



Local Public Agency Engineering Services Agreement

Using Federal Funds? Yes No

Agreement For: Agreement Type:

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Aurora	Kane	19-00331-00-SP	D-91-354-20
Project Number	Contact Name	Phone Number	Email
6G64(765)	Alex Nugent	(630) 256-3200	NugentA@aurora.il.us

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Farnsworth Avenue	FAP 0360	0.10 mi	
Location Termini			<input type="button" value="Add Location"/>
at Marshall Boulevard and Illinois Prairie Path			<input type="button" value="Remove Location"/>

Project Description
 Phase II Engineering for Highway Safety Improvement Program (HSIP) project to install barrier medians for pedestrian refuge islands to cross the north leg of the Farnsworth Ave/Marshall Blvd intersection and the Farnsworth Ave/Illinois Prairie Path crossing. Rapid Rectangular Flashing Beacons (RRFBs) will be installed at Marshall Blvd and modernized at the Illinois Prairie Path crossing.

Engineering Funding Federal MFT/TBP State Other

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
Civiltech Engineering, Inc.	Joseph J. Emry, P.E.	(630) 735-3955	jemry@civiltechinc.com
Address	City	State	Zip Code
Two Pierce Place, Suite 1400	Itasca	IL	60143

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

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

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

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

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 (CESCS) Worksheet (BLR 05513 or BLR 05514)
- Attachment E: Subconsultant Proposal
- _____
- _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of United States Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For 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 affix 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).
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.

3. 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.
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:

- Lump Sum
 Specific Rate
 Cost plus Fixed Fee:

Fixed

$$\text{Total Compensation} = \text{DL} + \text{DC} + \text{OH} + \text{FF}$$

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 $\text{FF} = (0.33 + R) \text{DL} + \% \text{SubDL}$, 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. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT: the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
 The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.
5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result

of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.

6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph e and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

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

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

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

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

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

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy of 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, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 12. For 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
Civiltech Engineering, Inc.	36-3606666	\$43,151.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Huff & Huff, Inc., a subsidiary of GZA	36-3044842	\$10,765.00
Subconsultant Total		\$10,765.00
Prime Consultant Total		\$43,151.00
Total for all work		\$53,916.00

AGREEMENT SIGNATURES

Executed by the LPA:

The of

Attest:

By (Signature & Date)

By (Signature & Date)

Name of Local Public Agency Local Public Agency Type Clerk

Title

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

By (Signature & Date)

By (Signature & Date)

Title

Title

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	Civiltech Engineering, Inc.	Kane	19-00331-00-SP

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

**EXHIBIT A
SCOPE OF SERVICES**

FOR FEDERAL PARTICIPATION PROJECTS

See Scope of Services attached.

EXHIBIT A

Scope of Services

Farnsworth Avenue at Marshall Boulevard and
Illinois Prairie Path Intersection Improvements
City of Aurora, Kane County, Illinois

I. Project Understanding

In 2019, the City of Aurora applied for and was awarded Highway Safety Improvement Program (HSIP) funding for the construction of pedestrian safety improvements on Farnsworth at the Illinois Prairie Path crossing and at the north leg of Marshall Boulevard. This proposal is to provide Phase II Design Engineering services related to the subject improvements.

Fatal pedestrian crashes have occurred at the intersection of Farnsworth Avenue at Marshall Boulevard in 2016 and 2011 along with several other serious injury crashes, and one serious bicyclist injury crash has occurred at the Illinois Prairie Path crossing. In 2017, the Illinois Department of Transportation conducted a statewide safety analysis that categorized local roadway intersections and segments in tiers based on their potential for safety improvements. That plan identified the intersection of Marshall Boulevard and Farnsworth Avenue as a critical intersection for the implementation of safety improvements. Phase I design of the proposed improvements has been completed with the intent to enhance pedestrian and cyclist safety by installing pedestrian refuge islands on Farnsworth at the Illinois Prairie Path crossing and at the north leg of Marshall Boulevard, in addition to Rectangular Rapid Flashing Beacon (RRFB) assemblies. There are no capacity or roadway geometric changes proposed and the roadway is proposed to be resurfaced after construction of the medians. No ROW or easements are anticipated as part of the project.

This project utilizes Federal funding and thus the engineering and construction must follow Federal-aid procedures, including the preparation of Phase I study and Phase II contract plans and specifications. A Project Development Report has been prepared and was approved by IDOT on November 9, 2022. The project must be processed through the Illinois Department of Transportation (IDOT) Bureau of Local Roads and Streets (BLRS). Since a portion of Phase II engineering is planned to be funded with federal funds, Phase II engineering cannot begin until Design Approval is received, however Section 1440 processing has been submitted to shorten the timeframe required for Agreement approval. The HSIP funds secured for this project originally needed to be authorized by September of 2022, however the City was able to secure a funding extension through a likely anticipated letting in or before November of 2023. Considering the timeframe of Design Approval and Engineering Agreement approval, this proposal includes a target letting of November 2023.

Following is a Scope of Services to perform Phase II engineering. A Cost Estimate of Consultant Services is provided in **Exhibit E**.

II. Scope of Services

A. Phase II Engineering

1. Data Collection and Early Coordination – This item includes the following tasks:

- a. Initial Meeting with City – We will hold a meeting with City staff to discuss the Phase I report, project schedule and request any outstanding or updated information from the City such as existing plans, record drawings or other project information including municipal utility atlases.
- b. Obtain/Update and Review Record Data - We will obtain and review available City data including, but not limited to, subdivision plans and plats, record plans, geotechnical reports, right-of-way data, aerial photography and contour mapping, sewer videos, other existing plans, and water and sewer system maps.
- c. Preliminary Utility Company Coordination - We will call in a Design-Stage J.U.L.I.E. locate request and send letters and project location maps to the utility companies within the project limits requesting copies of their utility atlases. Although no conflicts are anticipated based on the scope of work, we want to depict the presence of existing utilities as accurately as possible on the plan sheets using atlas information and any field markings.
- d. Field Survey and Preparation of Base Sheets – Civiltech will use available survey data to develop base sheets. Base sheets will be prepared at a scale of 1"=20'. Once prepared, we will perform a "plan-in-hand" field check during which we will:
 - Verify the completeness and accuracy of the design survey while familiarizing ourselves with the project area and any special conditions in the field.
 - Obtain additional field measurements to supplement the base drawing development and include the necessary information for the bidding plans.
 - Review the project area for any problematic drainage conditions that could be remedied as part of this project.
 - Establish as accurately as possible, the locations of existing private utilities in the field using a combination of the atlases obtained during and visual observation in the field.
 - Photo-document the project area for use during design.

2. Preliminary and Pre-Final Engineering Plans, Special Provisions & Estimates

- a. Special Waste Investigation – Civiltech will utilize Huff and Huff to provide these services as a Subconsultant to Civiltech. This work will include Clean Construction and Demolition Debris (CCDD) sampling, testing and certification on the LPC 663 form. If any materials need to be excluded from the C.C.D.D. certification, the contract documents will address the removal and disposal of any non-special waste material as part of the project construction. Although the recommendation to perform PSI has been indicated in the PESA, the volume of excavation is anticipated to be very small for the project of this scope, therefore it is anticipated that PSI will

not be required and has not been included in the Subconsultant cost. See Huff and Huff's proposal included in **Attachment A-3** for additional information.

- b. Preliminary and Pre-Final Plans – The Preliminary Plan preparation and submittal will be made to the City in order to identify and address any significant design issues prior to completing Pre-Final Plans. We will communicate with the City throughout the design process to resolve any current design issues. We will prepare contract plans in accordance with the applicable sections of the BLRS manual, applicable IDOT Standards and in accordance with current City standards and practices:
- Cover Sheet & Index of Sheets (1 sheet)
 - General Notes and List of State/Local Standards (2 sheets)
 - Summary of Quantities (4 sheets)
 - Alignment, Ties, and Benchmarks (1"=50') (1 sheet)
 - Roadway Plan (1"=20') (1 sheet)
 - Curb Ramp Details (1"=10') (3 sheets)
 - Erosion Control and Landscaping Plan (1"=20') (1 sheet)
 - Pavement Marking and Signing Plan (1"=20') (1 sheet)
 - Roadway Construction Details (4 sheets)

We anticipate this set of contract plans to contain approximately 18 sheets.

