



**DRAFT**

**Local Public Agency  
Engineering Services Agreement**

Using Federal Funds?  Yes  No

Using State Funds (Non-MFT)?  Yes  No

Agreement For  
MFT-PE

Agreement Type  
Original

**LOCAL PUBLIC AGENCY**

Local Public Agency		County	Section Number	Job Number
Lake		Lake	26-00177-04-CH	
Project Number	Contact Name	Phone Number	Email	
	Mr. Angel Montero	(847) 377-7540	AMontero2@lakecountyil.gov	

**SECTION PROVISIONS**

Local Street/Road Name	Key Route	Length	Structure Number
Darrell Road/Rawson Bridge Road	V47	3,000 ft	
Location Termini			Add Location
Approx. 1,500 feet west of Roberts Road to 1,500 feet east of Roberts Road			Remove Location

**SECTION PROVISIONS**

Local Street/Road Name	Key Route	Length	Structure Number
Roberts Road	V45	3,600 ft	
Location Termini			Add Location
Slocum Lake Drain Culvert to County Limit			Remove Location

**Project Description**

Phase I-II for the intersection safety improvement at Darrell Road and Roberts Road in Port Barrington. Other related work includes resurfacing Roberts Road north to the County limit and south to the Slocum Lake Drain culvert. At Center Street, improvements include converting bypass lane to traditional left turn lane. Construction of non-motorized improvements are also included.

Engineering Funding  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.	Jonathan R. Vana	(630) 735-3382	jvana@civiltechinc.com	
Address	City	State	Zip Code	
2 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

#### AGREEMENT EXHIBITS

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

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514 )
- EXHIBIT \_\_\_ : Direct Costs Summary Sheet
- 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, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
  - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
  - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
  - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

#### II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the

Professional Services Selection Act (50 ILCS 510) (Exhibit C).

2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
  - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
  - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
  - (c) For Non-Federal County Projects - (605 ILCS 5/5-409)
    - (1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.
    - (2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

- Percent
- Lump Sum
- Specific Rate
- Cost plus Fixed Fee:      Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

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

FF is the Fixed Fee.

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

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

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

### III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.

The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the

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

3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.
4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
  - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
  - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
  - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
  - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
  - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
  - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph and
  - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

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

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

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

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

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

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

- (a) Publishing a statement:
  - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
  - (2) Specifying actions that will be taken against employees for violations of such prohibition.
  - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
    - (a) abide by the terms of the statement; and
    - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's or contractor's policy to maintain a drug free workplace;
  - (3) Any available drug counseling, rehabilitation and employee assistance program; and
  - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

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

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 11. For Preliminary Engineering Contracts:
  - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
  - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

**AGREEMENT SUMMARY**

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Civiltech Engineering, Inc.		\$1,123,222.44
<b>Subconsultants</b>		
Jorgensen & Associates, Inc.		\$156,020.09
Midland Standard Engineering & Testing, Inc.		\$21,678.00
American Surveying and Engineering		\$103,894.00
True North Consultants		\$17,490.00
Santacruz Land Acquisitions		\$95,000.00
Subconsultant Total		\$394,082.09
Prime Consultant Total		\$1,123,222.44
Total for all work		\$1,517,304.53

**AGREEMENT SIGNATURES**

Executed by the LPA:

Attest: The  Local Public Agency Type of  Local Public Agency

By (Signature & Date)

By (Signature & Date)

Local Public Agency  
 Local Public Agency Type  
Clerk

Title

(SEAL)

Executed by the ENGINEER:

Attest:  Prime Consultant (Firm) Name

By (Signature & Date)  
 5/1/2026

Title

By (Signature & Date)  
 5/1/2026

Title

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

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake	Civiltech Engineering, Inc.	Lake	26-00177-04-CH

**EXHIBIT A  
SCOPE OF SERVICES**

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

See attached.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake	Civiltech Engineering, Inc.	Lake	26-00177-04-CH

**EXHIBIT B  
PROJECT SCHEDULE**

Notice to Proceed - June 2026  
 Public Information Meeting #1 - December 2026  
 Preliminary Plans – April 2027  
 Draft Project Report - June 2027  
 Initiate Right-of-Way Documents – June 2027  
 Public Information Meeting #2 - November 2027  
 Final Project Report - December 2027  
 Pre-final Plans - January 2028  
 Final PS&E - September 2028  
 ROW Certified – September 2028 (16 months total)  
 Letting – November 2028

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake	Civiltech Engineering, Inc.	Lake	26-00177-04-CH

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

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

Form Not Applicable (engineering services less than the threshold)

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

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input 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 type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input type="checkbox"/>
5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input type="checkbox"/>
Project Criteria		Weighting	
8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input type="checkbox"/>
Selection committee (titles) for this project			
Top three consultants ranked for this project in order			
1			
2			
3			
9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input 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 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 type="checkbox"/>
14	QBS according to State requirements used?	<input type="checkbox"/>	<input type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input type="checkbox"/>	<input type="checkbox"/>



## Work Hour and Fee Calculations

### Fee Summary (See attached calculations):

#### Phase I Engineering:

Civiltech:	\$466,343.19
Sub-consultants:	
Jorgensen and Associates (Survey):	\$73,443.42
Midland Standard (Geotechnical):	\$21,678.00
Direct Costs:	\$10,020.75
<b>Sub-Total Phase I:</b>	<b>\$571,485.36</b>

#### Phase II Engineering:

Civiltech:	\$570,058.50
Sub-consultants:	
A.S.E. (S.U.E):	\$103,894.00
True North (PSI/C.C.D.D.):	\$17,490.00
Jorgensen and Associates (Plat of Highways):	\$82,576.67
Appraisals (Civiltech):	\$74,000.00
Negotiations (Santacruz):	\$95,000.00
Direct Costs:	\$2,800.00
<b>Sub-Total Phase II:</b>	<b>\$945,819.17</b>

**Total (Phase I + Phase II Engineering):                   \$1,517,304.53**



**The Lake County Division of Transportation (LCDOT) conducted a Feasibility Study at the intersection of Darrell Road/Rawson Bridge Road and Roberts Road, which is located in Port Barrington near the Lake County/McHenry County border.** The Feasibility Study evaluated and compared geometrics, traffic operation, safety analysis, cost, and other environmental considerations for the alternatives, provided a detailed description of alternatives, and recommended the installation of a roundabout as the preferred alternative. LCDOT is undertaking Phase I Preliminary Engineering and Phase II Detailed Design Engineering for the intersection improvements at Darrell Road and Roberts Road.

The Phase I and II scope of services assumes that this project will be constructed with MFT dollars and as such, coordination with IDOT through the Federal-aid process is not required. It is further assumed that Phase I and Phase II will be conducted concurrently. This will reduce the duplication of engineering tasks such as geometric design, pavement design, cost estimating, maintenance of traffic, and drainage studies. These studies will be completed by Phase II designers and incorporated into the Phase I Project Report.

## PHASE I ENGINEERING SCOPE OF SERVICES

The following is a scope of services to complete items specific to the Phase I portion of the Darrell Road/Roberts Road Phase I Study:

### Item 1:

#### Field Survey and Preparation of Base Maps

**Field survey will be performed by a subconsultant, Jorgensen & Associates.**

In order to develop accurate construction costs and limits of grading needed for the roadway, driveways and proposed shared-use path to meet Americans with Disability Act (ADA) requirements, a topographic survey will be collected. The topographic survey will include: structures, ground shots, roadway shots, drainage and utilities, trees, and other pertinent items within the project corridor. Cross sections will also be taken at all intersecting side streets and driveways to aid in the final design. An attempt will be made to recover as many property and/or other survey monuments as can be located.

The survey will include the establishment of the existing right-of-way lines within the project corridor. Benchmarks and horizontal control points will be established based on geodetic survey monuments with G.P.S. survey methods. Benchmarks will be located and described. The survey will be completed in accordance with LCDOT's Design Survey Procedures.

This item includes performing a J.U.L.I.E. design stage request to obtain utility atlases for the project area. The preparation of the project CAD base files will include identification and drafting of all existing public and private utilities within the project limits. Existing cross section information would be generated from the survey data to aid in the review of compliance with ADA grades at driveways as well as aid in the design of the proposed shared-use path.

This item also includes coordination with the subconsultant and desk review of the field survey files.

### Item 2:

#### Environmental Survey Request

In order to meet requirements of the MFT process, environmental clearances must be obtained prior to project approval. Environmental prescreen forms for biological and cultural clearance reviews will be submitted to IDOT upon request to verify method of processing environmental reviews. It is anticipated that an Environmental Survey Request (ESR) will need to be prepared and processed through IDOT. The following tasks are included as part of this item:



- a. Prepare exhibits for ESR submittal including location map, USGS map, National Wetlands Inventory map, cultural resources map, and Environmental Survey Limits exhibits.
- b. Identify properties greater than 40-years old. Prepare 40-year old Building Photolog and Summary Table. (Assumes photos will be acquired from online sources)
- c. Prepare and submit Natural Resources and Cultural Resources Pre-Screening Forms.
- d. Prepare and Submit ESR Form.
- e. Prepare GIS Shape Files of ESR boundary for inclusion in ESR submittal.

**Item 3:**

**Preliminary Environmental Site Assessment**

As part of the environmental studies required for a MFT project, it is necessary to perform a Special Waste Screening Analysis to determine if there are any sites located along the project area that may result in the need for further environmental investigation. Due to the current and previous land use, it is anticipated that the initial screening will result in the need for a Preliminary Environmental Site Assessment (PESA) to determine the extent of any special remediation that may need to occur.

**Item 4:**

**Aquatic Resources Delineation Report (ARDR) Update**

The November 13, 2004, A3E Olson Ecological, Aquatic Resource Delineation Report for the Darrell Road and Roberts Road Feasibility Study is anticipated to expire prior to permitting and an update of the delineations will be required. This update will be prepared in accordance with the Lake County Watershed Development Ordinance (WDO) and the U.S. Army Corps of Engineers (USACE) Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region (Version 2.0), (USACE Supplemental Manual). Field investigations will include the identification and delineation of both USACE jurisdictional waters of the U.S. (WOUS) and Lake County jurisdictional Isolated Waters of Lake County (IWLC). The wetland and water body investigations will include an off-site resource review followed by an on-site investigation. Proposed field services include the identification and delineation of wetlands and water bodies and the determination of High Quality Aquatic Resources (HQAR).

Wetland delineation field investigation activities include onsite testing for the presence of hydric soils, hydrophytic vegetation, and sufficient hydrology. A floristic quality assessment (FQA) will be conducted for each identified wetland. Water body delineation field activities include the determination of the Ordinary High Water Mark (OHWM). USACE WOUS and LCSMC IWLC jurisdictional wetland limits within the project area will be flagged and GPS data will be collected. The location of adjacent wetlands within 100 feet of the project area per the WDO will be included in the field investigation. An Aquatic Resources Delineation Report (ARDR) Update will be prepared that will include findings from the field investigations.

Port Barrington is a Standard Certified Community under the WDO; therefore, all preliminary wetland related regulatory coordination will occur through LCSMC. Coordination with LCSMC and USACE for Preliminary Jurisdictional Determinations (PJD) and Boundary Verifications (BV) regarding the limits of the wetlands, water bodies, and buffers will be conducted. Limits will be included in the final ARDR, which will be provided for review and distribution.

It is assumed that all federal and state listed, threatened, and endangered (T&E) species consultations will be coordinated and obtained through biological clearances from IDOT for use in Phase I and Phase II permitting. A Bridge Bat Assessment will be conducted for the culvert located just south of Center Street under Roberts Road. However, no other T&E species consultations or coordination, no habitat surveys, and no species surveys are included.

The ARDR and the IDOT provided clearances will be used to prepare and electronically submit IDOT's Wetland Impact Evaluation (WIE) form. A WIE exhibit will be prepared and along with the WIE form, will be provided to the County for review. The WIE form and the associated exhibit will then be submitted to IDOT and one revision and resubmittal based on IDOT comments is included.



**Item 5:**

**Tree Survey**

An onsite tree survey will be conducted, and a comprehensive Tree Survey Report will be prepared for a portion of the property owned by the Lake County Forest Preserve District (LCFPD located in the southwest quadrant of the Roberts Road/Center Street intersection). The limits of the survey will be limited to an area associated with the potential bike path alignment as agreed to by LCDOT and LCFPD. Trees will be surveyed in accordance with IDOT Department Policies (D&E-18), as well as the appropriate tree survey methodologies of the County and the Lake County Forest Preserve District. It is assumed that the tree survey will include a tagged tree survey and an inventory tree survey, as required by the appropriate methodology. Trees will be identified based on diameter at breast height (DBH), and height, species, health, and structure of each tree. All trees 3 inches DBH and greater will be surveyed. We will collect GPS data and location of each tree surveyed. Findings from the tree survey will be included in the Tree Survey Report and the final report will be provided to LCDOT and LCFPD for review and distribution

**Item 6:**

**Subsurface Pavement and Soils Investigation**

**This work will be completed by a subconsultant, Midland Standard Engineering and Testing, Inc.**

In order to provide recommendations for proposed pavement design, pavement cores will be collected. Pavement cores/subgrade soil borings through all pavement layers to a depth of 10 feet will be collected, logged, and measured. Subgrade soil testing will be completed to report subgrade conditions. All field data will be summarized in a report, including a discussion of subgrade conditions and recommendations for pavement reconstruction, storm sewer and watermain design.

This item also includes coordination and review of deliverables from the subconsultant.

**Item 7:**

**Traffic Analyses**

As part of the Feasibility Study, 24-hour turning movement traffic counts were taken at the Darrell Road/Roberts Road intersection in 2024. New counts are not recommended for this location at this time. However, a question has been raised as to whether or not the traffic volumes at the intersection of Roberts Road and Center Street warrant other 3R improvements at that intersection. In order to determine this, the following tasks are proposed:

- a. Perform 24-hour turning movement, bicycle, and pedestrian counts at the intersection of Roberts Road and Center Street using Miovision Scout traffic video camera systems.
- b. Reduce and tabulate traffic count data; determine A.M. and P.M. peak hours; prepare traffic volume exhibits.
- c. Develop design hourly traffic volumes (DHSV's).
- d. It is assumed that standard left turn channelization will be implemented on Roberts Road at the Center Street intersection in lieu of the existing bypass lane. Realignment Center Street to improve the angle of intersection and restricting access to the Car Care facility will also be investigated.
- e. Conduct A.M. and P.M. HCS analysis to determine required storage bay length for installation of traditional left turn lane at Center Street.
- f. Incorporate traffic analyses and summaries (both new and those completed as part of the Feasibility Study) into the Project Report. One revision of capacity analyses is included.



**Item 8:**

**Crash Analysis**

As part of the Feasibility Study, crash data for the study area was analyzed for the years 2016 through 2022. It is recommended that the analysis be updated to include the most recent years of data (2023, 2024, and 2025, if available). This work item will include the following items:

- a. Collect latest crash data.
- b. Tabulate data and plot collision diagrams.
- c. Prepare roadway lighting warrant analysis.
- d. Evaluate safety improvement needs, identify countermeasures and recommendations to increase safety for pedestrians, cyclists, and vehicles, and write crash analysis.
- e. Incorporate crash analyses and summaries into the Project Report.

**Item 9:**

**Intersection Design Study**

Traffic and geometric design studies for the proposed intersection improvement will be summarized into an Intersection Design Study. Specific traffic data requests will be coordinated with the LCDOT Traffic Department. This work item will include the following items:

- a. Compile traffic and signal data.
- b. Provide General Notes and Elements Controlling Design.
- c. Incorporate horizontal and vertical geometric design studies and notate.
- d. Complete AutoTurn analyses and prepare sheets.
- e. Complete Clearview Diagram, Fast Paths, and Phi and Vision Angles analyses and prepare sheets.
- f. Submit to LCDOT for review. Includes up to two revisions.

**Item 10:**

**Draft Project Report**

This work task will involve integration of project data and engineering studies into a Project Report that meets LCDOT requirements. Exhibits, including a location map, a land use exhibit, existing and proposed typical sections that were created for the Feasibility Study will be reused to the extent practicable. Specifically, this work item will include the following:

- a. Write the draft text.
- b. Prepare potential detour map.
- c. Prepare plan views of potential construction stages including use of a temporary roadway.
- d. Compile appendices.
- e. Provide Draft Project Report for LCDOT review.



**Item 11:**

**Meetings and Coordination**

This item includes time for LCDOT, Local Agency and other agency coordination. Preparation of materials for the meeting and meeting minutes are included with each meeting. The following tasks are included:

- a. LCDOT kickoff meeting (in-person).
- b. Local Agency coordination meetings. Assume that up to six in-person meetings will be held with the Village of Port Barrington and other jurisdictional agencies that may be required due to a proposed detour route.
- c. Assume up to three in-person meetings with adjacent property owners to discuss the proposed improvement and potential access modifications.
- d. Coordination with the Lake County Forest Preserve District regarding the alignment of the shared-used path along the south leg of Roberts Road. Assume two in-person meetings.
- e. Phone/email coordination with Local Agency Police and Fire, schools, Post Office, Park District, and bicycle groups to inform them of the project, discuss potential detours, and construction staging. Assume a maximum of two virtual coordination meetings will also be conducted, if requested.

