



## Local Public Agency Engineering Services Agreement

Using Federal Funds?  Yes  No

Agreement For

Using State Funds (Non-MFT)?  Yes  No

MFT-PE

Agreement Type

Original

### LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Aurora	Kane	25-00377-00-TL	
Project Number	Contact Name	Phone Number	Email
	Alex Nugent	(630) 256-3223	NugentA@aurora.il.us

### SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Commons Drive	2532	0.24	
Location Termini			<input type="button" value="Add Location"/>
McCoy Drive to New York St			<input type="button" value="Remove Location"/>

### SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
McCoy Drive	1531	0.60	
Location Termini			<input type="button" value="Add Location"/>
Commons Dr to Venuti Dr			<input type="button" value="Remove Location"/>

#### Project Description

Evaluation / replacement of four traffic signals near Fox Valley Mall, resurfacing Commons Dr from McCoy Dr to New York St, shared-use path evaluation on McCoy Dr from Commons Dr to Venuti Dr, ADA ramps, Pace bus stop pads, crash analysis, and intersection screening analysis.

Engineering Funding  MFT/TBP  State  Other  Local

Anticipated Construction Funding  Federal  MFT/TBP  State  Other

### AGREEMENT FOR

Phase I - Preliminary Engineering  Phase II - Design Engineering

### CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Stanley Consultants, Inc.	Tyler Grau, PE	(773) 444-5954	graftyler@stanleygroup.com
Address	City	State	Zip Code
8501 West Higgins Road, Suite 730	Chicago	IL	60631

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:

**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 (BLR 05513 or BLR 05514 )
- EXHIBIT \_\_\_\_\_ : Direct Costs Summary Sheet

\_\_\_\_\_  
 \_\_\_\_\_  
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**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, 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. 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.
8. 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.
9. For Preliminary Engineering Contracts:
  - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
  - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
  - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. 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 Professional Services Selection Act (50 ILCS 510) (Exhibit C).

2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. 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 the 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.
  - (c) For Non-Federal County Projects - (605 ILCS 5/5-409)
    - (1) 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 in all previous partial payments made to the ENGINEER.
    - (2) 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 the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. 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:

Percent

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.

5. 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. 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.
2. That the ENGINEER shall be responsible for any all damages to property or persons 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 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.

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.

3. 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 materials 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.
4. 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 prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for 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.
5. 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.
6. 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.

7. 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 and
- (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

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

8. 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 included but are not limited to: acts of God or a public enemy; acts 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.

9. By execution of this AGREEMENT the LPA and ENGINEER certify compliance with the Drug Free Workplace (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 projects. 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.

10. 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.).

11. For Preliminary Engineering Contracts:

(a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.

(b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. 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.

**AGREEMENT SUMMARY**

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Stanley Consultants, Inc.	42-1320758	\$274,893.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Engineering Enterprises, Inc.	36-3150869	\$80,355.00
HBK Engineering, LLC	46-1255956	\$15,724.00
Interra, Inc.	36-4045796	\$5,426.00
	Subconsultant Total	\$101,505.00
	Prime Consultant Total	\$274,893.00
	Total for all work	\$376,398.00

## AGREEMENT SIGNATURES

Executed by the LPA:

Attest:	Local Public Agency Type The <input type="text" value="City"/> of <input type="text" value="Aurora"/>	Local Public Agency
By (Signature & Date)	By (Signature & Date)	
Local Public Agency <input type="text" value="Aurora"/>	Local Public Agency Type <input type="text" value="City"/>	Title <input type="text" value="Clerk"/>
Title <input type="text" value="Mayor"/>		

(SEAL)

Executed by the ENGINEER:

Attest:	Prime Consultant (Firm) Name <input type="text" value="Stanley Consultants, Inc."/>
By (Signature & Date)	By (Signature & Date)
Title	Title

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	Stanley Consultants, Inc.	Kane	25-00377-00-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

See attached

City of Aurora  
Fox Valley Mall Signals  
Phase I Study  
December 18, 2025  
**Scope of Services**

Introduction

The Phase I Study includes evaluation of four (4) traffic signals near the Fox Valley Mall in Aurora, IL. The four signalized intersections within the project limits will be evaluated for safety improvements, including modernizing the equipment and resurfacing Commons Dr. from McCoy Dr. to New York St. The project is led by the City of Aurora (CITY) with Stanley Consultants, Inc. (CONSULTANT) as the prime firm leading the study. The project is anticipated to use federal funds for construction and will be processed through IDOT Bureau of Local Roads & Streets (BLR&S). Preliminary and design engineering will use local funds. The scope of work includes the following:

- Data Collection and Evaluation
- Topographic Survey and Aerial Imagery
- Environmental Studies
- Crash and Safety Analysis
- Abbreviated Traffic Signal Technology Assessment
- Capacity Analysis
- Geometric Studies
- Public Involvement
- Project Development Report
- Meetings and Coordination
- Administration and Management
- QA / QC

The approximate project study limits are as follows:

- Project Limits:
  - McCoy Dr. from Commons Dr. to Venuti Dr. (3,800' total)
  - Commons Dr. from McCoy Dr. to New York St. (2,600' total)
- Traffic Signals to be modernized:
  - McCoy Dr. at Commons Dr.
  - McCoy Dr. at Merriam Dr.
  - McCoy Dr. at Venuti Dr.
  - Commons Dr. at Raintree Rd.
- Sidewalk / Shared-Use Path Evaluation:
  - North side of McCoy Dr. from Commons Dr. to Venuti Dr. (No extension to IL 59)
  - Connection to bus stop pads within project limits.

The project will be designed using the latest version of Bentley OpenRoads Designer software. The following is a detailed description of work tasks.

City of Aurora  
Fox Valley Mall Signals  
Phase I Study  
December 18, 2025  
**Scope of Services**

#### Data Collection and Evaluation

The data collection effort includes the following:

- The CONSULTANT will obtain information from the CITY including GIS files, existing traffic signal plans, land use maps, traffic impact studies, planned development, zoning maps, soils and geological information, record plans for roadway and traffic signals, existing right-of-way, and utility plans.
- The CONSULTANT will coordinate with the utility subconsultant for contacting JULIE to obtain utility atlases for the project area. See attached scope by HBK Engineering, LLC.
- The CONSULTANT will obtain Property Identification Numbers and utilize the DuPage County website to identify the owners of the adjacent properties in this task.
- Two field trips of the project area will be conducted with the CONSULTANT.
  - The initial field trip includes photo inventory, ADA ramp compliance inspection, curb / pavement condition, identify truck off-tracking, inventory existing traffic signal equipment.
  - An additional site visit is needed to observe traffic operations and field check topographic survey.
- This traffic study will entail obtaining peak hour classification turning traffic counts at the following intersections.
  - McCoy Dr. at Commons Dr.
  - McCoy Dr. at Merriam Dr.
  - McCoy Dr. at Venuti Dr.
  - Commons Dr. at Raintree Rd
- The data will be collected for the following periods (a total of 76 hours of data will be collected). The exact times to be processed will be determined by the CONSULTANT based on field observations after the data has been collected. The anticipated timeframe is as follows:
  - Weekday: 6:00 AM to 7:00 PM, (13 hours)
  - Saturday: 10:00 AM to 4:00 PM, (6 hours)
- The CONSULTANT will coordinate with the sub consultant for drone aerial imagery for use in the exhibits and laying out the resurfacing limits. See attached scope by Engineering Enterprises, Inc.

#### Topographic Survey and Aerial Imagery

The CONSULTANT will coordinate with the sub consultant for topographic survey and drone aerial imagery for use in the exhibits and laying out the resurfacing limits. See attached scope by Engineering Enterprises, Inc.

The subconsultant will perform the Topographic Survey in accordance with the current Illinois Department of Transportation (IDOT) CADD Manual (latest version) following Bentley OpenRoads Designer standards. See attached scope by Engineering Enterprises, Inc.

City of Aurora  
Fox Valley Mall Signals  
Phase I Study  
December 18, 2025  
**Scope of Services**

HBK Engineering, Ltd. Will field locate underground utilities and at the signalized intersections in advance of the topographic survey to a Level B subsurface utility exploration. See detailed scope from HBK Engineering, Ltd.

The CONSULTANT will process the utility locate survey file into the CAD base file.

The CONSULTANT will review the topographic survey and utility locates and coordinate with the subconsultants for any needed revisions to the deliverables.