- c. Pre-Final Special Provisions - We will prepare Special Provisions in accordance with the latest IDOT methodology. All erosion control design will be in accordance with the latest City, and County requirements. In addition, we will include the latest IDOT Recurring Special Provisions Check Sheet and the most recent set of IDOT's Bureau of Design and Environment (BDE) Special Provisions and District 1 Special Provisions will be reviewed and included in the special provisions where applicable.
- d. Preliminary and Pre-Final Estimates of Cost and Time - We will perform detailed quantity calculations at each stage of the plan development to establish an Engineer's Estimate of Cost. It will include measurements and calculations performed by separate engineers in order to ensure the accuracy of the calculations, and we will also use these quantities and items of work to prepare an Engineer's Estimate of Time. Our time estimate will be developed with input from experienced resident/field engineers to ensure the proposed amount of work can be completed within the City's anticipated construction schedule. These items of work and unit prices will be developed based on review and analysis of recent bid tabulations for projects of similar scope and magnitude.
- e. Pre-Final QC/QA Review - Prior to submission of the Preliminary and Pre-Final plans for review, we will perform an internal Quality Control / Quality Assurance review of the work completed. The review will be performed by a professional engineer independent of the design team. The Construction Engineer will also complete a contract document review at the Pre-Final stage. The review will consider constructability issues as well as identification of missing pay items, quantities of work, and special provisions required. The design team will also perform a "plan-in-hand" field check to confirm the existing conditions and design.

3. Final (100%) Plans, Special Provisions & Estimates

After completion of all reviews and resolution of any City, IDOT, or utility company concerns, the contract plans will be finalized. In order to assist the Resident Engineer (RE) we will furnish the City, as part of our deliverables, detailed information including all design and quantity calculations. The status and schedule of all utility relocations, as of the date of the final plans, will be included in the bid documents. The quantities will be updated based on final changes made to the plans after the pre-final review stage and a final estimate of quantities and cost will be provided for inclusions within the bid documents as necessary for the advertisement and construction letting.

4. Project Administration, Coordination and Permits

- a. Project Administration - This item includes project setup and monthly invoicing. In addition, this item includes coordinating meetings with the City as well as internal project team coordination.
- b. Project Submittals - As noted above, we will make the necessary document submittals, and follow through with the City and IDOT in regards to their review comments or arrange a review meeting to discuss plan changes necessary to resolve conflicts if possible.
- c. Design Review Meetings - We will meet with the City and IDOT to discuss any review comments and design issues. The meetings will be scheduled such that all parties will have had an opportunity to review the submittals and provide comments.
- d. Utility Company Coordination - As noted above, we will analyze the project for potential impacts to existing utilities. We will provide the utility companies with a list of areas of potential conflict so that additional information, such as horizontal locates or depth borings, can be obtained where necessary to further define the extent of conflicts. We will first attempt to address utility conflicts through design modifications while considering the impact those changes will have on the overall improvement.
- e. Stormwater and Erosion Control Permitting – It is anticipated that a permit to the County for compliance with Kane County Stormwater Ordinance will not be required for a project of this scope, since there should not be wetlands in the proximity. We have included hours for our wetland specialist to prepare or update the ‘no wetland impacts’ letter and also included hours to prepare a brief memorandum that would demonstrate the projects compliance with the City of Aurora Stormwater Ordinance to be reviewed and approved by the City. Less than 1 acre of soil will be disturbed by the construction, therefore SWPPP will not be needed.
- f. IDOT BLRS Coordination and Joint Agreement Preparation - We have included a nominal amount of time in our proposal to work with the City and IDOT in the preparation of project update forms and the joint agreements for construction. This item will also include coordination with Kane / Kendall Council of Mayors to ensure that they are up to date on the project status from schedule and funding standpoints.
- g. Pre-Construction Meeting Attendance - We will attend the pre-construction meeting at IDOT, Bureau of Construction to answer any questions regarding the design and contract documents.

III. Fee Estimate

In order to calculate our “not-to-exceed” fee, we estimated the work hours to complete the individual tasks outlined in the Scope of Services section of this proposal. Our approved IDOT overhead rate for fiscal year ending December 31, 2020 is 109.60%. Direct costs such as printing, vehicle expenses, and sub-consultant expenses will be billed at their actual cost. Please reference the Cost Estimate of Consultant Services and work hour/direct expense calculations using form BLR 05513 (Cost Estimate of Consultant Services – Anniversary Raise) on the following pages.

Our maximum “not-to exceed” fee is as follows:

Phase II Engineering: **\$53,915.00**

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	Civiltech Engineering, Inc.	Kane	19-00331-00-SP

**EXHIBIT B
PROJECT SCHEDULE**

11/09/2022 - Design Approval 06/09/2022 - Prefinal P,S&E submittal 08/07/2022 - Final P,S&E submittal 11/17/2023 - IDOT Letting
--

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Aurora	Civiltech Engineering, Inc.	Kane	19-00331-00-SP

**Exhibit C
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. 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

Method(s) used for advertisement and dates of advertisement

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
Technical Approach	30%
Firm Experience	30%
Staff Capabilities	20%
Past Performance	20%

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

Top three consultants ranked for this project in order

- | | |
|---|-----------------------------|
| 1 | Civiltech Engineering, Inc. |
| 2 | WBK Engineering |
| 3 | Baxter & Woodman |

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



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

Local Public Agency City of Aurora	County Kane	Section Number 19-00331-00-SP
Prime Consultant (Firm) Name Civiltech Engineering, Inc.	Prepared By Joseph J. Emry	Date 12/21/2022
Consultant / Subconsultant Name Civiltech Engineering, Inc.	Job Number D-91-354-20	

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	12	MONTHS			OVERHEAD RATE	109.60%
START DATE	1/3/2023				COMPLEXITY FACTOR	0
RAISE DATE	ANNIVERSARY				% OF RAISE	2.00%

ESCALATION PER YEAR

DETERMINE THE MID POINT OF THE AGREEMENT

6

CALCULATE THE ESCALATION FACTOR TO THE MIDPOINT OF THE CONTRACT

1.00%

The total escalation for this project would be: 1.00%

Local Public Agency

County

Section Number

City of Aurora

Kane

19-00331-00-SP

Consultant / Subconsultant Name

Job Number

Civiltech Engineering, Inc.

D-91-354-20

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	78.00
ESCALATION FACTOR	1.00%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Senior Project Manager	\$73.21	\$73.94
Project Manager	\$58.16	\$58.74
Engineer V	\$47.33	\$47.80
Engineer III	\$38.75	\$39.14
Chief Layout Specialist	\$39.75	\$40.15

Local Public Agency

City of Aurora

County

Kane

Section Number

19-00331-00-SP

Consultant / Subconsultant Name

Civiltech Engineering, Inc.

Job Number

D-91-354-20

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
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	165	\$0.59	\$96.53
Vehicle Owned or Leased	\$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)	4	\$25.00	\$100.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)	10	\$20.00	\$200.00
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
Printing Plan Sheets (Outside)	Actual Cost	477	\$0.25	\$119.25
TOTAL DIRECT COSTS:				\$515.78

Local Public Agency

City of Aurora

County

Kane

Section Number

19-00331-00-SP

Consultant / Subconsultant Name

Civiltech Engineering, Inc.

