



March 14, 2018

Mr. Jonathan Joy
Construction Project Manager
Lake County Government
18 N. County Street, 9th Floor
Waukegan, Illinois 60085

Re LC SOI #18003
Winchester House Demolition Design Services
SOI Consultant Proposal Request
Globetrotters Engineering Corporation

Dear Mr. Joy,

Globetrotters Engineering Corporation (GEC) is pleased to provide Lake County with this Proposal for A/E Demolition Design and Construction Administration Services for Winchester House in Libertyville, Illinois. This proposal reflects Lake County's comments marked on page 3 of our original proposal letter dated February 20, 2018.

Understanding of the Assignment

It is our understanding that Lake County intends to demolish the Winchester House nursing facility, including ancillary buildings and parking lots within the area shown on Exhibit A-2, and restore the site in advance of future development.

Scope of Work

GEC's team will provide the necessary A/E professional demolition design services as stipulated in Lake County's SOI No. 18003 Services, as modified by Lake County's revisions to Page 3 of our proposal dated February 20, 2018. Please refer to the attached proposal from our environmental consultant, Carnow Conibear & Associates, Ltd. (CCA's) and from our wetland and water resources consultant, Hey and Associates, Inc. (HAI) for a more detailed description of their scopes of work.

Our design services will include, but may not be limited to, the phases and tasks listed below:

1. Project Initiation and Meetings
 - a. We will meet with Lake County and your stakeholders to establish project goals and requirements, i.e., schedule, budget, scope, special conditions, etc.
 - b. We will accumulate and review any available existing drawings.
 - c. We will attend meetings as needed by the County and the Village.
 - d. Team meetings will also be held regularly throughout the project duration to ensure project coordination.

2. A/E Field Assessments, Plat of Survey, Topographical Surveys and Utilities Coordination
 - a. Our architects and engineers will perform field reconnaissance to verify existing conditions.
 - b. Our surveyors will conduct field surveys to provide: 1) the Plat of Survey for the 179 acre Lake County campus, 2) a topographic survey for the 18.3 acres shown in Exhibit A-1 (before demolition), and 3) a topographic survey of the Winchester demolition site (after demolition).

The Plat of Survey will include easements and legal descriptions necessary to establish deed restrictions and will include stormwater infrastructure, wetlands delineation, flood plain, floodplain limits, and detention facilities, per the Village of Libertyville, Lake County, and SMC ordinance requirements.

Note: The Phase 1 ESA would also be initiated at this time along with environmental sampling and testing.

- c. We will request information from governing agencies regarding public and private utilities in the area of demolition shown on Exhibit A-2.
3. Schematic Design / Design Development with Cost Estimates (3 submissions)
 - a. Findings from the assessment phase will be documented in preliminary design drawings including cost estimates with options for discussion with Lake County.
 - b. We anticipate three submissions of deliverables for review and input as the project progresses.
 - c. Documents will define agency and permitting requirements.
4. Construction Documents
 - a. Final design drawings, technical specifications, and other documentation for bidding purposes will be developed, with a final cost estimate.
 - b. Documents will include: demolition requirements with utilities disconnects and details; environmental abatement requirements; site restoration such as grading, erosion and sediment control, seeding, traffic control, and other contractor requirements such as pest control, staging, site access, street clean-up, etc.
5. Bidding / Award / Permit Assistance
 - a. We will work with Lake County to issue for bids in according with your needs and requirements; develop a bidders' list; attend the pre-bid meeting; answer RFI's and produce bulletins if needed, review bids and prepare a bid tabulation with our recommendation for award.
6. Construction Administration / Punch List / Close-Out
 - a. We will review abatement and demolition contractors' submittals; monitor abatement and demolition processes to ensure conformance with the construction documents and regulations; provide regular site observation reports; attend job meetings and provide meeting minutes; and provide as-built drawings of the demolition site showing final grades and remaining utility locates for future development reference.