#### Environmental Studies

An Environmental Survey Request (ESR) will be necessary if the project requires temporary or permanent easements or right-of-way, or if shared-use path/ sidewalk / ADA ramps on new alignment is included in the project. The CONSULTANT will prepare and submit an ESR form with Attachments and Exhibits to IDOT BLR&S for processing. The CONSULTANT will be responsible for the following related to the ESR:

- Review of the findings
- Responses to inquiries regarding the project impacts on environmental resources
- Incorporation of the information into the project report

Based on a preliminary environmental screening, the environmental resources associated with the project may involve special waste. The CONSULTANT will not include any special environmental surveys for threatened and endangered species, wetlands or cultural elements for the project. If the ESR review from IDOT determines the need for additional surveys, the CONSULTANT will prepare scope / fee at that time. The following studies will be completed by the CONSULTANT:

#### **Wetlands**

No wetland delineations are anticipated and will be done via letter to be provided by the CITY.

#### **Special Waste**

Based on a preliminary environmental screening, the environmental resources associated with the project may involve special waste. The Geotechnical subconsultant, Interra, Inc., will complete the environmental screening background research to determine if there are any Recognized Environmental Concerns (RECs) within the project footprint. A technical memorandum will be prepared that summarizes the findings within the project limits that will be used as the basis of sampling during Phase II.

#### Crash and Safety Analysis

The CONSULTANT will obtain crash data for the previous five years at the following locations:

- McCoy Dr. at Commons Dr.
- McCoy Dr. at Merriam Dr.
- McCoy Dr. at Venuti Dr.
- Commons Dr. at Raintree Rd

The CONSULTANT will review the crash data and summarize crashes by year and major type to define trends and roadway deficiencies at each of the above intersections and segments. Areas experiencing significant crash rates will be investigated so that countermeasures can be recommended. Crash reports will be requested for crashes involving fatalities, pedestrians and bicyclists. The CONSULTANT will prepare a technical memorandum to document and summarize the crash data, recommended countermeasures to improve safety and associated crash modification factors based on FHWA's Crash Modification Factors Clearinghouse. The memorandum will include tables and figures summarizing the data for each location and provide an expected reduction in crashes (percentage) at each location.

#### Intersection Screening Analysis

The CONSULTANT will do a screening-level analysis using the CAP-X and SPICE tools for the following interactions to determine if an alternative intersection configuration could provide higher safety, lower congestion, or lower construction/maintenance costs.

- McCoy Dr. at Merriam Dr.
- McCoy Dr. at Venuti Dr.

The results of the screening analysis will be summarized with concept sketches for any alternative intersection types that would improve efficiency and safety at the intersection.

#### Capacity Analysis

The CONSULTANT will utilize the traffic data collected for the capacity analysis to prepare construction year and future year traffic volumes. The CONSULTANT will request future traffic volumes from CMAP and incorporate anticipated development into the traffic volumes. Synchro simulation software will be utilized to prepare traffic models for the existing conditions, two alternatives, and a future year. The CONSULTANT will create an existing model of the corridor for use as the baseline condition. The alternative signal operations include up to two alternatives for signal phasing and lane configurations.

The traffic analysis model will include the following four signalized intersections:

- McCoy Dr. at Commons Dr.
- McCoy Dr. at Merriam Dr.
- McCoy Dr. at Venuti Dr.
- Commons Dr. at Raintree Rd

City of Aurora  
Fox Valley Mall Signals  
Phase I Study  
December 18, 2025  
**Scope of Services**

The CONSULTANT will perform analyses for the following periods:

- Weekday AM Peak Hour
- Weekday PM Peak Hour
- Weekend AM/PM Peak Hour

The CONSULTANT will prepare a Concept of Operations Report with recommended traffic signal operations, including initial opinion of probable construction cost and updated schematic plan with proposed project limits. The CONSULTANT will review and address comments and provide a Final Concept of Operations Report that will be used as the basis of the design.

#### Geometric Studies

The CONSULTANT will prepare ADA ramp details at 1"=5' scale for use in verifying right-of-way requirements. The details will be prepared on sheet borders for incorporation into the contract documents in Phase II. The following locations are included:

- McCoy Dr. at Commons Dr. (4 corners + 4 islands)
- McCoy Dr. at Merriam Dr. (4 corners + 4 islands)
- McCoy Dr. at Venuti Dr. (4 corners + 4 islands)
- Commons Dr. at Raintree Rd. (4 corners + 4 islands)

To provide access to all users on the transportation network, coordination will be necessary with Pace Bus to determine if there is a need to provide bus pads for stops within the project limits. The bus stop infrastructure will be reviewed at all locations within the project limits. This will include a review of the existing infrastructure and evaluation of the accommodation from the bus stop to the intersection. It is estimated there are five (5) existing bus stop locations. The location of bus stops will be discussed with Pace prior to design. The proposed bus stop improvements, including bus shelter pads, will be shown on 1"=5' scale plan sheets. Bus shelters will not be included in the scope of work.

The CONSULTANT will depict the project limits on 1"=20' scale plan sheets, with proposed geometrics and right-of-way lines. It is anticipated that five (5) total plan sheets at 1"=20' scale will be required for the preferred improvement. The resurfacing limits on Commons Dr. are from McCoy Dr. to New York St. It is anticipated to match the pavement joint at the radius return south of McCoy Dr. to the pavement joint just south of New York St. The limits of the anticipated shared-use path are McCoy Dr. from Commons Dr. to Venuti Dr.

Two existing and two proposed typical sections will be developed that show the milling and resurfacing with existing pavement structure and typical sidewalk / shared-use path.

Cross sections for the shared-use path limits will be displayed on sheets to determine construction limits and right-of-way needs. Detailed profile and alignment information will be completed during Phase II.

The CONSULTANT will analyze up to two (2) different intersection geometric alternatives for the intersection of McCoy Dr and Merriam Dr. Alternatives may include lane configuration modifications or

lane widening at the intersection. 1"=20' plan sheets of the alternatives will be provided for consideration. An abbreviated lighting assessment will be performed for intersection alternatives that modify the crosswalk and median locations.

Traffic signals will be designed to avoid existing utilities and allow the existing traffic signals to remain in operation until the new signals are installed. Preliminary traffic signal layouts will be completed at the following intersections:

- McCoy Dr. at Commons Dr.
- McCoy Dr. at Merriam Dr.
- McCoy Dr. at Venuti Dr.
- Commons Dr. at Raintree Rd.

No widening of McCoy Dr., Commons Dr. or the sideroads is anticipated as part of the improvements. Radius improvements for truck turns are anticipated as part of the scope of work. Truck turning templates will be performed at each of the four intersections to determine if other improvements are needed to accommodate the design vehicle.

The CONSULTANT will prepare an IDS for the following intersections:

- McCoy Dr. at Commons Dr.

The Intersection Design Study will include intersection geometry, capacity analysis results, traffic signal phasing diagrams, proposed traffic signal equipment, existing traffic volumes, truck turn templates, and design exceptions, if needed.

The CONSULTANT will determine right-of-way impacts in this task. The CONSULTANT will draft and coordinate the ROW requirements with property owner exhibits for up to 10 parcels.

The CONSULTANT will prepare the preliminary cost estimate that will be prepared for the draft project report and updated for the final report.

#### Public Involvement

The public involvement scope of work includes the following:

- Draft ROW letters, compile property owner exhibits, and send via certified mail for up to 16 parcels.
- Prepare and attend one in-person public meeting.
  - The CITY will provide the mailing lists and coordinate advertising.
  - The CONSULTANT will develop the invitation, postcards, meeting handout, display exhibits, and audio / visual presentation.
  - The CITY will host the public information meeting.
- The CONSULTANT will prepare a public meeting disposition of comments, prepare response newsletter and/or draft response letters.

City of Aurora  
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- The CONSULTANT will provide a public information meeting summary.
- The CONSULTANT will provide information needed for a city hosted website.

#### Project Development Report

The CONSULTANT will compile exhibits, maps, tables, supplemental documents, and appendices. The CONSULTANT will prepare the Draft Project Development Report (PDR) utilizing form BLR 22210. The CONSULTANT will submit the following documents:

- Provide electronic copy of the Draft PDR to CITY for review. The CONSULTANT will revise the Draft PDR per CITY comments.
- One paper copy of the revised Draft PDR to IDOT BLR&S.
- Address IDOT Draft PDR comments and prepare Final PDR.
- One electronic PDF of the Final PDR to IDOT BLR&S.
- One electronic PDF of the Final PDR to CITY.

The cost for developing the PDR will include assembling all required documents, printing, binding, and delivering the reports.