Job Number

D-91-354-20

COST ESTIMATE WORKSHEET

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

OVERHEAD RATE **COMPLEXITY FACTOR**

TASK	DIRECT COSTS	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Data Collection and Early Coord.	32	40	1,863	2,042	586		4,491	8.33%
Prelim and Pre-final PS&E	224	184	8,549	9,370	2,688	10,765	31,372	58.19%
Final (100%) PS&E	195	44	2,123	2,326	667		5,116	9.49%
Project Admin, Coord, Permits	64	96	5,153	5,648	1,620		12,421	23.04%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Subconsultant DL							\$0.00	
Direct Costs Total ==>	\$515.78						\$515.78	0.96%
TOTALS		364	17,688	19,386	5,561	10,765	53,916	99.04%

37,074

Local Public Agency

City of Aurora

County

Kane

Section Number

19-00331-00-SP

Consultant / Subconsultant Name

Civiltech Engineering, Inc.

Job Number

D-91-354-20

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			Data Collection and Early Coord.			Prelim and Pre-final PS&E			Final (100%) PS&E			Project Admin, Coord, Permits			Hours	% Part.	Wgtd Avg
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg			
Senior Project Manager	73.94	19.0	5.22%	3.86	2	5.00%	3.70	7	3.80%	2.81	2	4.55%	3.36	8	8.33%	6.16			
Project Manager	58.74	139.0	38.19%	22.43	11	27.50%	16.15	55	29.89%	17.56	16	36.36%	21.36	57	59.38%	34.88			
Engineer V	47.80	5.0	1.37%	0.66				3	1.63%	0.78	2	4.55%	2.17						
Engineer III	39.14	189.0	51.92%	20.32	15	37.50%	14.68	119	64.67%	25.31	24	54.55%	21.35	31	32.29%	12.64			
Chief Layout Specialist	40.15	12.0	3.30%	1.32	12	30.00%	12.04												
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
TOTALS		364.0	100%	\$48.59	40.0	100.00%	\$46.57	184.0	100%	\$46.46	44.0	100%	\$48.24	96.0	100%	\$53.68	0.0	0%	\$0.00

Farnsworth Avenue at Marhsall Boulevard and Illinois Prairie Path
City of Aurora

Workhour Summary - Phase II Engineering

Civiltech Engineering, Inc.

Work Item and Sub-items	Staff Classifications & Workhours						Total Workhours	% of Workhours
	Senior PM & QC/QA	Project Manager	Design Engineer	Survey Specialist	Wetland Specialist	QC/QA Engineer		
Item 1 - Data Collection and Early Coordination								
<i>By Civiltech</i>								
a. Initial Meeting with City	2	2	3				7	17.5%
b. Obtain/Update and Review Record Data		3	6				9	22.5%
c. Preliminary Utility Company Coordination		3	3				6	15.0%
d. Field Survey and Preparation of Base Sheets.		3	3	12			18	45.0%
Subtotal:	2	11	15	12	0	0	40	100%
Item 2 - Preliminary and Pre-Final Engineering Plans, Special Provisions & Estimates								
<i>By Civiltech</i>								
a. Special Waste Investigation.		3					3	1.6%
b. Preliminary and Pre-Final Plans.								
-Cover Sheet & Index of Sheets (1 sheet)		1	3				4	2.2%
-General Notes and List of State/Local Standards (2 sheets)		6	4				10	5.4%
-Summary of Quantities (4 sheets)		1	4				5	2.7%
-Alignment, Ties, and Benchmarks (1"=50') (1 sheet)		2	10				12	6.5%
-Roadway Plan (1"=20') (1 sheet)	1	8	20				29	15.8%
-Curb Ramp Details (1"=10') (3 sheets)	1	8	32				41	22.3%
-Erosion Control, and Landscaping Plan (1"=20') (1 sheet)		2	6				8	4.3%
-Pavement Marking and Signing Plan (1"=20') (1 sheet)	1	2	12				15	8.2%
-Roadway Construction Details (4 sheets)		2	4				6	3.3%
c. Pre-Final Special Provisions.	1	12	10				23	12.5%
d. Preliminary and Pre-Final Estimates of Cost and Time.	1	4	10				15	8.2%
e. Pre-Final QC/QA Review.	2	4	4			3	13	7.1%
Subtotal:	7	55	119	0	0	3	184	100.0%

Farnsworth Avenue at Marhsall Boulevard and Illinois Prairie Path
City of Aurora

Workhour Summary - Phase II Engineering

Civiltech Engineering, Inc.

Work Item and Sub-items	Staff Classifications & Workhours						Total Workhours	% of Workhours
	Senior PM & QC/QA	Project Manager	Design Engineer	Survey Specialist	Wetland Specialist	QC/QA Engineer		
Item 3 - Final (100%) Plans, Special Provisions & Estimates								
<i>By Civiltech</i>								
a. Contract Document Updates	2	16	24			2	44	100.0%
Subtotal:	2	16	24	0	0	2	44	100.0%
Item 4 - Project Administration, Coordination and Permits								
<i>By Civiltech</i>								
a. Project Administration.	4	12	4				20	20.0%
b. Project Submittals.		10	10				20	20.0%
c. Design Review Meetings.	3	3	3				9	9.0%
d. Utility Company Coordination.		4	12				16	16.0%
e. Stormwater and Erosion Control Permitting.		16			4		20	20.0%
f. IDOT BLRS Coordination and Joint Agreement Prep.	1	10	2				13	13.0%
g. Pre-Construction Meeting Attendance.		2					2	2.0%
Subtotal:	8	57	31	0	4	0	100	100.0%
Total:	19	139	189	12	4	5	368	
% of Workours:	5.16%	37.77%	51.36%	3.26%	1.09%	1.36%		

**Farnsworth Avenue at Marhsall Boulevard and Illinois Prairie Path
City of Aurora**

Summary of In-House Direct & Subconsultant Costs - Phase II Engineering

Item No.	Work Item	In-House Direct Cost	Sub-Consultant Cost
Item 1 - Printing			
Preliminary Plans			
	City 5 sets X 9 sheets/set X \$0.25/sheet	\$11.25	
	Utility Co. 8 sets X 9 sheets/set X \$0.25/sheet	\$18.00	
Pre-final Plans			
	City 5 sets X 18 sheets/set X \$0.25/sheet	\$22.50	
	IDOT 5 sets X 18 sheets/set X \$0.25/sheet	\$22.50	
Pre-Final Specification Books			
	5 books X \$20/book	\$100.00	
Final Plans			
	City 5 sets X 18 sheets/set X \$0.25/sheet	\$22.50	
	IDOT 5 sets X 18 sheets/set X \$0.25/sheet	\$22.50	
Pre-Final Specification Books			
	5 books X \$20/book	\$100.00	
	Item 1 Subtotal	\$319.25	
Item 2 - Shipping			
	4 overnight shipping items X \$25/each	\$100.00	
	Item 2 Subtotal	\$100.00	
Item 3 - Vehicle Expenses			
	Mileage: 3 trips @ 55 mi./round trip @ \$0.585/mi.	\$96.53	
	Item 3 Subtotal	\$96.53	
Item 4 - Special Waste Certification			
	Sub-Consultant: Huff & Huff		\$10,765.00
	Item 4 Subtotal		\$10,765.00
	Total In-House Direct Costs:	\$515.78	-
	Total Subconsultant Costs:	-	\$10,765.00
	TOTAL IN-HOUSE DIRECT & SUBCONSULTANT COSTS:	\$11,280.78	

Attachment E

Subconsultant Scope and Fee Estimate

Special Waste Certification

Huff & Huff/GZA



A Subsidiary of GZA

GEOTECHNICAL

ENVIRONMENTAL

ECOLOGICAL

WATER

CONSTRUCTION
MANAGEMENT

915 Harger Road
Suite 330
Oak Brook, IL 60523
T: 630.684.9100
F: 630.684.9120
www.huffnhuff.com
www.gza.com



December 21, 2022

via email: jemry@civiltechinc.com

Mr. Joseph J. Emry, P.E. – Project Manager
Civiltech Engineering, Inc.
Two Pierce Place, Suite 1400
Itasca, Illinois 60143

**Re: Phase II Engineering Environmental Services
Farnsworth Avenue at Marshall Boulevard and Illinois Prairie Path
Aurora, Kane County, Illinois
Proposal No. 81.P013134.22 (Revised 2)**

Dear Mr. Emry:

Huff & Huff, Inc., a subsidiary of GZA GeoEnvironmental, Inc. (GZA), is pleased to present Civiltech Engineering, Inc. (Client) with this proposal to provide environmental services for the City of Aurora's (City) Farnsworth Avenue Segment/Intersection Improvements, Marshall Boulevard to Illinois Prairie Path Phase I Engineering Services Project (Farnsworth at Marshall and Prairie Path Project). Client has requested completion of a Preliminary Site Investigation (PSI), including assessment and documentation for consideration of off-site disposition of clean spoils at a Clean Construction or Demolition Debris (CCDD) facility using the LPC-663 Form process.

