



Using Federal Funds? ☒ Yes ☐ No

Agreement For

Federal CE

Agreement Type

Original

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Aurora	DuPage	23-00358-00-TL	C-91-124-23
Project Number	Contact Name	Phone Number	Email
V6YU(934)	Tim Weidner	(630) 256-3202	WeidnerT@aurora.il.us

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Indian Trail Road	FAU 1503	0.49 mi	N/A
Location Termini			
Ohio Street to Farnsworth Avenue (Sta 4.35 to 4.84)			
Add Location			
Remove Location			

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Indian Trail Road	MUN 1157	0.98 mi	N/A
Location Termini			
Farnsworth Avenue to Kane/DuPage County Line (Sta. 0.00 to 0.98)			
Add Location			
Remove Location			

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Indian Trail Road	FAU 1509	1.32 mi	N/A
Location Termini			
Kane/DuPage County Line to Pennsbury Lane (Sta. 0.00 to 1.32)			
Add Location			
Remove Location			

Project Description

The project includes traffic signal modernization including safety improvements with flashing yellow arrows and high visibility backplates at five (5) intersections. Also, improvements will include intermittent resurfacing and ADA curb ramps along the corridor.

Engineering Funding ☒ Federal ☒ MFT/TBP ☐ State ☐ Other

Anticipated Construction Funding ☒ Federal ☒ MFT/TBP ☐ State ☐ Other

AGREEMENT FOR

☒ Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
HR Green, Inc.	Kevin Berry	(630) 553-7560	kberry@hrgreen.com
Address	City	State	Zip Code
2363 Sequoia Drive Suite 101	Aurora	IL	60506

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be

used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

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

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

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514)
- ☒ EXHIBIT E: Interra CECS BLR 05514
- ☒ EXHIBIT F: BC 775
- ☒ EXHIBIT G: BC 776

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. 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 US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without 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 be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For Construction Engineering Contracts:
 - (a) The ENGINEER shall be prequalified with the STATE in Construction Inspection. All employees of the ENGINEER serving as the onsite resident construction supervisor or providing construction inspection shall have a valid Documentation of Contract Quantities certification.
 - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials. "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and

verify compliance with contract specifications.

11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:
 - (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 LPA and DEPARTMENT, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

☐ Lump Sum

☐ Specific Rate

☒ Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where $FF = (0.33 + R) DL + \%SubDL$, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

Field Office Overhead Rates: Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.

6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US 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 US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US 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 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT, the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT,

and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.

The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.

4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.
5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not 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 the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not 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) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has 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 indicated 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) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a public enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.
10. By execution of this AGREEMENT the LPA and ENGINEER certify compliance with the Drug Free Workplace Act (30 ILCS 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 DEPARTMENT 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 on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an 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 contract or grant of \$5,000 or more from the DEPARTMENT, as defined 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 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 (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 to maintain 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.
- (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.



Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER and LPA agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 12. For Construction Engineering Contracts:
 - (a) 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 herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
 - (b) 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.
 - (c) That any difference 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.
 - (d) That in the event that 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 employed on such work at the expense of the LPA.
 - (e) Inspection of all materials when inspection is not provided by the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
HR Green, Inc.	42-0927178	\$331,184.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Interra, Inc.	36-4045796	\$30,305.00
Subconsultant Total		\$30,305.00
Prime Consultant Total		\$331,184.00
Total for all work		\$361,489.00



AGREEMENT SIGNATURES

Attest:	The	Local Public Agency Type City	of	Local Public Agency Aurora
By (Signature & Date)		By (Signature & Date)		
				
Local Public Agency Aurora	Local Public Agency Type City	Clerk	Title Mayor	

(SEAL)

Executed by the ENGINEER:

Attest:	Prime Consultant (Firm) Name HR Green, Inc.
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By (Signature & Date)	By (Signature & Date)
 11/6/2025	 11/6/2025
Title Regional Director - Construction	Title Area Manager - Construction

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

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	HR Green, Inc.	DuPage	23-00358-00-TL

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

Project Start-Up and Submittal Reviews

This work will include the Resident Engineer reviewing the approved plans and specifications to become familiar with the project, document existing conditions, review the contractor's construction schedule, review submittals and set-up the project's file system and paperwork. Hours are also included to prepare for and attend the pre-construction meeting.