#### Meetings and Coordination

The CONSULTANT anticipates the following meetings for this project:

- Two progress review CITY meetings
  - Progress meetings are expected to be conducted via Microsoft Teams
- One IDOT meeting (kickoff)
  - Kickoff meeting anticipated to be virtual WebEx
- One FHWA/BDE meeting
  - Coordination meeting anticipated to be virtual WebEx
- One Pace Suburban Bus Meeting
  - Coordination via Microsoft Teams.
  - Purpose of meeting is to review project limits and scope of work to determine necessary improvements on the corridor for current and future Pace service. Also to discuss route circulation and alternatives during construction.
- Two Fox Valley Mall Meetings
  - Coordination via Microsoft Teams.
  - Discuss alternatives.
- Four internal coordination meetings
  - Internal coordination meetings will be conducted via Microsoft Teams

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The CONSULTANT will coordinate and schedule meetings, prepare meeting agendas / relevant exhibits, attend all meetings, prepare meeting minutes, and perform required follow-up to the meetings. As part of the design development process, the CONSULTANT will hold internal coordination meetings with all pertinent team members and subconsultants on an as needed basis. These meetings are necessary to ensure the project budget and schedule stay on track. Discussions at the meetings will include the following topics: individual task progress, critical and open issues, coordination between pertinent disciplines, early identification of issues that could negatively affect project schedules and/or budgets, and issues related to deliverable dates.

The CITY will coordinate with the Fire Department for relocating or replacing EVP equipment.

Administration and Management

The CONSULTANT will perform project management and administration, including project setup, staff scheduling, progress monitoring, monthly invoice, and progress reports.

QA/QC

The CONSULTANT shall implement their QA/QC policy.

**The following are items that are excluded from the Phase I scope:**

- Systems Engineering Report
- Detailed Sign Survey / Inventory
- Signal Coordination and Timing (SCAT) Plan
- Drainage or hydraulic studies
- Pavement Design (Phase II)
- Workzone Traffic Analysis (Non-Significant Route)
- Soil sampling (Phase II)

City of Aurora  
 Fox Valley Mall Signals  
 Phase I Study  
 Work-hour and Direct Cost Estimate

TASK & DESCRIPTION	WORK HOURS	DIRECT COST	Comments
<b>1 Data Collection and Evaluation</b>			
Data Collection Online- ADT on IDOT website, Land Use, Zoning, School, Park, Fire and Sanitary Districts, etc.	8		
Review and Analyze Data from the City  Microfilm, Traffic Counts, Existing R.O.W., Utility Plans, Planned Development, Traffic Impacts Studies, Bicycle and other information from CMAP and locals, etc.	20		
Traffic Volume Data Collection	72	\$490.00	includes processing time for traffic counts and costs for shipping data collection cameras
Develop GIS collector data / maps for use in data collection	16		
Field trips to area 2 trips x 8 hours/trip x 3 persons	48	\$186.60	Mileage (64 miles / trip) + Tolls
GIS Processing and Evaluation, incorporate field data into CADD	12		
SUBTOTALS =	<b>176</b>	<b>\$676.60</b>	
<b>2 Topographic Survey and Aerial Imagery</b>			
Subconsultant Coordination			
Coordination / meeting for utility locates and topographic survey	4		
Incorporate utility SUE Level B into CAD, review topo and utility base files	8		
SUBTOTALS =	<b>12</b>	<b>\$0.00</b>	
<b>3 Environmental Studies</b>			
Environmental Survey Request	40		
Wetland Delineations	0		N/A
Tree tabulation and evaluation (Station, Offset, Diameter, Remove/ Remain)	8		Potential tree removal based on alts
SUBTOTALS =	<b>48</b>	<b>\$0.00</b>	
<b>4 Crash and Safety Analysis</b>			
Review crash data and tabulate (For 5 years of data) 8 hrs / intersection x 4 intersection	32		
Write analysis- includes counter measures and expected reduction per HSM 6 hrs / location x 4 locations	24		
Narrative	12		
SUBTOTALS =	<b>68</b>	<b>\$0.00</b>	
<b>5 Intersection Screening Analysis</b>			
Alternatives Analysis (McCoy/Merriam and McCoy/Venuti only)			
CAP-X	8		
SPICE	12		
Recommendations memo with concept aerials	24		
SUBTOTALS =	<b>44</b>	<b>\$0.00</b>	
<b>6 Capacity Analysis</b>			
Traffic Volume Development / Trip Generation			
Develop volumes for construction year and future year	12		
Capacity Analysis 12 hrs / model x 3 peak period x 4 models (existing+two alternatives+future)	144		
Weekday AM / PM, Weekend			
Concept of Operations Report - summarizes the alternatives considered w recommendations	24		
SUBTOTALS =	<b>180</b>	<b>\$0.00</b>	

City of Aurora  
 Fox Valley Mall Signals  
 Phase I Study  
 Work-hour and Direct Cost Estimate

TASK & DESCRIPTION	WORK HOURS	DIRECT COST	Comments
<b>7 Geometric Studies</b>			
Determine Facility Deficiencies	8		
ADA Ramp Design - 32 corners at 4 hrs / corner	128		
Bus Stop Design - 5 stops at 4 hrs / stop	20		
Project length = 6,000 feet. One 1" = 20' plan sheet = 1,200'. 6,000'/1,200' = 5 sheets. 5 Sheets x 20 WH/sheet	100		Hours / sheet reduced due to limited scope of work in sections of the project
Typical Sections _4_typical cross-sections x _4_WH/section	16		2 EX and 2 PR
Sidewalk/Shared-Use Path - North side on McCoy Dr from Commons Dr to Venuti Dr Approx. 2600' Cross sections every 100' + entrances = 26 sections x 2 hrs / section	52		
Alternative Intersection Geometrics			
Effort to develop geometrics if alternative intersection type is selected	32		McCoy Dr. at Merriam Dr.
Abbreviated lighting assessment for alternative intersection layout	16		McCoy Dr. at Merriam Dr.
Traffic Signal Preliminary Layout (8 hrs / intersection x 4 intersections)	32		
Intersection Design Study (traffic analysis, signal phasing, truck templates, etc.) _1_Intersections at _60_WH/Intersection	60		McCoy Dr at Commons Dr
Truck Templates _4_Intersections at _12_WH/Intersection	48		McCoy Dr at Commons, Merriam, Venuti & Commons Dr at Raintree
Plot Proposed R.O.W. Line (including stations and offsets for all break points)	12		
Property Owner Exhibits (Up to 10 parcels)	20		
Develop and update preliminary construction cost estimate	24		
SUBTOTALS =	<b>568</b>	<b>\$0.00</b>	
<b>8 Public Involvement</b>			
City to Provide Mailing List			
Prepare ROW letters on City letterhead - Up to 10 parcels	12	\$209.00	Certified Mail
Public Meeting Location - City Provided			City hosted at Fire Station #8
Preparation of Public Meeting/Hearing materials			
Postcards	12	\$425.00	Printing and mailing costs
Advertisement	8	\$500.00	Newspaper Ad expense (2 @ \$250 ea)
Display exhibits	72	\$1,000.00	Full size boards and strip map
Audio/visual presentation	N/A		
Court Reporter	N/A		
Attendance at dry run for Public Meeting	N/A		
Attendance at Public Meeting _3_people x _6_hours	18	\$95.60	Mileage (64 miles/trip)+Tolls
Compile comments and write summary of Public Meeting	20		
Preparation of newsletter and/or draft response letters	20		
Website Content Coordination	4		
Content will be based on display exhibits created for public meeting			
SUBTOTALS =	<b>166</b>	<b>\$2,229.60</b>	
<b>9 Project Development Report</b>			
Compile exhibits, correspondence/documentation, and supplements	12		
Write report, proofread, and edit	48		
Combine Project Report into Portable Document Format (PDF)	4	\$250.00	Printing / shipping cost
Incorporate Public Meeting information	8		
Address comments from draft report and revise exhibits	24		
Revise PDF of Project Report, recognize text and provide bookmarks	8		
SUBTOTALS =	<b>104</b>	<b>\$250.00</b>	

City of Aurora  
 Fox Valley Mall Signals  
 Phase I Study  
 Work-hour and Direct Cost Estimate

TASK & DESCRIPTION	WORK HOURS	DIRECT COST	Comments
<b>10 Meetings and Coordination</b>			
City Meetings  2 meetings x 2 people x 1 hrs (Teams) + 4 hrs prep + 2 hrs meeting minutes	10		
IDOT Kickoff Meeting  1 meeting x 2 people x 1 hrs (Teams) + 4 hrs prep + 2 hrs meeting minutes	10		
BDE/FHWA meeting  1 meeting x 2 people x 1 hrs (Teams) + 8 hrs prep + 4 hrs meeting minutes	14		
Pace Bus Meetings  1 meeting x 2 people x 1 hrs (Teams) + 4 hrs prep + 2 hrs meeting minutes	8		
Fox Valley Mall Meetings  1 meeting x 2 people x 1 hrs (Teams) + 4 hrs prep + 2 hrs meeting minutes	8		
Internal Coordination Meeting  4 meetings x 4 people x 1 hour	16		
Aurora Fire Department Coordination			
City to coordinate	N/A		
	SUBTOTALS =	<b>66</b>	<b>\$0.00</b>
<b>11 Administration and Management</b>			
Project Setup	8		
Administration (4 hrs / month x 18 months)	72		
	SUBTOTALS =	<b>80</b>	<b>\$0.00</b>
<b>12 QA/QC</b>			
Review of milestone submittals (3% of above tasks)	46		
	SUBTOTALS =	<b>46</b>	<b>\$0.00</b>
	TOTAL =	<b>1558</b>	<b>\$3,156.20</b>



# ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554  
Ph: 630.466.6700 • Fx: 630.466.6701  
[www.eeiweb.com](http://www.eeiweb.com)

Date: December 15, 2025

Mr. Tyler Grau P.E.  
Principal Transportation Engineer  
Stanley Consultants  
8501 W. Higgins Road, Ste 730  
Chicago, IL 60631

Dear Mr. Grau

EEI looks forward to working with Stanley Consultants on the Various Phase I & II Studies, Fox Valley Mall Signals project. Attached are the following Exhibits:

Exhibit A: Scope of Services

Exhibit D: Compensation

ENGINEERING ENTERPRISES, INC.