Since it is currently unknown if the PSI will be necessary or if the CCDD assessment/documentation will suffice, we have structured this scope to allow for these as separate items in case the PSI task can be eliminated. This proposal presents our Project Understanding, Scope of Services, Level of Effort and Schedule, and Acceptance for completing the project. Costs, and Term and Conditions are presented as attachments.

1. PROJECT UNDERSTANDING

GZA understands that the Farnsworth at Marshall and Prairie Path Project is located in the City of Aurora, Kane County, Illinois and is under City of Aurora's jurisdiction. Farnsworth Avenue is a major arterial and has an Average Daily Traffic of 25,000 approximately. Farnsworth Avenue is a 5-lane section at Marshall Boulevard with a northbound left turn lane and a 4-lane section at Illinois Prairie Path. The existing speed limit on Farnsworth Avenue is 35mph.

The City would like to improve this segment of Farnsworth Avenue to enhance safety aspects for all road users, and specifically for all pedestrians and bicyclists who cross at Marshall Boulevard and Illinois Prairie Path.

GZA previously completed a Preliminary Environmental Site Assessment (PESA), dated May 12, 2021, with a total of four (4) sites identified as having recognized environmental conditions (RECs) and/or as potentially impacted properties (PIPs) that would require further evaluation in Phase II by completion of a PSI if the PIPs cannot be avoided by design.



PESA ID	Site Name	Address
3	Substation	1429-1597 N Farnsworth Avenue
4	Former Chicago, Aurora & Elgin Railroad / Illinois Prairie Trail	Multiple Addresses
7	AB Dick CO / His Grace Christian Academy	1500 N Farnsworth Ave
8	Grove Fox Valley	1601 Farnsworth

2. SCOPE OF SERVICES

Task 1 – CCDD Assessment and LPC-Form Documentation

A. Due Diligence

The previously completed PESA document shall serve basis for due diligence completed in support of the CCDD assessment and/or PSI for the project corridor. Based on the PESA, we recommended for LPC-663 approach with sampling for potential contaminants of concern associated with nearby potentially impacted properties (PIPs). A site will be conducted to confirm the location and nature of identified sites and to also pre-mark proposed boring locations for utility locating purposes. The previously completed Health and Safety Plan will be revised for site-specific completion of the CCDD assessment.

B. Soil Borings and Soil Sampling

It is anticipated that 1 day of field effort will be required with up to six (6) soil borings completed, assumed to be conducted via hand auger due to the nature of the design with limited excavation and generation of spoils requiring off-site final disposition. The borings will be advanced and soil samples collected for laboratory analysis to address sites identified as RECs/PIPs and for full project coverage of non-REC/PIP for soil disposal considerations, specifically at locations identified for proposed excavation using IDOT District 1 sampling protocol. The depths of the soil borings will be dependent upon design details to account for depths of proposed disturbance. GZA will finalize locations and depths of planned borings prior to mobilization consistent with project plans as provided by Client, in conjunction with PESA findings. Currently, it is estimated that borings will be advanced to approximately 2 to 5 feet below ground surface depending on the improvements. Samples will be collected in 2-foot intervals for field screening and select samples prepared for laboratory analysis in intervals up to five (5) feet thick as discussed below.

C. Analytical

A total of six (6) soil boring locations are proposed and we anticipate collecting up to one (1) sample from each boring for laboratory analysis. The soil samples will be analyzed for the contaminants of concern (COCs) per IDOT protocol, which include:

- 22 Total metals (Target Analyte List (TAL) minus Aluminum)
- SPLP/TCLP Metals (8 RCRA and Be, Co, Cu, Fe, Mn, Ni, and Zn)
- Volatile organic compounds (VOCs)
- Semi-volatile organic compounds (SVOCs)
- Soil pH

Please note, if spoils are anticipated for acceptance consideration at the nearby Heartland Recycling-Aurora CCDD Facility, we understand they are nearing capacity and may require additional geotechnical analysis to identify the AASTHO soil classification for consideration of compaction capabilities. If this became a requirement for the project, we would recommend a total of five (5) CCDD samples as identified above (instead of 6) and completion of the geotechnical analyses as necessary so there would be no need for a change-order.



D. CCDD (LPC-Form) Documentation and CCDD Facility Coordination

The soil sample results will be compared to the Maximum Allowable Concentrations (MACs) associated with CCDD facility acceptance, including the soil pH range of 6.25 to 9.0. If results achieve the MAC values, GZA will prepare the LPC-663 document that will be signed/stamped by the GZA. Any locations that do not achieve the MACs (including soil pH range) will be identified as exclusion zones using IDOT soil classifications that are not acceptable for CCDD facility disposal.

Task 2 – Project Management

Time under this task includes project administration and management activities that include cost and schedule tracking, coordination with Client on authorized activities, and other in-house management activities, and project closeout.

Task 3 – QA/QC

Time under this task includes QA/QC time for the CCDD documentation as described above.

Task 4 – PSI Report Preparation

A PSI Report summarizing the results of the soil sample collection activities and analytical results will be prepared. The PSI Report will present information pertinent for the bidding documents regarding conditions of soils tested, handling and final disposition considerations. Specifically, the PSI Report will include soil classifications per IDOT's Standard Specifications for Road and Bridge Construction Article 669.05 Regulated Substances Management and Disposal to classify the materials for use in the bidding documents for quantity and associated pay item identification.

3. LEVEL OF EFFORT AND SCHEDULE

The fee for the proposed scope of services is included on the attached IDOT cost plus fixed fee (CPFF) worksheets. CCDD work will commence within five business days of authorization to proceed, or as requested by Client. The target completion date is eight (8) weeks from the date of the authorization to proceed, understanding that in order to complete the hand auger soil borings, we need to wait until frost is no longer present in local soils. If an expedited schedule is necessary, GZA will coordinate with Client to establish a schedule that is appropriate for the project needs.

A. Conditions of Engagement

The conditions of engagement are described in the attached Terms and Conditions for Professional Services. GZA's report will be prepared on behalf of and for the exclusive use of Client. Client acknowledges and agrees that the report and the findings in the report shall not, in whole or in part, be disseminated or conveyed to any other party, or used or relied upon by any other party, in whole or in part, except for the specific purpose and to the specific parties alluded to above, without the written consent of GZA. GZA would be pleased to discuss the conditions associated with any additional dissemination, use, or reliance by other parties.

4. ACCEPTANCE

CONDITIONS OF ENGAGEMENT

The conditions of engagement are described in the attached Terms and Conditions for Professional Services. GZA's report will be prepared on behalf of and for the exclusive use of Client. Client acknowledges and agrees that the report and the findings in the report shall not, in whole or in part, be disseminated or conveyed to any other party, or used or relied upon by any other party, in whole or in part, except for the specific purpose and to the specific parties alluded to



above, without the written consent of GZA. GZA would be pleased to discuss the conditions associated with any additional dissemination, use, or reliance by other parties.

