt to match surrounding elevations.

All field sampling and laboratory testing will be performed in general accordance with IDOT specifications. Laboratory testing includes moisture content tests, unconfined compressive strength tests using a RIMAC tester on all recovered soil samples. Standard Proctor tests, Illinois Bearing Ratio tests will be performed on bulk samples recovered from the proposed roadway areas. The final geotechnical report will be in general accordance with the IDOT Geotechnical Manual guidelines.

Environmental Screening: Interra will coordinate field activities with the environmental sub-consultant to facilitate soil sample screening with a Photoionization Detector (PID) and soil sample collection for analytical testing.

Specific work tasks will include:

- Pre-field work coordination with LCDOT on the boring plan, including traffic maintenance prior to field work.
- Post-field work meeting at LCDOT to discuss results and report preparation.
- Coordinate with environmental sub-consultant to allow soil sample screening and sampling for potential contamination.
- Prepare geotechnical report in general accordance with the IDOT Geotechnical Manual guidelines.

11. Preliminary Roadway Lighting Design

The preliminary roadway lighting design for this project will be prepared by **Singh & Associates, Inc. (Singh)**, as a subconsultant.

Singh shall be responsible for providing lighting assessments for the existing lighting system and for the existing system retrofitted with LED fixtures.

Specific work tasks will include:

- Site visits and review of existing lighting conditions including photo log
- Photometric study of existing lighting system

- Lighting exhibits showing layout of existing lighting system
- Photometric study of existing lighting retrofit with LED for preferred roadway alternative
- White paper outlining findings of the two studies
- Coordination with local and state agencies for preferences, participation, and special requirements.

12. Project Design Coordination Meetings

Project design coordination meetings with the Village are included as part of the scope of services for the LCDOT jurisdiction section, south of IL Route 83. No hours are included as part of this scope for this effort.

13. Project Administration and Quality Assurance/Quality Control

This task includes overall project administration and management, as well as Quality Assurance/Quality Control (QA/QC) reviews associated with major project deliverables.

Project administration includes managing the day to day work effort on the project to ensure an efficient project development process including work force allocations, budget oversight, monthly progress reviews to ensure project milestones are being met to the extent possible.

QA/QC reviews will occur as part of major project deliverables in accordance with Peralte-Clark's established QA/QC procedures.

Specific work tasks will include:

- General project management/administration including staff resource allocation, task/schedule oversight, quality reviews, etc.
- Prepare monthly progress reports including a copy of the overall project schedule.

Scope of Services – Phase II

The following is our proposed scope of services for Phase II Engineering on this project:

1. Supplemental Field Survey and Plat of Highways Preparation

None Anticipated.

2. Environmental Surveys, Analysis and Coordination

The environmental work for this project will be prepared by **Huff and Huff, Inc. (H&H)**, as a subconsultant.

The following scope of environmental services will be completed for the Arlington Heights Road project by H&H. These include:

- USACE Section 404 Permitting
- Lake County Stormwater Management Commission Permitting
- Preliminary Site Investigation (PSI) and CCDD

USACE Section 404 Permitting: Because the regulatory agencies will most likely consider the entire Arlington Heights Improvement as one project, a separate permit package for the Buffalo Grove section will not be prepared and submitted. If wetlands are present with the Buffalo Grove section, permitting and mitigation will be considered for the entire project as a whole.

Lake County Stormwater Management Commission Permitting: If local permitting is required, the Buffalo Grove section of Arlington Heights Road will be included in the overall permit submittal for the entire Arlington Heights Road project. It is anticipated that the regulatory agencies will review the project as a whole and not piecemeal the permitting and mitigation for the project.

Biological Clearances: The biological clearances will be obtained through the ESR process.

Archeological Review: The cultural clearances will be obtained through the ESR process.

Preliminary Site Investigation (PSI) and CCDD: The final scope of the PSI will be determined based on findings of the PESA proposed for completion during Phase I. The following preliminary scope is based on our understanding of the project corridor. However, additional potentially impacted properties (PIPs) or sites with recognized environmental conditions (RECs) may be identified during the PESA that have not been considered in this preliminary scope. Therefore, the PSI scope should be re-evaluated after completion of the PESA.

A. Soil Borings and Soil Sampling

H&H will collect split samples in conjunction with the proposed geotechnical borings to be completed by others. It will be important to coordinate with the project team to review the proposed geotechnical boring locations and adjust or add to their scope, as/if necessary, to provide coverage for environmental purposes. Even if borings need to be added to the geotechnical firms' scope, in our experience, it would still be more cost effective to have a single driller instead of mobilizing separately for geotechnical and

environmental purposes. Therefore, direct costs for drilling and traffic control services have NOT been included with this scope. Also, we assume that the geotechnical drilling firm will be responsible for the utility locating process, including marking the borings in the field.

It is anticipated that one day of field effort will be required with up to six (6) borings completed, preferentially located in close proximity to any identified sites and the also staggered for coverage of both sides of the roadway. This would provide full corridor coverage for any PIPs/RECs that may be identified and also to account for CCDD assessment in non-PIP/REC areas. The final location of the borings will be determined using the findings of the PESA and proposed project plans. H&H will also determine depths of planned borings prior to mobilization consistent with project plans as provided by Client, in conjunction with PESA findings. Currently it is estimated that borings will be advanced to depths of approximately 4 to 12 feet below ground surface.

B. Analytical

Laboratory analysis of soil samples is proposed to be consistent with constituents of concern (COCs) as determined from the PESA as presented below. Boring locations where petroleum products or other volatile organic compounds represent the primary concern, samples will be field screened with a photoionization detector (PID). The sample with the highest PID reading in each boring will be analyzed for:

- **Volatile Organic Compounds** (up to 1 sample) – VOCs are volatile compounds found in gasoline and related to various solvents;
- **Benzene, toluene, ethylbenzene, and xylenes** (up to 2 samples) – BTEX is a subset of VOC compounds and typically analyzed for petroleum-only sites that do not also include potential for chlorinated compounds.
- **Semi-Volatile Organic Compounds (SVOCs) or Polynuclear Aromatic Hydrocarbons (PNAs)** (up to 2 samples each) – SVOCs are semi-volatile compounds commonly formed during incomplete combustion of organic compounds. PNAs are a subset of SVOCs and can be formed by the combustion of wood, coal, and petroleum products. They are also found in less refined, nonvolatile petroleum products and can be used to identify potential for diesel or fuel oil contamination in soil.

Other field screening factors such as visual, or proximity to potential sources of known contamination to determine which samples will be analyzed to identify the presence of:

RCRA Metals, total and SPLP/TCLP methods (up to 3 samples) – Federal environmental regulations identify eight (8) heavy metals as hazardous if present in a *solid waste* at concentrations above varying threshold concentrations. Samples will be analyzed for select RCRA Metals, some of which may require further SPLP or TCLP analysis to determine compliance with the CCDD maximum allowable concentrations (MACs) (up to 2 samples).

In addition, soil samples will be analyzed for soil pH from each boring location, analyzed with a field meter consistent with CCDD sampling requirements with select pH samples submitted for laboratory analysis (up to 6).

C. PSI Report Preparation

A report summarizing the results of the soil sample collection activities and analytical results will be

prepared. This document will present information pertinent for the bidding documents regarding conditions of soils tested, handling and final disposition considerations.

D. CCDD (LPC-Form) Documentation

The soil sample results will be compared to the Maximum Allowable Concentrations (MACs) associated with CCDD facility acceptance, including the soil pH range of 6.25 to 9.0. If results achieve the MAC values, H&H will prepare the LPC-663 document that will be signed/stamped by H&H. This proposal assumes the potential for requiring a separate form for each area to account for this currently unknown situation.

Any locations that do not achieve the MACs (including soil pH range) will be identified as exclusion zones, not acceptable for CCDD facility disposal.

3. Roadway Plans

The preferred alternative will be detail designed in preparation for construction plans. It is anticipated that the plans will be included as part of the overall LCDOT Arlington Heights Road roadway reconstruction contract documents and will not be prepared as a separate contract package. The project team will follow the LCDOT Plan Preparation Guidelines. It is anticipated that each submittal will be made electronically in PDF format as well as three sets of 11" x 17" sized drawings for the Preliminary and Pre-Final submittals. One (1) set of 11" x 17" plans will be provided for the Final submittal. CAD files used in the production of the plan set will also be submitted after the 100% submittal. Assembly of the construction plans will be completed under this task.

LCDOT and External Submittals and Reviews: During Phase II, the following submittals are anticipated:

- Preliminary (60%)
- Pre-Final (90%)
- Final (100%)

The Preliminary Plans will be submitted to LCDOT, local municipalities and IDOT BLRS for review. The Pre-Final contract documents will be submitted to LCDOT, LCSMC, CCDOTH, local municipalities and IDOT BLRS for review and permitting. We will also submit the contract plans to known utility companies within the project limits. This submittal will sufficiently define the conflicts so that the utility companies can, at a minimum, perform the necessary engineering for any required utility relocation work. This task shall include any meetings with reviewing parties to discuss the review.