Project Stakeholder Coordination

HR Green will provide project information to the residents, schools and businesses within the project as determined by the City of Aurora. HR Green will meet with businesses and residents within the construction zone prior to the start of the project and continue coordination and communication efforts with businesses and residents throughout construction of this project.

Utility Coordination (if necessary)

HR Green will reach out to the utilities who have facilities that are in conflict with the project and coordinate the relocation of the facilities with each of the utilities, if necessary.

Construction Observation/Inspection

HR Green, Inc. will provide full-time construction observation services on a cost-plus fixed fee, not to exceed basis. HR Green will be on-site to observe and verify that items being constructed and materials being utilized are in general conformance with the approved plans and specifications and the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction.

HR Green will complete Inspector's Daily Reports (IDRs) and a daily diary, measure and document contract quantities, complete pay estimates, change orders, and weekly reports. Weekly reports will be submitted to the contractor, IDOT, and the City of Aurora. HR Green will verify that all materials incorporated into this project are IDOT approved and evidence of material inspection is in compliance with the Project Procedures Guide and Contract Special Provisions. HR Green will keep the City of Aurora and IDOT informed as to the progress of construction.

HR Green will conduct bi-weekly progress meetings with the contractor, City of Aurora, IDOT, utility companies, and any other stakeholders that might be involved with the project. HR Green will prepare the agendas and distribute meeting minutes to all attendees.

HR Green will review the condition of the project traffic control twice daily per IDOT Standard Specifications. A weekly Traffic Control Condition Report will be completed after each traffic control review to verify that the contractor is in compliance with all required traffic control standards. HR Green will also perform bi-monthly night-time traffic surveillance observations for the duration of the project when traffic control devices are in place.

It is anticipated that the contractor will work extended hours during the peak construction period and require our staff to be on-site to oversee their operations. It is also anticipated that due to the multiple different operations ongoing at the same time, additional staff will be required in the form of an Engineering Technician for some periods during construction.

Quality Assurance Material Testing

Interra, Inc. will be providing on-site Quality Assurance Testing of all HMA and PCC materials incorporated into the project to meet IDOT Project Procedures.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	HR Green, Inc.	DuPage	23-00358-00-TL

Project Management and Oversight
Construction Management personnel will provide guidance and consultation to the Resident Engineer and the HR Green team as needed. It is anticipated that at a minimum, one site visit per week will be made by the Construction Project Manager to ensure the project is being administered properly and staff is equipped appropriately to ensure that observation and documentation is being performed in compliance with the IDOT Standard Procedures. This will also include the management oversight of the project which will include the ongoing review of the project execution, documentation, schedule and budget, contract file management, and general correspondence between HR Green, City of Aurora, IDOT, the contractor, and subcontractors.

Punchlist and Project Close-out
The Resident Engineer along with input from the City of Aurora, will develop the punchlist, provide it to the contractor, and oversee his work as the items are addressed. It is anticipated that the punch-list work will be minimal.

The Resident Engineer will be preparing the job records in accordance with IDOT policy and to the satisfaction of IDOT auditors. All quantity measurements and calculations will be checked and cross referenced, evidence of material inspection will be finalized, CMMS forms will be completed, and field books and records will be indexed and boxed for final submittal. The close-out of all documentation and material certifications with IDOT can be prolonged due to staff shortages at IDOT and therefore we have included hours to account for any project close-out that might be needed during the period.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	HR Green, Inc.	DuPage	23-00358-00-TL

**EXHIBIT B
PROJECT SCHEDULE**

See the following Schedule noted as Exhibit B



EXHIBIT B - PROJECT SCHEDULE

Local Public Agency

City of Aurora

Prime Consultant (Firm) Name

HR Green, Inc.