A handwritten signature in black ink, appearing to read 'Mark G. Scheller'.

Mark G. Scheller, P.L.S.  
Senior Project Manager

## **EXHIBIT A**

### **City of Aurora QBS 25-195 Phase I and II Studies (Fox Valley Mall Signals) Survey Scope of Work**

#### **QUALITY ASSURANCE**

Provide experienced field personnel under the supervision and direction of a Professional Land Surveyor with minimum of 20 years of experience in charge of surveys for projects similar in nature to that required by this Contract. All work shall be performed under the supervision of a surveyor currently licensed in the State of Illinois.

EEI's Quality Control/Quality Assurance (QA/QC) Document will be used to ensure the survey standards and accuracies are maintained throughout the project

#### **PROPERTY ACCESS**

EEI will readily access public ROW areas unless an access or survey permit is needed (railroads). The client requesting a survey is responsible for determining the survey permitting requirements of a particulate site. Once determined, the client will coordinate efforts to obtain the necessary permits before the start of surveying.

#### **TOPOGRAPHIC SURVEY REQUIREMENTS**

Perform a topographic survey of the referenced locations. The resulting map will depict one-foot contour intervals and shall contain the following items:

The locations of visible improvements and features in said areas to include existing buildings, foundations, walls, fences, tree lines, bushes, curbs, curb cuts, roadways, driveways, steps, ramps, walks, light poles, utility poles, encroachments, the water's edge of creeks and ponds, storm sewer manholes, sanitary sewer manholes, water valves, hydrants, pedestals for electric, telephone and cable television, traffic signal bases, handholds, cabinets and other visible improvements. Rim and Invert elevations will be provided for storm and sanitary sewers, if accessible. Top of water main elevations will be provided at the valve vaults.

EEI will use its best professional judgment to determine the direction of underground pipes and connections between manholes. However, EEI shall not be responsible for the accuracy of location and elevation of underground utility pipes between structures.

Trees 4-inch diameter & larger will be located along with the estimated tree diameter. The trees will be identified as deciduous or coniferous and not by species name.

For storm or sanitary sewer pipes extending beyond the survey/property line, the location of the first manhole or drain inlet with information of type, size of pipes, and invert elevations will be given, if determinable.

Locations of above ground utility lines will be based upon surface structures. For any underground public utilities to be shown on the survey, Stanley Consultants will hire a utility consultant that will field mark the underground utilities at the signalized intersections. We will attempt to coordinate with utility consultant to meet them in the field on the day they are performing the utility locate. Once the utilities have been marked our field crews will then locate the markings and we will show them on the topographic survey.

*EEI is not responsible for the accuracy, validity, or completeness of any underground utility locates.*

EEI will typically produce the Topographic Surveys within 4-6 weeks from the time authorization to proceed has been given.

#### BENCHMARKS:

Establish two (2) benchmarks, indicating locations (northing and easting), and show elevations on the plan.

#### SITE DRONE FLIGHT

EEI will perform a limited corridor drone flight to obtain aerial photos of specific areas. All flights are subject to airspace restrictions and altitude limitations dictated by the Federal Aviation Administration (FAA) and Part 107 operating limitations for small-unmanned aircraft. EEI will gain airspace authorization when needed and notify local jurisdictions when necessary.

#### PLAT OF HIGHWAY

Once all the title commitments have been received, EEI will perform the necessary field measurements, calculations and drafting services to create a survey of the existing right of way and boundary lines using the information provided in the title commitments to be used to produce a plat of highways consisting of no more than 10 overall parcels, to include no more than a total of 10 right-of-way acquisitions and temporary easements. EEI will locate and show the necessary private improvements within 20 feet of the proposed acquisitions, all buildings on the property within 100 feet of the acquisitions. EEI will perform the necessary boundary survey to establish the right of way and property lines along the area shaded in red on the attached aerial imagery.

## SURVEY ACCURACY

Project surveying for topographic features will be under the direct supervision of a licensed surveyor (State of Illinois), using the survey control points set up for the project by EEI or its subconsultant. The following topographic accuracy criteria outline in the IDOT Survey Manual will be used for this project.

- 1) Planimetric Hard Surface Features: within 0.04-ft horizontal and 0.04-ft elevation.
- 2) Cross-Section Ground: 0.4-ft horizontal and 0.1-ft elevation.
- 3) Topographic Contours: 0.5-ft horizontal and 0.5-ft elevation.
- 4) Real-Time Kinematic (RTK) Survey Control: Level 1 Precision, typically <0.07-ft Horizontally and <0.13-ft Vertically.

The following criteria outline the planimetric topography coordinate system and datum.

- 1) Horizontal: Illinois State Plane Coordinate System, East Zone NAD83 (2011).
- 2) Vertical: NAVD88.
- 3) Units: U.S. Survey Feet

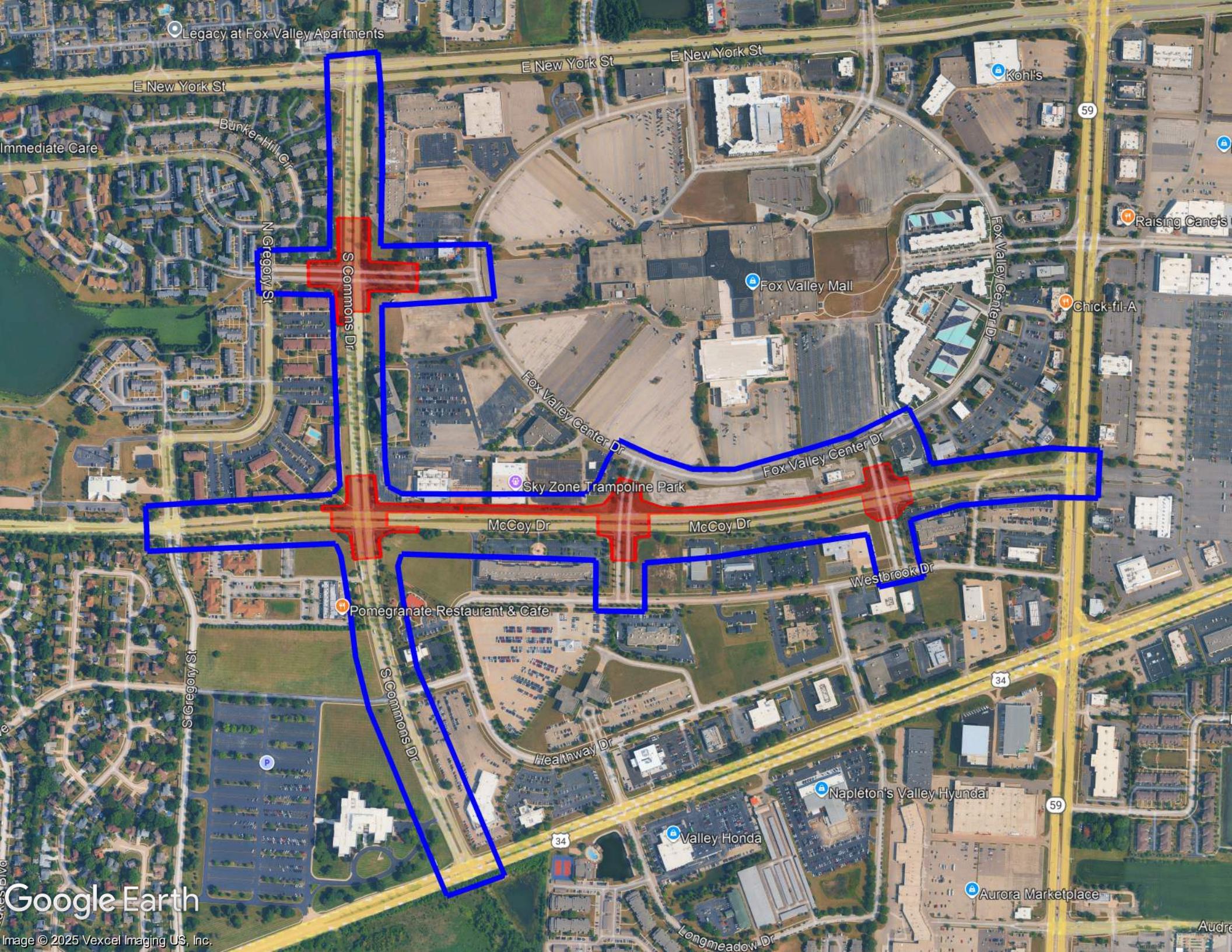
## SURVEY LOCATIONS

The sites to be surveyed are as follows:

- 1) McCoy Drive and S. Commons Dr. drone flight: The corridor for the drone flight for aerial imagery will be along the area outlined in blue on the attached aerial imagery.
- 2) Intersection traffic signal modernization topographic survey. We will locate all improvements that are visible at the time of the survey in the area shaded in red on the attached aerial imagery.
- 3) Plat of Highways. We will establish the right of way and adjacent property lines and create a plat of highways along the area shaded in red on the attached aerial imagery.

## DELIVERABLES

- 1) Plat of Highways
- 2) Topographic survey drawing using Bentley OpenRoads Designer Connect Edition Update 10, 2022 Release 3(.dgn file).
- 3) Point Files will be in (Point,North,East,Elevation,Code,Note) format. .



December 18, 2025

Mr. Tyler Grau, P.E.  
Traffic Engineering Department Manager  
Stanley Consultants  
8501 W. Higgins Road  
Suite 730  
Chicago, Illinois 60631

Re: Scope and Fee for Subsurface Utility Engineering at various intersections around the Aurora Fox Valley Mall – COA  
HBK Engineering, LLC

Dear Mr. Grau,

HBK Engineering, LLC, is pleased to present this proposal to Stanley Consultants. This proposal for Subsurface Utility Engineering (SUE) work centering around intersection improvements around the Aurora Fox Valley Mall in DuPage County. This project will require data analysis and collection, SUE utility designation, utility data base map drafting, and utility coordination.

The total proposal cost estimate is \$15,724.00. HBK's scope and fees for the project are broken into two (2) components, as follows:

HBK Labor Cost

Pricing Total: \$14,734.00

Direct Cost (including vehicle days)

Pricing Total: \$990.00

HBK appreciates the opportunity to assist Stanley Consultants on this project. Please contact me if there are questions or if you need additional information. Upon acceptance of this proposal, HBK Engineering will provide a Professional Services Agreement for execution with Stanley Consultants.

Sincerely,



Sarah Sager, PMP  
Senior Project Manager

Attachments:

- COA-Stanley Consultants\_Aurora Fox Valley Mall SUE\_HBK SOW Rev 3 - 2025.12.18.pdf
- COA-Stanley Consultants\_Aurora Fox Valley Mall SUE\_HBK Fee Estimate Rev 3 - 2025.12.18.pdf
- COA-Stanley Consultants\_Aurora Fox Valley Mall SUE\_Project Limits Exhibit Rev 3 - 2025.12.18.pdf

cc: Lance Niemerg, Ian Gagnon, PE, and Bethany Turk, PE

(COA-Stanley Consultants\_Aurora Fox Valley Mall SUE\_HBK Cover Letter Rev 3 - 2025.12.18.doc)



CALIFORNIA, COLORADO, FLORIDA, ILLINOIS, INDIANA, IOWA, MARYLAND, PENNSYLVANIA, TEXAS



WWW.HBKENGINEERING.COM

## COA – Aurora Fox Valley Mall SUE – DuPage County

At the request of Stanley Consultants (Consultant), **HBK Engineering, LLC (HBK)** has prepared a scope of services for utility coordination, design and conflict review, logging of specifications of existing facilities, and utility relocation cost estimates for the Aurora Fox Valley Mall intersection improvements in DuPage County. A manhour and fee estimate for this project is also attached.

### **Project Limits**

The project limits and all work will occur in and regarding the project area along McCoy Drive from South Gregory Street to South Route 59 and along South Commons Drive from Ogden Avenue to East New York Street.

All work for this project will be completed by HBK, as a subconsultant to Stanley Consultants.

### **Project Tasks**

Based on the expectation that utility conflicts are likely to be a substantial challenge with respect to design and construction of the proposed improvements, a separate Subsurface Utility Engineering (SUE) evaluation will be completed for the project by HBK. The information gathered by HBK will be incorporated into the project plans as appropriate. All work will be performed within the following tasks.

#### **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/agencies found to have facilities located within the vicinity of the project limits through a JULIE Design Stage Information Request. HBK will also coordinate with the Consultant to obtain any information available, including area utility companies and contact information. A request will be made for these utilities to provide any available maps of existing facilities. HBK will provide copies of the atlases obtained to the Consultant upon completion of all relevant work.

#### **Utility Designation and Survey**

Descriptions of SUE quality levels are derived from the American Society of Civil Engineers (ASCE) Standard 38-22, *Standard Guideline for Investigating and Documenting Existing Utilities*. There are four recognized quality levels of underground utility information ranging from Quality Level QL-D (the lowest level) to Quality Level QL-A (the highest level).

HBK will perform SUE Quality Level B designation of any utility facilities located within the project limits. Quality Level D information will be obtained from the utility company atlases, JULIE requests, and other reliable sources. Qualified HBK staff will perform Level B designation of underground utilities within the project limits.

HBK will survey the designated utilities utilizing state plane coordinates. HBK will survey all designated and, if applicable, potholed utilities utilizing GPS equipment. It is assumed that the coordinates or field information will be on Illinois State Plane East, NAD83 (2011).

It is assumed that either the Consultant has benchmarks available in the vicinity of the project or that HBK will be allowed to establish vertical control (NAVD88) utilizing GPS or the nearest NGS vertical monuments will be used. Consultant will provide the benchmark(s) and control data for HBK's use in its data collection.

Survey will include existing visible utility structures, including telecommunication, gas, electric, watermain, and other utilities noted previously found within the project limits.



### Utility Data Base Mapping

HBK will compile all the above information into one base map MicroStation drawing suitable for plotting at 1"=20' scale that is representative of existing utility locations for use in all 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.

HBK will coordinate with the roadway designer 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 Review and Coordination

As part of this scope, HBK will complete a conflict analysis between the existing utility location information and the proposed preliminary intersection improvement plan set to identify potential utility conflicts. HBK will review preliminary designs 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.

### Assumptions/Exclusions

- Quality Level A locates (potholing) is NOT included in this proposal to the Consultant. HBK can provide an hour and fee estimate to perform Quality Level A locates (potholing or otherwise exposing buried utilities) for existing utilities in the vicinity of the improvements (to be recommended by HBK and concurred by the Consultant), if requested.
- Permitting fees are NOT included as an estimate in this proposal and, if assessed, shall be considered a pass-through cost.
- SUE Level B designation and utility base mapping DOES NOT include sanitary or storm sewers.
- All fees within this proposal are based on the project timeline provided.
- HBK will NOT review utility relocation plans and utility permit submittals.

End of Document

12/12/2025

**SCOPE OF WORK**  
**Phase I Engineering Services**  
**Environmental Screening for**  
**Fox Valley Mall Traffic Signal Modernization**  
**Aurora, Illinois**

This project is located along Commons Drive and McCoy Drive within the City of Aurora (DuPage County). The project consists of the modernization of 4 traffic signals (Commons/Raintree, Commons/McCoy, McCoy/Merriam, & McCoy/Venuti), the resurfacing of Commons Dr from McCoy Dr to New York St and construction of shared use path north of McCoy Drive.

**SCOPE OF WORK**

***Environmental Investigation***

During Phase I Engineering, site reconnaissance and review of historical information such as federal, state and local databases will be performed to identify potentially impacted properties within and adjacent to the Right of Way (ROW) and to identify potentially impacted properties and contaminants of concern. These findings will be summarized and report will be presented with recommendations for environmental sampling and analytical testing during Phase II Engineering. The limits of environmental review are presented on the attached exhibit.

**COST ESTIMATE**

The cost to provide the above-mentioned Phase I Engineering services is provided in the attached CECS. Geotechnical investigation and Environmental analytical testing will be performed during Phase II Engineering and a separate estimate will be provided for Phase II Engineering services.

**SCHEDULE**

Fieldwork could be started within two weeks of receiving authorization to proceed. We anticipate the field work and report to be completed in three weeks after receiving authorization to proceed.