Schedule

We anticipate the following project schedule, once we receive a Notice to Proceed:

- 1-2 wks Project Initiation / accumulation of documents
- 6-10 wks Assessments, including Phase I EPA, environmental sampling & testing, Plat of Survey, topographic survey and A/E field reconnaissance and utility coordination.
- 6 wks Schematic Design / Design Development (3 submissions).
- 2 wks Final Construction Documents
- LC TBD Bidding / Award
- 2 wks Mobilization / EPA notification / shop drawing submittal initiation
- 3-4 wks Abatement
- 3-4 wks Demolition (could overlap somewhat with Abatement)
- 2-3 wks Site restoration and interim erosion control (could vary, i.e., weather for seeding)
- 2-3 wks Close-out

Fee

The following table lists our proposed fees. For further detail and assumptions, please refer to GEC's attached cost proposal spreadsheet.

A/E Design Services by Phase: (including Plat of Survey & Topo Surveys – see chart next page)		
1	Project Initiation and Meetings	\$ 11,418
2	A/E Field Assessments, Plat of Survey, Topo Survey, Utilities Coordination	\$ 101,464
3	Schematic Design / Design Development with Cost Estimates (3 submissions)	\$ 27,808
4	Construction Documents	\$ 16,005
5	Bidding / Award / Permit Assistance	\$ 3,547
6	Construction Administration / Punch List / Close-Out / 'After Demo' Topo Survey	\$ 30,250
Sub-Total A/E Design Services:		\$ 190,492
Environmental Assessment, Design & Construction Administration Services:		
1	Phase I ESA	\$ 3,200
2	Environmental Assessment	\$ 17,750
3	Environmental Schematic Design	\$ 2,000
4	Environmental Construction Documents	\$ 2,500
5	Environmental Abatement Monitoring (15 working days)	\$ 14,520
6	Environmental Close-Out	\$ 1,500
Sub-Total Environmental Services:		\$ 41,470
Wetlands – Stormwater Delineation:		
1	Phase I ESA	\$ 4,250
2	Environmental Assessment	\$ 750
3	Environmental Schematic Design	\$ 6,000
4	Environmental Construction Documents	\$ 250
Sub-Total Wetland-Stormwater Delineation Services:		\$ 11,250
Reimbursables:		
1	Travel (CCA)	\$ 1,500
2	Printing	\$ 500
3	Legal – Easement (range from \$1,500 to a maximum of \$4,000)	\$ 4,000
4	Title Search – Estimate (if required)	\$ 5,000
Sub-Total Estimated Reimbursables:		\$ 11,000
Total Proposed Fees:		\$ 254,212

Mr. Jonathan Joy, Construction Project Manager
Winchester House Demolition, Libertyville, IL

A/ E Design Services Proposal
March 14, 2018

A breakdown of the survey costs that are included in the A/E Design Fees on the previous page is shown in the table below.

Survey Costs Breakdown:		
1	Plat of Survey	\$ 77,762
2	Topographic Survey of Exhibit A1 18 acres)	\$ 14,560
3	Topographic Survey of the Winchester site after demo	\$ 7,280
Sub-Total Survey Costs:		\$ 99,602

Globetrotters Engineering Corporation appreciates the opportunity to be of service to Lake County and the Village of Libertyville. We are prepared to begin this assignment immediately upon contract execution and your authorization to proceed.

Sincerely yours,

GLOBETROTTERS ENGINEERING CORPORATION



Brian J. McPartlin
Executive Vice President

Cc: Mr. Michael Schieve, LC
Mr. Ajay Shah, Ms. Margaret Lehto, GEC

Attachments:

- GEC's Cost Proposal dated March 13, 2018
- Area Map Showing Extent of Plat of Survey
- CCA Proposal – dated February 20, 2018 - Environmental
- HAI Proposal – dated March 6, 2018 - Wetlands/Infrastructure Delineation



LAKE COUNTY SOI #18003
Winchester House Demolition
A/E Design Services

Billing Rates by Position

Title	Hourly Billing Rates
Project Executive / Project Manager	\$165.00
Licensed Architect	\$129.25
Architect Intern/Planner	\$101.75
Professional Engineer (M/E/P/S/C)	\$143.00
Staff Engineer (M/E/P/S/C)	\$110.00
CADD Operator	\$101.75
Cost Estimator	\$123.75
Field Engineer/Construction Administrator	\$110.00
Surveyor - PLS	\$132.00
Surveyor - Party Chief	\$112.75
I.T. Specialist	\$165.00