An anticipated sheet list has been included in Attachment A and detailed out in the sections below:

General Plan Set Components: General Notes, Summary of Quantities, Schedule of Quantities, Alignment & Ties, and Typical Sections will be prepared according to LCDOT Plan Preparation Guidelines.

Removal Plan & Profile: It is anticipated that due to plan sheet clarification, separate existing/removal plan and profile sheets will be prepared.

Roadway Plan & Profile: 1" = 20' plan and profile sheets, including proposed drainage (as practical).

Traffic Control Plans: 1" = 50' Maintenance of Traffic double plan sheets by stage, including typical sections and specific maintenance of traffic notes.

Erosion Control Plans: See Erosion Control Plans and SWPPP Plan Preparation section.

Pavement Marking & Landscaping Plans: It is anticipated due to plan sheet clarification, separate pavement marking and landscaping plans will be prepared.

Sidewalk & ADA Ramp Sheets: Separate ADA sidewalk detail sheets will be created and inserted into the plans. Details will be provided for intersection quadrants and driveway locations.

Cross Sections: The cross sections will be prepared at 50-foot intervals and will include full sections at intersections of streets, high and low points along the roadway profile, beginning of project, and end of project limits. Construction details with half width cross sections will be prepared at driveways and access points. This work will be in accordance with Lake County Division of Transportation Plan Preparation Guidelines.

Detail Sheets: Provide applicable Village of Buffalo Grove, IDOT and project specific details.

Municipal Utility Relocation Sheets: Peralte-Clark will coordinate with local municipalities to include plans (by others) in the LCDOT bid package set for the relocation of municipal-owned utilities (such as street lighting, sanitary & water utilities, etc.) as part of the LCDOT bid document package. Each participating municipality will be responsible for providing bid quantities, plans, specifications and estimates for this work in accordance with the design team's milestone deliverable dates established in the Phase II design schedule.

4. Roadway Drainage Plans and Permitting

Proposed Drainage Plan: The LDTM will utilize the contract drainage plan deliverable for the Proposed Drainage Plan (PDP), there will not be a separate PDP developed for the LDTM. The PDP being used as final contract plans includes an evaluation of proposed drainage conditions for the identified preferred alternative. A closed drainage system is anticipated to be provided within the limits of the proposed improvement. The purpose of completing an EDP and PDP will be to determine changes in drainage areas to the outfalls within the project limits and define the change in impervious area at the outfalls.

The proposed drainage system will be designed using the latest Bulletin #70 rainfall data (tentatively effective in 2020). Arlington Heights Road within this section of Buffalo Grove will consist of curb and gutter sections with storm sewer for drainage. The storm sewer sizing, inlet spacing, and the sizing of the related lateral storm sewers will be performed as part of the Phase II design. No minor culverts or driveway culverts are anticipated to be designed in this section.

Subsequent to the approval of final geometry, the PDP/Contract Plans will be prepared to reflect pertinent review comments from Buffalo Grove, LCDOT and LCSMC.

Specific work tasks associated with development of the PDP/Contract Plans for the project will include the following:

- Delineate off-site and on-site drainage areas and perform hydraulic and hydrologic analyses using XP-SWMM.
- Ensure reinstatement of existing drainage patterns.

- Identify and account for any diversions.
- Evaluate the needs for additional rights-of-way and drainage easements for drainage purposes.
- Evaluate the stormwater detention requirements in accordance with the Lake County Watershed Development Ordinance (WDO). Runoff volume reduction (RVR) techniques will be reviewed and incorporated in the proposed drainage plan as determined appropriate.
- Evaluate the need for stormwater quality BMP enhancements in accordance with LCSMC and/or Army Corps of Engineers guidelines.
- Coordination meetings for the PDP with LCDOT, LCSMC, IDOT, the Village of Buffalo Grove and Huff and Huff relating to USACE.

Proposed Drainage Design

- Outlet Evaluation – Evaluate existing outlets to determine their suitability for continued use and sensitivity to an increase in rate and volume of stormwater runoff. One (1) outlet is anticipated within the project limits that will need to be analyzed.
- HR Green will use XP-SWMM to create a storm sewer model for the proposed drainage system that will include the mainline storm sewer, laterals and inlets. A 10-year frequency storm will be used for design and the system will be checked for the 100-year storm event.
- Stormwater Detention Evaluation – There is no anticipated need for stormwater detention as part of this project.
- Water quality basins are not anticipated to be necessary as part of this project.
- Local & Other Agency Coordination - Coordinate drainage related issues with IDOT, LCDOT, LCSMC, and the Village of Buffalo Grove and other agencies as appropriate.
- Proposed Drainage Plan – Prepare a Proposed Drainage Plan to fully describe the proposed drainage plan and reflect drainage calculations for drainage system size, type and location.
- Floodplain Evaluation – there is no floodplain as part of this project.
- Prepare Exhibits – Complete all drainage tasks, sort out all data and exhibits and add these to the LDTM being prepared for the LCDOT in compliance with requirements listed in ACEC-Illinois / IDOT 2014 Drainage Seminar handouts.
- A site visit is intended to clarify field conditions related to the design of the drainage facilities. Allocated two personnel for one (1) site visit for this project.

Permitting: HR Green will coordinate with and prepare Permits for LCSMC based on the WDO. Based on the anticipated impervious area detention will not be required due to a change in impervious area but may be required for sensitive outlets. Erosion and sediment control permitting will be completed by others and wetland and riparian permitting will be completed by others. The LCSMC permitting for Buffalo Grove will not be separate and will be combined with the permitting completed for the LCDOT portion of Arlington Heights Road.

Technical Drainage Memorandum: This task includes inclusion of the Buffalo Grove portion of the project in the Location Drainage Technical Memorandum (LDTM) being prepared for LCDOT for this project. It is anticipated that the LDTM will follow the 2014 ACEC Drainage Seminar format for improvements associated with this project, except that the final drainage plan and profile sheets will be used as a PDP in the LDTM. The LDTM for Buffalo Grove will not be separate and will be combined with the LDTM completed for the LCDOT portion of Arlington Heights Road.

Deliverables:

- a) The following will be provided at the Preliminary Plan (60%) submittal stage:
 - i. The submittals will include the following:
 - (1) Contract Plans
 - (a) Drainage and Utility Plan and Profile Plans (20 scale);
 - (b) Drainage Schedules; and
 - (2) Opinion of Probable Construction Cost for drainage related items.
 - b) The deliverables for the contract include the following at a Pre-Final plan (90%) and Final Plan (100%) submittal stages:
 - ii. The submittals will include the following:
 - (1) Contract Plans
 - (a) Drainage and Utility Plan and Profile Plans (20 scale);
 - (b) Drainage Schedules;
 - (2) Special Provisions for any non-standard drainage related items; and
 - (3) Opinion of Probable Construction Cost for drainage related items.
 - iii. The submittal will include:
 - (1) A .pdf copy of the listed plan sheets;
 - (2) An electronic copy of any special provisions required;
 - (3) An electronic copy of the opinion of probable construction cost for drainage related items;

5. *Retaining Wall Design*

No retaining wall is assumed to be required in the Buffalo Grove section.

6. *Erosion Control Plans and SWPPP Plan Preparation*

A Storm Water Pollution Prevention Plan (SWPPP) and required special provision, will be prepared for inclusion in the contract documents. All erosion control design will be in accordance with the latest IEPA, IDOT, and County requirements.

Staged Erosion Control Sheets will be prepared and included in the plans.

7. *Utility Coordination*

The utility coordination for this project will be completed by **HBK Engineering, Inc. (HBK)**, as a subconsultant.

Coordination

HBK will continue to coordinate with utility companies during the Phase II Engineering phase. HBK will draft and send Notices of Interference and/or other required correspondence to notify utilities of the project and to begin their protection and relocation processes. Preliminary (60%) plans and electronic files will be sent to utility companies to review the proposed improvements and identify impacts/conflicts to their facilities. Pre-final plans will be sent to utility companies for their use in preparing any relocation plans.

HBK will continue to coordinate with utility companies throughout Phase II until utility protection or

relocation plans are submitted by the utility companies or until verification of clearance is confirmed. Additionally, HBK will review utility relocation plans and permit submittals.

HBK will also coordinate with the roadway design team to integrate utility protection and relocation plans and timelines into the contract documents.

Utility Coordination Meetings

HBK will plan, attend, and lead up to two (2) joint utility coordination meetings, and all impacted utilities will be invited so that their relocations, if any, can be mutually coordinated.