## **Exhibit B - Project Schedule**

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	Stanley Consultants, Inc.	Kane	25-00377-00-TL

**EXHIBIT B**  
**PROJECT SCHEDULE**

Project Start: February 2026

Data Collection: February 2026 - April 2026

Traffic and Safety Studies: March 2026 - May 2026

Geometry / ADA Design: June 2026 - August 2026

IDOT Kickoff Meeting: September 2026

Environmental Studies: September 2026 - March 2027

FHWA / BDE Meeting: November 2026

Public Information Meeting: December 2026

Draft Project Development Report (PDR) to City: January 2027

Draft PDR to IDOT BLRS: March 2027

Final PDR to IDOT BLRS: June 2027

Design Approval: July 2027

**Exhibit C -  
Qualifications Based Selection  
(QBS) Checklist**

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	Stanley Consultants, Inc.	Kane	25-00377-00-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: 09/26/25

Method(s) used for advertisement and dates of advertisement

Advertised on the City's website 9/9/2025. The City also has an email / text signup system to receive a notification when new postings are added.

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

Consultant Experience	30%
Staff Capabilities	25%
Technical Approach	30%
Schedule	15%

8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
---	---	--------------------------	-------------------------------------

Selection committee (titles) for this project

City Traffic Engineer, Professional Engineer I, Professional Engineer I

Top three consultants ranked for this project in order

1	Stanley Consultants, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Kimley-Horn and Associates, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	HR Green, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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 type="checkbox"/>	<input checked="" type="checkbox"/>

**Exhibit D -  
Cost Estimate of Consultant  
Services  
(BLR 05513 or BLR 05514)**



**Local Public Agency**

Aurora

**County**

DuPage

**Section Number**

25-00377-00-TL

**Prime Consultant (Firm) Name**

Stanley Consultants, Inc.

**Prepared By**

Tyler Grau

**Date**

12/19/2025

**Consultant / Subconsultant Name**

Stanley Consultants, Inc.

**Job Number**

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

**Remarks**

**PAYROLL ESCALATION TABLE**

CONTRACT TERM	18	MONTHS
START DATE	2/2/2026	
RAISE DATE	4/1/2026	
END DATE	8/1/2027	

OVERHEAD RATE	187.42%
COMPLEXITY FACTOR	0
% OF RAISE	3.00%

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	2/2/2026	4/1/2026	2	11.11%
1	4/2/2026	4/1/2027	12	68.67%
2	4/2/2027	8/1/2027	4	23.58%

The total escalation = 3.35%

Local Public Agency	County	Section Number
Aurora	DuPage	25-00377-00-TL
Consultant / Subconsultant Name	Job Number	
Stanley Consultants, Inc.		

## PAYROLL RATES

### EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	3.35%

**JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.**

CLASSIFICATION	IDOT AVG PAYROLL RATES ON FILE	CALCULATED RATE
Regional Manager	\$90.00	\$90.00
Client Services Manager	\$90.00	\$90.00
Department Manager	\$86.94	\$89.86
Principal Engineer	\$87.37	\$90.00
Senior Engineer	\$61.36	\$63.42
Senior Environmental Planner	\$70.67	\$73.04
Senior Environmental Scientist	\$58.00	\$59.94
Senior Transportation Planner	\$60.10	\$62.12
Engineer	\$55.71	\$57.58
Engineer-In-Training II	\$43.72	\$45.19
Engineer-In-Training I	\$36.60	\$37.83
Senior Resident Project Representative	\$71.71	\$74.11
Resident Project Representative	\$65.46	\$67.66
ECM Consultant	\$69.57	\$71.90
Specialist II	\$43.27	\$44.72
Senior Designer	\$57.45	\$59.38
GIS Coordinator	\$55.43	\$57.29
Senior Technician	\$46.00	\$47.54
Senior Administrative Assistant	\$34.28	\$35.43
Engineering Student Intern 4	\$26.00	\$26.87
Engineering Student Intern 3	\$25.00	\$25.84

Local Public Agency	County	Section Number
Aurora	DuPage	25-00377-00-TL
Consultant / Subconsultant Name	Job Number	
Stanley Consultants, Inc.		

## SUBCONSULTANTS

## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**Total** **31,127.00** **3,112.70**

**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**

DuPage

**Section Number**

25-00377-00-TL

**Consultant / Subconsultant Name**

Stanley Consultants, Inc.

**Job Number****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	586	\$0.70	\$410.20
Vehicle Owned or Leased (no mileage charge allowed)	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost	7	\$3.00	\$21.00
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)	3	\$200.00	\$600.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)	1	\$1,200.00	\$1,200.00
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)	1	\$925.00	\$925.00
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:**BLR \$3,156.20, 10/24/25)  
DIRECT COSTS

## Local Public Agency

## Aurora

## County

DuPage

## Section Number

25-00377-00-TL

**Consultant / Subconsultant Name**

Stanley Consultants, Inc.

---

**Job Number**

# **COST ESTIMATE WORKSHEET**

## **EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

**OVERHEAD RATE** 187.42%

**COMPLEXITY FACTOR**

Direct Costs total must equal total on Direct Costs tab

BLR 05514 (Rev. 10/24/25)

**Local Public Agency**

Aurora

**Consultant / Subconsultant Name**

Stanley Consultants, Inc.

**County**

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**Section Number**

25-00377-00-TL

**Job Number****AVERAGE HOURLY PROJECT RATES****EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET****SHEET 1 OF 3**

<b>PAYROLL CLASSIFICATION</b>	<b>AVG HOURLY RATES</b>	<b>TOTAL PROJ. RATES</b>			<b>Data Collection and Evaluation</b>			<b>Topographic Survey and Aerial</b>			<b>Environmental Studies</b>			<b>Crash and Safety Analysis</b>			<b>Intersection Screening Analysis</b>			
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	
Regional Manager	90.00	0.0																		
Client Services Manager	90.00	0.0																		
Department Manager	89.86	90.0	5.78%	5.19	8	4.55%	4.08													
Principal Engineer	90.00	112.0	7.19%	6.47										4	8.33%	7.50	4	5.88%	5.29	
Senior Engineer	63.42	182.0	11.68%	7.41	16	9.09%	5.77										12	17.65%	11.19	
Senior Environmental Planner	73.04	0.0																		
Senior Environmental Scientist	59.94	8.0	0.51%	0.31											8	16.67%	9.99			
Senior Transportation Planner	62.12	0.0																		
Engineer	57.58	256.0	16.43%	9.46	24	13.64%	7.85	4	33.33%	19.19	8	16.67%	9.60	16	23.53%	13.55	12	27.27%	15.70	
Engineer-In-Training II	45.19	148.0	9.50%	4.29				8	66.67%	30.12	12	25.00%	11.30							
Engineer-In-Training I	37.83	348.0	22.34%	8.45	64	36.36%	13.76				16	33.33%	12.61					20	45.45%	17.19
Senior Resident Project Representative	74.11	10.0	0.64%	0.48																
Resident Project Representative	67.66	0.0																		
ECM Consultant	71.90	0.0																		
Specialist II	44.72	254.0	16.30%	7.29	40	22.73%	10.16										36	52.94%	23.68	
Senior Designer	59.38	0.0																		
GIS Coordinator	57.29	24.0	1.54%	0.88	24	13.64%	7.81													
Senior Technician	47.54	94.0	6.03%	2.87																
Senior Administrative Assistant	35.43	32.0	2.05%	0.73																
Engineering Student Intern	26.87	0.0																		
Engineering Student Intern	25.84	0.0																		
		0.0																		
		0.0																		
		0.0																		
		0.0																		
		0.0																		
		0.0																		
<b>TOTALS</b>		1558.0	100%	\$53.82	176.0	100.00%	\$49.43	12.0	100%	\$49.32	48.0	100%	\$50.99	68.0	100%	\$53.71	44.0	100%	\$52.61	

**Local Public Agency**

Aurora

**County**

DuPage

**Section Number**

25-00377-00-TL

**Consultant / Subconsultant Name**

Stanley Consultants, Inc.