**Item 12:**

**Public Involvement**

The purpose of public involvement process is to promote a proactive and responsive approach that seeks the input of all concerned stakeholders and that provides appropriate input at key points in the project decision making process. It is anticipated that two in-person, open house style public information meetings will be held for the project in addition to a Virtual Public Forum. The Virtual Public Forum will include a project website with interactive public input components. Following are the specific public involvement tasks that are anticipated:

**In-person Open Houses**

- a. Selection of and coordination with public meeting venue.
- b. Preparation of public meeting newspaper legal notice/ announcements.
- c. Preparation of public meeting brochure.
- d. Preparation and distribution of public meeting notification letters to area residents and businesses including exhibits as needed.
- e. Preparation of public meeting exhibits. This item includes up to 3 existing/proposed rendered views within the project corridor.
- f. Preparation of video presentation.
- g. Preparation of FAQ documents for internal and external uses.
- h. Preparation of Spanish language boards and brochure.
- i. Preparation for and attendance at two public meeting dry runs with County staff.
- j. Attendance at public information meeting including bilingual staff member.
- k. Preparation of meeting summary and responses to comments received.

**Virtual Public Forum**

It is assumed that LCDOT will develop, own and maintain the Virtual Public Forum. Civiltech will provide exhibits as needed.

- l. Prepare exhibits for inclusion on the Virtual Public Forum.
- m. Preparation of responses to public input received.



**Item 13:**

**Pre-Final and Final Project Report**

Based on the outcome of the draft Project Report review by LCDOT as well as the stakeholder and public involvement activities and comments, the Pre-Final and Final Project Report will be prepared. This work item will include the following tasks:

- a. Prepare a disposition of LCDOT comments on the draft Project Report.
- b. Revise, proofread and edit the draft Project Report.
- c. Revise draft Project Report exhibits and appendices.
- d. Provide Pre-Final Project Report for LCDOT.
- e. Provide a disposition of LCDOT comments.
- f. Revise, proofread and edit the Pre-Final Project Report once.
- g. Revise Pre-Final Project Report exhibits and appendices once.
- h. Provide Final Project Report for LCDOT approval.

**Item 14:**

**Supervision, Administration and Project Coordination**

This item includes project setup, monthly invoicing and preparation of status reports, client coordination, and meetings as well as in-house coordination meetings. This item also includes implementation of Civiltech’s Quality Assurance/Quality Control in-house review process. The duration of the project is estimated to be 24 months. Specifically, the following items are included:

- a. Project setup.
- b. Monthly invoicing, status reports and extra work documentation (assume 24 months).
- c. Internal coordination meetings (assume three people, 24 meetings, one hour each).
- d. Regular client coordination meetings as needed (assume two people, 24 remote meetings, one hour each consisting of preparation, attendance, and summary e-mail).
- e. Implementation of general QA/QC procedures.



## COST ESTIMATE OF CONSULTANT SERVICES

Task	Personnel & Hours												Total Hours	% of Hours	Labor Cost
	Director	Sr. Project Manager	Project Engineer	Design Engineer	CAD Technician	Sr. Env. Scientist	Sr. Ecologist	Env. Scientist	Sr. Traffic Engineer	Traffic Engineer	Creative Director	Sr. Digital Rendering Artist			
	\$85.00	\$75.00	\$48.00	\$40.00	\$48.00	\$83.00	\$48.00	\$39.00	\$64.00	\$53.00	\$59.00	\$49.00			
1 Field Survey and Preparation of Base Maps		4	10	14	8	0	0	0	0	0	0	0	36	1.1%	\$ 1,724.00
2 Environmental Survey Request	0	6	22	26	44	0	0	0	0	0	0	0	98	3.0%	\$ 4,658.00
3 Preliminary Environmental Site Assessment	0	4	4	0	0	8	2	76	0	0	0	0	94	2.9%	\$ 4,216.00
4 Aquatic Resources Delineation Report (ARDR) Update	0	4	4	4	0	16	64	84	0	0	0	0	176	5.4%	\$ 8,328.00
5 Tree Survey	0	4	4	0	0	12	74	116	0	0	0	0	210	6.5%	\$ 9,564.00
6 Subsurface Pavement and Soils Investigation	0	8	4	0	0	0	0	0	0	0	0	0	12	0.4%	\$ 792.00
7 Traffic Analyses	0	3	10	16	8	0	0	0	8	14	0	0	59	1.8%	\$ 2,983.00
8 Crash Analysis	0	2	9	21	0	0	0	0	0	0	0	0	32	1.0%	\$ 1,422.00
9 Intersection Design Study	4	10	60	98	56	0	0	0	8	8	0	0	244	7.5%	\$ 11,514.00
10 Draft Project Report	4	22	94	74	48	0	0	0	0	0	0	0	242	7.4%	\$ 11,766.00
11 Meetings and Coordination	0	96	96	0	74	0	0	0	0	0	0	0	266	8.2%	\$ 15,360.00
12 Public Involvement	48	180	264	152	184	0	0	0	0	0	258	220	1306	40.1%	\$ 71,166.00
13 Pre-Final and Final Project Report	0	18	52	44	32	0	0	0	0	0	0	0	146	4.5%	\$ 7,142.00
14 Supervision, Administration, and Project Coordination	62	182	48	24	6	0	0	0	6	6	0	0	334	10.3%	\$ 23,174.00
<b>Sub-Total</b>	<b>118</b>	<b>543</b>	<b>681</b>	<b>473</b>	<b>460</b>	<b>36</b>	<b>140</b>	<b>276</b>	<b>22</b>	<b>28</b>	<b>258</b>	<b>220</b>	<b>3255</b>		
<b>% of Hours</b>	<b>3.6%</b>	<b>16.7%</b>	<b>20.9%</b>	<b>14.5%</b>	<b>14.1%</b>	<b>1.1%</b>	<b>4.3%</b>	<b>8.5%</b>	<b>0.7%</b>	<b>0.9%</b>	<b>7.9%</b>	<b>6.8%</b>		<b>100.0%</b>	
Total Cost	\$10,030	\$40,725	\$32,688	\$18,920	\$22,080	\$2,988	\$6,720	\$10,764	\$1,408	\$1,484	\$15,222	\$10,780			\$ 173,809.00
Direct Labor Multiplier*	2.68														\$ 466,343.19
Direct Costs															\$ 10,020.75
Subconsultants															\$ 95,121.42
<b>Total Engineering Cost:</b>															<b>\$ 571,485.36</b>

\* Multiplier = (DL + OH + FF)  
 DL = Direct Labor  
 OH = Overhead = 134.33%  
 FF = Fixed Fee = 33.98%  
 where FF = 14.5%[DL + OH(DL)]



## DIRECT COSTS

			Direct Cost	Subconsultant Expense
<b>Item 1</b>	<b>Field Survey and Preparation of Base Maps</b>			
	Subconsultant: Jorgensen & Associates			\$73,443.42
<b>Item 3</b>	<b>Preliminary Environmental Site Assessment</b>			
Mileage				
	1 trip @	55 miles @	\$0.725	\$39.88
<b>Item 4</b>	<b>Aquatic Resources Delineation Report (ARDR) Update</b>			
Mileage				
	3 trips @	55 miles @	\$0.725	\$119.63
<b>Item 5</b>	<b>Tree Survey</b>			
Mileage				
	6 trips @	55 miles @	\$0.725	\$239.25
<b>Item 6</b>	<b>Subsurface Pavement and Soils Investigation</b>			
	Subconsultant: Midland Standard Engineering & Testing			\$21,678.00
<b>Item 7</b>	<b>Traffic Analyses</b>			
Mileage				
	2 trips @	55 miles @	\$0.725	\$79.75
Video Count Data Reduction		1-24 Hour Count x \$500 each		\$500.00
<b>Item 11</b>	<b>Meetings and Coordination</b>			
Mileage				
	12 trips @	55 miles @	\$0.725	\$478.50
<b>Item 12</b>	<b>Public Involvement</b>			
Mileage				
	10 trips @	55 miles @	\$0.725	\$398.75
Legal Notices				
	2 meetings @	2 each @	\$500.00	\$2,000.00
Postage				
	2 meetings @	250 letters @	\$0.78	\$390.00
		20 Certified Letters	\$20.00	\$400.00
Printing				
		500 sheets @	\$0.25	\$125.00
		250 sheets @	\$1.00	\$250.00
Public Meeting Supplies (foam core board, easels, etc.)				\$1,000.00
Location Rental Fee				
	2 meetings @		\$2,000.00	\$4,000.00
<b>TOTAL:</b>			<b>\$10,020.75</b>	<b>\$95,121.42</b>



## WORKHOURS

Task	Personnel & Hours												Total Hours	% of Hours
	Director	Sr. Project Manager	Project Engineer	Design Engineer	CAD Technician	Sr. Env. Scientist	Sr. Ecologist	Env. Scientist	Sr. Traffic Engineer	Traffic Engineer	Creative Director	Sr. Digital Rendering Artist		
<b>Field Survey and Preparation of Base Maps</b>														
Perform a J.U.L.I.E. design stage request.			2	2									4	11.1%
Desktop review of survey data.			4	4									8	22.2%
Preparation of the project CAD base files including identification and drafting of all existing public and private utilities.			4	8	8								20	55.6%
Subconsultant coordination.			4										4	11.1%
<b>Sub-total Item 1</b>	<b>0</b>	<b>4</b>	<b>10</b>	<b>14</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36</b>	<b>100.0%</b>
<b>Environmental Survey Request</b>														
Prepare exhibits for ESR submittal including location map, USGS map, National Wetlands Inventory map, cultural resources map, and Environmental Survey Limits exhibits.			2	8	8	40							58	59.2%
Identify properties greater than 40-years old. Prepare 40-year old Building Photolog and Summary Table. (Assumes photos will be acquired from online sources)			1	4	8								13	13.3%
Prepare and submit Natural Resources and Cultural Resources Pre-Screening Forms.			1	4	4								9	9.2%
Prepare and Submit ESR Form.			2	4	4								10	10.2%
Prepare GIS Shape Files of ESR boundary for inclusion in ESR submittal.			2	2	4								8	8.2%
<b>Sub-total Item 2</b>	<b>0</b>	<b>6</b>	<b>22</b>	<b>26</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>98</b>	<b>100.0%</b>
<b>Preliminary Environmental Site Assessment</b>														
Database Review and Coordination						2		8					10	10.6%
Resource Review						2		8					10	10.6%
Site Investigation						2		20					22	23.4%
PESA Report			4	4		2	2	40					52	55.3%
<b>Sub-total Item 3</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>2</b>	<b>76</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>94</b>	<b>100.0%</b>
<b>Aquatic Resources Delineation Report (ARDR) Update</b>														
Resource Review						2	2	2					6	3.4%
Field Investigations						8	20	28					56	31.8%
ARDR Report						2	12	26					40	22.7%
Bridge Bat Assessment						2	4	20					26	14.8%
Prepare and submit WIE form and related exhibits. Includes one revision.			4	4	4	2	26	8					48	27.3%
<b>Sub-total Item 4</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>16</b>	<b>64</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>176</b>	<b>100.0%</b>
<b>Tree Survey</b>														
Resource Review						2	2	2					6	2.9%
Field Investigation						8	60	90					158	75.2%
Tree Survey Report			4	4		2	12	24					46	21.9%
<b>Sub-total Item 5</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>74</b>	<b>116</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>210</b>	<b>100.0%</b>
<b>Subsurface Pavement and Soils Investigation</b>														
Review subconsultant deliverables.			4	4									8	66.7%
Subconsultant coordination.			4										4	33.3%
<b>Sub-total Item 6</b>	<b>0</b>	<b>8</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>100.0%</b>
<b>Traffic Analyses</b>														
Perform 24-hour turning movement, bicycle and pedestrian counts at the intersection of Roberts Road and Center Street.				8	8								16	27.1%
Reduce and tabulate traffic count data; determine A.M. and P.M. peak hours; prepare traffic volume exhibits.									1	4			5	8.5%
Develop design hourly traffic volumes (DHV's).									2	4			6	10.2%
It is assumed that standard left turn channelization will be implemented on Roberts Road at the Center Street intersection in lieu of the existing bypass lane. Realigning Center Street to improve the angle of intersection and restricting access to the Car Care facility will also be investigated.			2	8	8								18	30.5%
Conduct A.M. and P.M. HCS analysis to determine required storage bay length for installation of traditional left turn lane at Center Street.									1	2			3	5.1%



## WORKHOURS (EXTENDED)

Task	Personnel & Hours												Total Hours	% of Hours
	Director	Sr. Project Manager	Project Engineer	Design Engineer	CAD Technician	Sr. Env. Scientist	Sr. Ecologist	Env. Scientist	Sr. Traffic Engineer	Traffic Engineer	Creative Director	Sr. Digital Rendering Artist		
Incorporate traffic analyses and summaries (both new and those completed as part of the Feasibility Study) into the Project Report. One revision of capacity analyses is included.		1	2						4	4			11	18.6%
<b>Sub-total Item 7</b>	<b>0</b>	<b>3</b>	<b>10</b>	<b>16</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>59</b>	<b>100.0%</b>
<b>Crash Analysis</b>														
Collect latest crash data.			2										2	6.3%
Tabulate data and plot collision diagrams.			2	16									18	56.3%
Prepare roadway lighting warrant analysis.			1	1									2	6.3%
Evaluate safety improvement needs, identify countermeasures and write crash analysis text.		1	2	4									7	21.9%
Incorporate crash analyses and summaries into the Project Report.		1	2										3	9.4%
<b>Sub-total Item 8</b>	<b>0</b>	<b>2</b>	<b>9</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>	<b>100.0%</b>
<b>Intersection Design Study</b>														
Compile traffic and signal data.									4	4			8	3.3%
Provide General Notes and Elements Controlling Design.			4	2									6	2.5%
Incorporate horizontal and vertical geometric design studies and notate.	2	2	8	8	24								44	18.0%
Complete Clearview Diagram, Fast Paths, and Phi and Vision Angles analyses and prepare sheets.	2	2	24	40	16								84	34.4%
Submit to LCDOT for review. Includes up to two revisions.		6	24	48	16				4	4			102	41.8%
<b>Sub-total Item 9</b>	<b>4</b>	<b>10</b>	<b>60</b>	<b>98</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>244</b>	<b>100.0%</b>
<b>Draft Project Report</b>														
Write the draft text.	4	8	40	16									68	28.1%
Prepare potential detour map.		4	8	8	8								28	11.6%
Prepare plan views of potential construction stages including use of a temporary roadway.		8	40	40	40								128	52.9%
Compile appendices.			4	8									12	5.0%
Provide Draft Project Report for LCDOT review.		2	2	2									6	2.5%
<b>Sub-total Item 10</b>	<b>4</b>	<b>22</b>	<b>94</b>	<b>74</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>242</b>	<b>100.0%</b>
<b>Meetings and Coordination</b>														
LCDOT kickoff meeting. (Assume in-person)		6	6										12	4.5%
Local Agency coordination meetings. (Assume 6 in-person meetings)		36	36		36								108	40.6%
Assume up to 3 in-person meetings with adjacent property owners.		18	18		18								54	20.3%
Coordination with the Lake County Forest Preserve District. Assume two in-person meetings.		12	12		12								36	13.5%
Phone/email coordination with Local Agency Police and Fire, schools, Post Office, Park District, and bicycle groups to inform them of the project, discuss potential detours, and construction staging. Assume a maximum of two virtual coordination meetings will also be conducted, if requested.		24	24		8								56	21.1%
<b>Sub-total Item 11</b>	<b>0</b>	<b>96</b>	<b>96</b>	<b>0</b>	<b>74</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>266</b>	<b>100.0%</b>
<b>Public Involvement</b>														
<i>In-person Open Houses - Assume 2 meetings.</i>														
Selection of and coordination with public meeting venue.			4										4	0.3%
Preparation of public meeting newspaper legal notice/announcements.		2	4	4									10	0.8%
Preparation of public meeting brochure.		4	8	8						8			28	2.1%
Preparation and distribution of public meeting notification letters to area residents and businesses including exhibits as needed.		2	16	16	40								74	5.7%
Preparation of public meeting exhibits. This item includes up to 3 existing/proposed rendered views within the project corridor.	8	16	40	40	40					40	80		264	20.2%
Preparation of video presentation.	32	40	40							90	140		342	26.2%
Preparation of FAQ documents for internal and external uses.	8	8	16	16									48	3.7%
Preparation of Spanish language boards and brochure.		8	24		24								56	4.3%
Preparation for and attendance at two public meeting dry runs with County staff. Assume in-person.		16	16										32	2.5%
Attendance at public information meeting including bilingual staff member.		12	24	12									48	3.7%
Preparation of meeting summary and responses to comments received.		16	16	16									48	3.7%
<i>Virtual Public Forum</i>														
Preparation of exhibits as needed.		16	16	40	80					120			272	20.8%