8. Specifications and Estimates

We will prepare Final contract plans based on comments received on the Pre-Final Plan submittal from LCDOT and permitting agencies. The Final Plans Submittal will be prepared based on the anticipated drawings as outlined in Attachment A.

Final Plans - After completion of all agency reviews and resolution of any other agency or utility company concerns, the contract plans will be finalized. In order to assist the Resident Engineer (RE) we will furnish the County, as part of our deliverables, detailed information including all design, quantity calculations, and MicroStation files in their format. We will also prepare a technical memorandum to the RE highlighting any key issues, commitments, or special concerns that arose during the design stage of the project. LCDOT will be responsible for letting the project. Peralte-Clark we will provide the County with pdfs of the plans and bid documents as assembled by LCDOT for the bidding. We will also submit the contract plans to the various utility companies for their permitting of any necessary relocations.

Special Provisions - We will prepare special provisions that supplement or amend the special provisions contained in the latest edition of the Standard Specifications for Road and Bridge Construction adopted by the Illinois Department of Transportation and the latest edition of the Standard Specifications for Sewer and Watermain Construction in Illinois. Applicable County special provisions will be utilized to supplement the Standard Specifications. In addition, we will include the latest IDOT Recurring Special Provisions Check Sheet. The most recent set of IDOT's Bureau of Design and Environment Special Provisions and District 1 Special Provisions will be reviewed and included in the special provisions where applicable. This package will be created for the Pre-Final and Final Submittals.

Quantity Calculations and Estimate of Cost – We will perform detailed quantity calculations at each milestone submittal stage of the plan development. We will use the quantities of work in order to calculate an Engineer's Estimate of Cost based on recent bid tab information for projects of similar scope and magnitude.

Estimate of Construction Time - This estimate will be provided based on the tabulated quantities using IDOT BDE Form 220A. The Estimate of Construction Time will be provided at the Pre-Final and Final milestone submittals.

Final 3D Model Files – A final top of surface grading plan will be provided for contractor use on this project in land .xml format. This information will be provided for reference only and will include a disclaimer for the contractor to use at their own risk.

9. *Project Design Coordination Meetings*

Project design coordination meetings with the Village are included as part of the scope of services for the LCDOT jurisdiction section, south of IL Route 83. No hours are included as part of this scope for this effort.

10. *Project Administration and Quality Assurance/Quality Control*

This task includes overall project administration and management, as well as Quality Assurance/Quality Control (QA/QC) reviews associated with major project deliverables.

Project administration includes managing the day to day work effort on the project to ensure an efficient project development process including work force allocations, budget oversight, monthly progress reviews to ensure project milestones are being met to the extent possible.

QA/QC reviews under this task will occur as part of major project deliverables in accordance with Peralte-Clark's established QA/QC procedures. Peralte-Clark's QA/QC Plan also requires progress reviews during the design development. Effort associated with these reviews is included with the specific discipline task outlined in this scope.

Specific work tasks will include:

- General project management/administration including staff resource allocation, task/schedule oversight, quality reviews, etc.
- Prepare monthly progress reports including a copy of the overall project schedule.

Fee for Engineering Services

Based on the Scope of Services, the fee for engineering services will be billed on a cost plus fixed fee basis with a not-to-exceed upper limit of one hundred fifty-nine thousand six hundred thirty-two dollars and two cents (\$159,632.02).

Peralte-Clark, LLC
 Section No. 17-00193-08-PV: Arlington Heights Road
 from IL 83 to Lake Cook Road
 Buffalo Grove Share of Project Cost



Phase I							
CECS Item	Total	Percentage	Peralte-Clark	HR Green	HBK	Huff & Huff	Singh
P1 - Data Collection	14	5%	12	0	0	0	2
P1 - Survey	96	35%	2	94	0	0	0
P1 - Roadway Drainage	32	12%	8	24	0	0	0
P1 - Alternate Geometric Studies	0	0%	0	0	0	0	0
P1 - Utility Coordination	24	9%	4	0	20	0	0
P1 - Intersection Design Studies & ADA	0	0%	0	0	0	0	0
P1 - Environmental	58	21%	4	0	0	54	0
P1 - Geotechnical Investigation	26	10%	2	0	0	0	0
P1 - Lighting	8	3%	4	0	0	0	4
P1 - Project Meetings	0	0%	0	0	0	0	0
P1 - Project Admin & QAQC	14	5%	4	6	0	4	0
Totals	272	100%	40	124	20	58	6

Phase II							
CECS Item	Total	Percentage	Peralte-Clark	HR Green	HBK	Huff & Huff	Singh
P2 - Survey	0	0%	0	0	0	0	0
P2 - Environmental	65	10%	8	0	0	57	0
P2 - Roadway Plans	350	52%	350	0	0	0	0
P2 - Drainage Plans	81	12%	12	69	0	0	0
P2 - Retaining Wall Plans	0	0%	0	0	0	0	0
P2 - NPDES Permitting & SWPPP	36	5%	36	0	0	0	0
P2 - Utility Coordination	28	4%	4	0	24	0	0
P2 - Specifications and Estimates	53	8%	44	9	0	0	0
P2 - Project Meetings	0	0%	0	0	0	0	0
P2 - Project Admin & QAQC	54	8%	42	4	0	8	0
P2 - Construction Involvement	0	0%	0	0	0	0	0
Totals	667	100%	496	82	24	65	0

Grand Totals							
CECS Item	Total	Percentage	Peralte-Clark	HR Green	HBK	Huff & Huff	Singh
Phase I Total	272	29%	40	124	20	58	6
Phase II Total	667	71%	496	82	24	65	0
Total	939	100%	536	206	44	123	6

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Ass
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Phase 1

1	Data Collection, Compilation, Review and Evaluation		12			
	Initial Field Review with photo log	P1 - Data Collection	2	2 people		
	Data Collection Coordination with Stakeholders	P1 - Data Collection	4	2 stakeholders		
	Review facility deficiencies	P1 - Data Collection	6	1 Lump Sum		
2	Field Survey Work		2			
	Subconsultant Coordination	P1 - Survey	2	1 Lump Sum		
3	Alternate Geometric Studies		0			
	Alternate Geometric Studies	P1 - Alternate Geometric Studies	0			
4	Roadway Drainage		8			
	Provide Design Input and Coordination	P1 - Roadway Drainage	8	1 Lump Sum		
5	Retaining Wall Design		0			
	Provide Design Input and Coordination	P1 - Retaining Wall	0	1 Lump Sum		
6	Traffic Maintenance Analysis		0			
	Provide Design Input and Coordination	P1 - Traffic Maintenance Analysis	0	1 Lump Sum		
7	Utility Coordination		4			
	Utility Coordination	P1 - Utility Coordination	4	1 Lump Sum		
8	Intersection Design Studies & ADA Design		0			
	IDS (IDOT Format)	P1 - Intersection Design Studies & ADA	0	1 intersections		
	ADA Ramp Sheets (IL 83 Intersection)	P1 - Intersection Design Studies & ADA	0	2 Locations		
9	Environmental Surveys, Analysis and Coordination		4			
	Provide Design Input and Coordination	P1 - Environmental	4	1 Lump Sum		
10	Geotechnical Investigation		2			
	Provide Design Input and Coordination	P1 - Geotechnical Investigation	2	1 Lump Sum		
11	Preliminary Roadway Lighting		4			
	Provide Design Input and Coordination	P1 - Lighting	4	1 Lump Sum		

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Ass
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Phase 2

1 Supplemental Field Survey and Plat of Highways Preparation						
	Subconsultant Coordination	P2 - Survey	0	1	Lump Sum	
2 Environmental Surveys, Analysis and Coordination						
	Provide Permitting Input and Coordination	P2 - Environmental	8	1	Lump Sum	
3 Roadway Plans						
	General Notes/Index/Standards Sheets	P2 - Roadway Plans	4	1	Sheets	
	Summary of Quantities	P2 - Roadway Plans	4	2	Sheets	
	Schedule of Quantities	P2 - Roadway Plans	16	2	Sheets	
	Typical Sections	P2 - Roadway Plans	16	1	Sheets	
	Removal Plan & Profile	P2 - Roadway Plans	32	2	Sheets	
	Proposed Roadway Plan & Profile	P2 - Roadway Plans	48	2	Sheets	
	Traffic Control Plans	P2 - Roadway Plans	56	2	Sheets	
	Pavement Marking & Landscaping Plans	P2 - Roadway Plans	48	2	Sheets	
	Sidewalk & ADA Ramp Sheets	P2 - Roadway Plans	12	1	Sheets	
	Cross Sections	P2 - Roadway Plans	90	12	Cross Sections	
	Detail Sheets	P2 - Roadway Plans	18	3	Sheets	
	Municipal Utility Relocation Sheets Coordination	P2 - Roadway Plans	6	3	Sheets	
4 Roadway Drainage Plans and Permitting						
	Provide Design Input and Coordination	P2 - Drainage Plans	12	1	Lump Sum	
5 Retaining Wall Design						
	Provide Design Input and Coordination	P2 - Retaining Wall Plans	0	1	Lump Sum	
6 Erosion Control Plans and SWPPP Plan Preparation						
	Prepare Staged Erosion Control Sheets (2 Stages)	P2 - NPDES Permitting & SWPPP	30	5	Sheets	
	SWPPP Calculations (Pre, Post Runoff, etc.)	P2 - NPDES Permitting & SWPPP	6	1	Lump Sum	
7 Utility Coordination						
	Utility Specific Meetings	P2 - Utility Coordination	4	1	Meetings	
8 Specifications and Estimates						
	Special Provisions	P2 - Specifications and Estimates	16	1	Volume	
	Quantity Calculations/Cost Estimate	P2 - Specifications and Estimates	24	16	Pay Items	
	Estimate of Construction Time	P2 - Specifications and Estimates	4	1	BDE 220A Form Submissions	