**Job Number**

**AVERAGE HOURLY PROJECT RATES**  
**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

**SHEET 2 OF 3**

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Capacity Analysis			Geometric Studies			Public Involvement			Project Development Report			Meetings and Coordination			Administration and Management			
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	
Regional Manager	90.00																			
Client Services Manager	90.00																			
Department Manager	89.86																	72	90.00%	80.87
Principal Engineer	90.00	8	4.44%	4.00	24	4.23%	3.80	24	14.46%	13.01	8	7.69%	6.92	20	30.30%	27.27				
Senior Engineer	63.42	24	13.33%	8.46	64	11.27%	7.15	20	12.05%	7.64	8	7.69%	4.88	20	30.30%	19.22				
Senior Environmental Planner	73.04																			
Senior Environmental Scientist	59.94																			
Senior Transportation Planner	62.12																			
Engineer	57.58	40	22.22%	12.80	80	14.08%	8.11	36	21.69%	12.49	16	15.38%	8.86	20	30.30%	17.45				
Engineer-In-Training II	45.19				128	22.54%	10.18													
Engineer-In-Training I	37.83	48	26.67%	10.09	132	23.24%	8.79	36	21.69%	8.20	32	30.77%	11.64							
Senior Resident Project Rep	74.11																			
Resident Project Representative	67.66																			
ECM Consultant	71.90																			
Specialist II	44.72	60	33.33%	14.91	80	14.08%	6.30				32	30.77%	13.76	6	9.09%	4.07				
Senior Designer	59.38																			
GIS Coordinator	57.29																			
Senior Technician	47.54				60	10.56%	5.02	34	20.48%	9.74										
Senior Administrative Assistant	35.43							16	9.64%	3.41	8	7.69%	2.73					8	10.00%	3.54
Engineering Student Intern 4	26.87																			
Engineering Student Intern 3	25.84																			
<b>TOTALS</b>		180.0	100%	\$50.25	568.0	100%	\$49.35	166.0	100%	\$54.50	104.0	100%	\$48.78	66.0	100%	\$68.00	80.0	100%	\$84.41	

## Local Public Agency

## Aurora

**Consultant / Subconsultant Name**

Stanley Consultants, Inc.

## County

DuPage

## Section Number

25-00377-00-TL

---

**Job Number**

## **AVERAGE HOURLY PROJECT RATES**

### **EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

SHEET 3 OF 3



**Local Public Agency**

City of Aurora

**County**

Kane

**Section Number**

**Prime Consultant (Firm) Name**

Stanley Consultants

**Prepared By**

Mark Scheller

**Date**

12/15/2025

**Consultant / Subconsultant Name**

Engineering Enterprises, Inc.

**Job Number**

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

**Remarks**

**PAYROLL ESCALATION TABLE**

CONTRACT TERM	18	MONTHS
START DATE	2/2/2026	
RAISE DATE	1/31/2026	
END DATE	8/1/2027	

OVERHEAD RATE	176.13%
COMPLEXITY FACTOR	0
% OF RAISE	3.00%

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	2/2/2026	1/31/2026	0	0.00%
1	2/1/2026	1/31/2027	12	68.67%
2	2/1/2027	7/31/2027	6	35.36%

The total escalation = 4.03%

BLR 05514 (Rev. 10/24/25)  
ESCALATION

Local Public Agency	County	Section Number
City of Aurora	Kane	
Consultant / Subconsultant Name		Job Number
Engineering Enterprises, Inc.		

## **PAYROLL RATES**

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

<b>MAXIMUM PAYROLL RATE</b>	90.00
<b>ESCALATION FACTOR</b>	4.03%

**JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.**

Local Public Agency	County	Section Number
City of Aurora	Kane	
Consultant / Subconsultant Name	Job Number	
Engineering Enterprises, Inc.		

## SUBCONSULTANTS

## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**Total** **0.00** **0.00**

**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

**Section Number****Consultant / Subconsultant Name**

Engineering Enterprises, Inc.

**Job Number****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	16	\$90.00	\$1,440.00
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
Title Commitments	Actual Cost	10	\$800.00	\$8,000.00
				\$0.00
				\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$9,440.00</b>

## Local Public Agency

City of Aurora

### **Consultant / Subconsultant Name**

Engineering Enterprises, Inc.

## County

Kane

## Section Number

**Job Number**

## COST ESTIMATE WORKSHEET

**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

## OVERHEAD RATE

176.13%

## COMPLEXITY FACTOR

0

## Local Public Agency

## City of Aurora

**Consultant / Subconsultant Name**

Engineering Enterprises, Inc.

## County

Kane

## Section Number

---

**Job Number**

**AVERAGE HOURLY PROJECT RATES**  
**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

SHEET 1 OF 3

**Local Public Agency**

City of Aurora

**County**

Kane

**Section Number****Consultant / Subconsultant Name**

Engineering Enterprises, Inc.

**Job Number****AVERAGE HOURLY PROJECT RATES****EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**SHEET 2 OF 3

<b>PAYROLL</b>	<b>AVG HOURLY RATES</b>	Measure Inverts			Drone Flight			Process Drone Flight			QC/QA			Records Research			Administration and Project Management		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
E-2 Senior Project Manager	82.90										8	100.00%	82.90				30	100.00%	82.90
E-1 Project Manager	64.59													9	100.00%	64.59			
T-6 Senior Project Technician	53.69	9	50.00%	26.84	6	100.00%	53.69	3	100.00%	53.69									
P-4 Project Surveyor	40.90	9	50.00%	20.45															
T-3 Senior Technician	37.02																		
A-3 Administrative Assistant	36.20																		
<b>TOTALS</b>		18.0	100%	\$47.30	6.0	100%	\$53.69	3.0	100%	\$53.69	8.0	100%	\$82.90	9.0	100%	\$64.59	30.0	100%	\$82.90

## Local Public Agency

## City of Aurora

## Consultant / Subconsultant Name

Engineering Enterprises, Inc.

## County

Kane

## Section Number

## Job Number

## **AVERAGE HOURLY PROJECT RATES**

**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

SHEET 3 OF 3



Illinois Department  
of Transportation

EXHIBIT D

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET  
ANNIVERSARY RAISE

**Local Public Agency**

City of Aurora

**County**

DuPage County

**Section Number**

**Prime Consultant (Firm) Name**

Stanley Consultants

**Prepared By**

Sarah Sager

**Date**

12/18/2025

**Consultant / Subconsultant Name**

HBK Engineering, LLC

**Job Number**

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

**Remarks**

**PAYROLL ESCALATION TABLE**

CONTRACT TERM	18	MONTHS
START DATE	2/2/2026	
RAISE DATE	ANNIVERSARY	

OVERHEAD RATE	104.02%
COMPLEXITY FACTOR	
% OF RAISE	3.00%

**ESCALATION PER YEAR**

**DETERMINE THE MID POINT OF THE AGREEMENT**

9

**CALCULATE THE ESCALATION FACTOR TO THE MIDPOINT OF THE CONTRACT**

**2.25%**

The total escalation for this project would be:

**2.25%**

Local Public Agency	County	Section Number
City of Aurora	DuPage County	
Consultant / Subconsultant Name	Job Number	
HBK Engineering, LLC		

## PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET ANNIVERSARY RAISE

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	2.25%

**JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.**

CLASSIFICATION	IDOT AVG PAYROLL RATES ON FILE	CALCULATED RATE
Administrative	\$29.37	\$30.03
Analyst 1	\$29.14	\$29.80
Analyst 2	\$43.80	\$44.79
Associate 1	\$33.55	\$34.30
Associate 2	\$39.38	\$40.27
Associate 3	\$39.31	\$40.19
Designer 0	\$34.00	\$34.77
Designer 1	\$31.09	\$31.79
Designer 2	\$32.23	\$32.96
Designer 3	\$42.35	\$43.30
Engineer	\$42.68	\$43.64
Field Lead	\$39.69	\$40.58
Field Tech	\$26.37	\$26.96
Licensed Professional Surveyor	\$55.70	\$56.95
Licensed Structural Engineer	\$69.01	\$70.56
Locator 0	\$20.46	\$20.92
Locator 1	\$23.12	\$23.64
Locator 2	\$23.92	\$24.46
Locator 3	\$27.95	\$28.58
Permit Coordinator	\$30.50	\$31.19
Principal	\$86.12	\$88.06
Program Manager	\$78.16	\$79.92
Project Coordinator	\$35.23	\$36.02
Project Manager	\$48.53	\$49.62
Quality Manager	\$67.68	\$69.20
Senior Engineer	\$52.87	\$54.06
Senior Project Manager	\$60.43	\$61.79

Local Public Agency	County	Section Number
City of Aurora	DuPage County	
Consultant / Subconsultant Name	Job Number	
HBK Engineering, LLC		

## SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET ANNIVERSARY RAISE

**Total** **0.00** **0.00**

**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**

DuPage County

**Section Number****Consultant / Subconsultant Name**

HBK Engineering, LLC

**Job Number****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 ANNIVERSARY RAISE

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to the federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (up to the 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	11	\$90.00	\$990.00
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
<b>TOTAL DIRECT COSTS:</b>				<b>\$990.00</b>