Anticipated Hours by Phase/Task

Title	Project Start-Up Documents Review	Assess. / Plat & Topo Utilities Coordination	Schematic / Design Dev. / Cost. Est. (Submittals)	Meetings & Coordination with Agencies	Construction Documents	Bidding / Award / Permit Assistance	Construction Administration	Punch List	Close-Out 'After Demo' Topo Survey	Total Hours	Hourly Billing Rates	Proposed Fees
Project Executive/Manager	8	8	8	24	12	8	8	4	4	84	\$165.00	\$13,860.00
Licensed Architect										0	\$129.25	\$0.00
Architect Intern/Planner	8	8	32		24	2	12		4	90	\$101.75	\$9,157.50
Licensed Engineers (M/E/P/S/C)	12	20	54	16	34	8				144	\$143.00	\$20,592.00
Staff Engineer (M/E/P/S/C)	12		104		50	8			8	182	\$110.00	\$20,020.00
CADD Operator		176	40		12				16	244	\$101.75	\$24,827.00
Cost Estimator (by A/Es above)										0	\$123.75	\$0.00
Field Engr/Construction Admin.							144	16		160	\$110.00	\$17,600.00
Surveyor - PLS		356							24	380	\$132.00	\$50,160.00
Surveyor - Party Chief		280							24	304	\$112.75	\$34,276.00
I.T. Specialist										0	\$165.00	\$0.00
	40	848	238	40	132	26	164	20	80	1588		
Total Lump Sum GEC Fee:												\$190,492.50
Est. Environmental Costs:												\$41,470.00
Est. Wetlands-Stormwater Delineation Costs:												\$11,250.00
Est. Reimbursables*:												\$11,000.00
Grand Total:												\$254,212.50

Notes:

* Estimated Reimbursables include:

- \$ 1,500 travel for Environmental Consultant (CCA) - during Phase I ESA, Assessment, and 15 days of abatement;
- \$ 500 for printing;
- \$ 4,000 NTE for legal fees associated with easement filing (could range from \$1,500 to a maximum of \$4,000); and
- \$ 5,000 estimated for Title Search, if required.

CCA Environmental Consultant fees (less their reimbursables) include:

- \$ 3,200 for Phase I ESA (CCA); and
- \$38,270 for Environmental Consultant (CCA) Services - includes monitoring quality/progress of work 5X/week (3 wks).

Surveys as follows are included in the above GEC Fee:

- 1) Plat of Survey for 179 acre site;
- 2) Topographic Survey of Exhibit A1 18.3 acres; and
- 3) Topographic Survey of Winchester demo site after demolition.