Peralte-Clark, LLC
Section No. 17-00193-08-PV: Arlington Heights Road
from IL 83 to Lake Cook Road
Buffalo Grove Share of Project Cost

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Ass
	Construction Shop Drawing Reviews	P2 - Construction Involvement	0	0	Shop Drawing Reviews	
	Construction RFI's	P2 - Construction Involvement	0	0	RFI Responses	
	Construction Meetings Including Punch List Meeting	P2 - Construction Involvement	0	0	Meetings	

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Price
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Phase 1

2	Field Survey Work		94			
	Topographic Survey	P1 - Survey	62	1	Lump Sum	
	Base Mapping	P1 - Survey	32	1	Lump Sum	
4	Roadway Drainage		24			
	Preliminary Drainage Evaluation	P1 - Roadway Drainage	8	1	Lump Sum	
	Existing Drainage Plan	P1 - Roadway Drainage	12	2	sheets	
	Discipline Specific QA/QC	P1 - Roadway Drainage	4	1	Lump Sum	
12	Project Design Coordination Meetings		0			
	Meetings with Buffalo Grove	P1 - Project Meetings	0	0	Meetings	
13	Project Administration & QA/QC		6			
	General Project Administration	P1 - Project Admin & QA/QC	6	0.05	Percentage	
	QA/QC of Milestone Submittals - Peralte-Clark only	P1 - Project Admin & QA/QC	0		Submittals	

Phase 2

4	Roadway Drainage Plans and Permitting		69			
	outlet evaluation	P2 - Drainage Plans	4	1	each	
	storm sewer design and inlet spacing	P2 - Drainage Plans	8	1	Lump Sum	
	Drainage Related General Notes	P2 - Drainage Plans	2	1	sheets	
	Schedule of Quantities - drainage removal items only	P2 - Drainage Plans	4	1	sheets	
	Drainage Removal Plans - no sheets - cross hatching in base	P2 - Drainage Plans	4	1	sheets	
	Drainage Plan and Profiles (1" = 20') - 11 hrs/sheet	P2 - Drainage Plans	22	2	sheets	
	Design of Rain Garden	P2 - Drainage Plans	0	1	each	
	Miscellaneous Drainage Details - 10 hrs/sheet	P2 - Drainage Plans	4	1	sheets	
	Cross-Sections - Coordinate and provide alignments and profiles of storm sewer	P2 - Drainage Plans	4	1	Lump Sum	
	Existing Storm Sewer Quantities - 2 hrs per PnP Sheet	P2 - Drainage Plans	2	1	sheets	
	Storm Sewer Quantities - 2 hrs per PnP Sheet	P2 - Drainage Plans	4	2	sheets	
	Lake County SMC Permit Submittal	P2 - Drainage Plans	4	1	Lump Sum	
	LDTM	P2 - Drainage Plans	4	1	Lump Sum	
	Discipline Specific QA/QC	P2 - Drainage Plans	3	0.04	Percentage	

HR Green, Inc.
 Section No. 17-00193-08-PV: Arlington Heights Road
 from IL 83 to Lake Cook Road
 Buffalo Grove Share of Project Cost

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Price
10	Project Administration & QA/QC		4			
	General Project Administration	P2 - Project Admin & QAQC	4	0.05	Percentage	
	QA/QC of Milestone Submittals - Peralte-Clark only	P2 - Project Admin & QAQC	0	0	Percentage	
11	Construction Involvement		0			
	Construction Shop Drawing Reviews	P2 - Construction Involvement	0	0	Shop Drawing Reviews	
	Construction RFI's	P2 - Construction Involvement	0	0	RFI Responses	

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Hours Per Unit
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Phase 1

10	Utility Coordination		20			
	Initial Coordination / Data Collection	P1 - Utility Coordination	4			
	Utility Locating (SUE D and B)	P1 - Utility Coordination	6			
	Utility Data Base Mapping	P1 - Utility Coordination	6			
	Preliminary Design Coordination	P1 - Utility Coordination	4			

Phase 2

9	Utility Coordination		24			
	Final Design Coordination	P2 - Utility Coordination	24			

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assum Per
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Phase 1

13	Environmental Surveys, Analysis and Coordination					
	Preliminary Environmental Site Assessment	P1 - Environmental	58	1	Lump Sum	
	Wetland/Surface Waters Delineation	P1 - Environmental	36	1	Lump Sum	
	Wetland Report	P1 - Environmental	4	1	Lump Sum	
	Environmental Due Diligence	P1 - Environmental	4	1	Lump Sum	
	ESR Submittal	P1 - Environmental	6	1	Lump Sum	
		P1 - Environmental	4	1	Lump Sum	
		P1 - Environmental	0	1	Lump Sum	
		P1 - Environmental	0	1	Lump Sum	
	Discipline Specific QA/QC	P1 - Project Admin & QAQC	0	1	Lump Sum	
			4	1	Included	

Phase 2

3	Environmental Surveys, Analysis and Coordination					
	USACE Section 404 Permitting	P2 - Environmental	61	2	Lump Sum	
	Lake County SMC Permitting	P2 - Environmental	4	1	Lump Sum	
	Biological Clearances	P2 - Environmental	0		Lump Sum	
	Archeological Review	P2 - Environmental	0		Lump Sum	
	PSI and CCDD	P2 - Environmental	51	1	Lump Sum	
	Discipline Specific QA/QC	P2 - Project Admin & QAQC	4	1	Lump Sum	
13	Project Administration & QA/QC					
	General Project Administration	P2 - Project Admin & QAQC	4	1	Lump Sum	
	QA/QC of Milestone Submittals - Peralte-Clark only	P2 - Project Admin & QAQC	0			

Interra, Inc.
Section No. 17-00193-08-PV: Arlington Heights Road
from IL 83 to Lake Cook Road
Buffalo Grove Share of Project Cost

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Per
<i>Phase 1</i>						
14	<i>Geotechnical Investigation</i>		24			
	Field Work	P1 - Geotechnical Investigation	10	1	Lump Sum	
	Geotech Report	P1 - Geotechnical Investigation	14	1	Lump Sum	

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Per
Phase 1						
1	Data Collection, Compilation, Review and Evaluation		2			
	Initial Field Review with photo log	P1 - Data Collection	2	2	people	
15	Preliminary Roadway Lighting		4			
	Photometric Study of Existing Lighting System	P1 - Lighting	1	1	Lump Sum	
	Photometric Study of LED Retrofit	P1 - Lighting	1	1	Lump Sum	
	White Paper outlining findings	P1 - Lighting	2	1	Lump Sum	

Route:	Arlington Heights Road (V69)
Local	Lake County Division of Transportation (Municipality/Township/County)
Section:	IL Route 83 to 500' South of Thompson Blvd.
Project:	Buffalo Grove Jurisdiction Work
Job No:	TBD

Cost Plus Fixed Fee Methods of Compensation:

Fixed Fee 1	☒	14.5% $[\text{DL} + \text{R}(\text{DL}) + \text{OH}(\text{DL}) + \text{IHDC}]$
Fixed Fee 2	☐	14.5% $[(2.3 + \text{R})\text{DL} + \text{IHDC}]$
Specific Rate	☐	10% $[\text{DL} + (\text{OH} \times \text{DL})]$

***Firm's approved rates on file with
Bureau of Accounting and Auditing:**

	Overhead Rate (OH)
	Complexity Factor (R
	Calendar Days

200.00%
0.00

Attachment: P-C Proposal AH Road Design 01-05-2020 (R-2020-7 : Agreement with LCDOT Arlington