County

Kane & DuPage

Section Number

23-00358-00-TL

MAN HOUR AND STAFFING ESTIMATE CONSTRUCTION ENGINEERING SERVICES E Indian Trail (Ohio Street - Pennsbury Lane)

CONSULTANT: HR Green Inc.
ROUTE: _____
CONTRACT Number: _____
COUNTY: Kane & DuPage
DATE: November 6, 2025

PROJECT DATES	
Letting	February 27, 2026
Anticipated Award	March, 2026
Anticipated Pre-Construction	April, 2026
Anticipated Construction Start	June 1, 2026
ANTICIPATED COMPLETION	December 18, 2026
PROJECT CLOSE OUT COMPLETE	May, 2027

	Start-Up / Pre-Construction /Layout Review/Submittal Reviews
	Construction Observation and Project Documentation
	Winter Period (No Work)
	Punchlist and Project Closeout

2026

2026	January				February				March					April				May				June				July				August				September				October				November				December												
Week Beginning	5	12	19	26	2	9	16	23	2	9	16	23	30	6	13	20	27		4	11	18	25			1	8	15	22	29	6	13	20	27		3	10	17	24	31	7	14	21	28		5	12	19	26		2	9	16	23	30	7	14	21	28
Regional Manager														1		1					1							2							2					1				1				1										
Area Manager													2	2		2					2						2								2				2				2				2											
Admin/PM/Client Services														2		2					2					2		2			2				2		2			2		2				2				2								
Resident Engineer													2	2	4	4			16	16	16	16			20	20	20	20	20	20	20	20	20	20	20	20	20	40	40	40	40		40	40	40	40		40	40	40	32	40	16	16				
Construction Inspector																			16	16	16	16			40	40	40	40	32	40	40	40	40		45	45	45	45	32	40	40	40	40															
Survey																															4					4				4																		
Total Man-Hours Per Week	0	0	0	0	0	0	0	0	0	0	0	0	4	7	4	9	0	0	32	32	37	32	0	64	60	64	62	52	66	62	60	66	0	69	71	65	67	52	88	80	85	80	0	45	40	44	40	0	40	40	45	32	40	16	21	0	0	

2027

2027	January				February				March				April				May				June				July				August				September				October				November				December (
Week Beginning	4	11	18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28		5	12	19	26		2	9	16	23	30	6	13	20	27		4	11	18	25		1	8	15	22	29	6	13	20	28		
Regional Manager																1				1																																						
Area Manager																2				2																																						
Admin/PM/Client Services																1				1																																						
Resident Engineer														16	16	8	8		8	8	8	8																																				
Construction Inspector																																																										
Survey																																																										
Total Man-Hours Per Week	0	0	0	0	0	0	0	0	0	0	0	0	0	16	16	12	8	0	8	8	12	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Manhour Summary	
Regional Manager (QC/QA)	15
Area Manager	34
Admin/PM/Client Services	32
Resident Engineer	980
Construction Inspector	788
Survey	12
Total Hours	1861

start-up	const	close-out	
3	10	2	
8	22	4	
6	24	2	
76	824	80	
64	724	0	
0	12	0	
157	1616	88	1861

ASSUMPTIONS:
Construction begins June, 2026 and is completed in 2026
Traffic Signal Equipment procured by August, 2026
Start Up begins April, 2026
Closeout dependent on IDOT staffing levels
Construction Inspector Full Time (June - September); Resident Engineer Part Time (June - August)
Construction Cost Estimate \$3,500,000 (2026)
Possible survey to verify ROW, ADA slopes & As-Builts
Construction to be coordinated with Safe Routes to School Sidewalk Project
No work Memorial Day, July 4

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	HR Green, Inc.	DuPage	23-00358-00-TL

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit C. If the value meets or will exceed the small dollar threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The small dollar threshold is adjusted annually and can be found in IDOT Circular Letters. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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 BLRS Manual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, Due date of submittal: 08/20/25

Method(s) used for advertisement and dates of advertisement

Posted on OpenGov.com on 07/28/2025 with emailed notifications.

5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Project Criteria	Weighting
Firm Experience	30%
Staff Capabilities	30%
Technical Approach	30%
Adherence to RFQ	10%

8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Selection committee (titles) for this project

Engineering Coordinator, Engineering Coordinator, Professional Engineer I

Top three consultants ranked for this project in order	
1	HR Green, Inc.
2	Thomas Engineering Group, LLC
3	Engineering Enterprises, Inc.