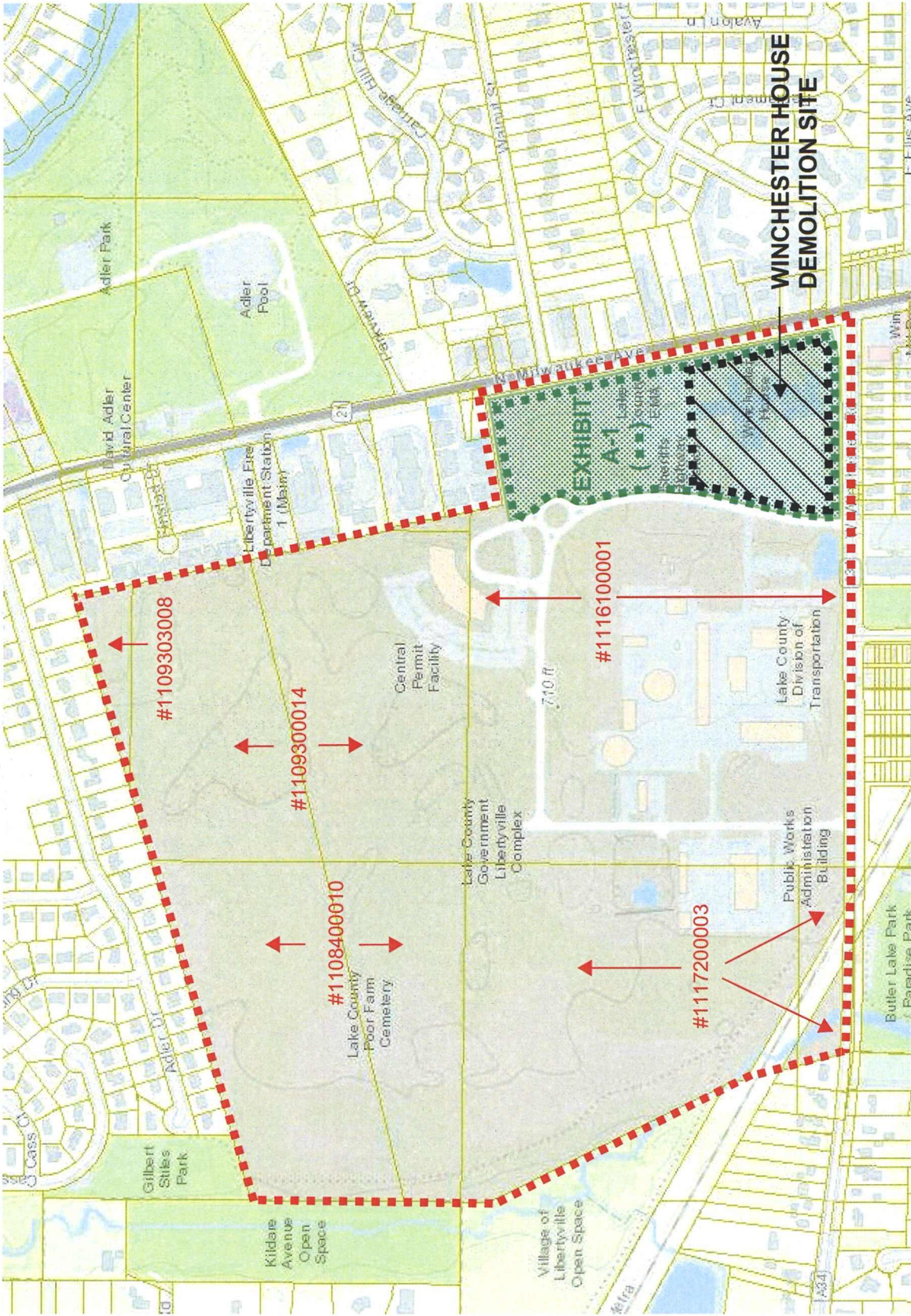
Additional Notes:

- Lake County will provide existing building drawings, if available;
- Lake County will provide any existing data on ACM and LBP, if available;
- Assumed Abatement Duration is 15 working days (3 calendar weeks);
- Assumed Demolition Duration is 15 working days (3 calendar weeks); and
- During demolition activities, GEC will monitor the quality/progress of work 3X/week and furnish written report approximately 1X/week.

Prepared by: *[Signature]*
Title: Director of Design/Agent Date: March 13, 2018

AREA MAP SHOWING EXTENT OF PLAT OF SURVEY

March 13, 2018



KEY:

- Indicates Extent of Plat of Survey (5 Parcels including #1116100001 @ 179 acres)
- Indicates Exhibit A-1 Area (18.3 acres for 'before demo' topographical survey)
- Indicates Winchester House Demolition Site - for demo site plan & 'after demo' topographical survey



February 20, 2018

Ms. Margaret Lehto
Director of Design
Globetrotters Engineering Corporation
300 S. Wacker Dr, Suite 400
Chicago, IL 60606

**Re: Proposal for Environmental Consulting Services
Winchester House Property
Libertyville, Illinois**

Dear Ms. Lehto:

We appreciate the opportunity that you have extended Carnow, Conibear & Assoc., Ltd. (Carnow Conibear) to present our proposal to Globetrotters Engineering Corporation, hereinafter referred to as Client, to provide Professional Environmental Consulting Services. Under this proposal, Carnow Conibear will perform the following services in preparation for the demolition of the Winchester House, Residential Structure, and Pole Barn.

Scope of Work

Phase I Environmental Site Assessment

Carnow Conibear will complete a Phase I Environmental Site Assessment of the 18+ acre site as identified in the Lake County SOI. The Phase I ESA will be performed in general accordance with ASTM standards. The scope of work will include the identification of groundwater monitoring wells which have been placed on the site.