## WORKHOURS (EXTENDED)

Task	Personnel & Hours												Total Hours	% of Hours
	Director	Sr. Project Manager	Project Engineer	Design Engineer	CAD Technician	Sr. Env. Scientist	Sr. Ecologist	Env. Scientist	Sr. Traffic Engineer	Traffic Engineer	Creative Director	Sr. Digital Rendering Artist		
Preparation of responses to public input received.		40	40										80	6.1%
<b>Sub-total Item 12</b>	<b>48</b>	<b>180</b>	<b>264</b>	<b>152</b>	<b>184</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>258</b>	<b>220</b>	<b>1306</b>	<b>100.0%</b>
<b>Pre-Final and Final Project Report</b>														
Prepare a disposition of LCDOT comments on the draft Project Report.		2	8	4									14	9.6%
Revise, proofread and edit the draft Project Report.		4	16	16									36	24.7%
Revise draft Project Report exhibits and appendices.		2	8	8	16								34	23.3%
Provide Pre-Final Project Report for LCDOT.		2	2										4	2.7%
Provide a disposition of LCDOT comments.		2	4	4									10	6.8%
Revise, proofread and edit the Pre-Final Project Report once.		2	8	8	8								26	17.8%
Revise Pre-Final Project Report exhibits and appendices once.		2	4	4	8								18	12.3%
Provide Final Project Report for LCDOT approval.		2	2										4	2.7%
<b>Sub-total Item 13</b>	<b>0</b>	<b>18</b>	<b>52</b>	<b>44</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>146</b>	<b>100.0%</b>
<b>Supervision, Administration, and Project Coordination</b>														
Project Setup.	2	2											4	1.2%
Monthly invoicing, preparation of status reports and extra work documentation. Assume 12 months.		72											72	21.6%
In-house coordination meetings.		24	24	24	6				6	6			90	26.9%
Client coordination meetings.		24	24										48	14.4%
Quality Control/Quality Assurance in-house review process	60	60											120	35.9%
<b>Sub-total Item 14</b>	<b>62</b>	<b>182</b>	<b>48</b>	<b>24</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>334</b>	<b>100.0%</b>
<b>Total Hours:</b>	<b>118</b>	<b>543</b>	<b>681</b>	<b>473</b>	<b>460</b>	<b>36</b>	<b>140</b>	<b>276</b>	<b>22</b>	<b>28</b>	<b>258</b>	<b>220</b>	<b>3255</b>	
<b>% of Hours:</b>	<b>3.6%</b>	<b>16.7%</b>	<b>20.9%</b>	<b>14.5%</b>	<b>14.1%</b>	<b>1.1%</b>	<b>4.3%</b>	<b>8.5%</b>	<b>0.7%</b>	<b>0.9%</b>	<b>7.9%</b>	<b>6.8%</b>	<b>100.0%</b>	



**JORGENSEN & ASSOCIATES, INC.**  
**LAND SURVEYORS**

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Est. 1990

March 13, 2026

Mr. James R. Tibble, P.E.  
Civiltech Engineering, Inc.  
Two Pierce Place  
Suite 1400  
Itasca, Illinois 60143

Re: Darrell Road & Roberts Road Topographic Survey Proposal

Dear Mr. Tibble:

Enclosed please find our proposal to prepare a topographic survey for the referenced project. Our proposal is based on your email on March 5<sup>th</sup>.

I would like to thank you for considering Jorgensen & Associates for this project. We look forward to continuing our working relationship with your firm. Should you have any questions, comments or require any further information concerning our proposal, please feel free to call me at (847)356-3371.

Respectfully submitted,  
Jorgensen & Associates, Inc.

Kirk J. Ruter, P.L.S.

KJR/pt

Enclosures

E:\Civiltech\Port Barrington\Darrell & Roberts Rd\Letter

## **SCOPE OF SERVICES**

### **Topographic Survey**

The project corridor being the Darrell Road and Roberts Road Intersection extending approximately 1,575 feet west and east of the intersection along Darrell Road and approximately 1,900 feet south and north of the intersection along Roberts Road.

Establish horizontal and vertical control based on NGS geodetic survey monuments (if available) and using G.P.S. survey methods. The project control will be based on NAD 83 (2011 adjustment) and NAVD 88 datums. Horizontal control will be tied and benchmarks will be located and described.

The topographic survey will include structures, ground shots, roadway shots, drainage and utilities, vegetation including trees with a DBH of 3" and larger, and all other pertinent items within the project corridor. All surveyed structures to include inverts.

An attempt will be made to recover as many property and/or other survey monuments within the project corridor in order to identify and compute the existing right-of-way within the project corridor. The existing right-of-way will be computed and drawn and included in the topographic cad files.

Route: Darrell Road & Roberts Road  
Section:  
County: Lake  
Job No.:

**Exhibit "A"**

Payroll Burden & Fringe Costs

	<u>% of Direct Productive Payroll</u>
Federal Insurance Contributions Act _____	11.96%
State Unemployment Compensation _____	0.32%
Federal Unemployment Compensation _____	0.13%
Workmen's Compensation Insurance _____	1.35%
Paid Holidays, Vacation, Sick Leave, Personal Leave _____	11.22%
Bonus _____	4.12%
401(K) _____	0.88%
Group Insurance _____	<u>42.24%</u>
Total Payroll Burden & Fringe Costs	72.22%

Route: Darrell Road & Roberts Road  
Section:  
County: Lake  
Job No.:

**Exhibit "B"**

Overhead and Indirect Costs

	<u>% of Direct Productive Payroll</u>
Business Insurance _____	4.26%
Depreciation _____	4.22%
Indirect wages and salaries _____	43.10%
Office Expenses _____	1.18%
Office Supplies _____	2.59%
Dues & Subscriptions _____	0.54%
Computer Software _____	4.32%
Professional Fees _____	1.57%
Telephone _____	2.77%
Fees, license & dues _____	0.05%
Repairs and maintenance _____	2.30%
Business space rent _____	4.74%
Facilities - capital _____	0.33%
In-house mileage _____	-5.71%
Survey Supplies _____	0.80%
Automobile/travel expense _____	7.16%
Miscellaneous Expense _____	0.54%
State Income Tax _____	0.39%
Recruiting _____	1.05%
Postage _____	0.10%
Educational & Professional Registrations _____	0.26%
Tech _____	<u>1.66%</u>
 Total Overhead	 78.22%

**PAYROLL ESCALATION TABLE  
FIXED RAISES**

FIRM NAME Jorgensen & Associates, Inc.  
PRIME/SUPPLEMENT Prime

DATE 03/13/26  
PTB NO. \_\_\_\_\_

CONTRACT TERM 12 MONTHS  
START DATE 3/13/2026  
RAISE DATE 6/1/2026

OVERHEAD RATE 150.44%  
COMPLEXITY FACTOR \_\_\_\_\_  
% OF RAISE 3.00%

**ESCALATION PER YEAR**

3/13/2026 - 6/1/2026

6/2/2026 - 3/1/2027

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3  
12

9  
12

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

= 25.00%  
= 1.0225

77.25%

**The total escalation for this project would be:**

**2.25%**





# AVERAGE HOURLY PROJECT RATES

**FIRM** Jorgensen & Associates, Inc.  
**PSB**  
**PRIME/SUPPLEMENT** Prime

DATE 03/13/26

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			(1) Field-Topographic Survey			(2) Office-Compile Field Data			(3) Office-Create Existing Topographic Base File			(4) Office-Create T.I.N. & Contours			(5) QC/QA		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Survey Party Chief, P.L.S.	37.32	80	9.48%	3.54				48	46.15%	17.23							28	100.00%	37.32
Survey Party Chief	30.93	300	35.55%	10.99	268	50.00%	15.47												
Instrument Operator	21.47	300	35.55%	7.63	268	50.00%	10.74												
Cadd Supervisor	39.11	164	19.43%	7.60				56	53.85%	21.06	74	100.00%	39.11	8	100.00%	39.11			
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<b>TOTALS</b>		844	100%	\$29.76	536	100.00%	\$26.20	104	100%	\$38.28	74	100%	\$39.11	8	100%	\$39.11	28	100%	\$37.32



Route: Darrell Road & Roberts Road  
 Section:  
 County: Lake  
 Job No.:

**Manhour Breakdown  
 Topographic Survey Estimate**

Darrell Road	$\pm$	3,150'	=	$\pm$	0.597 mile
Roberts Road	$\pm$	3,800'	=	$\pm$	0.720 mile
Center Street	$\pm$	<u>700'</u>	=	$\pm$	<u>0.132 mile</u>
 Total Length	$\pm$	 7,650'	 =	$\pm$	 1.449 miles

1. Field – Topographic Survey

a. Measure traverse, level circuit & G.P.S. survey 32 hours x 2 men =	64 MH
b. Search & locate existing R.O.W. lines 60 hours x 2 men =	120 MH
c. Locate existing topography & inverts 176 hours x 2 men =	<u>352 MH</u>
Sub-total Item #1	536 MH

2. Office - Compile Field Data

a. Compute traverse, level circuit & G.P.S. survey 8 hours x 1 man =	8 MH
b. Edit & compile field data 52 hours x 1 man =	52 MH
c. Research records 4 hours x 1 man =	4 MH
d. Compute existing R.O.W. lines 40 hours x 1 man =	<u>40 MH</u>
Sub-total Item #2	104 MH

3. Office - Create Existing Topography Base File		
a. Layout and drafting		
74 hours x 1 man =		74 MH
4. Office - Create T.I.N. & Contours		
a. Compute contours		
8 hours x 1 man =		8 MH
5. QC/QA		
a. Check topographic survey & contours		
28 hours x 1 man =		28 MH
6. Field – Supplemental Topographic Survey		
a. Locate existing topography & inverts		
32 hours x 2 men =		64 MH
7. Office - Compile Field Data		
a. Edit & compile field data		
10 hours x 1 man =		10 MH
8. Office - Create Supplemental Topography Base File		
a. Layout and drafting		
14 hours x 1 man =		14 MH
9. Office - Create T.I.N. & Contours		
a. Compute contours		
2 hours x 1 man =		2 MH
10. QC/QA		
a. Check supplemental topographic survey & contours		
4 hours x 1 man =		<u>4 MH</u>
	Total All Items	844 MH

Route: Darrell Road & Roberts Road  
Section:  
County: Lake  
Job No.:

**Breakdown of  
In House Direct Costs**

Item

1. Field – Topographic Survey

a. Trips to project site – 34 each  
 $\pm 34 \text{ miles/trip} \times 34 \text{ trips} = \pm 1,156 \text{ miles}$   
 $\pm 1,156 \text{ miles} @ \$0.72/\text{mile} =$  \$ 832.32

2. Office – Compile Field Data

a. Subdivisions and deeds = \$ 300.00

6. Field – Supplemental Topographic Survey

a. Trips to project site – 4 each  
 $\pm 34 \text{ miles/trip} \times 4 \text{ trips} = \pm 136 \text{ miles}$   
 $\pm 136 \text{ miles} @ \$0.72/\text{mile} =$  \$ 97.92

Total All Items \$ 1,230.24

MIDLAND STANDARD ENGINEERING & TESTING, INC.

410 Nolen Drive, South Elgin, Illinois 60177

(847) 844-1895 f (847) 844-3875

March 9, 2026

Mr. James R. Tibble, P.E.

**Civiltech Engineering, Inc.**

Two Pierce Place, Suite 1400

Itasca, Illinois 60143

[jtibble@civiltechinc.com](mailto:jtibble@civiltechinc.com)

Re: Proposal for Geotechnical Exploration and Analysis  
**Darrell Road and Roberts Road Improvements**  
Port Barrington (Lake County), Illinois

Dear Mr. Tibble:

We are pleased to submit this scope of work proposal for the performance of a geotechnical exploration and analysis at the above referenced project.

Purpose

The purpose of the subsurface exploration will be to provide information for the planned intersection improvements. Additionally, we will provide information regarding subgrade soil and groundwater conditions for use in the design plans.

Scope

The exploration, testing and analysis will include:

- Determination of the engineering characteristics of the subsurface materials encountered and characterization of the groundwater conditions.
- Determination of the existing pavement section and subgrade soils in the areas of the planned improvements.
- Provide general recommendations regarding construction procedures.
- Submit a Roadway Geotechnical Report (RGR) in accordance with the current IDOT Geotechnical Manual.

We propose to investigate the subsurface soil and ground water conditions on the site proposed for construction by drilling exploratory test holes. The proposed boring program consists of fourteen (14) profile borings to a depth of 10 feet and six (6) pavement cores with shallow depth subgrade probes. Soil borings will be performed in the planned widening and re-alignment area, and pavement cores will be extended through the existing alignment as shown on the attached location map. Boring locations will be adjusted in the field as needed to avoid conflicting underground and overhead utilities.

Method of Performance & Timing

After notice to proceed, a representative from Midland Standard Engineering & Testing, Inc. will layout the boring locations and perform a utility clearance along the alignment. Mobilization of drilling equipment and personnel will occur after utility clearance has been complete. We would expect preliminary verbal results after the site work is complete, and a final report would be complete shortly thereafter.

Our testing program will include laboratory tests to determine the classification, strength, water content, density, and other physical properties of the soils. The results of the field exploration and lab tests will be used in the engineering analysis and the formulation of our recommendations. The results of our work will be presented in a written report, prepared by a Registered Professional Engineer licensed in the state of Illinois.

Fee

It is proposed that our fee be determined on a unit rate basis in accordance with the items listed on the attachments and our Schedule of Fees and General Conditions. The total cost for the scope of work is estimated at **\$21,678.00**. We will not exceed this amount without prior authorization.

Closure

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. If you have any questions concerning our proposed scope of work or fees, please contact us.

Respectfully Submitted,  
MIDLAND STANDARD ENGINEERING & TESTING, INC.

Michael H. Prigge, P.E.  
Project Engineer

Attachment: Attachment 1: Schedule of Services and Fess  
Planned Boring Locations

ACCEPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

BY: \_\_\_\_\_

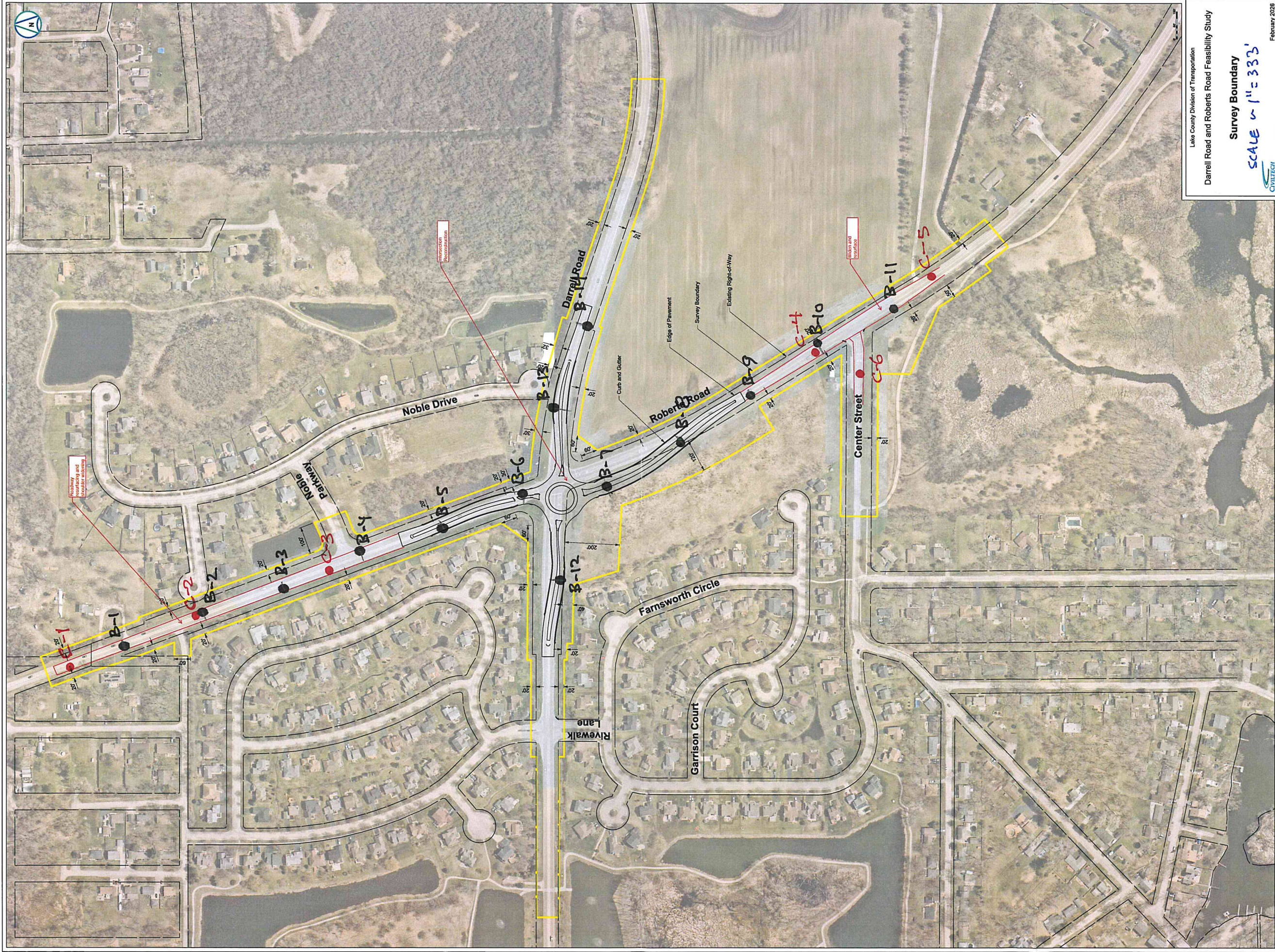
TITLE: \_\_\_\_\_

FIRM: \_\_\_\_\_

**ATTACHMENT 1**  
**SCHEDULE OF SERVICES AND FEES**  
Darrell Road and Roberts Road Improvements  
Port Barrington (Lake County), Illinois