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	QBS according to State requirements used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Local Public Agency Aurora	County Kane & DuPage	Section Number 23-00358-00-TL
Prime Consultant (Firm) Name 23-00358-00-TL	Prepared By Chris Lirot	Date 11/5/2025
Consultant / Subconsultant Name HR Green, Inc.	Job Number C-91-124-23	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

FAU 1503 & 1509 Indian Trail (Ohio Street - Pennsbury Lane) - Full Time Construction Inspection Services

PAYROLL ESCALATION TABLE

CONTRACT TERM	14	MONTHS	OVERHEAD RATE	183.31%
START DATE	3/30/2026		COMPLEXITY FACTOR	
RAISE DATE	4/1/2026		% OF RAISE	3.00%
END DATE	5/29/2027			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	3/30/2026	4/1/2026	0	0.00%
1	4/2/2026	4/1/2027	12	88.29%
2	4/2/2027	6/1/2027	2	15.16%

The total escalation = 3.44%

Aurora

Kane & DuPage

23-00358-00-TL

HR Green, Inc.

C-91-124-23

Local Public Agency	County	Section Number
Aurora	Kane & DuPage	23-00358-00-TL
Consultant / Subconsultant Name		Job Number
HR Green, Inc.		C-91-124-23

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

[illegible]

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency

Aurora

County

Kane & DuPage

Section Number

23-00358-00-TL

Consultant / Subconsultant Name

HR Green, Inc.

Job Number

C-91-124-23

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum			\$0.00
Vehicle Owned or Leased (no mileage charge allowed)	\$32.50/half day (4 hours or less) or \$65/full day	202	\$90.00	\$18,180.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$18,180.00

Aurora

Kane & DuPage

23-00358-00-TL

HR Green, Inc.

C-91-124-23

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	MANHOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Start Up		151	8,183	15,000	2,700		25,883	7.16%
Administration		32	2,175	3,988	718		6,881	1.90%
Construction Inspection	18,180	1580	82,076	150,453	27,085		277,794	76.85%
Close Out		86	5,456	10,001	1,800		17,257	4.77%
Survey		12	752	1,379	248		2,379	0.66%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Interra, Inc.			-	-	-	30,305	30,305	8.38%
			-	-	-		-	
			-	-	-		-	
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Subconsultant DL					990.00		\$990.00	0.27%
TOTALS	18,180	1861	98,642	180,821	33,541	30,305	361,489	100.00%



COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency

City of Aurora

County

Kane/Dupage

Section Number

23-00358-00-TL

Prime Consultant (Firm) Name

HR Green

Prepared By

Ashish Shah

Date

10/9/2025

Consultant / Subconsultant Name

Interra, Inc.

Job Number

C-91-124-23

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Indian Trail (Ohio Street- Pennsbury Lane) QA Material Testing Service

PAYROLL ESCALATION TABLE

CONTRACT TERM	14	MONTHS
START DATE	3/30/2026	
RAISE DATE	1/1/2027	
END DATE	5/29/2027	

OVERHEAD RATE	128.30%
COMPLEXITY FACTOR	0
% OF RAISE	3.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	3/30/2026	1/1/2027	9	64.29%
1	1/2/2027	6/1/2027	5	36.79%

The total escalation = 1.07%BLR 05514 (Rev. 02/06/25)
ESCALATION

City of Aurora

Kane/Dupage

23-00358-00-TL

Interra, Inc.

C-91-124-23

Local Public Agency	County	Section Number
City of Aurora	Kane/Dupage	23-00358-00-TL
Consultant / Subconsultant Name		Job Number
Interra, Inc.		C-91-124-23

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

[illegible]

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency

City of Aurora

County

Kane/Dupage

Section Number

23-00358-00-TL

Consultant / Subconsultant Name

Interra, Inc.

Job Number

C-91-124-23

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	16	\$65.00	\$1,040.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)	0	\$27.19	\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utlility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)	1	\$3,404.00	\$3,404.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$4,444.00

City of Aurora

Kane/Dupage

23-00358-00-TL

Interra, Inc.