GZA is submitting this proposal with the belief that we will be able to fulfill the scope requirements during this COVID-19 Pandemic crisis. If performance is rendered impossible because of the impacts of COVID-19, GZA will notify Client of that Force Majeure event.

ACCEPTANCE

This agreement may be accepted by signing in the appropriate space below and returning one complete copy to GZA. Issuance of a Purchase Order implicitly acknowledges acceptance of this proposal. This proposal is valid for a period of 30 days from the date of issue.

We appreciate the opportunity to submit this proposal. Please feel free to contact the undersigned at (630) 684-9100 with any questions.

Very truly yours,
GZA, Inc.

Jeremy J. Reynolds, P.G.
Associate Principal

Attachments: Terms and Conditions

This Proposal for Services, Schedule of Fees and Terms and Conditions for Professional Services are hereby accepted and executed by a duly authorized signatory, who by execution hereof, warrants that he/she has full authority to act for, in the name, and on behalf of _____.

By: _____ Title: _____

Printed/Typed Name: _____ Date: _____

The Proposal for Services, Schedule of Fees and Terms and Conditions for Professional Services may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by an e-mail delivery of a document in “.pdf” format, each such signature shall create a valid and binding obligation of the party executing the document, or on whose behalf each document is executed, with the same force and effect as if each such facsimile or “.pdf” signature were an original thereof.

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES
Including Site Investigation, Remediation, Geotechnical, Construction, And Testing

© 2021 by GZA GeoEnvironmental, Inc.



These Terms and Conditions, together with GZA's Proposal, make up the Agreement between GZA and you, Client, named in the attached proposal.

BEFORE SIGNING THE PROPOSAL, BE SURE YOU READ AND UNDERSTAND THE PARAGRAPHS ENTITLED "INDEMNIFICATION" AND "LIMITATION OF REMEDIES" WHICH DEAL WITH THE ALLOCATION OF RISK BETWEEN YOU AND GZA.

1. **Services.** GZA will perform the services set forth in its Proposal and any amendments or change orders authorized by you. Any request or direction from you that would require extra work or additional time for performance or would result in an increase in GZA's costs will be the subject of a negotiated amendment or change order.
2. **Standard of Care; Warranties.**
 - a. GZA will perform the services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality.
 - b. GZA warrants that its construction services will be of good quality, free of faults and defects and in conformance with the Proposal.
 - c. **EXCEPT AS SET FORTH IN SUBSECTIONS 2a AND 2b, ABOVE, NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF MARKETABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS MADE OR INTENDED BY GZA'S PROPOSAL OR BY ANY OF GZA'S ORAL OR WRITTEN REPORTS.**
 - d. GZA assigns to you any manufacturers' warranties of equipment or materials purchased from others, to the extent they are assignable, and your sole recourse will be against the manufacturer. Full risk of loss of materials and equipment will pass to you upon delivery to the Site, and you will be responsible for insuring and otherwise protecting them against theft and damage.
3. **Payment.**
 - a. Except as otherwise stated in the Proposal, you will compensate GZA for the services at the rates set forth in the applicable Proposal, amendment or change order; reimburse its expenses, which will include a communication fee calculated as a percentage of labor invoiced; and pay any sales or similar taxes thereon.
 - b. Any retainer specified in GZA's Proposal shall be due prior to the start of services and will be applied to the final invoice for services.
 - c. GZA will submit invoices periodically, and payment will be due within 20 days from invoice date. Overdue payments will bear interest at 1½ percent per month or, if lower, the maximum lawful rate. GZA may terminate its services upon 10 days' written notice anytime your payment is overdue on this or any other project and you will pay for all services through termination, plus termination costs. You will reimburse GZA's costs of collecting overdue invoices, including reasonable attorneys' fees.
4. **Your Responsibilities.**
 - a. Except as otherwise agreed, you will secure the approvals, permits, licenses and consents necessary for performance of the services. If you are the owner or operator of the Site, you will provide GZA with all documents, plans, information concerning underground structures (including but not limited to utilities, conduits, pipes, and tanks), information related to hazardous materials or other environmental or geotechnical conditions at the Site and other information that may be pertinent to the services or, if you are not the owner or operator of the Site, you agree to make reasonable efforts to obtain these same documents and provide them to GZA. Unless otherwise indicated in writing, GZA will be entitled to rely on documents and information you provide.
 - b. If you use the services of a construction manager at the Site, you agree to use best and reasonable efforts to include in your agreement(s) with the construction contractor provisions obligating the latter:
 - (i) to indemnify and hold harmless, to the fullest extent permitted by law, you and GZA, its officers, employees and principals, for or on account of any claims, liabilities, costs and expenses, including attorneys' fees, arising out of or relating to the design or implementation of construction means, methods, procedures, techniques, and sequences of construction, including safety precautions or programs, of the contractor, or any of its subcontractors or any engineer engaged by it;



(ii) to name you and GZA as additional insureds under general liability and builder's risk insurance coverages maintained by the contractor, or any of its subcontractors; and

(iii) to require that all of its subcontractors agree and be bound to the obligations set forth in (i) and (ii) above.

c. In the event that you are unable to secure such provisions in the agreement(s) with the construction contractor, you shall promptly notify GZA and GZA shall have the opportunity to negotiate with you reasonable substitute risk allocation and insurance indemnities and protections.

5. Right of Entry; Site Restoration. You grant GZA and its subcontractor(s) permission to enter the Site to perform the services. If you do not own the Site, you represent and warrant that the owner has granted permission for GZA to enter the Site and perform the services; you will provide reasonable verification on request; and you will indemnify GZA for any claims by the Site owner related to alleged trespass by GZA or its subcontractors. GZA will exercise reasonable care to limit damage to landscaping, paving, systems and structures at the Site that may occur and you agree to compensate GZA for any restoration it is asked to perform, unless otherwise indicated in the Proposal.

6. Underground Facilities. GZA's only responsibility under this Section will be to provide proper notification to the applicable state utility "Call-Before-You-Dig" program. You further agree to assume responsibility for and to defend, indemnify and hold harmless GZA with respect to personal injury and property damages due to GZA's interference with subterranean structures including but not limited to utilities, conduits, pipes, and tanks:

(i) that are not correctly shown on any plans and information you or governmental authorities provide to GZA; or

(ii) that are not correctly marked by the appropriate utility.

7. Reliance. The services, information, and other data furnished by you shall be at your expense, and GZA may rely upon all information and data that you furnish, including the accuracy and completeness thereof. You acknowledge that the quality of the services provided by GZA is directly related to the accuracy and completeness of the information and data that you furnish to GZA. **GZA'S REPORTS ARE PREPARED FOR AND MADE AVAILABLE FOR YOUR SOLE USE. YOU ACKNOWLEDGE AND AGREE THAT USE OF OR RELIANCE UPON THE REPORT OR THE FINDINGS IN THE REPORT BY ANY OTHER PARTY, OR FOR ANY OTHER PROJECT OR PURPOSE, SHALL BE AT YOUR OR SUCH OTHER PARTY'S SOLE RISK AND WITHOUT ANY LIABILITY TO GZA.**

8. Lab Tests and Samples. GZA is entitled to rely on the results of laboratory tests using generally accepted methodologies. GZA may dispose of samples in accordance with applicable laws 30 days after submitting test results to you unless you request in writing for them to be returned to you or to be held longer, in which case you will compensate GZA for storage and/or shipping beyond 30 days.

9. GZA Professionals. GZA employees or consultants may act as licensed, certified or registered professionals (including but not limited to Professional Engineers, Licensed Site or Environmental Professionals, or Certified Industrial Hygienists collectively referred to in this section as "GZA Professionals") whose duties may include the rendering of independent professional opinions. You acknowledge that a federal, state or local agency or other third party may audit the services of GZA or other contractor/consultant(s), which audit may require additional services, even though GZA and such GZA Professionals have each performed such services in accordance with the standard of care set forth herein. You agree to compensate GZA for all services performed in response to such an audit, or to meet additional requirements resulting from such an audit, at the rates set forth in the applicable Proposal, amendment or change order.