Cost Estimate of Consultant's Services in Dollars										
Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (\$BO)	Outside Direct Costs	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
Phase I				\$ -	\$ -				\$ -	\$ -
				\$ -	\$ -				\$ -	\$ -
				\$ -	\$ -				\$ -	\$ -
Task 1 - Data Collection, Compilation, Review and Evaluation	Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	1	\$ 70.00	\$ 70.00	\$ 140.00				\$ 30.45	\$ 240.45
	Project Engineer	3	\$ 57.85	\$ 173.55	\$ 347.10				\$ 75.49	\$ 596.14
	Design Engineer	4	\$ 46.35	\$ 185.40	\$ 370.80				\$ 80.65	\$ 636.85
	Engineering Tech.	4	\$ 36.07	\$ 144.28	\$ 288.56				\$ 62.76	\$ 495.60
Task 2 - Field Survey Work	Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	1	\$ 70.00	\$ 70.00	\$ 140.00				\$ 30.45	\$ 240.45
	Project Engineer	1	\$ 57.85	\$ 57.85	\$ 115.70				\$ 25.16	\$ 198.71
	Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
Task 3 - Alternate Geometric Studies	Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Engineer	0	\$ 57.85	\$ -	\$ -				\$ -	\$ -
	Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
Task 4 - Roadway Drainage	Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	1	\$ 70.00	\$ 70.00	\$ 140.00				\$ 30.45	\$ 240.45
	Project Engineer	3	\$ 57.85	\$ 173.55	\$ 347.10				\$ 75.49	\$ 596.14
	Design Engineer	2	\$ 46.35	\$ 92.70	\$ 185.40				\$ 40.32	\$ 318.42
	Engineering Tech.	2	\$ 36.07	\$ 72.14	\$ 144.28				\$ 31.38	\$ 247.80
Task 5 - Retaining Wall Design	Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Engineer	0	\$ 57.85	\$ -	\$ -				\$ -	\$ -
	Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
Task 6 - Traffic Maintenance Analysis	Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Engineer	0	\$ 57.85	\$ -	\$ -				\$ -	\$ -
	Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
Task 7 - Utility Coordination	Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -

EXHIBIT A - DESIGN ENGINEERING
Peralte-Clark, LLC

Route: Arlington Heights Road (V69)
Local Lake County Division of Transportation
(Municipality/Township/County)
Section: IL Route 83 to 500' South of Thompson Blvd.
Project: Buffalo Grove Jurisdiction Work
Job No: TBD

Cost Plus Fixed Fee Methods of Compensation:

- Fixed Fee 1 ☒ 14.5%[DL + R(DL) + OH(DL) + IHDCJ]
Fixed Fee 2 ☐ 14.5%[(2.3 + R)DL + IHDCJ]
Specific Rate ☐ 10%[DL + (OH*DL)]
Lump Sum ☐

*Firm's approved rates on file with Bureau of Accounting and Auditing:
Overhead Rate (OH)
Complexity Factor (R)
Calendar Days
200.00%
0.00

Cost Estimate of Consultant's Services in Dollars		Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (\$BO)	Outside Direct Costs	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
Task 8 - Intersection Design Studies & ADA Design			Project Manager	2	\$ 70.00	\$ 140.00	\$ 280.00				\$ 60.90	\$ 480.90
			Project Engineer	0	\$ 57.85	\$ -	\$ -				\$ -	\$ -
			Design Engineer	2	\$ 46.35	\$ 92.70	\$ 185.40				\$ 40.32	\$ 318.42
			Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
			Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
Task 9 - Environmental Surveys, Analysis and Coordination			Project Manager	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
			Project Engineer	0	\$ 57.85	\$ -	\$ -				\$ -	\$ -
			Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
			Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
			Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
Task 10 - Geotechnical Investigation			Project Manager	2	\$ 70.00	\$ 140.00	\$ 280.00				\$ 60.90	\$ 480.90
			Project Engineer	2	\$ 57.85	\$ 115.70	\$ 231.40				\$ 50.33	\$ 397.43
			Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
			Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
			Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
Task 11 - Preliminary Roadway Lighting			Project Manager	1	\$ 70.00	\$ 70.00	\$ 140.00				\$ 30.45	\$ 240.45
			Project Engineer	1	\$ 57.85	\$ 57.85	\$ 115.70				\$ 25.16	\$ 198.71
			Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
			Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
			Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
Task 12 - Project Meetings			Project Manager	2	\$ 70.00	\$ 140.00	\$ 280.00				\$ 60.90	\$ 480.90
			Project Engineer	2	\$ 57.85	\$ 115.70	\$ 231.40				\$ 50.33	\$ 397.43
			Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
			Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
			Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
Task 13 - Project Administration and QA/QC			Project Manager	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
			Project Engineer	0	\$ 57.85	\$ -	\$ -				\$ -	\$ -
			Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
			Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
			Principal	2	\$ 70.00	\$ 140.00	\$ 280.00				\$ 60.90	\$ 480.90
			Project Manager	2	\$ 70.00	\$ 140.00	\$ 280.00				\$ 60.90	\$ 480.90
			Project Engineer	0	\$ 57.85	\$ -	\$ -				\$ -	\$ -
			Design Engineer	0	\$ 46.35	\$ -	\$ -				\$ -	\$ -
			Engineering Tech.	0	\$ 36.07	\$ -	\$ -				\$ -	\$ -
			Principal	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -

EXHIBIT A - DESIGN ENGINEERING

Peralte-Clark, LLC

Route: Arlington Heights Road (V69)

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Section: IL Route 83 to 500' South of Thompson Blvd.

Project: Buffalo Grove Jurisdiction Work

Job No: TBD

*Firm's approved rates on file with
Bureau of Accounting and Auditing:

Overhead Rate (OH)	200.00%
Complexity Factor (R)	0.00
Calendar Days	

Cost Plus Fixed Fee Methods of Compensation:

Fixed Fee 1☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]

Fixed Fee 2☐ 14.5%[(2.3 + R)DL + IHDC]

Specific Rate☐ 10%[DL + (OH*DL)]

Lump Sum☐

Cost Estimate of Consultant's Services in Dollars		Element of Work										In-House Direct Costs (IHDC)	Outside Direct Costs	Services by Others (\$B0)	Overhead (OH*DL)	Payroll Costs (DL)	Payroll Rate	Man-Hours	Employee Classification	Fixed Fee (FF)	Total
Phase II																					
Task 1 - Supplemental Field Survey and Plat of Highways Prep.																					
Task 2 - Environmental Surveys, Analysis and Coordination																					
Task 3 - Roadway Plans																					
Task 4 - Roadway Drainage Plans and Permitting																					
Task 5 - Retaining Wall Design																					
Task 6 - Erosion Control Plans and SWPPP Plan Preparation																					
Task 7 - Utility Coordination																					

EXHIBIT A - DESIGN ENGINEERING

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Fixed Fee 2 ☐ 14.5%[(2.3 + R)DL + IHDCJ]
Specific Rate ☐ 10%[DL + (OH*DL)]
Lump Sum ☐

*Firm's approved rates on file with
Bureau of Accounting and Auditing:
Overhead Rate (OH) 200.00%
Complexity Factor (R) 0.00
Calendar Days

Cost Estimate of Consultant's Services in Dollars													
Element of Work		Employee Classification			Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (\$BO)	Outside Direct Costs	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
Task 8 - Specifications and Estimates		Project Engineer	2	\$ 57.85	\$ 115.70	\$ 231.40						\$ 50.33	\$ 397.43
		Design Engineer	0	\$ 46.35	\$ -	\$ -						\$ -	\$ -
		Engineering Tech.	0	\$ 36.07	\$ -	\$ -						\$ -	\$ -
		Principal	0	\$ 70.00	\$ -	\$ -						\$ -	\$ -
		Project Manager	4	\$ 70.00	\$ 280.00	\$ 560.00						\$ 121.80	\$ 961.80
		Project Engineer	18	\$ 57.85	\$ 1,041.30	\$ 2,082.60						\$ 452.97	\$ 3,576.87
		Design Engineer	10	\$ 46.35	\$ 463.50	\$ 927.00						\$ 201.62	\$ 1,592.12
		Engineering Tech.	12	\$ 36.07	\$ 432.84	\$ 865.68						\$ 188.29	\$ 1,486.81
Task 9 - Project Meetings		Principal	0	\$ 70.00	\$ -	\$ -						\$ -	\$ -
		Project Manager	0	\$ 70.00	\$ -	\$ -						\$ -	\$ -
		Project Engineer	0	\$ 57.85	\$ -	\$ -						\$ -	\$ -
		Design Engineer	0	\$ 46.35	\$ -	\$ -						\$ -	\$ -
		Engineering Tech.	0	\$ 36.07	\$ -	\$ -						\$ -	\$ -
Task 10 - Project Administration and QA/QC		Principal	21	\$ 70.00	\$ 1,470.00	\$ 2,940.00						\$ 639.45	\$ 5,049.45
		Project Manager	21	\$ 70.00	\$ 1,470.00	\$ 2,940.00						\$ 639.45	\$ 5,049.45
		Project Engineer	0	\$ 57.85	\$ -	\$ -						\$ -	\$ -
		Design Engineer	0	\$ 46.35	\$ -	\$ -						\$ -	\$ -
		Engineering Tech.	0	\$ 36.07	\$ -	\$ -						\$ -	\$ -
Task 11 - Construction Involvement		Principal	0	\$ 70.00	\$ -	\$ -						\$ -	\$ -
		Project Manager	0	\$ 70.00	\$ -	\$ -						\$ -	\$ -
		Project Engineer	0	\$ 57.85	\$ -	\$ -						\$ -	\$ -
		Design Engineer	0	\$ 46.35	\$ -	\$ -						\$ -	\$ -
		Engineering Tech.	0	\$ 36.07	\$ -	\$ -						\$ -	\$ -
Direct Costs									\$ 1,110.00	\$ 290.00	\$ 42.05	\$ 1,442.05	
Subonconsultants													
HR Green								\$ 30,507.44				\$ -	\$ 30,507.44
HBK Engineering								\$ 5,796.57				\$ -	\$ 5,796.57
Huff & Huff								\$ 16,184.44				\$ -	\$ 16,184.44
Interra								\$ 11,045.23				\$ -	\$ 11,045.23
Singh & Associates								\$ 943.14				\$ -	\$ 943.14
Totals			536		\$ 27,281.85	\$ 54,563.70	\$ 64,476.82	\$ 1,110.00	\$ 290.00	\$ 11,909.65	\$ 159,632.02		