Asbestos-Containing Material (ACM) and Lead-based Paint (LBP) Surveys

To complete the ACM and LBP surveys for the three structures Carnow Conibear will utilize any previous asbestos and lead sampling information as available to construct a plan of action. After this review, Carnow Conibear's team of inspectors will methodically survey each area of all three buildings using architectural blueprints. Since some of the buildings may be occupied at the time of the surveys, special coordination and scheduling with the tenants will be required. Suspect materials that have not been previously and definitively sampled will be collected and submitted to a laboratory for analysis by Polarized Light Microscopy (PLM). Floor tile samples that are negative for asbestos by PLM will be submitted for reanalysis by Transmission Electron Microscopy. Upon receipt of the laboratory results, Carnow Conibear will compile the information to identify areas that tested positive for ACM and LBP on architectural blueprint drawings. A summary report will be prepared that quantifies the ACM and LBP present in each building. The

reports will include survey methodology, sample results, approximate hazardous material quantities in tabular format, and conclusions and recommendations. Drawings created using AutoCAD will be included which depict sampling locations and interior and exterior areas that tested positive for LBP or ACM for each floor of each building.

Hazardous Materials Survey

Carnow Conibear will complete a hazardous material survey for all three structures at the site. Carnow Conibear review information from previous Phase I Environmental Site Assessments to help construct a plan of action. After this review, a team of inspectors will methodically survey each area of all three buildings. Special coordination and scheduling with the various tenants will be required as many of the area may be occupied at the time of the surveys. The survey will identify and quantify potential PCB-containing equipment and oil, potential mercury-containing equipment, chemical wastes, refrigerants (CFCs), and miscellaneous equipment that require special disposal. The survey will also identify and quantify underground storage tanks, medical wastes, radiological wastes, and equipment with special disposal requirements, as well as Universal Wastes such as fluorescent light tubes, other lamps, batteries/UPSs, and CRTs. Summary Reports will be prepared for each building, including detailed survey methodology, sample results, approximate hazardous material quantities in tabular format, and conclusions and recommendations. The survey will also include the identification of any unknown liquid wastes and their sampling for the purposes of waste characterization.

Schematic Design and Construction Documents (Design Plans and Specifications)

Carnow Conibear's Licensed Project Designer will prepare technical specifications and written descriptions of materials and procedures to be followed during abatement associated with each bid package. Specific elements will include engineering controls for the isolation of contaminants, worker and public protection, applicable regulations and standards, permitting and notification, testing, and disposal requirements. The specifications will include provisions for proper handling and disposal of materials with hazardous materials, including lead-based paint, medical wastes, and radiological wastes. The specifications will also address the closure of any groundwater monitoring wells on the site. Carnow Conibear will use the AutoCAD survey plans to create design drawings for inclusion into the contract documents. As necessary, Carnow Conibear will provide a representative familiar with each bid package to review submittals, attend meetings and/or provide responses to request for information.

Construction Administration and Closeout (Project Oversight and Air Monitoring)

Carnow Conibear's project oversight and air sampling services will generally consist of daily monitoring of the abatement contractor's work and maintaining communication with Lake County and the contractor, assessing abatement progress, monitoring abatement work to help maintain conformance with technical project specifications, and federal and state regulations as well as the project schedule, and performing asbestos air monitoring. These project activities are discussed below in greater detail.

1. Carnow Conibear will visually inspect the work areas for compliance with the technical specifications and applicable regulations. Carnow Conibear will review the abatement contractor's submittals.

2. During actual removal, abatement activity will be monitored by collecting air samples inside and outside the work areas. These air samples will be collected according to the Environmental Protection Agency (EPA) guidelines and the Occupational Safety & Health Administration (OSHA) Standard. Personal exposure monitoring samples will not be collected for the abatement contractor's work force.
3. Carnow Conibear will provide on-site monitoring. Carnow Conibear will inspect the work areas and abatement procedures for conformance with the technical project specifications as well as state and federal regulations. Regulated work areas will be visually inspected as well as engineering control methods. Carnow Conibear will also conduct visual inspections of the Abatement Contractor's work methods including water application, control and isolation of interior building spaces, waste handling and disposal, and cleaning. Carnow Conibear will record field activities and observations including air sampling locations.
4. Carnow Conibear will conduct a final visual inspection of the work areas to determine if visible debris and asbestos-containing material have been sufficiently removed or repaired.
5. Carnow Conibear will analyze all air samples by Phase Contrast Microscopy (PCM).
6. Carnow Conibear will prepare a final abatement summary report. The report will include air sampling results, a description of abatement activity, and the contractor's submittals. The final written report will be provided within 30 days after completion of final abatement activity and receipt of all waste manifests

Professional Fees and Expenses

The cost for completing this work, as described, is detailed below.