10. Hazardous Materials; GZA "Not a Generator". Before any hazardous or contaminated materials are removed from the Site, you will sign manifests naming you as the generator of the waste (or, if you are not the generator, you will arrange for the generator to sign). You will select the treatment or disposal facility to which any waste is taken. GZA will not be the generator or owner of, nor will it possess, take title to, or assume legal liability for any hazardous or contaminated materials at or removed from the Site. GZA will not have responsibility for or control of the Site or of operations or activities at the Site other than its own. GZA will not undertake, arrange for or control the handling, treatment, storage, removal, shipment, transportation or disposal of any hazardous or contaminated materials at or removed from the Site, other than any laboratory samples it collects or tests. You agree to defend, indemnify and hold GZA harmless for any costs or liability incurred by GZA in defense of or in payment for any legal actions in which it is alleged that GZA is the owner, generator, treater, storer or disposer of hazardous waste.



11. Limits on GZA's Responsibility. GZA will not be responsible for the acts or omissions of contractors or others at the Site, except for its own subcontractors and employees. GZA will not supervise, direct or assume control over or the authority to stop any contractor's work, nor shall GZA's professional activities nor the presence of GZA or its employees and subcontractors be construed to imply that GZA has authority over or responsibility for the means, methods, techniques, sequences or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Any opinions by GZA of probable costs of labor, materials, equipment or services to be furnished by others are strictly estimates and are not a guarantee that actual costs will be consistent with the estimates.

12. Changed Conditions.

a. You recognize the uncertainties related to environmental and geotechnical services, which often require a phased or exploratory approach, with the need for additional services becoming apparent during the initial services. You also recognize that actual conditions encountered may vary significantly from those anticipated, that laws and regulations are subject to change, and that the requirements of regulatory authorities are often unpredictable.

b. If changed or unanticipated conditions or delays make additional services necessary or result in additional costs or time for performance, GZA will notify you and the parties will negotiate appropriate changes to the scope of services, compensation and schedule.

c. If no agreement can be reached, GZA will be entitled to terminate its services and to be equitably compensated for the services already performed. GZA will not be responsible for delays or failures to perform due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions on your part, or any other causes beyond GZA's reasonable control, and you will compensate GZA for any resulting increase in its costs.

13. Documents and Information. All documents, data, calculations and work papers prepared or furnished by GZA are instruments of service and will remain GZA's property. Designs, reports, data and other work product delivered to you are for your use only, for the limited purposes disclosed to GZA. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk, and without any liability to GZA. Any technology, methodology or technical information learned or developed by GZA will remain its property. Provided GZA is not in default under this Agreement, GZA's designs will not be used to complete this project by others, except by written agreement relating to use, liability and compensation.

14. Electronic Media. In accepting and utilizing any drawings, reports and data on any form of electronic media generated by GZA, you covenant and agree that all such electronic files are instruments of service of GZA, who shall be deemed the author and shall retain all common law, statutory law and other rights, including copyrights. In the event of a conflict between the signed documents prepared by GZA and electronic files, the signed documents shall govern. You agree not to reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Any transfer of these electronic files to others or reuse or modifications to such files by you without the prior written consent of GZA will be at the user's sole risk and without any liability to GZA.

15. Confidentiality; Subpoenas. Information about this Agreement and GZA's services and information you provide to GZA regarding your business and the Site, other than information available to the public and information acquired from third parties, will be maintained in confidence and will not be disclosed to others without your consent, except as GZA reasonably believes is necessary: (a) to perform its services; (b) to comply with professional standards to protect public health, safety and the environment; and (c) to comply with laws and court orders. GZA will make reasonable efforts to give you prior notice of any disclosure under (b) or (c) above. Information available to the public and information acquired from third parties will not be considered confidential. You will reimburse GZA for responding to any subpoena or governmental inquiry or audit related to the services, at the rates set forth in the applicable Proposal, amendment or change order.

16. Insurance. During performance of the services, GZA will maintain workers compensation, commercial general liability, automobile liability, and professional liability/contractor's pollution liability insurance. GZA will furnish you certificates of such insurance on request.

17. Indemnification. You agree to hold harmless, indemnify, and defend GZA and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "GZA") against all claims, suits, fines and penalties, including mandated cleanup costs and attorneys' fees and other costs of settlement and defense, which claims, suits, fines, penalties or costs arise out of or are related to this Agreement or the services, except to the extent they are caused by GZA's negligence or willful misconduct.

18. Limitation of Remedies.



- a. To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of GZA and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "GZA") for all claims arising out of this Agreement or the services is limited to \$50,000 or, if greater, 10% of the compensation received by GZA under this Agreement.
- b. You may elect to increase the limit of liability by paying an additional fee, such fee to be negotiated prior to the execution of this Agreement.
- c. Any claim will be deemed waived unless received by GZA within one year of substantial completion of the services.
- d. GZA will not be liable for lost profits, loss of use of property, delays, or other special, indirect, incidental, consequential, punitive, exemplary, or multiple damages.
- e. GZA will not be liable to you or the Site owner for injuries or deaths suffered by GZA's or its subcontractors' employees.
- f. You will look solely to GZA for your remedy for any claim arising out of or relating to this Agreement, including any claim arising out of or relating to alleged negligence or errors or omissions of any GZA principal, officer, employee or agent.

19. Disputes.

- a. All disputes between you and GZA shall be subject to non-binding mediation.
- b. Either party may demand mediation by serving a written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring that the matter be mediated within forty-five (45) days of service of notice.
- c. The mediation shall be administered by the American Arbitration Association in accordance with its most recent Construction Mediation Rules, or by such other person or organization as the parties may agree upon.
- d. No action or suit may be commenced unless mediation has occurred but did not resolve the dispute, or unless a statute of limitation period would expire if suit were not filed prior to such forty-five (45) days after service of notice.





