



January 12, 2024

Mr. Brian Katamay
Long Term Control Planning Assistant
City of Aurora
77 S. Broadway Ave.
Aurora, IL 60505

**Subject: Proposal for Professional Engineering Services for the 2024/2025
Overlay Manhole Inspections**

Dear Mr. Katamay:

RJN Group, Inc. (RJN) is pleased to submit this proposal to provide professional Engineering Services to the City of Aurora (City) for inspection of sanitary and storm manholes, inlets, and catch basins in conjunction with the City's street overlay program.

Key Project Goals and Objectives

The goal of the Overlay Manhole Inspection program is to ensure that underground infrastructure is rehabilitated in concurrence with road construction in order to avoid repeatedly repairing and paving parts of the City's roadways. The Project will accomplish approximately 2,500 MACP Level 1 inspections with rehabilitation recommendations and a cost estimate for each recommendation.

Assuring Quality

RJN is committed to providing quality deliverables. The data, analysis, and recommendations provided by RJN will be used to make decisions on underground infrastructure improvements as it relates to the City's road program. RJN's standard methods, experience, and QC processes will ensure that results and recommendations will provide value to the City.

Price and Schedule Summary

This project will be invoiced on a Unit Price Basis for a total not-to-exceed fee of \$288,500. The project is expected to be completed by June 30, 2024. Complete Scope of Services, Pricing, and Schedules are provided in the following exhibits:

- Exhibit A – Scope of Services
- Exhibit B – Pricing
- Exhibit C – Schedule

We are looking forward to the opportunity to work with the City of Aurora on this important project. It is our pleasure to submit this proposal to you. Please feel free to contact either of us at (630) 682-4700 if you would like to discuss this proposal or have any questions.

Sincerely,

RJN Group, Inc.



Tom Romza, P.E.
Regional Manager



Bobby Peters, P.E.
Senior Project Manager



EXHIBIT A

SCOPE OF SERVICES

RJN is proposing the following scope of services to conduct The 2024/2025 Overlay Manhole Inspections for the City of Aurora.

1. Manhole Inspections

- a. Provide equipment and personnel as necessary for manhole inspections.
- b. Use hand-held electronic data collection equipment and Survey123 for collecting manhole inspection data.
- c. Complete surface manhole inspections for manholes as outlined in Exhibit D.
 - i. Collect all attribute data included in the City's Survey123 Form.
 - ii. Identify and document the condition of the manhole by filling out all fields in the City's Survey123 form.
- d. For remote camera structure inspections: Provide all tasks above as well as complete remote camera inspections where an inspection cannot be completed from the surface.
- e. Provide data analysis as follows:
 - i. Compile field data and develop complete list of defects;
 - ii. Assign a condition rating to each manhole based on the identified defects;
 - iii. Determine an appropriate rehabilitation method for each manhole and estimate an associated cost.

2. Summary Report and Data Access

- a. Provide a draft rehabilitation schedule and address one round of comments from the City.
- b. Provide a comprehensive rehabilitation schedule (Excel) for each structure inspected.
- c. Provide a Class 3 Engineer's Opinion of Probable Cost (EOPC). Class 3 estimates are generally prepared to form the basis for budget authorization, appropriation, and/or funding.

3. Project Management and Meetings

- a. Provide project management for the duration of the 2024/25 program.
- b. Attend up to three meetings throughout the duration of this project.

4. Contingency

- a. Contingency will cover uncertainty associated with the project. This includes, but is not limited to:
 - i. Additional manholes added to the initial quantity of 2,500 (invoiced at the unit price in Exhibit B).
 - ii. Increased high traffic setups.
 - iii. Additional reporting deliverables required by the city either due to increased quantity of inspections or increased frequency of deliverables.
- b. The use of contingency will be mutually agreed upon prior to the commencement of the additional effort.

Items Requested from the City

1. Updated GIS databases for both sanitary and storm sewers.
2. Access to manholes and sewers for inspections.
3. Provide traffic control assistance as necessary in high-traffic locations.
4. Access to City GIS exports for inspections performed.



EXHIBIT B

PRICING

Pricing for the 2024/2025 Overlay Manhole Inspections is as follows:

Pricing Terms for Invoicing: *Unit Price* and *Lump Sum*, percent complete

Unsuccessful manhole inspection attempts (not found, inaccessible, buried etc) will be billed at 1/2 the unit rate. If the City locates or makes the structure accessible so the inspection can be completed, the remaining 1/2 of the inspection will be billed.

Not-To-Exceed Total Cost: \$288,500.00

Task #	Task Description	Units	Cost Per Unit	Total Cost
1001	Project Management & Meetings	LS	\$11,500.00	\$11,500
2001	Surface Manhole Inspections	2,500	\$88.00	\$220,000
3001	Recommendations and Cost Estimate	LS	\$31,000	\$31,000
4001	Contingency			\$26,000
Total Contract Amount				\$288,500.00

Proposal Option

This Proposal can be amended to include additional work upon joint approval by the City and RJN.



EXHIBIT C PROPOSED SCHEDULE

RJN is prepared to start work immediately upon receiving a signed contract with the City. Based on a Notice to Proceed no later than February 1, 2024 and the timely receipt of the field collected data export, the anticipated schedule for this project are as follows:

Task	Timeline
1. 2024 Manhole Inspections and Deliverables	Performable at any time. Will complete by April 30, 2024. Assuming maps and GIS are provided by February 1, 2024.
2. 2025 Manhole Inspections and Deliverables	Performable at any time. Will complete by June 30, 2024. Assuming maps and GIS are provided by March 1, 2024