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Cost Plus Fixed Fee Methods of Compensation:

- Fixed Fee 1** ☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]
Fixed Fee 2 ☐ 14.5%[(2.3 + R)DL + IHDC]
Specific Rate ☐ 10%(DL + (OH*DL))
Lump Sum ☐

* Firm's approved rates on file with Bureau of Accounting and Auditing:	
Overhead Rate (OH)	167.79%
Complexity Factor (R)	0.00
Calendar Days	

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (SBO)	Outside Direct Costs	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
1.2 Field Survey	Oper Mgr Survey	2	\$ 70.00	\$ 140.00	\$ 234.91		\$ 100.00	\$ 174.00	\$ 79.59	\$ 728.50
	Project LS 2	15	\$ 55.40	\$ 831.00	\$ 1,394.33				\$ 322.67	\$ 2,548.01
	Project LS 1	47	\$ 44.30	\$ 2,082.10	\$ 3,493.56				\$ 808.47	\$ 6,384.13
	Staff LS 2	30	\$ 34.80	\$ 1,044.00	\$ 1,751.73				\$ 405.38	\$ 3,201.11
1.4 Roadway Drainage	Senior Proj Mgr	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Senior Engineer	4	\$ 70.00	\$ 280.00	\$ 469.81				\$ 108.72	\$ 858.53
	Project Manager	0	\$ 57.20	\$ -	\$ -				\$ -	\$ -
	Lead Engineer	4	\$ 62.70	\$ 250.80	\$ 420.82				\$ 97.38	\$ 769.00
	Project Engineer 2	0	\$ 45.92	\$ -	\$ -				\$ -	\$ -
	Project Engineer 1	12	\$ 37.66	\$ 451.92	\$ 758.28				\$ 175.48	\$ 1,385.68
	Staff Engineer 2	0	\$ 33.29	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 1	0	\$ 29.84	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	4	\$ 38.90	\$ 155.60	\$ 261.08				\$ 60.42	\$ 477.10
	Project Coordinator	0	\$ 27.78	\$ -	\$ -				\$ -	\$ -
1.12 Design Coordination Meetings	Senior Proj Mgr	0	\$ 70.00	\$ -	\$ -			\$ 58.00	\$ 8.41	\$ 66.41
	Senior Engineer	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	0	\$ 57.20	\$ -	\$ -				\$ -	\$ -
	Lead Engineer	0	\$ 62.70	\$ -	\$ -				\$ -	\$ -
	Project Engineer 2	0	\$ 45.92	\$ -	\$ -				\$ -	\$ -
	Project Engineer 1	0	\$ 37.66	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 2	0	\$ 33.29	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 1	0	\$ 29.84	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 38.90	\$ -	\$ -				\$ -	\$ -
	Project Coordinator	0	\$ 27.78	\$ -	\$ -				\$ -	\$ -
1.13 Project Administration and QA/QC	Senior Proj Mgr	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Senior Engineer	6	\$ 70.00	\$ 420.00	\$ 704.72				\$ 163.08	\$ 1,287.80
	Project Manager	0	\$ 57.20	\$ -	\$ -				\$ -	\$ -

EXHIBIT A - DESIGN ENGINEERING

HR Green, Inc.

Route: Arlington Heights Road (V69)
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Job No: TBD

Cost Plus Fixed Fee Methods of Compensation:

Fixed Fee 1 ☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]Fixed Fee 2 ☐ 14.5%[(2.3 + R)DL + IHDC]Specific Rate ☐ 10%(DL + (OH*DL))Lump Sum ☐

* Firm's **approved rates** on file with
Bureau of Accounting and Auditing:

Overhead Rate (OH)

Complexity Factor (R)

Calendar Days

167.79%

0.00

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (SBO)	Outside Direct Costs	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
	Lead Engineer	0	\$ 62.70	\$ -	\$ -				\$ -	\$ -
	Project Engineer 2	0	\$ 45.92	\$ -	\$ -				\$ -	\$ -
	Project Engineer 1	0	\$ 37.66	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 2	0	\$ 33.29	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 1	0	\$ 29.84	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 38.90	\$ -	\$ -				\$ -	\$ -
	Project Coordinator	0	\$ 27.78	\$ -	\$ -				\$ -	\$ -
2.4 Roadway Drainage	Senior Proj Mgr	4	\$ 70.00	\$ 280.00	\$ 469.81			\$ 29.00	\$ 112.93	\$ 891.74
	Senior Engineer	10	\$ 70.00	\$ 700.00	\$ 1,174.53				\$ 271.81	\$ 2,146.34
	Project Manager	20	\$ 57.20	\$ 1,144.00	\$ 1,919.52				\$ 444.21	\$ 3,507.73
	Lead Engineer	0	\$ 62.70	\$ -	\$ -				\$ -	\$ -
	Project Engineer 2	0	\$ 45.92	\$ -	\$ -				\$ -	\$ -
	Project Engineer 1	21	\$ 37.66	\$ 790.86	\$ 1,326.98				\$ 307.09	\$ 2,424.93
	Staff Engineer 2	0	\$ 33.29	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 1	0	\$ 29.84	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	10	\$ 38.90	\$ 389.00	\$ 652.70				\$ 151.05	\$ 1,192.75
2.8 Specifications and Estimates	Project Coordinator	4	\$ 27.78	\$ 111.12	\$ 186.45				\$ 43.15	\$ 340.72
	Senior Proj Mgr	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Senior Engineer	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	5	\$ 57.20	\$ 286.00	\$ 479.88				\$ 111.05	\$ 876.93
	Lead Engineer	0	\$ 62.70	\$ -	\$ -				\$ -	\$ -
	Project Engineer 2	0	\$ 45.92	\$ -	\$ -				\$ -	\$ -
	Project Engineer 1	4	\$ 37.66	\$ 150.64	\$ 252.76				\$ 58.49	\$ 461.89
	Staff Engineer 2	0	\$ 33.29	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 1	0	\$ 29.84	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 38.90	\$ -	\$ -				\$ -	\$ -
	Project Coordinator	0	\$ 27.78	\$ -	\$ -				\$ -	\$ -
2.9 Project Design and Coordination Mtg	Senior Proj Mgr	0	\$ 70.00	\$ -	\$ -			\$ 87.00	\$ 12.62	\$ 99.62

EXHIBIT A - DESIGN ENGINEERING

HR Green, Inc.