<u>Task</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>	<u>Extension</u>
<b>Field Services</b>			
Mobilization, Drill Rig, Core Rig and Personnel, LS	1	\$575.00	\$575.00
Boring Layout, GPS Elev, JULIE Locate, per hr.	5	\$275.00	\$1,375.00
Traffic Control, Signs, Arrowboard, 2 Flaggers, per day	2	\$2,250.00	\$4,500.00
Pavement Core w/ Shallow Depth Subgrade Probe, ea.	6	\$250.00	\$1,500.00
Soil Boring with SS Sampling (10'), ea.	14	\$340.00	\$4,760.00
Field Engineer/Geologist, per hour	9	\$119.00	\$1,071.00
		<b>Field Services Total:</b>	<b>\$13,781.00</b>
<b>Laboratory Testing Services</b>			
Pavement Core Log, Condition, Photograph, ea.	6	\$15.00	\$90.00
Moisture Content Determination, ea.	62	\$6.00	\$372.00
Unconfined Compression (RIMAC), ea	<i>as required</i>	\$7.50	included
Grainsize Analysis w/ Hydrometer, ea	3	\$135.00	\$405.00
Atterberg Limit Determination, ea	3	\$115.00	\$345.00
Illinois Bearing Ratio w/ MDP, ea	1	\$325.00	\$325.00
		<b>Laboratory Testing Services Total:</b>	<b>\$1,537.00</b>
<b>Engineering Services</b>			
Principal Engineer, per hour	4	\$155.00	\$620.00
Geotechnical Engineer, per hr.	12	\$145.00	\$1,740.00
Project Engineer, per hr.	16	\$125.00	\$2,000.00
Staff Engineer, per hr	12	\$110.00	\$1,320.00
Draftman/Word Processing, per hour	8	\$85.00	\$680.00
		<b>Engineering Services Total:</b>	<b>\$6,360.00</b>
<b>Project Total:</b>			<b>\$21,678.00</b>

- PAVEMENT COLE X 6
- PROFILE BORING X 14



Lake County Division of Transportation  
 Darrell Road and Roberts Road Feasibility Study

Survey Boundary  
 SCALE = 1" = 333'

February 2026

Exhibit 2



## PHASE II ENGINEERING SCOPE OF SERVICES

All work will be performed in accordance with the Lake County Division of Transportation standards and guidelines and the Illinois Department of Transportation Bureau of Local Roads and Streets (BLRS) Manuals. In addition, all permitting will follow the requirements set forth by the Lake County Stormwater Management Commission, Illinois Environmental Protection Agency, and the United States Army Corps of Engineers.

### 1. Early Coordination and Data Collection

#### A. Initial Meeting with County

We will hold a meeting with the Lake County Division of Transportation to discuss the Phase I work performed to date, project requirements, and schedule.

#### B. Obtain/Update and Review Record Data

We will obtain and review any updated County data including, but not limited to, subdivision plans and plats, existing/proposed record drawings, geotechnical reports, right-of-way data, aerial photography and contour mapping, other existing plans, and utility atlases.

We will confirm that any commitments made during the Phase I preliminary engineering stage of the project are followed through during Phase II design engineering.

#### C. Preliminary Utility Company Coordination

We will send letters to the utility companies within the project limits, including local agencies, requesting copies of their utility atlases to confirm or update the information obtained during Phase I. The information collected will be incorporated into the project base drawing.

#### D. Supplemental Topographic Survey

This item includes obtaining additional survey at locations where the original survey did not cover what is anticipated to be part of the Phase II engineering work.

**Jorgensen & Associates** performed the original survey. They will gather this supplemental survey information as a subconsultant to Civiltech. We have included workhours to coordinate the supplemental survey with **Jorgensen & Associates**.

#### E. Field Review of Survey

This item includes review of the existing topographic survey and performing a “plan-in-hand” field check of the project site to verify the completeness and accuracy of the survey. We will also photo document the site and prepare a detailed inventory of existing signage and any other topographic features which may impact or be impacted by the proposed design. At this time we will also establish as accurately as possible, the locations of existing private utilities in the field using a combination of the atlases obtained during our Preliminary Utility Company Coordination and visual observation in the field.

#### F. Special Waste Investigations (PSI) / CCDD Testing

A Preliminary Environmental Site Assessment (PESA) was performed during Phase I. The results of this report will be used as the basis for the detailed investigation (PSI). The PSI will include additional sampling to further identify special waste project requirements for the construction documents and determine whether excess material can be disposed of at a Clean Construction and Demolition Debris (CCDD) site. Pre-approval letters will be requested from the potential dump sites including Thelen. **True North** will complete this work as a sub-consultant to Civiltech.



## **2. Preliminary (65%) Engineering**

### **A. Plan Base Sheet Preparation**

We will plot existing topographic aerial/survey information and develop plan base sheets at a scale of 1" = 20' and 1"=50' for use in the development of contract plans. Any updated existing utility information that has been obtained during the data collection phase and survey phase will also be plotted on the base sheets.

### **B. Pavement Design**

We will complete a pavement design for each of the roadways within the project limits. This work will be in accordance with the geotechnical report and the IDOT BLRS Manual. No pavement life cycle cost analyses are anticipated to be required.

### **C. Drainage and Detention Design**

We will complete the drainage design to comply with the Lake County Watershed Development Ordinance. We will complete hydrologic and hydraulic calculations to determine appropriate storm sewer sizing as well as inlet spacing. Stormwater detention, as required, will be provided by in line storm sewers or could be in a new open air basin or a combination of both. Floodplain impacts or floodplain hydraulic analysis are not anticipated.

### **D. Lighting Design Calculations and Report**

The proposed lighting will consist of LED fixtures as specified by the County. The lighting will be designed to meet all County and IES guidelines for the intersection and approaching roadways. We will develop a preliminary design and layout of the proposed lighting along the roadway corridor. A preliminary design report will be prepared with all the photometric calculations, voltage drop calculations, preliminary pole layout, catalog cuts and other design documentation.

This work will also include coordination with ComEd's new business group to obtain power for the new lighting system.

### **E. Maintenance of Traffic Concept**

We envision the construction staging and maintenance of traffic as a critical component to be addressed and resolved as part of the preliminary engineering. Construction staging, maintenance of traffic concepts and detour routes will be agreed to prior to the pre-final plan development. Civiltech will prepare and submit a technical memorandum with preliminary plan exhibits to establish agreed-to Maintenance of Traffic / Staging concepts.

### **F. Review and Confirm Project Right-of-Way Requirements**

We will review the proposed roadway alignment and horizontal and vertical geometrics with respect to the existing right-of-way. Additionally, the preliminary cross sections will be analyzed in detail by the Phase II design team to confirm the proposed right-of-way required. We will also review the project to determine if modifications to the cross sections (through the use of steeper slopes, retaining walls, etc) would allow for the avoidance of any parcels. The review of the right-of-way requirements will be performed early in the design phase so that the right-of-way acquisition process can begin as soon as possible to ensure that the project remains on schedule.

### **G. Wall Type Study**

We have assumed that two retaining walls will be incorporated into the design and contract documents to minimize grading impacts. This item will include the design of preliminary grading and the development of General Plan and Elevation drawings. The walls are expected to retain less than 7' and be a modular block wall type not requiring geotechnical borings.



## H. Preliminary Plans (65%)

We will prepare preliminary plans for the overall project, containing the following drawings:

- Cover Sheet
- General Notes, Index of Sheets, and List of State and Local Standards
- Existing Typical Sections
- Proposed Typical Sections
- Alignment, Ties and Benchmarks 1"=100'
- Maintenance of Traffic Concept Plans 1"=50', dual view
- Detour Plan
- Roadway Removal Plan 1"=50', dual view
- Traffic Signal Removal Plan 1"=20'
- Roadway Plan and Profile 1"=20'
- Intersection Details
- Retaining Wall Plan and Elevation
- Drainage and Utilities 1"=20'
- Detention Basin Grading Plan 1"=20'
- Detention Details
- Erosion Control Plans (2 stages) 1"=50', dual view
- Curb Ramp Details 1"=5' (20 ramps)
- Driveway Details 1"=10'
- Pavement Marking / Landscaping Plan 1"=50', dual view
- Roadway Lighting Plan 1"=20'
- Roadway Cross Sections 1"=10' H : 1"=5' V

The Preliminary Plan submittal will serve as a progress submittal for review by the County staff, to identify and address any significant design issues prior to completing pre-final plans. We will communicate with the County throughout the design process to resolve any current design issues. With the approval of LCDOT, we will also submit the preliminary plans to the other local jurisdictional agencies.

Temporary lighting is not required for this project as there are no existing lighting systems. However, depending on the maintenance of traffic plan, it may be desirable to provide temporary lighting at the intersection. If the intersection is built under a staged construction scenario and partially opened to traffic, temporary lighting would be recommended. Therefore, we have included workhours to include temporary lighting plans.

To alert the various utility companies and local agencies of possible conflicts and to advise them of the overall project schedule, we will submit a utility plan set for their review. It is our intention that this submittal will allow the utility companies to review the plans to determine where additional information is needed concerning the location of their facilities. Utility plan submittals will be coordinated with Lake County's Utility Coordinator for their records.

## I. Preliminary Quantity Calculations and Estimate of Cost

We will perform detailed quantity calculations at the preliminary stage of the plan development. Two sets of calculations will be performed by separate engineers to ensure the accuracy of the calculations. A Preliminary Estimate of Cost will be prepared to verify LCDOT budget numbers for the project.

If needed, the quantity calculations will be broken out to meet various funding responsibilities and sources and provide any necessary back up for IGA's.

## J. Preliminary Design Review Meeting

We will coordinate a meeting to discuss the status of the project with the County. The meeting will be scheduled such that all parties will have had an opportunity to review the preliminary plans and provide comments.

## 3. Right-of-Way Services and Coordination

Right-of-way and/or easements are required from various parcels as defined during the Phase I engineering work. We anticipate appraisals and negotiations will be necessary for 20 parcels on this project. Since Federal funding is not being used, review appraisals will not be required. We will also work with the title company to confirm whether or not property owners own to the centerline of the roadway. If so, this will be cleaned up as part of the acquisition. These services will be performed in accordance with the policies of the County, the Illinois Department of Transportation Land Acquisition Policies and Procedures Manual, and the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act.



### **A. Land Acquisition Support and Sub-consultant Coordination**

**Land Acquisition Support and Sub-consultant Coordination** – The Plat of Highways and Legal Descriptions will be prepared by **Jorgensen & Associates**. We will provide **Jorgensen & Associates** electronic copies of the proposed alignment and right-of-way for use in preparing the Plat of Highways and tying down the centerline alignment.

David White of **Civiltech Engineering** will provide the necessary valuation. We propose to use **Santacruz Land Acquisitions** as the negotiator for the land acquisition.

Civiltech will review the title commitments obtained as part of the Plat of Highways development for evidence of any prior rights utility easements along the roadways, with an underlying goal of confirming or denying any potential LCDOT cost liabilities associated with utility relocation work.

This item includes work involved with meetings and coordination between the Phase II design team and the appraisers and negotiators. This work typically includes providing the appraisers and negotiators with exhibits for use during meetings with the property owner and providing information regarding the design and potential modifications to the same. However, the design of the relocation of any private property items is NOT included within the scope of this agreement. We will work with the appraisers and negotiators to ensure that all items within the takes or easements that need to be relocated by the property owner are accounted for in the compensation offered to them.

### **B. Right-of-Way Coordination Meetings**

We will arrange and attend meetings with the County to kick off the proposed right-of-way acquisition as well as right-of-way status meetings. We also anticipate the need to meet with some property owners to support the negotiation efforts. For purposes of this agreement, we have assumed attendance at five meetings.

## **4. Pre-Final (90%) Plans, Special Provisions and Estimates**

### **A. Pre-Final Plans**

The development of Pre-Final Contract Plans and documents will proceed throughout the County’s review of the Preliminary Plan Submittal. We will prepare pre-final contract plans based on comments received on the preliminary plans and in accordance with the approved Phase I Report, the applicable sections of the BDE manual, BLRS manual, applicable IDOT Standards and in accordance with current County standards and practices. We anticipate that the contract plans will contain the following drawings:

- Cover Sheet
- General Notes, Index of Sheets, and List of State and Local Standards
- Summary of Quantities
- Schedule of Quantities
- Existing Typical Sections
- Proposed Typical Sections
- Alignment, Ties and Benchmarks 1"=100'
- Maintenance of Traffic General Notes and Typical Sections
- Maintenance of Traffic (2 stages) 1"=50', dual view
- Detour Plan
- Roadway Removal Plan 1"=50', dual view
- Traffic Signal Removal Plan 1"=20'
- Roadway Plan and Profile / Drainage and Utilities 1"=20'
- Intersection Grading Plan 1"=20'
- Intersection Details
- Retaining Wall A General Plan and Elevation
- Retaining Wall A General Data
- Retaining Wall A Details
- Retaining Wall B General Plan and Elevation
- Retaining Wall B General Data
- Retaining Wall B Details
- Drainage and Utilities 1"=20'
- Detention Basin Grading Plan 1"=20'
- Detention Details
- Erosion Control Plans (2 stages) 1"=50', dual view
- Curb Ramp Details (20 ramps)
- Driveway Details 1"=10'
- Superelevation Details
- Plat of Highways
- Pavement Marking / Landscaping Plan 1"=50', dual view
- Intersection Island Landscaping Plan 1"=20'
- Detention Basin Planting Plan 1"=20'
- Wetland Impact Exhibit



- Roadway Lighting General Notes, Legend, Bill of Materials
- Roadway Lighting Plan 1"=20'
- Proposed Wiring Diagram
- Temporary Lighting Plan 1"=20'
- Temporary Wiring Diagram
- Lighting Details
- Remote Controlled Video System Installation Plan
- Video System Details
- Roadway Cross Sections 1"=10' H : 1"=5' V
- Construction Details
- LCDOT Standards
- IDOT District One Standards

The cross sections will be prepared at 50-foot intervals and will include full sections at intersections of streets, high and low points along the roadway profile, driveways, beginning of project, and end of project limits. This work will be in accordance with Lake County Division of Transportation Plan Preparation Guidelines. Staged cross sections will be prepared to accurately estimate earthwork quantities by stages of construction. The decision about whether to include all staged sections in the bidding plans will be made collectively with the County at a later time.

The proposed design, fabrication, and installation of the signing for the project will be performed in-house by LCDOT, therefore signing plans are not included in the scope of these improvements.

A remote controlled video system will be included at the intersection for monitoring traffic conditions. Plans for the installation of the remote controlled video system will be included in the contract. Since there is not an existing PASSAGE fiber network in this area, we assume the video feed will be transmitted wirelessly to an existing wireless PASSAGE hub, where it will then be transmitted back to the Lake County TMC for viewing.

The pre-final contract documents will be submitted to the County. We will also submit the contract plans to the various utility companies and local agencies. This submittal will sufficiently define the utility conflicts so that the utility companies and local agencies can, at a minimum, perform the necessary engineering for any required utility relocations. This allows relocations to be performed in advance of the actual construction. Civiltech will perform the necessary coordination with the utility companies and follow up as needed on each of our submittals. This will attempt to ensure that no utility company is ignoring the project. Depending on the complexity of the utility involvement it may be necessary to conduct periodic coordination meetings. Utility plan submittals will be coordinated with Lake County's Utility Coordinator.