<u>Phase I Environmental Assessment</u>	\$ 3,500.00
<i>Price includes:</i>	
Mileage and other reimbursable expenses	\$ 300.00
<u>Assessment</u>	\$18,500.00
<i>Price includes:</i>	
Laboratory Costs and Estimates Samples	
1. Asbestos PLM Samples (150 @ \$7.50 ea)	\$ 1,125.00
2. Asbestos TEM Samples (10 @ \$35 ea)	\$ 350.00
3. Lead Paint Samples (50 @ \$10 ea)	\$ 500.00
4. Unknown Container Contents (5 @ \$1,000 ea)	\$ 5,000.00
Mileage and other reimbursable expenses	\$ 750.00
<u>Schematic Design</u>	\$ 2,000.00
<u>Construction Documents</u>	\$ 2,500.00

<u>Contract Administration (abatement/remediation oversight)</u>	\$ 14, 970.00
<i>Price includes:</i>	
a. 15 work days @ \$920/day during active abatement	
b. Laboratory Costs	
1. PCM Air Samples (6 @ \$8 ea)	\$ 48/day
2. Mileage and Reimbursable Expenses	\$ 30/day
<u>Close-Out</u>	\$ 1,500.00

Hourly Rates

Certified Industrial Hygienist	\$ 195.00
Professional Engineer	\$ 195.00
Senior Project Manager	\$ 125.00
Licensed Asbestos/ Lead Inspector	\$ 80.00
Environmental Specialist	\$ 75.00
CAD Operator	\$ 80.00
Administration	\$ 50.00

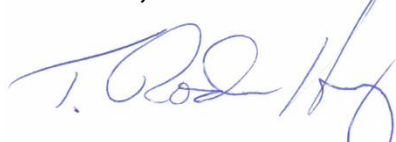
Terms and Conditions

This proposal and all services to be provided hereunder, shall be subject to Carnow Conibear's Terms and Conditions, which are attached to this proposal, are an integral part of this proposal and are incorporated herein by reference. Client agrees that any additional or different terms or conditions contained in Client's acceptance of any other document shall have no force or effect.

Thank you for the opportunity to present this proposal. Should you have any questions, please contact Rod Harvey at (312) 762-2904.

Sincerely,

CARNOW, CONIBEAR & ASSOC., LTD.