20. Miscellaneous.

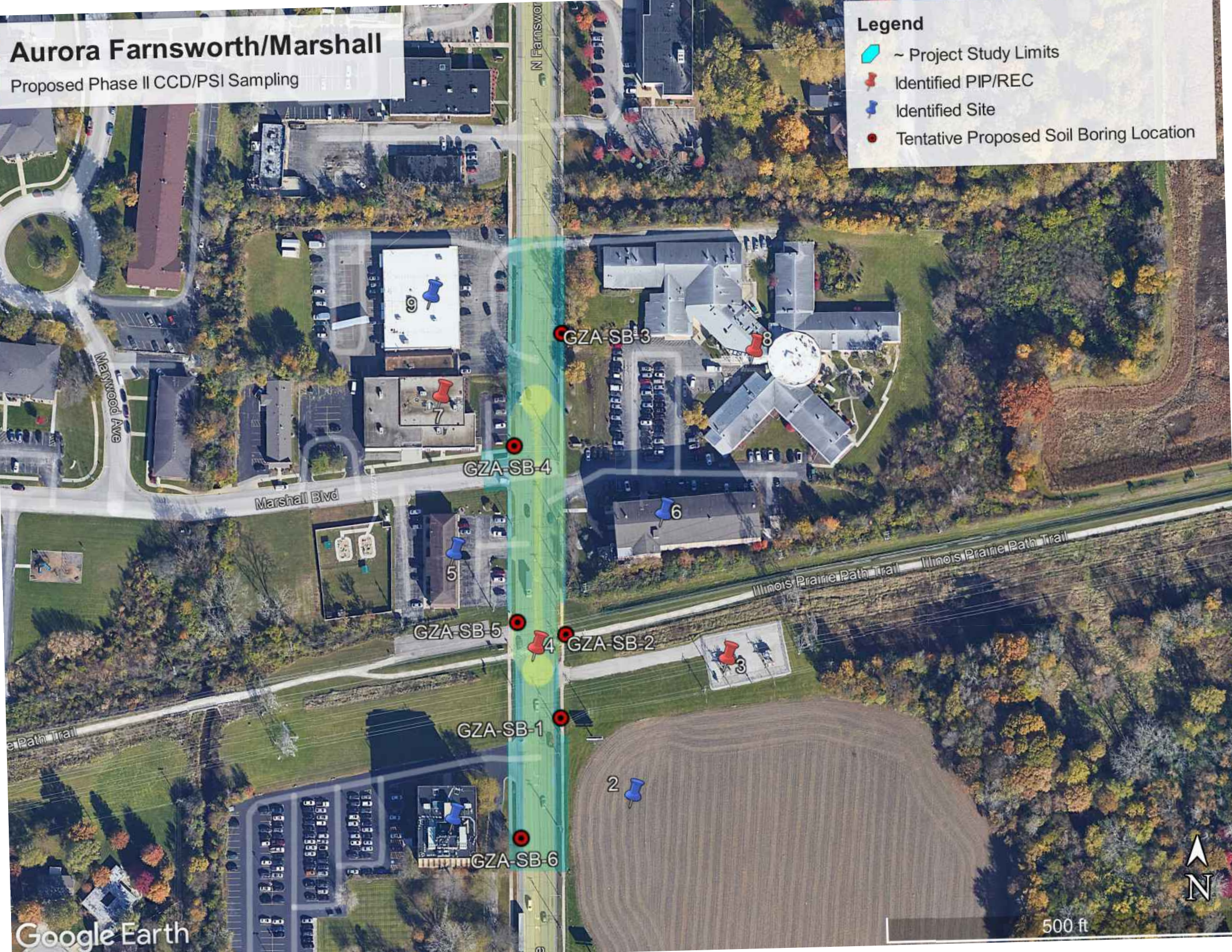
- a. Illinois law shall govern this Agreement.
- b. The above terms and conditions regarding Limitation of Remedies and Indemnification shall survive the completion of the services under this Agreement and the termination of the contract for any cause.
- c. Any amendment to these Terms and Conditions must be in writing and signed by both parties.
- d. Having received these Terms and Conditions, your oral authorization to commence services, your actions, or your use of the Report or Work Product constitutes your acceptance of them.
- e. This Agreement supersedes any contract terms, purchase orders or other documents issued by you.
- f. Neither party may assign or transfer this Agreement or any rights or duties hereunder without the written consent of the other party.
- g. Your failure or the failure of your successors or assigns to receive payment or reimbursement from any other party for any reason whatsoever shall not absolve you, your successors or assigns of any obligation to pay any sum to GZA under this agreement.
- h. These Terms and Conditions shall govern over any inconsistent terms in GZA's Proposal.
- i. The provisions of this Agreement are severable; if any provision is unenforceable it shall be appropriately limited and given effect to the extent it is enforceable.
- j. The covenants and agreements contained in this Agreement shall apply to, inure to the benefit of and be binding upon the parties hereto and upon their respective successors and assigns.

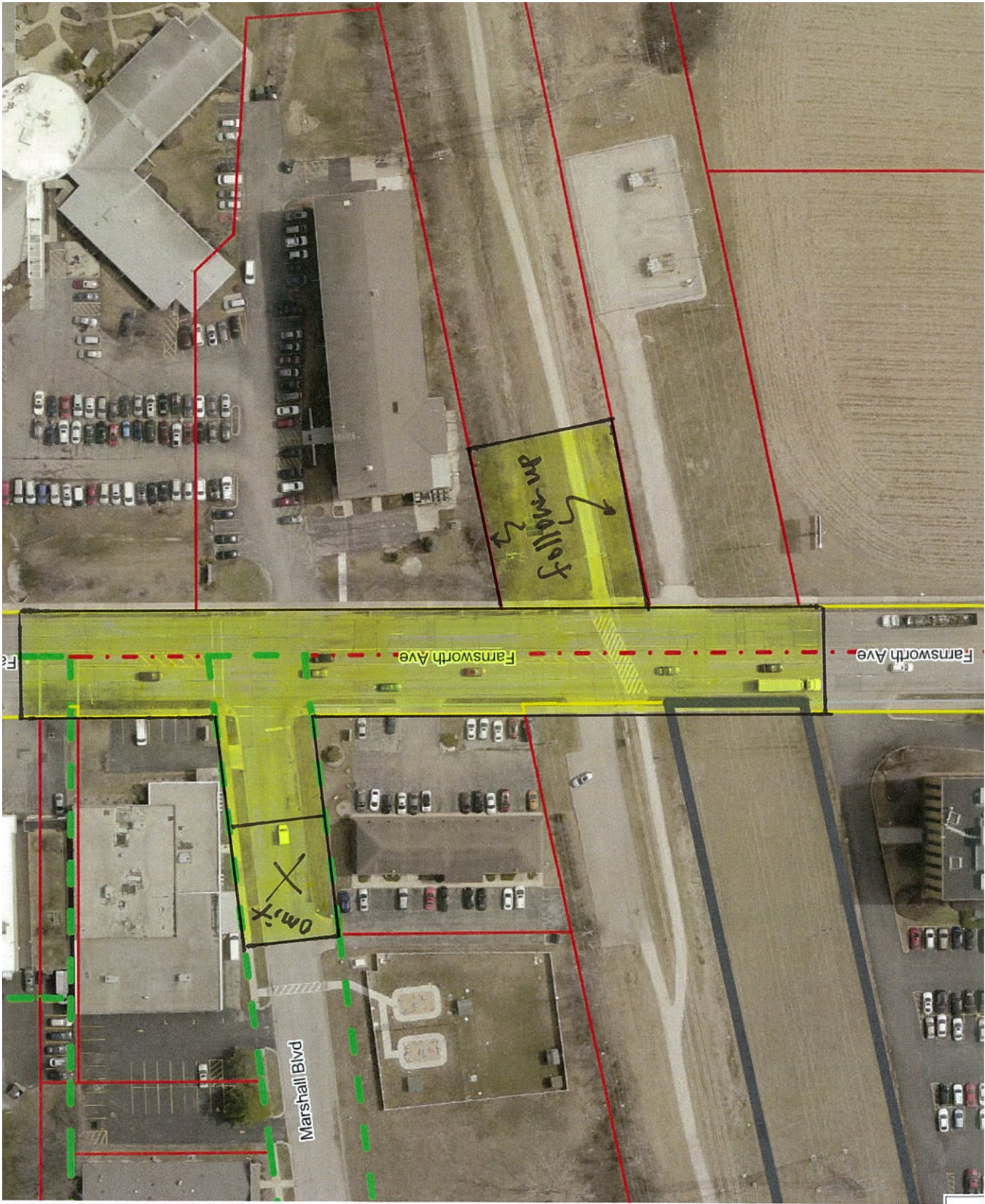
Aurora Farnsworth/Marshall

Proposed Phase II CCD/PSI Sampling

Legend

-  ~ Project Study Limits
-  Identified PIP/REC
-  Identified Site
-  Tentative Proposed Soil Boring Location







Local Public Agency City of Aurora	County Kane	Section Number 19-00331-00-SP
Prime Consultant (Firm) Name Civiltech Engineering, inc.	Prepared By JJR	Date 12/21/2022
Consultant / Subconsultant Name Huff & Huff, Inc., a subsidiary of GZA	Job Number D-91-354-20	

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	12	MONTHS	
START DATE	12/22/2022		
RAISE DATE	3/1/2023		
END DATE	12/21/2023		

OVERHEAD RATE	190.00%
COMPLEXITY FACTOR	0
% OF RAISE	2.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	12/22/2022	3/1/2023	2	16.67%
1	3/2/2023	1/1/2024	10	85.00%

The total escalation = 1.67%

Local Public Agency	County	Section Number
City of Aurora	Kane	19-00331-00-SP
Consultant / Subconsultant Name		Job Number
Huff & Huff, Inc., a subsidiary of GZA		D-91-354-20