## Local Public Agency

City of Aurora

**Consultant / Subconsultant Name**

HBK Engineering, LLC

## County

## DuPage County

## Section Number

**Job Number**

## **COST ESTIMATE WORKSHEET**

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET ANNIVERSARY RAISE

**OVERHEAD RATE** 104.02%

**COMPLEXITY FACTOR**

**Department use only**

**PR + OH = \$ 12,812.00**

**PR+OH+DC+FF = \$ 15,879.00**

**FF without Subconsultant DL= \$ 1,922.00**

**Local Public Agency**

City of Aurora

**Consultant / Subconsultant Name**

HBK Engineering, LLC

**County**

DuPage County

**Section Number****Job Number****AVERAGE HOURLY PROJECT RATES**

## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET ANNIVERSARY RAISE

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Research/JULIE Design Request			QL-B Designation			Basemapping			Preliminary Design Review and Coordination					
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Administrative	30.03	0.0																	
Analyst 1	29.80	0.0																	
Analyst 2	44.79	0.0																	
Associate 1	34.30	55.0	35.48%	12.17	1	6.67%	2.29	24	25.00%	8.58	20	74.07%	25.41	10	58.82%	20.18			
Associate 2	40.27	72.0	46.45%	18.70	10	66.67%	26.84	62	64.58%	26.01									
Associate 3	40.19	0.0																	
Designer 0	34.77	0.0																	
Designer 1	31.79	0.0																	
Designer 2	32.96	0.0																	
Designer 3	43.30	0.0																	
Engineer	43.64	10.0	6.45%	2.82	1	6.67%	2.91	1	1.04%	0.45	4	14.81%	6.47	4	23.53%	10.27			
Field Lead	40.58	6.0	3.87%	1.57				6	6.25%	2.54									
Field Tech	26.96	0.0																	
Licensed Professional Surveyor	56.95	0.0																	
Licensed Structural Engineer	70.56	0.0																	
Locator 0	20.92	0.0																	
Locator 1	23.64	0.0																	
Locator 2	24.46	0.0																	
Locator 3	28.58	0.0																	
Permit Coordinator	31.19	0.0																	
Principal	88.06	0.0																	
Program Manager	79.92	4.0	2.58%	2.06	1	6.67%	5.33	1	1.04%	0.83	1	3.70%	2.96	1	5.88%	4.70			
Project Coordinator	36.02	0.0																	
Project Manager	49.62	0.0																	
Quality Manager	69.20	0.0																	
Senior Engineer	54.06	0.0																	
Senior Project Manager	61.79	8.0	5.16%	3.19	2	13.33%	8.24	2	2.08%	1.29	2	7.41%	4.58	2	11.76%	7.27			
<b>TOTALS</b>		155.0	100%	\$40.51	15.0	100.00%	\$45.61	96.0	100%	\$39.69	27.0	100%	\$39.41	17.0	100%	\$42.42	0.0	0%	\$0.00

BLR 05513 (Rev. 10/24/25)

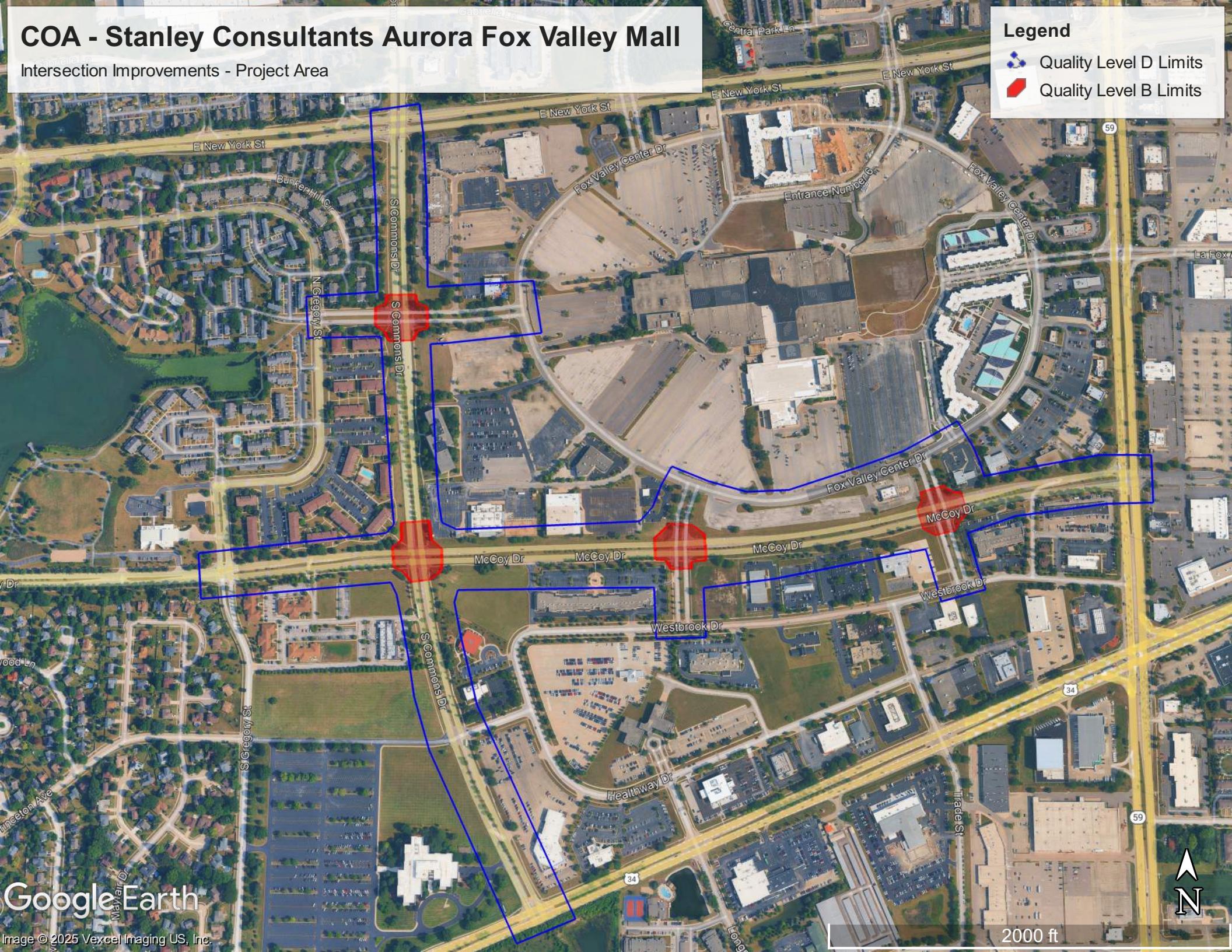
AVG 1

# COA - Stanley Consultants Aurora Fox Valley Mall

Intersection Improvements - Project Area

## Legend

- Quality Level D Limits
- Quality Level B Limits



**EXHIBIT D****COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET****FIXED RAISE****Local Public Agency**

City of Aurora

**County**

Will

**Section Number****Prime Consultant (Firm) Name**

Stanley Consultants, Inc.

**Prepared By**

Ashok Guntaka

**Date**

12/18/2025

**Consultant / Subconsultant Name**

INTERRA, Inc.

**Job Number**

25-195 Fox Valley Signals

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

**Remarks**

Phase I Engineering services: Environmental screening report.

**PAYROLL ESCALATION TABLE**

CONTRACT TERM	18	MONTHS
START DATE	2/2/2026	
RAISE DATE	1/1/2027	
END DATE	8/1/2027	

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

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	2/2/2026	1/1/2027	11	61.11%
1	1/2/2027	8/1/2027	7	40.06%

Local Public Agency	County	Section Number
City of Aurora	Will	
Consultant / Subconsultant Name		Job Number
INTERRA, Inc.		25-195 Fox Valley Signals

## **PAYROLL RATES**

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	1.17%

**JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.**

Local Public Agency

City of Aurora

Consultant / Subconsultant Name

INTERRA, Inc.

County

Will

Section Number

Job Number

25-195 Fox Valley Signals

**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	1	\$90.00	\$90.00
Vehicle Owned or Leased (no mileage charge allowed)	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
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
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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
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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
Drilling, Pavement Coring & Traffic Control	Actual Cost (see attached)			\$0.00
Environmental Historical Documents	Actual Cost	1	\$350.00	\$350.00
				\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$440.00</b>

## Local Public Agency

City of Aurora

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**Consultant / Subconsultant Name**

INTERRA, Inc.

## County

Will

## Section Number

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**Job Number**

## 25-195 Fox Valley Signals

## COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**OVERHEAD RATE** 128.30%

## COMPLEXITY FACTOR

## Local Public Agency

## City of Aurora

### **Consultant / Subconsultant Name**

## INTERRA, Inc.

## County

Will

## Section Number

**Job Number**

25-195 Fox Valley Signals

## **AVERAGE HOURLY PROJECT RATES**

### EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 1