**B. Pre-Final Special Provisions**

We will prepare special provisions that supplement or amend the special provisions contained in the latest edition of the Standard Specifications for Road and Bridge Construction adopted by the Illinois Department of Transportation and the latest edition of the Standard Specifications for Sewer and Watermain Construction in Illinois. Applicable County special provisions will be utilized to supplement the Standard Specifications. In addition, we will include the latest IDOT Recurring Special Provisions Check Sheet. The most recent set of IDOT's Bureau of Design and Environment Special Provisions and District 1 Special Provisions will be reviewed and included in the special provisions where applicable.

It is assumed that this project will be funded with local funds, therefore the special provisions will be prepared in LCDOT's format.

**C. Pre-Final Quantity Calculations**

We will perform detailed quantity calculations at the pre-final stage of the plan development. Two sets of calculations will be performed by separate engineers to ensure the accuracy of the calculations.

**D. Pre-Final Estimate of Cost and Construction Time**

We will use the quantities of work to calculate an Engineer's Estimate of Cost and Time. Estimates will be based on recent bid tab information for projects of similar scope and magnitude.

**E. Pre-Final QA/QC Review**

Prior to submission of the pre-final plans for review, we will perform an internal Quality Assurance / Quality Control review of the work completed. The review will be performed by a professional engineer independent of the design team. 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.



## **F. Pre-Final Project Review Meeting with LCDOT**

A project review meeting will be held with the County to address design issues and plan comments generated from the pre-final contract document review.

## **5. Final (100%) Plans, Special Provisions and Estimates**

### **A. Final Plans**

After completion of all agency reviews and resolution of any other agency or utility company concerns, the contract plans will be finalized. In order to assist the Resident Engineer (RE) we will furnish the County, as part of our deliverables, detailed information including all design, quantity calculations, and Microstation files in LCDOT format. We will also prepare a technical memorandum to the RE highlighting any key issues, commitments, or special concerns that arose during the design stage of the project.

We have assumed that the construction of this project will be funded with local funds, therefore LCDOT will be responsible for letting the project. Therefore, we will provide LCDOT with pdf's of the plans, as well as the requested number of reduced size copies.

### **B. Final Special Provisions**

All comments received pertaining to the pre-final special provisions and bid documents will be addressed and a disposition will be included in the final bid documents. The status and schedule of all utility relocations, as of the date of the final plans, will be included in the bid documents.

### **C. Final Quantity Calculations**

The quantities will be updated based on changes made to the plans after the pre-final stage.

### **D. Final Estimate of Cost and Construction Time**

The estimates will be updated based on the revised quantities. If needed, cost breakdowns for different funding sources will be provided to the County to assist in the completion of any joint agreements for construction.

### **E. Final QA/QC Review**

Prior to the final submittal, a second QA/QC review of the plans and special provisions will be performed.

## **6. Project Administration, Coordination and Permits**

### **A. Project Administration**

This item includes project setup, monthly invoicing, preparation of status reports, and internal project team coordination meetings.

### **B. Project Submittals**

As noted above, we will make the necessary document submittals, and follow through with each agency regarding their review comments or arrange a review meeting to discuss plan changes necessary to resolve conflicts if possible.

### **C. 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. It is anticipated that utility relocation work will be necessary to construct the proposed roadway improvements.

Based on the amount and complexity of the required utility relocation, it may be necessary to have periodic coordination meetings with the utility companies. We have included hours to meet four times with the utility companies. In addition, we will review the permit submittals from the utility companies to ensure that all the conflicts have been resolved and that the plans are compatible with the proposed construction.



#### **D. Local Agency Coordination**

The project is in the Village of Port Barrington. Civiltech will assist the County with coordination efforts with the Village as required regarding design elements, local utilities, agreements, and communications. We have also included hours to coordinate with McHenry County in case their routes are used for a detour route.

#### **E. LCSMC Permitting and Documentation**

This project will require a permit submittal to Lake County Stormwater Management Commission in compliance with the Countywide Watershed Development Ordinance. We will prepare and submit the permit application along with the required calculations, exhibits, plans, and documentation. We anticipate that the project will require stormwater detention as well as an 80/150 hydrologic analysis to determine any indirect impacts to isolated wetlands (per the Watershed Development Ordinance).

#### **F. USACOE Permitting**

There are USACE jurisdictional wetlands within the corridor and impacts are anticipated. Therefore, a USACE 404 permit will be required and we anticipate a Nationwide permit #14 for Transportation projects. We will schedule a preapplication meeting with USACE to confirm the project requirements and using the latest Wetland Delineation Report we will complete the 404 permit narrative, required dispositions, and exhibits quantifying the proposed wetland impacts.

#### **G. NPDES Permitting and Documentation**

The NPDES permit, along with a Stormwater Pollution Prevention Plan, will also be prepared for inclusion in the contract documents for final execution by the successful bidder. All erosion control design will be in accordance with the latest IEPA, IDOT, and Lake County requirements. We have included hours to prepare separate documents for each construction contract.

#### **H. Post-Approval Alignment Staking**

Upon approval of the roadway plans and alignment, we propose to have the proposed alignment staked with PK nails or iron pipes at the 100-foot stations, station equations and alignment control points, in accordance with the Lake County Division of Transportation Surveying Procedures. The workhours included are for coordination between Civiltech and [Jorgensen & Associates](#).

### **7. Construction Assistance**

#### **A. Bidding Assistance**

We will review any questions received from contractors during the bidding process and provide any necessary responses to clarify the documents.

#### **B. Pre-Construction Meeting Attendance**

We will attend the pre-construction meeting at LCDOT to answer any questions regarding the design and contract documents. We have included workhours for one meeting for each construction contract.

#### **C. Construction Review and Meeting Attendance**

When a problem occurs it is the construction engineer who will utilize their critical thinking, listening, learning, problem solving, monitoring and decision making skills to create and enact a solution. Civiltech will be a resource to the construction engineer for them to seek further clarification to confirm the interpretation of a detail, specification or note on the construction drawings or to secure a documented directive or clarification that is needed to continue work.

We have also included workhours to perform shop drawing reviews of the proposed lighting system components and assist in responding to RFI's during construction.



## COST ESTIMATE OF CONSULTANT SERVICES

	Personnel & Hours													Total Hours	% of Hours	Labor Cost
	Director of Design Services	Project Manager	Engineer IV	Engineer III	Director of Water Resources	Drainage Engineer	Lighting Engineer	Traffic Signal Engineer	Chief Structural Engineer	Structural Engineer III	Landscape Architect	Landscape Designer	QA/QC Engineer			
	\$90.00	\$70.00	\$47.00	\$43.00	\$89.00	\$49.00	\$36.50	\$51.00	\$90.00	\$54.00	\$77.00	\$36.00	\$80.00			
<b>1 Data Collection and Early Coordination</b>	3	14	17	18	0	2	0	1	0	0	0	0	0	55	1.3%	\$2,972.00
<b>2 Preliminary (65%) Engineering</b>	20	86	280	449	41	236	124	28	25	96	0	0	0	1385	33.6%	\$68,888.00
<b>3 Right-of-Way Services and Coordination</b>	8	52	36	24	0	0	0	0	0	0	0	0	0	120	2.9%	\$7,084.00
<b>4 Pre-Final (90%) Plans, Special Provisions and Estimates</b>	12	114	341	411	21	166	127	27	56	182	19	55	40	1571	38.1%	\$80,286.50
<b>5 Final (100%) Plans, Special Provisions and Estimates</b>	4	31	100	88	6	53	22	14	6	22	11	20	24	401	9.7%	\$20,877.00
<b>6 Project Administration, Coordination and Permits</b>	8	95	132	60	36	120	0	0	0	0	0	0	0	451	10.9%	\$25,238.00
<b>7 Construction Assistance</b>	4	51	48	0	2	8	12	0	3	8	0	0	0	136	3.3%	\$7,896.00
Total Labor																\$213,241.50
Overhead (IDOT approved at 134.33%)																\$286,447.31
Fixed Fee = (0.33*Labor)																\$70,369.70
Sub-consultants																\$372,960.67
Direct Costs																\$2,800.00
													<b>Total Engineering Cost:</b>	<b>4119</b>	<b>100.0%</b>	<b>\$945,819.17</b>



## DIRECT COSTS

DIRECT COSTS		
<b>ITEM 1 - Printing</b>		
<i>Allowance</i>		
	<b>Total Item 1</b>	<b>\$1,500.00</b>
<b>ITEM 2 - Shipping</b>		
20 overnight shipping items X \$40/each		
	<b>Total Item 2</b>	<b>\$800.00</b>
<b>ITEM 3 - Vehicle Expense</b>		
Mileage		
	<b>Total Item 3</b>	<b>\$500.00</b>
<b>ITEM 4 - S.U.E.</b>		
American Surveying and Engineering		
	<b>Total Item 4</b>	<b>\$103,894.00</b>
<b>ITEM 5 - PSI / C.C.D.D.</b>		
True North		
	<b>Total Item 5</b>	<b>\$17,490.00</b>
<b>ITEM 6 - Land Acquisition Services</b>		
<b>Plat of Highways</b>		
Jorgensen and Associates	\$	82,576.67
<b>Appraisals (Civiltech)</b>		
20 parcels @ \$3,700	\$	74,000.00
<b>Negotiations (Santacruz Land Acquisitions)</b>		
20 parcels @ \$3,900 (+\$850 per parcel direct costs)	\$	95,000.00
	<b>Total Item 6</b>	<b>\$251,576.67</b>
	<b>TOTAL DIRECT COSTS:</b>	<b>\$375,760.67</b>





Section No. 26-00177-04-CH  
**Darrell Road and Roberts Road Intersection Improvement Phase I/II**

Lake County Division of Transportation | April 28, 2026

## WORKHOURS (EXTENDED)

Task No.	Task	Personnel & Hours													Total Hours	% of Hours		
		Director of Design Services	Project Manager	Engineer IV	Engineer III	Director of Water Resources	Drainage Engineer	Lighting Engineer	Traffic Signal Engineer	Chief Structural Engineer	Structural Engineer III	Landscape Architect	Landscape Designer	QA/QC Engineer				
	Retaining Wall A Details	1								10	26						36	2.3%
	Drainage and Utilities 1"=20'	9	3	12	16	16	8	60									115	7.3%
	Detention Basin Grading Plan 1"=20'	1					2	24									26	1.7%
	Detention Details	2					2	20									22	1.4%
	Erosion Control Plans (2 stages) 1"=50', dual view	4	2				4	16									22	1.4%
	Curb Ramp Details (20 ramps)	10	4	8	24												36	2.3%
	Driveway Details 1"=10'	2	2	8	12												22	1.4%
	Superelevation Details	4	4	40	16												60	3.8%
	Plat of Highways	15															0	0.0%
	Pavement Marking / Landscaping Plan 1"=50', dual view	2	1	2	12												15	1.0%
	Intersection Island Landscaping Plan 1"=20'	1	1									8	24				33	2.1%
	Detention Basin Planting Plan 1"=20'	1	1								8	24					33	2.1%
	Wetland Impact Exhibit	1	1			1	16										18	1.1%
	Roadway Lighting General Notes, Legend, Bill of Materials	1						3									3	0.2%
	Roadway Lighting Plan 1"=20'	3						40									40	2.5%
	Proposed Wiring Diagram	1						8									8	0.5%
	Temporary Lighting Plan 1"=20'	1						24									24	1.5%
	Temporary Wiring Diagram	1						4									4	0.3%
	Lighting Details	8						16									16	1.0%
	Remote Controlled Video System Installation Plan	1						12									12	0.8%
	Video System Details	2						4									4	0.3%
	Roadway Cross Sections 1"=10' H : 1"=5' V	16	2	8	24	60											94	6.0%
	Construction Details	5	2	8	16												26	1.7%
	LCDOT Standards	10	1	2	8												11	0.7%
	IDOT District One Standards	5			8												11	0.7%
B.	Pre-Final Special Provisions		8	24		2	12	8	4	2	8	1	3				72	4.6%
C.	Pre-Final Quantity Calculations		4	24	24	1	16	4	4	1	8	1	4				91	5.8%
D.	Pre-Final Estimate of Cost and Construction Time		1	4	8	1	2	4	3	1	2	1					27	1.7%
E.	Pre-Final QA/QC Review														40		40	2.5%
F.	Pre-Final Project Review Meeting		3	3	4												10	0.6%
	<b>Subtotal Item 4</b>		<b>12</b>	<b>114</b>	<b>341</b>	<b>411</b>	<b>21</b>	<b>166</b>	<b>127</b>	<b>27</b>	<b>56</b>	<b>182</b>	<b>19</b>	<b>55</b>	<b>40</b>		<b>1571</b>	<b>100.0%</b>
<b>5</b>	<b>Final (100%) Plans, Special Provisions and Estimates</b>																	
A.	Final Plans		4	24	80	80	4	40	16	8	4	16	8	16			300	74.8%
B.	Final Special Provisions			4	8		1	4	2	2	1	2	1	2			27	6.7%
C.	Final Quantity Calculations			2	8	8	1	8	3	3	1	3	1	2			40	10.0%
D.	Final Estimate of Cost and Construction Time			1	4			1	1	1		1					10	2.5%
E.	Final QA/QC Review														24		24	6.0%
	<b>Sub-total Item 5</b>		<b>4</b>	<b>31</b>	<b>100</b>	<b>88</b>	<b>6</b>	<b>53</b>	<b>22</b>	<b>14</b>	<b>6</b>	<b>22</b>	<b>11</b>	<b>20</b>	<b>24</b>		<b>401</b>	<b>100.0%</b>
<b>6</b>	<b>Project Administration, Coordination and Permits</b>																	
A.	Project Administration		4	40													44	9.8%
B.	Project Submittals			3	24	24											51	11.3%
C.	Utility Company Coordination		2	24	80	24											130	28.8%
D.	Local Agency Coordination		2	16	16	8											42	9.3%
F.	LCSMC Permitting and Documentation					20	72										92	20.4%
G.	USACoC Permitting					16	48										64	14.2%
H.	NPDES Permitting and Documentation			2	4	4											10	2.2%
I.	IDOT Detour Committee Meetings			8	8												16	3.5%
J.	Post Approval Alignment Staking (by Jorgensen & Associates) coordination only			2													2	0.4%
	<b>Sub-total Item 6</b>		<b>8</b>	<b>95</b>	<b>132</b>	<b>60</b>	<b>36</b>	<b>120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>451</b>	<b>100.0%</b>
<b>7</b>	<b>Construction Assistance</b>																	
A.	Bidding Assistance		2	8	8												18	13.2%
B.	Pre-Construction Meeting Attendance			3													3	2.2%
C.	Construction Review and Meeting Attendance		2	40	40		2	8	12		3	8					115	84.6%
	<b>Sub-total Item 7</b>		<b>4</b>	<b>51</b>	<b>48</b>	<b>0</b>	<b>2</b>	<b>8</b>	<b>12</b>	<b>0</b>	<b>3</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>136</b>	<b>100.0%</b>
	<b>Total Hours:</b>		<b>59</b>	<b>443</b>	<b>954</b>	<b>1050</b>	<b>106</b>	<b>585</b>	<b>285</b>	<b>70</b>	<b>90</b>	<b>308</b>	<b>30</b>	<b>75</b>	<b>64</b>		<b>4119</b>	
	<b>% of Hours:</b>		<b>1.4%</b>	<b>10.8%</b>	<b>23.2%</b>	<b>25.5%</b>	<b>2.6%</b>	<b>14.2%</b>	<b>6.9%</b>	<b>1.7%</b>	<b>2.2%</b>	<b>7.5%</b>	<b>0.7%</b>	<b>1.8%</b>	<b>1.6%</b>		<b>100.0%</b>	



## GENERAL CONDITIONS AND SCOPE ASSUMPTIONS

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1. All previous and relevant survey information, such as preliminary surveys and construction plans, if available, will be provided to ASE at no cost prior to starting the work.
2. Subsurface Utility Engineering (SUE) standards referred to within this scope of work are in accordance with the CI/ASCE 38-22 Standard Guideline for Investigating and Documenting Existing Utilities.
3. American Surveying & Engineering shall not be responsible for any erroneous or missing information provided by underground utility providers.
4. Owner/Agent will provide a Letter of Introduction to facilitate field operations.
5. Hazardous Waste sites designated as requiring protective equipment of "Class D" or greater will not be entered unless provided for otherwise in the Scope of Work Tasks. ASE does not engage in the cleanup, handling, or disposal of biological waste, regulated medical waste, or sharps.
6. American Surveying & Engineering is not signatory to any organized labor agreements. We will not provide services in any capacity where labor disputes may exist. We will not be responsible for costs or delays associated with labor disputes relevant to work on this project.
7. Field work performed on this project is subject to the vagaries of weather. In the event weather impairs our ability to perform any specified professional services, we will contact the Owner/Agent to determine changes in schedule or cost. No additional work will be performed until the Owner/Agent has reviewed and approved a revised cost or schedule.
8. Manholes or other confined spaces (as defined by OSHA) will not be entered or cleaned. Invert elevation, pipe size/type were obtained from surface level and should be used as a check on plan information only. For design purposes field verification by below grade examination (SUE) should be performed.
9. ASE will not clean, excavate, pump or otherwise remove debris, silt, trash or other material from project structures.
10. This proposal assumes no permits will be required as the work is being completed for Lake County DOT. Any permit fees required for access will be billed as an additional direct cost. We will contact the agent before proceeding.
11. SUE Quality Level A test holes will be billed at the following rates.
  - a. Location holes 0-3.00 feet in depth will be billed at \$1,849.00 per hole.
  - b. Location holes 3.01-6.00 feet in depth will be billed at \$2,440.00 per hole. (Assume 2)
  - c. Location holes 6.01-12.00 feet in depth will be billed at \$3,485.00 per hole. (Assume 2)
  - d. Location holes 12.01-18.00 feet in depth will be billed at \$4,423.00 per hole.
  - e. Location holes 18.01 feet and over will be billed on an hourly rate.
12. This proposal assumes that no SUE Quality Level A test holes will be located in pavement requiring coring. Pavement coring will be an additional charge.
13. This proposal assumes 21,000 linear feet of SUE Quality Level B. The cost of designating, surveying, and mapping SUE Quality Level B is \$2.99 per linear foot.
14. This proposal assumes 44 utility poles will be inventoried.
15. The SUE Quality Level B rates do not include professional service support hours. Those are included in the CECS form.
16. ASE assumes that street lighting and traffic control wiring is not needed for the purposes of this SUE Investigation.