Route: Arlington Heights Road (V69)
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Job No: Buffalo Grove Jurisdiction Work
 TBD

Cost Plus Fixed Fee Methods of Compensation:

- Fixed Fee 1 ☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]
 Fixed Fee 2 ☐ 14.5%[(2.3 + R)DL + IHDC]
 Specific Rate ☐ 10%(DL + (OH*DL))
 Lump Sum ☐

* Firm's approved rates on file with Bureau of Accounting and Auditing:	
Overhead Rate (OH)	167.79%
Complexity Factor (R)	0.00
Calendar Days	

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (SBO)	Outside Direct Costs	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
2.10 Project Administration and QA/QC	Senior Engineer	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	0	\$ 57.20	\$ -	\$ -				\$ -	\$ -
	Lead Engineer	0	\$ 62.70	\$ -	\$ -				\$ -	\$ -
	Project Engineer 2	0	\$ 45.92	\$ -	\$ -				\$ -	\$ -
	Project Engineer 1	0	\$ 37.66	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 2	0	\$ 33.29	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 1	0	\$ 29.84	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 38.90	\$ -	\$ -				\$ -	\$ -
	Project Coordinator	0	\$ 27.78	\$ -	\$ -				\$ -	\$ -
	Senior Proj Mgr	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Senior Engineer	4	\$ 70.00	\$ 280.00	\$ 469.81				\$ 108.72	\$ 858.53
	Project Manager	0	\$ 57.20	\$ -	\$ -				\$ -	\$ -
	Lead Engineer	0	\$ 62.70	\$ -	\$ -				\$ -	\$ -
	Project Engineer 2	0	\$ 45.92	\$ -	\$ -				\$ -	\$ -
	Project Engineer 1	0	\$ 37.66	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 2	0	\$ 33.29	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 1	0	\$ 29.84	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 38.90	\$ -	\$ -				\$ -	\$ -
	Project Coordinator	0	\$ 27.78	\$ -	\$ -				\$ -	\$ -
2.11 Construction Involvement	Project Coordinator	0	\$ 27.78	\$ -	\$ -				\$ -	\$ -
	Senior Proj Mgr	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Senior Engineer	0	\$ 70.00	\$ -	\$ -				\$ -	\$ -
	Project Manager	0	\$ 57.20	\$ -	\$ -				\$ -	\$ -
	Lead Engineer	0	\$ 62.70	\$ -	\$ -				\$ -	\$ -
	Project Engineer 2	0	\$ 45.92	\$ -	\$ -				\$ -	\$ -
	Project Engineer 1	0	\$ 37.66	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 2	0	\$ 33.29	\$ -	\$ -				\$ -	\$ -
	Staff Engineer 1	0	\$ 29.84	\$ -	\$ -				\$ -	\$ -
	Engineering Tech.	0	\$ 38.90	\$ -	\$ -				\$ -	\$ -

EXHIBIT A - DESIGN ENGINEERING

HR Green, Inc.

Route: Arlington Heights Road (V69)
Local Lake County Division of Transportation
Section: (Municipality/Township/County)
Project: IL Route 83 to 500' South of Thompson Blvd.
Job No: Buffalo Grove Jurisdiction Work
 TBD

Cost Plus Fixed Fee Methods of Compensation:

- Fixed Fee 1** ☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]
Fixed Fee 2 ☐ 14.5%[(2.3 + R)DL + IHDC]
Specific Rate ☐ 10%(DL + (OH*DL))
Lump Sum ☐

* Firm's approved rates on file with Bureau of Accounting and Auditing:	
Overhead Rate (OH)	167.79%
Complexity Factor (R)	0.00
Calendar Days	

Cost Estimate of Consultant's Services in Dollars									
Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (SBO)	Outside Direct Costs	In-House Direct Costs (IHDC)	Fixed Fee (FF)
	Project Coordinator	0	\$ 27.78	\$ -	\$ -				\$ -
		206		\$ 9,787.04	\$ 16,421.67	\$ -	\$ 100.00	\$ 348.00	\$ 3,850.72
Totals									
									\$ -
									\$ 30,507.44

EXHIBIT A - DESIGN ENGINEERING
HBK Engineering, LLC

Route: Arlington Heights Road (V69)

Local Lake County Division of Transportation
 (Municipality/Township/County)

Section: IL Route 83 to 500' South of Thompson Blvd.

Project: Buffalo Grove Jurisdiction Work

Job No: TBD

*Firm's **approved rates** on file with
 Bureau of Accounting and Auditing:

Overhead Rate (OH)

Complexity Factor (R)

Calendar Days

126.79%

0.00

Cost Plus Fixed Fee Methods of Compensation:

Fixed Fee 1 ☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]

Fixed Fee 2 ☐ 14.5%[DL + R(DL) + 1.4(DL) + IHDC]

Fixed Fee 3 ☐ 14.5%[(2.3 + R)DL + IHDC]

Specific Rate ☐ 10%(DL + (OH*DL))

Lump Sum ☐

Cost Estimate of Consultant's Services in Dollars										
Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (SBO)	Outside Direc Cost	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
Ph. 1 Util Coord	PRIN	1	\$ 70.00	\$ 70.00	\$ 88.75		\$ 105.80		\$ 23.02	\$ 287.57
Ph. 1 Util Coord	SENIOR PM	1	\$ 63.30	\$ 63.30	\$ 80.26				\$ 20.82	\$ 164.37
Ph. 1 Util Coord	PM	1	\$ 58.00	\$ 58.00	\$ 73.54				\$ 19.07	\$ 150.61
Ph. 1 Util Coord	PROJ ENG	4	\$ 45.00	\$ 180.00	\$ 228.22				\$ 59.19	\$ 467.41
Ph. 1 Util Coord	LOCATOR 3	4	\$ 37.00	\$ 148.00	\$ 187.65				\$ 48.67	\$ 384.32
Ph. 1 Util Coord	LOCATOR 2	4	\$ 33.00	\$ 132.00	\$ 167.36				\$ 43.41	\$ 342.77
Ph. 1 Util Coord	PERMIT COORD.	0	\$ 33.00	\$ -	\$ -				\$ -	\$ -
Ph. 1 Util Coord	ANALYST	1	\$ 29.00	\$ 29.00	\$ 36.77				\$ 9.54	\$ 75.31
Ph. 2 Util Coord	PRIN	4	\$ 70.00	\$ 280.00	\$ 355.01				\$ 92.08	\$ 727.09
Ph. 2 Util Coord	SENIOR PM	4	\$ 63.30	\$ 253.20	\$ 321.03				\$ 83.26	\$ 657.50
Ph. 2 Util Coord	PM	6	\$ 58.00	\$ 348.00	\$ 441.23				\$ 114.44	\$ 903.67
Ph. 2 Util Coord	PROJ ENG	14	\$ 45.00	\$ 630.00	\$ 798.78				\$ 207.17	\$ 1,635.95
Ph. 2 Util Coord	LOCATOR 3	0	\$ 37.00	\$ -	\$ -				\$ -	\$ -
Ph. 2 Util Coord	LOCATOR 2	0	\$ 33.00	\$ -	\$ -				\$ -	\$ -
Ph. 2 Util Coord	PERMIT COORD.	0	\$ 33.00	\$ -	\$ -				\$ -	\$ -
Ph. 2 Util Coord	ANALYST	0	\$ 29.00	\$ -	\$ -				\$ -	\$ -
Totals		44		\$ 2,191.50	\$ 2,778.60	\$ -	\$ 105.80	\$ -	\$ 720.66	\$ 5,796.57

BLR 05611 (Rev. 11/09/17)
 Printed on 1/5/2020



FIRM NAME
PRIME/SUPPLEMENT

Huff & Huff, Inc.
Peralte and Clark

Payroll Escalation Table
Fixed Raises

DATE 1/6/2020
PTB NO. _____
OVERHEAD RATE 174.01%
COMPLEXITY FACTOR 0
% OF RAISE 3.00%

12 MONTHS
1/1/2020
3/1/2020

CONTRACT TERM
START DATE
RAISE DATE

ESCALATION PER YEAR

1/1/2020 - 3/1/2020
2
12

3/2/2020 - 1/1/2021
10
12

= 16.67%
= 1.0250

85.83%

The total escalation for this project would be:

2.50%



Payroll Rates

FIRM NAME Huff & Huff, Inc. DATE 1/6/2020
 PRIME/SUPPLEMENT Peralte and Clark
 PTB NO. _____

ESCALATION FACTOR 2.50%

CLASSIFICATION	CURRENT RATE	ESCALATED RATE
Senior Principal	\$70.00	\$70.00
Principal	\$70.00	\$70.00
Associate Principal II	\$70.00	\$70.00
Associate Principal I	\$60.26	\$61.77
Senior Consultant	\$67.18	\$68.86
Senior Geotechnical Consultant	\$62.87	\$64.44
Senior Project Manager III	\$60.00	\$61.50
Senior Project Manager II	\$45.56	\$46.70
Senior Project Manager I	\$44.00	\$45.10
Senior Landscape Architect	\$52.11	\$53.41
Senior Planning PM	\$49.90	\$51.15
Senior Geologist PM	\$43.33	\$44.41
Senior Technical Specialist	\$44.64	\$45.76
Senior Scientist PM II	\$46.14	\$47.29
Senior Scientist PM I	\$42.00	\$43.05
Senior Technical Scientist	\$39.50	\$40.49
Senior CADD Specialist	\$33.75	\$34.59
Scientist PM II	\$42.25	\$43.31
Scientist PM I	\$31.00	\$31.78
Engineer PM I	\$36.18	\$37.08
Planning PM	\$35.15	\$36.03
Architect PM	\$37.54	\$38.48
Assistant PM Engineer II	\$39.02	\$40.00
Assistant PM Engineer I	\$34.74	\$35.61
Engineer I	\$34.13	\$34.98
Scientist EI	\$26.98	\$27.65
Scientist E2	\$23.17	\$23.75
Administrative Managers	\$40.57	\$41.58
Senior Administrative Assistant	\$27.89	\$28.59
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00