T. Rodman Harvey, P.E., CIH, CSP
Director of Client Services

P2018023

CARNOW, CONIBEAR & ASSOC., LTD. TERMS AND CONDITIONS

1. Payment is due upon receipt of invoice. For all amounts unpaid after thirty days from the invoice date as set forth on Carnow Conibear's invoice form, Client agrees to pay Carnow Conibear a finance charge of 1.5% per month, 18% annually, provided, however, that if this percentage exceeds that permitted by law, the charge will be the maximum permitted by law. Carnow Conibear may, after giving seven days written notice to client, terminate or suspend services under the agreement if payments owing under the agreement are due and outstanding.
2. If client requests changes in the scope of the project, these changes must be set forth in writing and subject to Carnow Conibear's written approval. With respect to all such changes, client and Carnow Conibear will negotiate a mutually agreeable adjustment in Carnow Conibear's compensation prior to changes in the scope of the project becoming effective.
3. Carnow Conibear will perform the services under the agreement at a level consistent with that level of care and skill ordinarily exercised by members of Carnow Conibear's profession practicing under similar conditions at the same time in the same or similar locality.
4. Client recognizes that actual conditions, including the presence of hazardous substances, agents or conditions may vary from those encountered in Carnow Conibear's samples, tests, surveys and analysis, that the information and recommendations developed by Carnow Conibear are based solely on the tests and analysis performed, the parties acknowledge that all testing and amendment methods have reliability limitations and that no method or number of sampling locations can guarantee a hazard will be discovered or an applied amendment process will eliminate all hazards.
5. Except as otherwise expressly stated herein, Carnow Conibear does not make any other representations or warranties, express or implied or statutory, including, but not limited to, the implied warranties and/or conditions of merchantability, of satisfactory quality, of fitness for a particular purpose, of accuracy. No oral or written information or advice given by Carnow Conibear or its representatives shall create a warranty.
6. Carnow Conibear shall maintain General liability, Pollution, Excess, Professional Liability, D&O, EPL Fiduciary, Property, Auto and Workers Compensation insurance in coverages and amounts reasonable and customary for similarly situated companies within Carnow Conibear's industry. Carnow Conibear agrees to confirm that such coverage remains in place and is in effect before starting any work performed under the terms of the agreement.
7. The parties agree that the aggregate liability of either party hereunder shall not exceed the total amounts paid to Carnow Conibear under this contract. In no event shall either party be liable for personal injury or any incidental, special, indirect, or consequential damages whatsoever, however caused, regardless of the theory of liability (contract, tort, or otherwise) and even if such party has been advised of the possibility of such damages.
8. Any data, reports, analysis or other documents delivered to client pursuant to the agreement are not intended or represented by Carnow Conibear to be suitable for any use other than information for client, and therefore, is not intended to be used by or relied upon by any third party without the written permission of Carnow Conibear.
9. Each party agrees to defend, indemnify and hold harmless the other party and its owners, directors, officers, agents and employees from and against all claims, expenses, losses and damages, including but not limited to attorneys' fees and litigation support costs, arising out of the agreement. This indemnification duty will not apply for that portion of such claims, damages or costs that are due to the indemnified party's willful misconduct or gross negligence.
10. Carnow Conibear may propose an increase in pricing terms at any time after the date which is 90 days from the date of the agreement by an amount equal to any increase of Carnow Conibear's reasonable and documented costs and expenses associated with the agreement. If client rejects the proposed price increase, Carnow Conibear may terminate the agreement.
11. The agreement and these terms and conditions represents the entire understanding and agreement between client and Carnow Conibear, and supersedes all prior negotiations, representations or agreements, either written or oral. The agreement and these terms and conditions may be amended only by written instrument signed by both client and Carnow Conibear.
12. The agreement and these terms and conditions shall be governed by and construed in accordance with the law of the State of Illinois, without reference to principles of conflicts of laws. The parties agree that any suit, action or proceeding seeking to enforce any provision of, or based on any matter arising out of or in connection with, the agreement or the transactions contemplated thereby, whether in contract, tort or otherwise, shall be brought in the State and Federal courts located in Chicago, Illinois. Each of the parties hereby irrevocably consents to the jurisdiction of such courts and irrevocably waives, to the fullest extent permitted by law, any objection to the laying of the venue of any such suit, action or proceeding in any such court.
13. Only electronic copies of documents generated during a project by Carnow Conibear will be retained unless Client requests other arrangements. Electronic copies of documents may be discarded after seven years.



Letter of Acceptance

Globetrotters Engineering Corporation accepts Carnow, Conibear & Assoc., Ltd.'s attached proposal dated February 20, 2018 for Professional Environmental Consulting at the Winchester House Property in Libertyville, Illinois. This Letter of Acceptance, when signed by both of the below named parties, together with the attached proposal and Terms and Conditions, constitutes a binding contract between such parties. This Letter of Acceptance, together with the attached proposal and Terms and Conditions constitutes the entire agreement between the parties.

Proposed by:

Accepted by:

A handwritten signature in blue ink that reads "David Bremer". The signature is written in a cursive style and is positioned above a horizontal line.

Signature

David Bremer, CHMM, REM
Vice President, Environmental Engineering
Carnow, Conibear & Assoc., Ltd.
600 West Van Buren Street
Suite 500
Chicago, Illinois 60607

Signature

Name

Title

Company or Agency

Address

City, State, Zip Code

Date

P2018023

Hey and Associates, Inc.

Engineering, Ecology and Landscape Architecture

MILWAUKEE, WISCONSIN

26575 W. COMMERCE DRIVE, SUITE 601

VOLO, ILLINOIS 60073

PHONE (847) 740-0888

FAX (847) 740-2888

CHICAGO, ILLINOIS

March 6, 2018

Ms. Margaret Lehto, AIA
Director of Design
Globetrotters Engineering Corporation
300 S. Wacker Drive, Suite 400
Chicago, IL 60606

Proposal No.: 18-0151

Re: Wetland and Water Resources Engineering Consulting Services
±179-acre property located north of Winchester Road and west of Milwaukee Avenue
Libertyville, Lake County, Illinois

Dear Margaret:

We would be pleased to provide wetland and water resource engineering consulting services for the above referenced property. We have reviewed the information your firm provided and offer the following scope of services.