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	78.00
ESCALATION FACTOR	1.67%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Associate Principal III	\$76.69	\$77.97
Associate Principal II	\$69.75	\$70.91
Associate Principal I	\$63.91	\$64.98
Seniort Consultant II	\$77.36	\$78.00
Senior Consultant I	\$43.81	\$44.54
Senior Project Manager III	\$66.11	\$67.21
Senior Project Manager II	\$53.81	\$54.71
Senior Project Manager I	\$50.82	\$51.67
Senior Landscape Architect	\$57.23	\$58.18
Senior Planning PM	\$53.97	\$54.87
Senior Technical Specialist I	\$50.61	\$51.45
Senior Scientist PM II	\$53.71	\$54.61
Senior Technical Scientist	\$51.13	\$51.98
Scientist PM II	\$48.38	\$49.19
Scientist PM I	\$42.00	\$42.70
Assistant PM Scientist	\$35.09	\$35.67
Environmental Engineer PM I	\$46.21	\$46.98
Geotechnical Engineer PM I	\$43.14	\$43.86
Architect PM	\$48.56	\$49.37
Assistant PM Engineert I	\$42.02	\$42.72
Engineer II	\$29.21	\$29.70
Engineer I	\$32.16	\$32.70
Scientist E1	\$29.75	\$30.25
Technical Graphics Technician	\$25.15	\$25.57
Administrative Manager	\$46.64	\$47.42
Senior Administrative Assistant	\$32.81	\$33.36
Lead Word Processor	\$40.46	\$41.13

Local Public Agency	County	Section Number
City of Aurora	Kane	19-00331-00-SP
Consultant / Subconsultant Name		Job Number
Huff & Huff, Inc., a subsidiary of GZA		D-91-354-20

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total	Contribution to Prime Consultant
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
 19-00331-00-SP

Consultant / Subconsultant Name
 Huff & Huff, Inc., a subsidiary of GZA

Job Number
 D-91-354-20

DIRECT COSTS WORKSHEET

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

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	192	\$0.63	\$120.00
Vehicle Owned or Leased	\$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	2	\$2.80	\$5.60
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)	6	\$620.00	\$3,720.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Database Package	Actual Cost			\$0.00
Field Kit Expendible Materials	Daily Rate	1	\$30.00	\$30.00
PID	Daily Rate	1	\$100.00	\$100.00
GPS to Locate Borings	Daily Rate	1	\$100.00	\$100.00
TOTAL DIRECT COSTS:				\$4,075.60

Local Public Agency

City of Aurora

County

Kane

Section Number

19-00331-00-SP

Consultant / Subconsultant Name

Huff & Huff, Inc., a subsidiary of GZA

Job Number

D-91-354-20

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE

COMPLEXITY FACTOR

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Task 1: CCDD Assessment and Document	4,076	39	1,222	2,321	403	0	3,946	36.66%
Task 2: Project Management	0	3	150	286	50	0	486	4.51%
Task 3: QAQC	0	3.5	235	446	77	0	758	7.04%
Task 4: PSI Report	0	14.5	464	882	153	0	1,499	13.92%
Subconsultant DL							\$0.00	
Direct Costs Total ==>	\$4,075.60						\$4,075.60	37.86%
TOTALS		60	2,071	3,935	683	-	10,765	62.14%

6,006

Local Public Agency

City of Aurora

County

Kane

Section Number

19-00331-00-SP

Consultant / Subconsultant Name

Huff & Huff, Inc., a subsidiary of GZA

Job Number

D-91-354-20

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

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Task 1: CCDD Assessment and Document			Task 2: Project Management			Task 3: QAQC			Task 4: PSI Report					
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Associate Principal III	77.97	0.0																	
Associate Principal II	70.91	1.3	2.08%	1.48							1.25	35.71%	25.33						
Associate Principal I	64.98	3.3	5.42%	3.52				1	33.33%	21.66	2.25	64.29%	41.77						
Seniort Consultant II	78.00	0.0																	
Senior Consultant I	44.54	0.0																	
Senior Project Manager III	67.21	0.0																	
Senior Project Manager II	54.71	0.0																	
Senior Project Manager I	51.67	0.0																	
Senior Landscape Architect	58.18	0.0																	
Senior Planning PM	54.87	0.0																	
Senior Technical Specialist I	51.45	0.0																	
Senior Scientist PM II	54.61	0.0																	
Senior Technical Scientist	51.98	0.0																	
Scientist PM II	49.19	0.0																	
Scientist PM I	42.70	10.0	16.67%	7.12	5	12.82%	5.47	2	66.67%	28.47				3	20.69%	8.83			
Assistant PM Scientist	35.67	0.0																	
Environmental Engineer PM I	46.98	0.0																	
Geotechnical Engineer PM I	43.86	0.0																	
Architect PM	49.37	0.0																	
Assistant PM Engineert I	42.72	0.0																	
Engineer II	29.70	0.0																	
Engineer I	32.70	0.0																	
Scientist E1	30.25	37.0	61.67%	18.65	28	71.79%	21.71							9	62.07%	18.77			
Technical Graphics Technician	25.57	7.5	12.50%	3.20	5	12.82%	3.28							2.5	17.24%	4.41			
Administrative Manager	47.42	0.0																	
Senior Administrative Assistant	33.36	1.0	1.67%	0.56	1	2.56%	0.86												
Lead Word Processor	41.13	0.0																	
TOTALS		60.0	100%	\$34.52	39.0	100.00%	\$31.32	3.0	100%	\$50.13	3.5	100%	\$67.10	14.5	100%	\$32.02	0.0	0%	\$0.00

HUFF & HUFF, INC.
SUMMARY OF DIRECT COSTS

Project: Civiltech Aurora Farnsworth/Marshall

						<u>DIRECT</u>
Task 1 - CCDD Assessment and LPC-Form						
Trips	48 miles	x	4 x	\$ 0.625	= \$	120.00
Tolls			2 x	\$ 2.80	= \$	5.60
Field Kit	1 day	x	1 x	\$ 30.00	= \$	30.00
GPS	1 day	x	1 x	\$ 100.00	= \$	100.00
PID	1 day	x	1 x	\$ 100.00	= \$	100.00
<hr/>			0 x	\$ -	= \$	-
Task Total						\$ 355.60
 Project Management						
<hr/>			0 x	\$ -	= \$	-
Task Total						\$ -
 Task 3 - QAQC						
<hr/>			0 x	\$ -	= \$	-
Task Total						\$ -
 Task 4 - PSI Report						
<hr/>			0 x	\$ -	= \$	-
Task Total						\$ -
<hr/>						
GRAND TOTAL						\$ 355.60

HUFF & HUFF, INC.
SUMMARY OF SERVICES BY OTHERS
 Project: Civiltech Aurora Farnsworth/Marshall

OUTSIDE

Task 1 - CCDD Assessment and LPC-Form

Soil Samples					
22 total metals	6 x	\$ 125.00	=	\$ 750.00	
15 metals TCLP	6 x	\$ 120.00	=	\$ 720.00	
15 metals SPLP	6 x	\$ 120.00	=	\$ 720.00	
VOCs	6 x	\$ 90.00	=	\$ 540.00	
SVOCs	6 x	\$ 155.00	=	\$ 930.00	
pH	6 x	\$ 10.00	=	\$ 60.00	
<i>cost/sample</i>		\$ 620.00	=	\$ -	
		Task Total		\$ 3,720.00	

Project Management

<hr/>					
	0 x	\$ -	=	\$ -	
		Task Total		\$ -	

Task 3 - QAQC

<hr/>					
	0 x	\$ -	=	\$ -	
		Task Total		\$ -	

Task 4 - PSI Report

<hr/>					
	0 x	\$ -	=	\$ -	
		Task Total		\$ -	

GRAND TOTAL \$ 3,720.00