C-91-124-23

Breakdown of Direct Costs

Indian Trail (Ohio Street- Pennsbury Lane) QA Material Testing Service

Item	No.	Rate	Cost
Vehicle Days	16	\$ 65.00	\$ 1,040.00
Overtime Costs	0	\$ 27.19	
Cylinders (4" x 8")	36	\$ 25.00	\$ 900.00
Air Voids	2	\$ 570.00	\$ 1,140.00
Extraction & Washed Gradation	2	\$ 325.00	\$ 650.00
HMA Cores	6	\$ 85.00	\$ 510.00
Tack Coat	2	\$ 52.00	\$ 104.00
Standard Proctor	0	\$ 270.00	\$ -
Atterberg Limits	0	\$ 135.00	\$ -
Grain Size with Hydrometer	0	\$ 245.00	\$ -
Organic Content	0	\$ 160.00	\$ -
Gradation (Wash)	0	\$ 220.00	\$ -
Gauge Rental	2	\$ 50.00	\$ 100.00
		TOTAL	\$ 4,444.00



Regional Engineer

Jose Rios

Department of Transportation

Address

201 West Center Court

City

Schaumburg

State

IL

Zip Code

60196

Contract Number

61M10

District

1

Letting Date

02/06/26

Municipality

Aurora

Route

FAU 1503/1509

County

DuPage

Project Number

V6YU394

Job Number

C-91-124-23

Section Number

23-00358-00-TL

☐ 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.

Signature (for the local public agency)

Date

Title

Applicants Name

Christopher Bigall

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 pre-qualified in Construction Inspection. Documentation of Contract Quantities certificate number

22-19666

Education

B.S., Civil Engineering - Structural, Southern Illinois University Carbondale - 2009

Professional Licences:

Professional Engineer - Illinois - #062.066071

Experience:

Chris has over 15 years experience overseeing and managing federally funded transportation projects. Most recently, Chris has been the Resident Engineer for numerous municipal projects within the City of Aurora. These projects consisted of roadway, drainage, structural, water main, landscaping, traffic signals, and misc items. Chris fully understands IDOT's documentation requirements for both work completed as well as the material certification processes. His work on past IDOT let, federally funded, projects for local clients have provided him the foundation to successfully manage this project for the City of Aurora.

Training:

CMMS Certified STTP-S19 Piling IDOT Soils Field Testing & Inspection
PCC and HMA - Level I & II ADA/PROWAG

Signature of Applicant

Date



11/6/2025

Job Title of Applicant

Construction Engineer III

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.

Regional Engineer Signature

Date Approved



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



Regional Engineer

Jose Rios

Department of Transportation

Address

201 West Center Court

City

Schaumburg

State

IL

Zip Code

60196

Contract Number

61M10

District

1

Letting Date

02/06/26

Municipality

Aurora

Route

FAU 1503/1509

County

DuPage

Project Number

V6YU394

Job Number

C-91-124-23

Section Number

23-00358-00-TL

I consider the following individual to be qualified as a local public agency construction inspector. In addition, I certify that 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

Signature and Title of Resident Construction Supervisor

Date

Applicants Name

Matthew Fischer

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 23-20725

Education:

BS, Civil Engineering, Iowa State University - 2022

Experience:

Matt Fischer has over 4 years of the construction inspection experience including projects in Niles, IL and Forreston, IL for which he served as the project's Resident Engineer. Matt is experienced in projects ranging from municipal to interstate projects with experience inspecting construction involving roadway, structure, drainage, water main, sanitary sewer, traffic signals, and earthwork operations. Matt has worked with local and state agencies with a primary focus on overseeing FEDERALLY FUNDED projects.

Matt is trained in the following areas:

IDOT ICORS Certified

IDOT CMMS Training

CPESC: Certified Professional in Erosion & Sediment Control #5570

IDOT HMA Level I & II & IDOT PCC Level I & II

OSHA 10-Hour Training


Bridge Construction Training

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

Approved

Signature and Title of In Responsible Charge from BC-775

Date

A handwritten signature in black ink, appearing to be "C. B.", is written inside a rectangular box.

11/6/25