17. ASE will commence work within 10 days of the Notice to Proceed.
18. This SOW shall become part of the contract between Owner/Agent and ASE.

## PROPOSED TASKS

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1. Administration
  - 1.1. Meetings with Owner or Agent, including in-house meetings. Progress Reports, scheduling, invoicing and other project administrative tasks.
  - 1.2. Technical direction of staff
  - 1.3. Project Management, resource coordination.
2. Document Compilation
  - 2.1. Obtain relevant project documents from Owner/Agent and Courthouse.
  - 2.2. Compile, review and index information.
  - 2.3. Prepare compiled information for field and office tasks.
3. Horizontal and Vertical Control. Horizontal Control will use NAD 83 IL East Zone State Plane Coordinates – Vertical Control will GPS derived NAVD88 values.
  - 3.1. Search and reconnaissance for record control points. Recover and verify previous control points.
  - 3.2. Traverse/GPS/level through found monuments to establish primary control.
  - 3.3. Office calculations, adjustment, tabulations of coordinates.
4. Subsurface Utility Engineering
  - 4.1. SUE Quality Level D
    - 4.1.1. Research and review existing utility information.
    - 4.1.2. Request Atlas information from One-Call system (JULIE). It is typically 30 days to receive all Atlases.
  - 4.2. SUE Quality Level C – **Only Pole Inventories are included.** It is assumed that Storm and Sanitary Sewers will be acquired in the topography by the project surveyor and the pipe networks will be depicted on the existing topography sheets.
    - 4.2.1. Field data acquisition of Sanitary Sewer, Storm Sewer, and other utility structures to develop surface and utility pipe locations and elevations are **not** included in this proposal.
    - 4.2.2. Pole Inventories.
      - 4.2.2.1. Approximately 44 poles are believed to exist within the project area.
      - 4.2.2.2. Utility pole locations will be captured.
      - 4.2.2.3. Utility poles will be inventoried. The various utility lines suspended from each pole will be noted on the pole inventory data sheet.
      - 4.2.2.4. Low wire elevations are assumed not required for the project.
      - 4.2.2.5. Pole data will be included with the SUE Report.
  - 4.3. SUE Quality Level B

- 4.3.1. SUE Quality Level B information will be collected via applicable Radio Frequency (RF) geophysical techniques. When requested, and applicable, Ground Penetrating RADAR (GPR) technology may be employed.
  - 4.3.2. Ground conditions, utility type and depth may prevent the acquisition of accurate utility information. This may result in inaccurate utility locates. Utilities will be located to the best extent via the locating methods available. SUE Level B information does not provide elevation information.
  - 4.3.3. Designated SUE Quality Level B utilities will be drawn in a coordinate correct CADD model file environment for distribution to the client.
  - 4.3.4. The estimated depth to the centroid (vertical midpoint) of each utility will be recorded whenever conditions permit. This information is not acquired for all buried utilities when conducting the Level B Designation but will be reported when acquired. Approximate SUE Quality Level B depths are not a replacement for actual SUE Level A data but may aid the designer in other aspects.
  - 4.3.5. Only the actual designated length will be invoiced. Those utilities that are believed to exist, but which ASE is unable to designate, will be drawn in the utility model as Level D data. This information will not be invoiced at the unit lineal foot price but rather included as part of the DGN drawing file and sheet preparation work.
- 4.4. SUE Quality Level A Test Holes (estimated 4 SUE Quality Level A test holes)
    - 4.4.1. Obtain Dig tickets as required for SUE Quality Level A Test Holes. Obtain IDOT Permits.
    - 4.4.2. Perform Hydro or Air vac excavation to expose specified utilities for accurate depiction of the utility location and subsequent backfill with excavation spoils or sand (billed as direct unit cost).
    - 4.4.3. Obtain X, Y, Z coordinates of top of utility locations and ground elevation.
    - 4.4.4. Provide a Test Hole Data Sheet for each SUE Quality Level A Test Hole.
  - 4.5. Final Review and SUE Report
    - 4.5.1. ASE will prepare a final SUE Report in accordance with ASCE 38-22 standards. The report will include the results, preliminary conflict exhibits with a supporting table identifying specific conflicts, SUE Quality Level B plan sheets with different line styles used to depict Quality Level D information from Quality Level B information, and the report narrative per the ASCE 38-22 requirements.
    - 4.5.2. The DGN file prepared will be in the Open Roads 2024 format selected by the Owner. The utilities file will be a 3D file with respect to X,Y,Z information captured. Individual utility conduit sizes (when known) will be represented in the DGN CADD file provided.
    - 4.5.3. Storm and sanitary pipe sizes will not be included in the DGN file (assumed to be provided by the topography survey).
5. QA/QC
    - 5.1. Review contract documents and survey requirements to verify ASE project QA/QC requirements.
    - 5.2. Periodic project review to ensure compliance with policy and contract documents.

## DELIVERABLES

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- Final SUE Report including Utility Plan Sheets.
- DGN formatted drawing file of the utility information captured
- Raw survey data (CSV file of all points)
- Survey field book (PDF)

## DIRECT COST ITEMS

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- A. Traffic control – assume \$1,760 per day. Assume 1 day.
- B. SUE Quality Level A Test Hole 0-3.00 feet in depth billed at \$1,849.00 per hole. Assume 0
- C. SUE Quality Level A Test Hole 3.01-6.00 feet in depth billed at \$2,440.00 per hole. Assume 2
- D. SUE Quality Level A Test Hole 6.01-12.00 feet in depth billed at \$3,485.00 per hole. Assume 2
- E. SUE Quality Level A Test Hole 12.01-18.00 feet in depth billed at \$4,423.00 per hole. Assume 0
- F. SUE Quality Level A Test Hole 18.01 feet and over will be billed on an hourly rate. Assume 0
- G. SUE Quality Level B Designating billed at \$2.99 per linear foot. Assume 21,000 linear feet.
- H. Pole Inventory - \$160.00 per pole. Assume 44 poles.
- I. ASE assumes any permit costs will be waived by Lake County and/or the local municipality. Should permit costs become required, these will be invoiced as a direct cost without markup.

## ITEMS SUPPLIED BY OTHERS

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- A. Record plans, including any previous survey information (if available).
- B. Any and all pertinent site information including, but not limited to, previous horizontal and vertical survey control survey information, boundary surveys, existing aerial photography, Right-of-Way plans, centerline alignment, construction plans and plats of highway will be furnished to ASE, at no cost to ASE, prior to commencement of field operations.
- C. Permission and access to closed or locked areas requiring access to complete the survey.
- D. Letter of Introduction and written authorization for access to subject property for ASE's services on subject site.



<b>Local Public Agency</b> Lake County Department of Transportation	<b>County</b> Lake	<b>Section Number</b> 
<b>Prime Consultant (Firm) Name</b> Civiltech	<b>Prepared By</b> ASE	<b>Date</b> 3/13/2026
<b>Consultant / Subconsultant Name</b> American Surveying & Engineering, Ltd.	<b>Job Number</b> 	

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	6	MONTHS			
START DATE	4/1/2026			OVERHEAD RATE	183.30%
RAISE DATE	1/1/2027			COMPLEXITY FACTOR	
				% OF RAISE	3.00%
END DATE	9/30/2026				

### ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	4/1/2026	9/30/2026	6	100.00%

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**The total escalation = 0.00%**

**Local Public Agency** County **Section Number**

Lake County Department of Transportation Lake

**Consultant / Subconsultant Name** **Job Number**

American Surveying & Engineering, Ltd.

**PAYROLL RATES**

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

<b>MAXIMUM PAYROLL RATE</b>	<b>90.00</b>
<b>ESCALATION FACTOR</b>	<b>0.00%</b>

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

<b>CLASSIFICATION</b>	<b>IDOT AVG PAYROLL RATES ON FILE</b>	<b>CALCULATED RATE</b>
PRINCIPAL IN CHARGE	\$90.00	\$90.00
PROJECT MANAGER	\$87.80	\$87.80
PROJECT SURVEYOR/ENGINEER 4	\$87.67	\$87.67
PROJECT SURVEYOR/ENGINEER 3	\$72.64	\$72.64
PROJECT SURVEYOR/ENGINEER 2	\$53.85	\$53.85
PROJECT SURVEYOR/ENGINEER 1	\$42.05	\$42.05
CADD TECHNICIANS	\$48.53	\$48.53
ENGINEERING/SURVEY TECHNICIAN 4	\$70.17	\$70.17
ENGINEERING/SURVEY TECHNICIAN 3	\$45.44	\$45.44
ENGINEERING/SURVEY TECHNICIAN 2	\$33.58	\$33.58
ENGINEERING/SURVEY TECHNICIAN 1	\$24.71	\$24.71
RIGHT-OF-WAY SPECIALIST 4	\$64.82	\$64.82
RIGHT-OF-WAY SPECIALIST 3	\$50.00	\$50.00
RIGHT-OF-WAY SPECIALIST 2	\$37.82	\$37.82
RIGHT-OF-WAY SPECIALIST 1	\$23.95	\$23.95
SUBSURFACE UTILITY ENGINEER 4	\$54.34	\$54.34
SUBSURFACE UTILITY ENGINEER 3	\$48.02	\$48.02
SUBSURFACE UTILITY ENGINEER 2	\$34.43	\$34.43
SUBSURFACE UTILITY ENGINEER 1	\$25.97	\$25.97
ADMINISTRATIVE/CLERICAL 3	\$36.00	\$36.00
ADMINISTRATIVE/CLERICAL 2	\$26.60	\$26.60

## Local Public Agency

Lake County Department of Transportation

## County

Lake

## Section Number

## Consultant / Subconsultant Name

American Surveying &amp; Engineering, Ltd.

## Job Number

## DIRECT COSTS WORKSHEET

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

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum			\$0.00
Vehicle Owned or Leased (no mileage charge allowed)	\$45.00/half day (4 hours or less) or \$90/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
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)	1	\$1,760.00	\$1,760.00
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
SUE Quality Level A Test Holes	Each (See breakdown in scope)	1	\$11,850.00	\$11,850.00
SUE Quality Level B Designating	Per Linear Foot	21,000	\$2.99	\$62,790.00
Pole Inventory	Per Pole	44	\$160.00	\$7,040.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$83,440.00</b>



**Local Public Agency**

Lake County Department of Transportation

**County**

Lake

**Section Number**

**Consultant / Subconsultant Name**

American Surveying & Engineering, Ltd.

**Job Number**

**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			1.0 Administration			2.0 Data Compilation			3.0 Horizontal & Vertical Control			4.0 Subsurface Utility Engineering			5.0 QA/QC		
		Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg
PRINCIPAL IN CHARGE	90.00	0.0			0			0			0			0			0		
PROJECT MANAGER	87.80	23.0	20.72%	18.19	4	40.00%	35.12	3	20.00%	17.56	3	13.04%	11.45	5	9.09%	7.98	8	100.00%	87.80
PROJECT SURVEYOR/ENGINEER 4	87.67	0.0			0			0			0			0			0		
PROJECT SURVEYOR/ENGINEER 3	72.64	10.0	9.01%	6.54	0			6	40.00%	29.06	0			4	7.27%	5.28	0		
PROJECT SURVEYOR/ENGINEER 2	53.85	0.0			0			0			0			0			0		
PROJECT SURVEYOR/ENGINEER 1	42.05	22.0	19.82%	8.33	0			0			0			22	40.00%	16.82	0		
CADD TECHNICIANS	48.53	0.0			0			0			0			0			0		
ENGINEERING/SURVEY TECHNICIAN 4	70.17	0.0			0			0			0			0			0		
ENGINEERING/SURVEY TECHNICIAN 3	45.44	0.0			0			0			0			0			0		
ENGINEERING/SURVEY TECHNICIAN 2	33.58	0.0			0			0			0			0			0		
ENGINEERING/SURVEY TECHNICIAN 1	24.71	0.0			0			0			0			0			0		
RIGHT-OF-WAY SPECIALIST 4	64.82	0.0			0			0			0			0			0		
RIGHT-OF-WAY SPECIALIST 3	50.00	0.0			0			0			0			0			0		
RIGHT-OF-WAY SPECIALIST 2	37.82	0.0			0			0			0			0			0		
RIGHT-OF-WAY SPECIALIST 1	23.95	0.0			0			0			0			0			0		
SUBSURFACE UTILITY ENGINEER 4	54.34	38.0	34.23%	18.60	4	40.00%	21.74	6	40.00%	21.74	4	17.39%	9.45	24	43.64%	23.71	0		
SUBSURFACE UTILITY ENGINEER 3	48.02	8.0	7.21%	3.46	0			0			8	34.78%	16.70	0			0		
SUBSURFACE UTILITY ENGINEER 2	34.43	8.0	7.21%	2.48	0			0			8	34.78%	11.98	0			0		
SUBSURFACE UTILITY ENGINEER 1	25.97	0.0			0			0			0			0			0		
ADMINISTRATIVE/CLERICAL 3	36.00	2.0	1.80%	0.65	2	20.00%	7.20	0			0			0			0		
ADMINISTRATIVE/CLERICAL 2	26.60	0.0			0			0			0			0			0		
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
<b>TOTALS</b>		111.0	100%	\$58.27	10.0	100.00%	\$64.06	15.0	100%	\$68.35	23.0	100%	\$49.58	55.0	100%	\$53.80	8.0	100%	\$87.80



PROJECT: Darrell Road  
 LOCATION: Lake County  
 CLIENT: Civiltech

PROPOSAL No.: 126013  
 DATE: 3/10/2026

TASK 1.0 Administration		Man Hours																					
ITEM	Description	PIC	PM	P/S/E 4	P/S/E 3	P/S/E 2	P/S/E 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 4	SUE 3	SUE 2	SUE 1	A/C 3	A/C 2	TOTAL
1.1	Meetings, reports, scheduling, etc.		1														4				2		7
1.2	Technical Direction of Staff		2																				2
1.3	Project management & coordination		1																				1
1.4																							0
1.5																							0
1.6																							0
1.7																							0
1.8																							0
1.9																							0
TOTAL HOURS		0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	2	0	10

TASK 2.0 Data Compilation		Man Hours																					
ITEM	Description	PIC	PM	P/S/E 4	P/S/E 3	P/S/E 2	P/S/E 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 4	SUE 3	SUE 2	SUE 1	A/C 3	A/C 2	TOTAL
2.1	Retrieve Existing Survey information		1		2																		3
2.2	Prepare working drawings		1		2																		3
2.3	Catalog and transfer to field		1		2												6						9
2.4																							0
2.5																							0
2.6																							0
2.7																							0
2.8																							0
2.9																							0
TOTAL HOURS		0	3	0	6	0	0	0	0	0	0	0	0	0	0	0	6	0	0	0	0	0	15

TASK 3.0 Horizontal & Vertical Control		Man Hours																					
ITEM	Description	PIC	PM	P/S/E 4	P/S/E 3	P/S/E 2	P/S/E 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 4	SUE 3	SUE 2	SUE 1	A/C 3	A/C 2	TOTAL
3.1	Recon. & locate existing mon's.		1															4	4				9
3.2	Traverse/GPS		1															4	4				9
3.3	Office Calc's.		1		2												4						5
3.4																							0
3.5																							0
3.6																							0
3.7																							0
3.8																							0
3.9																							0
TOTAL HOURS		0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	4	8	8	0	0	0	23