Attachment: P-C Proposal AH Road Design 01-05-2020 (R-2020-7 : Agreement with LCDOT Arlington Heights Road Design)



Firm Huff & Huff, Inc.
 Route N. Arlington Heights Road
 Section N of IL83 to Thompson Ph I & II
 County Lake
 Job No.
 PTB & Item

**Cost Estimate of
Consultant Services
(CPFF)**

Date 1/6/2020
 Overhead Rate 174.01%
 Complexity Factor 0

Item	Manhours	Payroll	Overhead & Fringe Benefits	In-House Direct Costs	Fixed Fee	Outside Direct Costs	Services By Others	Total	% of Grand Total
PESA	36	1,177.35	2,048.71	49.60	474.97	250.00	0.00	4,000.63	24.72%
Environmental Due Diligence	6	219.08	381.23	0.00	87.05	0.00	0.00	687.36	4.25%
ESR Submittal	4	189.44	329.65	0.00	75.27	0.00	0.00	594.35	3.67%
Wetland delineation	4	161.95	281.81	0.00	64.35	0.00	0.00	508.10	3.14%
Wetland Report	4	161.95	281.81	0.00	64.35	0.00	0.00	508.10	3.14%
QA/QC	4	247.07	429.92	0.00	98.16	0.00	0.00	775.15	4.79%
PSI and CCDD	51	1,660.99	2,890.29	46.40	666.66	1,505.00	0.00	6,769.35	41.83%
Project QA/QC	4	213.73	371.92	0.00	84.92	0.00	0.00	670.57	4.14%
USACE Permitting	2	80.98	140.90	0.00	32.17	0.00	0.00	254.05	1.57%
Lake County SMC	4	204.51	355.86	0.00	81.25	0.00	0.00	641.63	3.96%
Project Admin	4	247.07	429.92	0.00	98.16	0.00	0.00	775.15	4.79%
TOTALS	123	4,564.11	7,942.02	96.00	1,827.31	1,755.00	0.00	16,184.44	100.00%

Method of Compensation:

Cost Plus Fixed Fee 1 ☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]
 Cost Plus Fixed Fee 2 ☐ 14.5%[DL + R(DL) + 1.4(DL) + IHDC]
 Cost Plus Fixed Fee 3 ☐ 14.5%[(2.3 + R)DL + IHDC]
 Specific Rate ☐
 Lump Sum ☐



Average Hourly Project Rates

Route N. Arlington Heights Road
Section N of IL83 to Thompson Ph I & II
County Lake
Job No.
PTB/Item

Consultant Huff & Huff, Inc.

Date 1/6/2020

Sheet 1 OF 2

Payroll Classification	Avg Hourly Rates	Total Project Rates			PESA			Environmental Due Diligence			ESR Submittal			Wetland delineation			Wetland Report		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Senior Principal	70.00	0																	
Principal	70.00	0																	
Associate Principal II	70.00	0																	
Associate Principal I	61.77	15.5	12.60%	7.78	0.5	1.39%	0.86	1	16.67%	10.29	1	25.00%	15.44						
Senior Consultant	68.86	0																	
Senior Geotechnical Consultant	64.44	0																	
Senior Project Manager III	61.50	0																	
Senior Project Manager II	46.70	2	1.63%	0.76				1	16.67%	7.78	1	25.00%	11.67						
Senior Project Manager I	45.10	2	1.63%	0.73															
Senior Landscape Architect	53.41	0																	
Senior Planning PM	51.15	0																	
Senior Geologist PM	44.41	4	3.25%	1.44	2	5.56%	2.47												
Senior Technical Specialist	45.76	0																	
Senior Scientist PM II	47.29	0																	
Senior Scientist PM I	43.05	0																	
Senior Technical Scientist	40.49	14	11.38%	4.61							2	50.00%	20.24	4	100.00%	40.49	4	100.00%	40.49
Senior CADD Specialist	34.59	6	4.88%	1.69	3	8.33%	2.88												
Scientist PM II	43.31	0																	
Scientist PM I	31.78	0																	
Engineer PM I	37.08	0																	
Planning PM	36.03	0																	
Architect PM	38.48	0																	
Assistant PM Engineer II	40.00	0																	
Assistant PM Engineer I	35.61	0																	
Engineer I	34.98	37	30.08%	10.52	15	41.67%	14.58												
Scientist EI	27.65	41	33.33%	9.22	15	41.67%	11.52	4	66.67%	18.44									
Scientist E2	23.75	0																	
Administrative Managers	41.58	0																	
Senior Administrative Assistant	28.59	1.5	1.22%	0.35	0.5	1.39%	0.40												
		0																	
TOTALS		123	100%	\$37.11	36	100%	\$32.70	6	100%	\$36.51	4	100%	\$47.36	4	100%	\$40.49	4	100%	\$40.49



Average Hourly Project Rates

Route N. Arlington Heights Road
Section N of IL83 to Thompson Ph I & II
County Lake
Job No.
PTB/Item

Consultant Huff & Huff, Inc.

Date 1/6/2020

Sheet 2 OF 2

Payroll Classification	Avg Hourly Rates	QA/QC			PSI and CCDD			Project QA/QC			USACE Permitting			Lake County SMC			Project Admin		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Senior Principal	70.00																		
Principal	70.00																		
Associate Principal II	70.00																		
Associate Principal I	61.77	4	100.00%	61.77	1	1.96%	1.21	2	50.00%	30.88				2	50.00%	30.88	4	100.00%	61.77
Senior Consultant	68.86																		
Senior Geotechnical Consultant	64.44																		
Senior Project Manager III	61.50																		
Senior Project Manager II	46.70																		
Senior Project Manager I	45.10							2	50.00%	22.55									
Senior Landscape Architect	53.41																		
Senior Planning PM	51.15																		
Senior Geologist PM	44.41				2	3.92%	1.74												
Senior Technical Specialist	45.76																		
Senior Scientist PM II	47.29																		
Senior Scientist PM I	43.05																		
Senior Technical Scientist	40.49																		
Senior CADD Specialist	34.59										2	100.00%	40.49	2	50.00%	20.24			
Scientist PM II	43.31				3	5.88%	2.03												
Scientist PM I	31.78																		
Engineer PM I	37.08																		
Planning PM	36.03																		
Architect PM	38.48																		
Assistant PM Engineer II	40.00																		
Assistant PM Engineer I	35.61																		
Engineer I	34.98				22	43.14%	15.09												
Scientist EI	27.65				22	43.14%	11.93												
Scientist E2	23.75																		
Administrative Managers	41.58																		
Senior Administrative Assistant	28.59				1	1.96%	0.56												
TOTALS		4	100%	\$61.77	51	100%	\$32.57	4	100%	\$53.43	2	100%	\$40.49	4	100%	\$51.13	4	100%	\$61.77



COMPANY NAME: INTERRA, Inc.

PTB NUMBER: **Arlington Heights Road - Buffalo Grove Jurisdiction**

TODAY'S DATE: 1/5/2020

[illegible]

**If other allowable costs are needed and not listed, please add in the above spaces provided.*

LEGEND

W.O. = Work Order

J.S. = Job Specific

Route:	Arlington Heights Road (V69)
Local	Lake County Division of Transportation
	(Municipality/Township/County)
Section:	IL Route 83 to 500' South of Thompson Blk
Project:	Buffalo Grove Jurisdiction Work
Job No:	TBD

*Firm's approved rates on file with Bureau of Accounting and Auditing:

147.91%

Complexity Factor (R)

Calendar Days

Cost Plus Fixed Fee Methods of Compensation:

Fixed Fee 1 ☒ 14.5%|DL + R(DL) + OH(DL) + IHDC|

Fixed Fee 2

14.5%|DL + R(DL) + 1.4(DL) + IHDC|

☐ Fixed Fee 3 14.5%/(2.3 + R)DL + IHDCI

☐ Specific Rate $10\%(DL + (OH^*DL))$

Lump Sum

Cost Estimate of Consultant's Services in Dollars										
Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (SBO)	Outside Direct Cost	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
Lighting Assessment	Engineer IV	2	\$ 59.25	\$ 118.50	\$ 175.27				\$ 42.60	\$ 336.37
Lighting Assesment	Engineer III	4	\$ 53.44	\$ 213.76	\$ 316.17				\$ 76.84	\$ 606.77
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