TASK 1: WETLAND FIELD INVESTIGATION AND DELINEATION REPORT

We will complete a field investigation for wetlands and perform a routine wetland delineation applying the general procedures detailed in the 1987 U.S. Army Corps of Engineers' (USACE) wetland delineation manual and the 2010 Regional Supplement-Midwest Region. We will identify and flag the wetland boundaries for surveying by your surveyor. We will review the survey for consistency with our field notes and use it to prepare our report. Also, we will conduct a farmed wetland determination in accordance with Natural Resources Conservation Service guidelines.

The report will include an aerial photograph showing the surveyed wetland boundaries and estimated boundaries of the stormwater management facilities, required USACE data forms for sample points, observed vegetative species lists, representative color photos, farmed wetland determination, and other necessary data. The report will include a summary section on stormwater management facilities, wetland buffers and what the required buffers widths may be depending on jurisdiction. We will provide a pdf of the final report to you for your use.

Please note that if the fieldwork for the wetland delineation will occur outside the normal growing season (May 15 to October 1), Lake County Stormwater Management Commission (LCSMC) and/or the USACE may possibly require the collection of additional data during the

growing season. Supplemental data collection requiring additional fieldwork would need to be billed on a time and materials basis according to our standard rates.

TASK 2: REQUEST FOR PRELIMINARY JURISDICTIONAL DETERMINATION

We will prepare and submit correspondence requesting a preliminary jurisdictional determination and attend one field meeting with LCSMC and the USACE. The form will need to be signed by the property owner. A \$720 review fee (minimum) will need to be provided by your firm or the property owner.

TASK 3: STORMWATER MANAGEMENT AND FLOODPLAIN LIMITS

Based on our review of available County aerial photography and one-foot topography, there appear to be potential flood-prone/depressional areas in the northern parcels of the property. Therefore, we propose the follow scope items to determine the existing stormwater management facility and floodplain boundaries on the site.

Data Recovery and Assessment

We will recover all available record plans and permit documentation for the construction of the Lake County government buildings on-site. We will prepare a Freedom of Information Act Request to Lake County to recover these documents. We will attend one (1) meeting with Lake County to review t and collect the requested documents. We will specifically recover information regarding the locations and high-water levels of the existing permitted stormwater management facilities as well as the limits of any flood-prone and depressional areas in accordance with the WDO.

Additionally, we will recover all available FEMA floodplain and floodway information, including floodplain and floodway limits and elevations. We assume that any application fees for the data recovery submittal will be paid by the client.

We will complete this task for a lump sum fee of \$2,000.

Existing Conditions Base Flood Elevation Determination

We will prepare hydrologic and hydraulic modeling to determine the critical duration 100-year base flood elevation for the depressional areas located in the northern parcels of the property. We will use available County topography, survey information, County soils data, and aerial photography to determine necessary model parameters.

This scope includes necessary field reconnaissance to review the outlet conditions of the depressional areas. We will also prepare a report documenting the BFE determination and an exhibit depicting the limits of the stormwater management facilities and the floodplain and flood-prone areas.

We will complete this task for a lump sum fee of \$4,000.

Ms. Margaret Lehto
 18-0151 Libertyville, IL
 March 6, 2018
 Page 3

TASK	FEE
1. Wetland Field Investigation and Delineation Report	\$4,250 LS
2. Request for Preliminary Jurisdictional Determination/	\$750 LS
3. Stormwater Management and Floodplain Limits	\$6,000 LS
Reimbursables	\$250
TOTAL	\$11,250

Reimbursable expenses shall be in addition to the lump sum fees noted above and include, but are not necessarily limited to, travel, reproductions, shipping/delivery, aerial photographs, phone and other communication charges, consultants and subcontractor fees, equipment and supply costs related to the execution of the project. Any additional meetings or supplemental work would be in addition to the above amount or by separate proposal. Our Standard Terms and Conditions are attached.

If this agreement is acceptable, please sign below and return this proposal to our office. Upon receipt, we will sign and return a fully executed copy for your records. This proposal is valid for 60 days from the date of this letter. Should you have any questions, please contact the project manager, Steven Rauch at our Volo office.

 Hey and Associates, Inc.

 Globetrotters Engineering Corporation

 Attest

 Attest

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Please return this proposal in the return envelope provided.