TASK 4.0 Subsurface Utility Engineering		Man Hours																					
ITEM	Description	PIC	PM	P/S/E 4	P/S/E 3	P/S/E 2	P/S/E 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 4	SUE 3	SUE 2	SUE 1	A/C 3	A/C 2	TOTAL
4.1	SUE Quality Level D				4		8										8						20
4.2	SUE Quality Level C		1				2																3
4.3	SUE Quality Level B		1				4										4						9
4.4	SUE Quality Level A		1				2										4						7
4.5	Final Review and SUE Report		2				6										8						16
4.6																							0
4.7																							0
4.8																							0
4.9																							0
TOTAL HOURS		0	5	0	4	0	22	0	0	0	0	0	0	0	0	0	24	0	0	0	0	0	55

TASK 5.0 QA/QC		Man Hours																					
ITEM	Description	PIC	PM	P/S/E 4	P/S/E 3	P/S/E 2	P/S/E 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 4	SUE 3	SUE 2	SUE 1	A/C 3	A/C 2	TOTAL
5.1	Project QA/QC		2																				2
5.2	Periodic Project review		4																				4
5.3	Final review and report		2																				2
5.4																							0
5.5																							0
5.6																							0
5.7																							0
5.8																							0
5.9																							0
TOTAL HOURS		0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8



PROJECT: Darrell Road  
 LOCATION: Lake County  
 CLIENT: Civiltech

PROPOSAL No. : 126013  
 DATE: 3/10/2026

TASK	MANHOURS																				TOTAL	
	PIC	PM	P/S/E 4	P/S/E 3	P/S/E 2	P/S/E 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 4	SUE 3	SUE 2	SUE 1	A/C 3		A/C 2
1.0 Administration	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	2	0	10
2.0 Data Compilation	0	3	0	6	0	0	0	0	0	0	0	0	0	0	0	6	0	0	0	0	0	15
3.0 Horizontal & Vertical Contro	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	4	8	8	0	0	0	23
4.0 Subsurface Utility Engineerin	0	5	0	4	0	22	0	0	0	0	0	0	0	0	0	24	0	0	0	0	0	55
5.0 QA/QC	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8
6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Hours</b>	0	23	0	10	0	22	0	0	0	0	0	0	0	0	0	38	8	8	0	2	0	111



**JORGENSEN & ASSOCIATES, INC.**  
**LAND SURVEYORS**  
Est. 1990

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March 17, 2026

Mr. James R. Tibble, P.E.  
Civiltech Engineering, Inc.  
Two Pierce Place  
Suite 1400  
Itasca, Illinois 60143

Re: Darrell Road & Roberts Road Survey Proposal

Dear Mr. Tibble:

Enclosed please find our proposal to prepare a topographic survey and a statutory plat of highways and legal descriptions for the referenced project. Our proposal is based on your email on March 5<sup>th</sup> and 16<sup>th</sup>.

I would like to thank you for considering Jorgensen & Associates for this project. We look forward to continuing our working relationship with your firm. Should you have any questions, comments or require any further information concerning our proposal, please feel free to call me at (847)356-3371.

Respectfully submitted,  
Jorgensen & Associates, Inc.

Kirk J. Ruter, P.L.S.

KJR/pt

Enclosures

E:\Civiltech\Port Barrington\Darrell & Roberts Rd\Letter

## **SCOPE OF SERVICES**

### **Topographic Survey**

The project corridor being the Darrell Road and Roberts Road Intersection extending approximately 1,575 feet west and east of the intersection along Darrell Road and approximately 1,900 feet south and north of the intersection along Roberts Road.

Establish horizontal and vertical control based on NGS geodetic survey monuments (if available) and using G.P.S. survey methods. The project control will be based on NAD 83 (2011 adjustment) and NAVD 88 datums. Horizontal control will be tied and benchmarks will be located and described.

The topographic survey will include structures, ground shots, roadway shots, drainage and utilities, vegetation including trees with a DBH of 3" and larger, and all other pertinent items within the project corridor. All surveyed structures to include inverts.

An attempt will be made to recover as many property and/or other survey monuments within the project corridor in order to identify and compute the existing right-of-way within the project corridor. The existing right-of-way will be computed and drawn and included in the topographic cad files.

Prepare "MicroStation" base file of the topographic survey and provide "GEOPAK" T.I.N.

All work will be completed according to the current Lake County Design Survey Procedures.

### **Land Acquisition Survey**

General: Prepare a Plat of Highways and legal descriptions for 20 parcels requiring 20 title commitments.

The project involves land surveying to reference the highways center lines to public land lines, location of property boundaries, preparation of a statutory plat of highways and legal descriptions, monumentation of the proposed right of way and highways center lines. The preparation and recording of "Monument Record" documents for all U.S. public land survey monuments referenced in the plat of highways.

Search for and locate boundary monumentation and locate appraisal topography on all affected parcels.

Prepare preliminary plat of highways and legal descriptions.

Monument center line alignments, proposed right of way, section corners and quarter corners.

Prepare final plat of highways and legal descriptions, submit to client for recording.

Route: Darrell Road & Roberts Road  
Section:  
County: Lake  
Job No.:

**Exhibit "A"**

Payroll Burden & Fringe Costs

	<u>% of Direct Productive Payroll</u>
Federal Insurance Contributions Act _____	11.96%
State Unemployment Compensation _____	0.32%
Federal Unemployment Compensation _____	0.13%
Workmen's Compensation Insurance _____	1.35%
Paid Holidays, Vacation, Sick Leave, Personal Leave _____	11.22%
Bonus _____	4.12%
401(K) _____	0.88%
Group Insurance _____	<u>42.24%</u>
Total Payroll Burden & Fringe Costs	72.22%

Route: Darrell Road & Roberts Road  
Section:  
County: Lake  
Job No.:

**Exhibit "B"**

Overhead and Indirect Costs

	<u>% of Direct Productive Payroll</u>
Business Insurance _____	4.26%
Depreciation _____	4.22%
Indirect wages and salaries _____	43.10%
Office Expenses _____	1.18%
Office Supplies _____	2.59%
Dues & Subscriptions _____	0.54%
Computer Software _____	4.32%
Professional Fees _____	1.57%
Telephone _____	2.77%
Fees, license & dues _____	0.05%
Repairs and maintenance _____	2.30%
Business space rent _____	4.74%
Facilities - capital _____	0.33%
In-house mileage _____	-5.71%
Survey Supplies _____	0.80%
Automobile/travel expense _____	7.16%
Miscellaneous Expense _____	0.54%
State Income Tax _____	0.39%
Recruiting _____	1.05%
Postage _____	0.10%
Educational & Professional Registrations _____	0.26%
Tech _____	<u>1.66%</u>
 Total Overhead	 78.22%

**PAYROLL ESCALATION TABLE  
FIXED RAISES**

FIRM NAME Jorgensen & Associates, Inc.  
PRIME/SUPPLEMENT Prime

DATE 03/17/26  
PTB NO. \_\_\_\_\_

CONTRACT TERM 12 MONTHS  
START DATE 3/17/2026  
RAISE DATE 6/1/2026

OVERHEAD RATE 150.44%  
COMPLEXITY FACTOR \_\_\_\_\_  
% OF RAISE 3.00%

**ESCALATION PER YEAR**

3/17/2026 - 6/1/2026
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6/2/2026 - 3/1/2027
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3
12

9
12




= 25.00%  
= 1.0225

77.25%

**The total escalation for this project would be:**

2.25%









Route: Darrell Road & Roberts Road  
 Section:  
 County: Lake  
 Job No.:

**Manhour Breakdown  
 Land Acquisition Estimate**

Length of Project

Darrell Road	=	$\pm 2,080'$	=	$\pm 0.394$ mile
Roberts Road	=	$\pm \underline{2,850}'$	=	$\pm \underline{0.540}$ mile
 Total Length	=	$\pm 4,930'$	=	$\pm 0.934$ mile

20 Parcels: 20 Fee Simple and Temporary Easements

1. Pre-Survey Phase

Research available records

a.	Title Co.	)	4 MH
		)	
b.	Recorder's Office	)	3 MH
		)	
c.	I.D.O.T.	)	
		)	
d.	Utilities	)	
		)	
e.	Private Surveyors	)	
		)	
f.	Land Owners	)	

Sub-total Item # 1 7 MH

2. Reconnaissance Survey 2 Men 48 MH

3.	Project Survey Plan		$\pm 2,640'$ /sheet - 2 sheets	
a.	Alignment info	)		
		)		
b.	Existing R.O.W. info	)		
		)		
c.	Land line data	)		
d.	Subdivision data	)	2 hours/sheet x 2 =	<u>4 MH</u>
			Sub-total Item #3	4 MH
4.	First Submittal Plat of Highways & Descriptions			
a.	Ownership info	)		2 MH
		)		
b.	Total holding boundaries	)		4 MH
		)		
c.	Total holding area listing	)		4 MH
		)		
d.	Private survey info	)		
		)		
e.	Deed calculated closures	)		
		)		
f.	Layout and drafting		$\pm 550'$ /sheet $\pm 10$ sheets	
	120 hours x 1 man =			120 MH
	Index sheet		2 hours/sheet x 1 =	2 MH
	Total Holding sheets		2 hours/sheet x 3 =	6 MH
	Alignment sheets		2 hours/sheet x 2 =	4 MH
	Cover sheet		2 hours/sheet x 1 =	2 MH
g.	Legal descriptions		40 descriptions	<u>40 MH</u>
			Sub-total Item #4	184 MH

5.	Survey (Field)		
a.	Measure existing property & section lines 80 hours x 2 men =		160 MH
b.	Appraisal topography 32 hours x 2 men =		64 MH
c.	Monument center line alignments		
	Darrell Road - 2,080' - 4 hours x 2 men =		8 MH
	Roberts Road - 2,850' - 4 hours x 2 men =		8 MH
d.	Monument proposed right of way 56 hours x 2 men =		112 MH
e.	Monument section corners 8 hours x 2 men =		<u>16 MH</u>
		Sub-total Item #5	368 MH
6.	Survey (Office)		
a.	Compute traverse 8 hours x 1 man =		8 MH
b.	Compute existing property & section lines 48 hours x 1 man =		48 MH
c.	Compile appraisal topography 12 hours x 1 man =		12 MH
d.	Compute center line alignments 4 hours x 1 man =		4 MH
e.	Compute proposed right of way & proposed easements 8 hours x 1 man =		<u>8 MH</u>
		Sub-total Item #6	80 MH

7.	Final Submittal Plat of Highways & Descriptions	
a.	Final drafting ± 17 sheets 4 hours x 1 man =	4 MH
b.	Final descriptions 40 descriptions	2 MH
c.	Prepare and Record Monument Records 3 Monuments Records	6 MH
d.	Assembly of final papers	<u>3 MH</u>
	Sub-total Item #7	15 MH
8.	QC/QA	
a.	Check preliminary plats 17 sheets	48 MH
b.	Check preliminary legal descriptions 40 legal descriptions	8 MH
c.	Check final plats 17 sheets	4 MH
d.	Check final legal descriptions 40 legal descriptions	<u>2 MH</u>
	Sub-total Item #8	62 MH
	Total All Items	768 MH

Route: Darrell Road & Roberts Road  
Section:  
County: Lake  
Job No.:

**Breakdown of  
In House Direct Costs**

Item

2. Reconnaissance Survey

a. Trips to project site – 3 each  
± 34 miles/trip x 3 trips = ± 102 miles  
± 102 miles @ \$0.72/mile = \$ 73.44

5. Survey (Field)

a. Trips to project site – 23 each  
± 34 miles/trip x 23 trips = ± 782 miles  
± 782 miles @ \$0.72/mile = \$ 563.04

7. Final Submittal Plat of Highways & Descriptions

a. Mylar  
17 sheets @ \$5.00/sheet = \$ 85.00

b. Trips to County Recorder  
± 30 miles/trip x 1 trip = ± 30 miles  
± 30 miles @ \$0.72/mile = \$ 21.60

c. Record Monument Records  
3 Monument Record @ \$70 = \$ 210.00

d. Deliver Final Papers to Lake County office  
± 22 miles/trip x 1 trip = ± 22 miles  
± 22 miles @ \$0.72/mile = \$ 44.00

Total All Items \$ 997.08

Route: Darrell Road & Roberts Road  
Section:  
County: Lake  
Job No.:

**Breakdown of  
Services by Others**

Item

1. Pre-Survey Phase

a. Commitments for Title Insurance 20 Commitments @ \$580.00 each =	\$ 11,600.00
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processing fees (“Direct Billable Expenses”). If requested by LPA, Santacruz shall pay all Direct Billable Expenses and invoice LPA or Consultant for said Direct Billable Expenses. Santacruz shall be entitled to additional compensation in the amount of said Direct Billable Expenses pursuant to a separate work order issued by LPA or Consultant.

Based on the projected number of parcels of right-of-way to be acquired for the Project, the total land acquisition services as detailed herein are offered at a cost not to exceed **\$78,000.00**.

**OPTIONAL COVERAGE OF DIRECT EXPENSES**

In the alternative, Santacruz shall invoice the LPA or Consultant for any fees and charges related to the acquisitions including, without limitation, (i) the cost of the later date title commitments, (ii) the cost of title insurance policies obtained on the parcels to be acquired, (iii) the cost of recording any necessary documents to complete the conveyance and obtain clear title, (iv) lender’s fees related to the processing of any partial releases needed to provide clear title, and (v) land trustee processing fees. Santacruz shall include **\$850.00** per parcel towards the payment of these charges. Santacruz shall pay any such fees and charges in excess of the **\$850.00** per parcel allowance for which Santacruz Land Acquisitions shall be entitled to additional compensation in the amount of any such payments pursuant to a separate work order issued.

Based on the projected total number of parcels of right-of-way to be acquired for the Project, with the Optional Coverage of Direct Expenses, the land acquisition negotiation services provided herein are offered at a cost not to exceed **\$95,000.00** as follows:

<b>Land Acquisition Services</b>	<b>\$78,000.00</b>
<b>Estimated Direct Billable Expenses</b>	<b>\$17,000.00</b>

*See attached for Scope of Services and Team resumes.*

We look forward to the opportunity of serving you on this project. If you have any questions, do not hesitate to contact Javier Steve Santacruz at 847-868-9620 or via email at [javier@santacruz-associates.com](mailto:javier@santacruz-associates.com).

Sincerely,



Javier Steve Santacruz

**PRICING SCHEDULE**

**Negotiation Services (per parcel)**

Negotiation and acquisition services for Right of Way including, without limitation, documentation of conveyance of property interest	\$3,900.00
Additional negotiations due to change in ownership or plans <sup>1</sup>	\$2,000.00 - \$3,900.00

**Witness Services (if applicable)**

Rate for each ½ day in pretrial conference or in court for Negotiator <sup>1</sup>	\$1,000.00
Rate for each ½ day in pretrial conference or in court for Appraiser <sup>1</sup>	\$1,000.00
Hourly rate for consultation not otherwise specifically provided for herein	\$250.00

**Title Services (if applicable)**

Later date commitment – In addition to actual recording costs + Administrative fee	\$25.00
Title insurance policies – In addition to actual recording costs + Administrative fee	\$25.00
Recording of Documents – In addition to actual recording costs + Administrative fee	\$25.00
Copies of recorded documents – In addition to actual copying costs & research fees + Administrative fee	\$25.00

<sup>1</sup> Requires supplemental work order.

**LAND ACQUISITION SCOPE OF SERVICES**

Santacruz Land Acquisitions (“Santacruz”) shall provide Right-of-Way Acquisition Services as follows:

- Project Management
- Negotiations

All services shall be performed at the direction of the County and in accordance with the policies and procedures of IDOT, as applicable, the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”), as amended (49 CFR Part 24), the Illinois Eminent Domain Act (735 ILCS 30) (“Eminent Domain Act”), and the Illinois Code of Civil Procedure (“Code of Civil Procedure”).

- **Notice to Proceed.** Our services start after authorization to proceed from LPA and IDOT (as necessary).
- **Kick-off Meeting.** Santacruz will meet with LPA and Consultant to discuss the Project, identify issues and develop any necessary strategies to assure the timely completion of the Project.
- **Delivery and Review of Project Information.** LPA or Consultant will provide Santacruz with plats of highway, legal descriptions, the most recent title commitments and any other pertinent information regarding the property owner for each parcel assigned for acquisition. In addition, LPA or Consultant will also provide Santacruz with a set of project plans, including, (i) plan and profile, (ii) drainage and utilities, (iii) pavement markings and (iv) cross sections.
- **Negotiation and Acquisition.** Santacruz shall commence negotiations after approval by LPA of the appraisals and the amount of just compensation to be offered to the property owner.
  - Before contacting the property owner, Santacruz will prepare and send the introductory letter to the property owner on the LPA’s letterhead.
  - Santacruz will present the property owner with an offer package, which shall contain the Offer to Purchase and other documents to assist the property owner with reviewing the right-of-way request.
  - Santacruz will make all reasonable efforts to complete the acquisition of the right-of-way from the property owner.
  - Santacruz will not have any authority to determine administrative settlements. Santacruz will consult with LPA for approval of any counter offers and upon acceptance by LPA of any such counter-offer, Santacruz will prepare the necessary documentation for administrative settlement.
  - Santacruz will review the title commitment provided for each parcel to determine the liens and encumbrances that will need to be addressed in order to complete the acquisition process for LPA.
  - If, during its discussions with the property owner, errors in the plans are discovered or the property owner requests design changes, Santacruz will immediately notify LPA and Consultant with this information. At any time during negotiations for situations involving design changes, errors in plans or for any other reason, if requested by LPA or Consultant, Santacruz will cease negotiations on certain parcels until corrected information or further instruction is provided to Santacruz.
  - Upon successful negotiations with the property owner, Santacruz will prepare all necessary conveyance documents in order to complete the acquisition and obtain title approval for the property. Santacruz will submit the completed parcel file with original conveyance documents, any documents necessary for title clearance, the Negotiator’s Log documenting all negotiation activities, copies of all correspondence with the property owner, title commitments, plats, and all other documentation as required by LPA and IDOT (if applicable).

- **Project Management.** Santacruz shall appoint a Project Manager for this project. The Project Manager will provide proposed project time-line with milestones on delivery. The Project Manager will coordinate all deliverables, keep project on schedule and maintain the channels of communication with the LPA. The Project Manager will attend project kick-off meetings and project status meetings. In addition, when needed, the Project Manager will review construction plans and provide comments. The Project Manager shall provide QA/QC oversight for this contract. In addition to monthly status reports prepared for our clients in which we review the progress of each parcel, Santacruz meets on a bi-weekly basis with its production team to assure that projects are on schedule and proceeding to letting.

The paralegal team at Santacruz reviews every title commitment to alert the negotiator of title concerns and to prepare for title clearance. Also, all conveyance documents prepared by the paralegals are reviewed by the head paralegal and/or the negotiator. Finally, all final packages of settled or condemned parcels are compiled using QA/QC checklist and reviewed by the Project Manager to assure proper completion.

- **Condemnation Support.** Santacruz understands that appearances in court and/or pretrial conferences, which may include depositions, and preparation for litigation or pre-trial conferences may be required by the LPA so that it may complete the acquisition of the property through condemnation. In the event, after making every reasonable effort to contact and negotiate with a property owner, Santacruz is unable to obtain a settlement for the acquisition of the right-of-way, Santacruz shall refer the parcel to the LPA for acquisition by condemnation.

In such case, at the request of LPA or its trial counsel, the Negotiator assigned to negotiate the parcel shall make any such appearances or complete such preparation work in order to assist with this process. Such requests for trial appearances or condemnation support will be pursuant to a separate or supplemental work order.

## **THE TEAM**

### ***Javier Steve Santacruz – President and Project Manager***

Javier has more than 25 years of experience in providing right-of-way services for a variety of governmental agencies. He has assisted in the planning of right-of-way during plan development stages, as well as worked as a right-of-way agent in the acquisition and facilitation of right-of-way necessary for the completion of a project. He has extensive experience working with the Illinois Department of Transportation and the Illinois State Toll Highway Authority gaining a thorough understanding of the policies and procedures of those agencies in meeting their right-of-way requirements. Javier has his B.S. in Accounting and a Juris Doctorate from DePaul University.

### ***Dylan Santacruz – Vice President and Negotiator***

Dylan graduated cum laude from Miami University in Oxford, OH where he obtained a B.S. in Business Analytics. He joined Santacruz in 2021. He is approved by IDOT – District 1 as a fee negotiator.

### ***Kyle Van Balen –Negotiator Trainee***

Kyle graduated from Xavier University Cincinnati, OH where he obtained a B.S. in Finance. He joined Santacruz in 2026. Previously, he worked as a Financial Advisor and a Business Analyst for a private equity firm. He is working on his approval by IDOT – District 1 as a fee negotiator.

### ***Agafya Gerovoy – Real Estate Paralegal***

Agafya has been with Santacruz since 2017 and is realtor with extensive experience real estate and right-of-way transactions.

March 16, 2026

Barry Stuedemann, P.E., SPWS  
Civiltech Engineering, Inc.  
Two Pierce Place, Suite 1400  
Itasca, Illinois 60143

**RE: Proposal - Preliminary Site Investigation/CCDD Evaluation  
Darrell Road/Roberts Road Reconstruction Project  
Port Barrington, Illinois  
TNC Proposal #P126-351**

Dear Mr. Stuedemann,

True North Consultants, Inc. (True North) is pleased to provide this proposal to perform a Preliminary Site Investigation (PSI) for the Darrell Road/Roberts Road Reconstruction Project in Port Barrington, Illinois (the Site). The following sections of this proposal present background information, scope of services, estimated costs, schedule, and limitations.

## **BACKGROUND**

On March 13, Civiltech Engineering, Inc. (Client) requested that True North provide a proposal for a PSI/CCDD evaluation for the above referenced project which includes the reconstruction of approximately 0.5 miles of Roberts Road, inclusive of intersections at Rawson Bridge Road and Center Street. A Preliminary Environmental Site Assessment (PESA) has not been prepared for this project, however, based on aerial imagery, two properties at the referenced intersections, one at each intersection, have been identified as potential environmental concerns. Civiltech has indicated that a PESA shall be prepared prior to the performance of a PSI at which time True North shall review Civiltech's PESA to determine if these identified properties are Potentially Impacted Properties (PIPs) and require further assessment. Civiltech has also indicated that approximately 20,000 cubic yards of soil will be excavated and managed at an off-site location. In addition, Civiltech indicated the depth of excavation may range from 5 feet to 8 feet below grade. The adjoining properties are primarily residential and agricultural with two commercial properties at the intersections noted above. This assessment would be performed to provide a screening of available information and subsurface conditions to determine the environmental status of the Site and project area.

## **SCOPE OF SERVICES**

### ***Task 1: Preliminary Site Investigation***

True North has prepared a preliminary scope of work for the Preliminary Site Investigation based upon the current understanding of the Site and surrounding properties. All Site soil characterization activities will be performed by True North personnel in general conformance with standards and protocols set forth by the Illinois Environmental Protection Agency (IEPA) 35 Illinois Administrative Code (IAC) 742, "Tiered Approach to Corrective Action Objectives (TACO)", United States Environmental Protection Agency (USEPA) SW-846, "Test Methods for Evaluating Solid Waste, Physical/Chemical Methods", ASTM E1903-19 standard, "Standard for Environmental Site Assessments: Phase II Environmental Site Assessment Process", Occupational Health & Safety Administration (OSHA) 1910 and 1926 Standards, 35 IAC 1100, "Clean Construction or Demolition Debris Fill Operations (CCDD)," IDOT's Bureau of Design and Environment (BDE) Procedure Memorandum



Number 10-07, Special Waste Procedures, IDOT's Bureau of Local Roads and Streets (BLRS) Manual, Chapter 20-12, Special Waste, and IDOT's BDE manual.

True North shall perform installation of , weather and ground-condition dependent, for sample collection at predetermined locations based on the findings of Civiltech's completed PESA update and project scope. True North will be responsible for calling JULIE for public utility locates prior to drilling activities. Up to twenty-two borings within the proposed project area will be advanced to depths of approximately 5 to 8 feet below grade based on True North's understanding of the project. The soil borings will be completed at representative, accessible locations and depths within the proposed project area based on the PESA findings, subsurface conditions, and proposed improvements. It is assumed that representative areas are accessible for completion of soil borings and access to the assessment are shall be coordinated by others.

Soil will be continuously screened from grade to the end of borings for characterization in accordance with the Unified Soil Classification System (USCS). Representative soil samples will be screened with a calibrated photoionization detector (PID) with a 10.6eV lamp to determine the presence of photoionizable vapors that are potentially indicative of the presence of volatile compounds in the soil. All downhole equipment will be decontaminated between each probe point with distilled water and liquinox solution and a distilled water rinse.

The final boring locations will be chosen based upon a review of Civiltech's final PESA findings, the development project scope of work, additional information received from the utility locations and any other additional information received prior to commencement of field activities. The PESA will be utilized for the PIP evaluation per CCDD regulatory requirements.

Based on the typical requirements of CCDD facilities and pending the completion of an updated PESA if necessary, samples will be collected for a combination of Volatile Organic Compounds (VOCs), Polynuclear Aromatic Hydrocarbons (PNAs), Pesticides, RCRA Metals, and/or pH. The following table summarizes the PSI and CCDD characterization analytical parameters and the maximum number of samples included in the project costs:

Compound or Group of Compounds	USEPA Analytical	Method Identification Matrix	Maximum Proposed Number of Samples
Volatile Organic Compounds (VOCs)	5035/8260	Soil	6
Polynuclear Aromatic Hydrocarbons (PNAs)	8270	Soil	4
Pesticides	8081	Soil	7
Resource Conservation Recovery Act (RCRA) Metals	6010B/7470/7470	Soil	6
Toxicity Characteristic Leachate Procedure (TCLP) Metals (if necessary)	1311/6010	Soil	6
pH	9045C	Soil	22

True North shall compile all field screening data and laboratory results in a Preliminary Site Investigation report format to document the investigation findings. The summary report shall include field sampling locations, analytical tables, laboratory data, and any pertinent historical and regulatory information used to formulate and



support the investigation findings. Additionally, True North will prepare and execute an Illinois Environmental Protection Agency LPC #663 Form for soils that can be certified as uncontaminated and managed at a permitted CCDD facility. The PSI report and CCDD certification shall depict areas that cannot be certified based on the analytical data and/or field screening observations gathered during assessment activities. True North shall include the IDOT 669.05 Regulated Substance classification designations for identified soils and provide GPS coordinates of all sample locations.

## PROJECT COSTS

True North proposes to complete the stated scope of work in accordance with the attached General Terms & Conditions. Project Costs are included in the provided **Attachment A**. The estimated cost includes all professional labor, travel, materials, supplies, equipment, laboratory analytical fees and expenses as specified above.

Should the Client request a change in the scope-of-work, or should circumstances render the current estimate invalid, a new estimate will be prepared and mutually agreed to in writing before further work proceeds. Our Schedule of Terms and Conditions shall apply to the proposed work and is attached for your review. Written authorization to proceed will form a binding contract and indicates your acceptance of our Terms and Conditions. Any changes to our Terms and Conditions must be agreed to in writing by both parties prior to your authorization to proceed.

## SCHEDULE

True North can commence the PSI process upon completion of the PESA and will schedule field work based on site/ground conditions. True North has assumed up to two days of field work to complete sampling activities. Laboratory analytical results will be available within seven business days of completing field sampling activities unless expedited for an analytical surcharge upon request from the client. True North will provide the PSI report along with the LPC #663 certification, if applicable, within three weeks of receiving all laboratory analytical data.

## LIMITATIONS & QUALIFICATIONS

- It is assumed for purposes of this estimate that access to the Site is available during normal working hours and that records relating to the properties are reasonably ascertainable. In addition, there are no encumbrances on the property that may limit observations or accessibility.
- True North has assumed that all drilling activities in Village ROW will not require ROW permits from the Village, County or IDOT. Civiltech may choose to obtain the LCDOT permit on behalf of the contractor, and must inform True North when providing True North with notice to proceed. The cost of an LCDOT permit application is estimated to be \$900. If a permit is required and is determined to be the responsibility of the drilling contractor, the total cost of the project will be adjusted by the final cost of the permit application.
- This proposal does not include the cost of traffic control in the event that the Client requires traffic control during drilling operations. The estimated cost for one shift (8 hours) of traffic control is \$3,300.
- True North has not included private utility locate costs, or other fees that may pertain to the performance of work within this cost estimate. True North shall contact the Client to inform them and request payment of any fees that have been incurred outside the scope of this estimate.



- The provided drilling costs are based on prevailing wage rates. It has been assumed that a union entity is not required to perform the drilling work. The provided costs do not include traffic control which does not appear necessary based on the nature of the Site. In the event traffic control is required, an additional cost would apply.
- True North shall provide GPS coordinates of sampling points and provide this data to the Client for inclusion on plan drawings of Regulated Substance areas. The Client shall be responsible for identifying stations associated with these locations.
- True North cannot guarantee that all permitted CCDD facilities will accept the proposed analytical sampling. Certain CCDD facilities may require additional soil analysis beyond the scope of this proposal. True North is not responsible for the costs to collect samples for additional analysis beyond this proposal. The Client or others shall be responsible for disposal of all soils rejected from the CCDD operation as a special waste at a permitted landfill.
- The scope of work does not include waste characterization analyses and/or waste profiling beyond the identified testing and reporting. The analytical does not include a determination for characteristic hazardous wastes which may be required for obtaining landfill acceptance for disposal at a non-CCDD facility (i.e. Subtitle D non-hazardous waste landfill).
- The Client will provide True North with existing utility plans and assist True North with ensuring all utility locations are complete prior to Site mobilization.
- This proposal does not include any additional work, inclusive of delineation sampling to define any areas exhibiting constituents above the MACs.
- This proposal is based on field work performed in Level D personal protection (i.e., steel-toed boots, hard hats, safety glasses, and gloves). True North will postpone field work and notify client immediately if field conditions warrant an increase in personal protection.
- The results reported and any opinions reached by True North are for the benefit of the Client and unless agreed to by True North in writing, are not to be disclosed to or relied upon by any other party. The results and opinions set forth by True North shall be valid from the date of the final report for a timeframe limited to that specified in the standard.
- This proposal is valid for a period of 45 days from the date of this proposal. In the event that authorization is received after 45 days from the date of this proposal, True North reserves the right to resubmit a new cost estimate for approval to reflect any additional costs associated with the proposed scope of work, if necessary.

## TERMS OF AGREEMENT

If this proposal meets with your approval, please sign the attached service agreement and return it to our office via mail, fax or e-mail. This agreement for professional services represents a contract between True North Consultants, Inc. and the Client. Our Terms and Conditions are hereby incorporated as part of this agreement.

True North appreciates the opportunity to offer this proposal for environmental assessment consulting



services. If you have any questions, please contact me at 630.717.2880.

Sincerely,

**TRUE NORTH CONSULTANTS**

Ryan LaDieu, P.E.  
President

Attachments: Project Costs and Authorization  
General Terms & Conditions



True North Consultants, Inc.  
 1000 East Warrenville Road, Suite 140  
 Naperville IL 60563  
 (630) 717-2880  
[rladieu@consulttruenorth.com](mailto:rladieu@consulttruenorth.com)

# QUOTATION

<b>Proposal Date:</b>	3/16/2026
<b>Proposal #:</b>	P126-351

*Trusted Partner. Leading Environmental Solutions.*

## Client

Civiltech Engineering, Inc.  
 David Kreeger, P.E.  
 Two Pierce Place  
 Itasca, Illinois 60143

## Project

Preliminary Site Investigation - Darrell Road/  
 Roberts Road  
 Darrell Road/Roberts Road Reconstruction  
 Darrel Road/Roberts Road Intersection  
 Port Barrington, Illinois 60010

Description	Quantity	Units	Rate	Amount
Preliminary Site Investigation & CCDD Assessment		Project		\$17,490.00
			<b>Subtotal</b>	\$17,490.00
			<b>Total</b>	<b>\$17,490.00</b>

**Thank You For Your Business!**

## **GENERAL TERMS & CONDITIONS OF SERVICES**

### **1.0 PROPOSAL ACCEPTANCE**

The following terms and conditions ("Terms") shall apply to and are the only terms that govern the attached, Proposal or Quotation (collectively, "Agreement") between True North Consultants, Inc. ("True North") and the Client named below ("Client"). Client's acceptance of this Agreement is indicated and acknowledged by the signature of its authorized representative below and on the attached Proposal or Quotation. Any additional terms and conditions proposed by Client are objected to and will not be binding upon True North unless specifically assented to in writing by True North's authorized representative. The Consulting Services provided under this Agreement are not of a legal nature, and True North shall in no event give, or be required to give, any legal advice or legal representation to Client. This Agreement shall not create any rights or benefits to parties other than Client or True North. In the event of a conflict between these Terms and the Proposal or Quotation, these Terms will prevail unless otherwise agreed to by the parties in writing.

### **2.0 LIMITED WARRANTY**

- 2.1 Professional Standard of Care: True North warrants that it will perform the Consulting Services consistent with the level of care and skill ordinarily exercised by other professional consultants in the same locale and under similar circumstances at the same time the Consulting Services are performed.
- 2.2 Exclusive Remedy: True North's sole and exclusive liability and Client's sole and exclusive remedy for breach of this warranty shall be as follows:
  - 2.2.1 True North will use reasonable commercial efforts to promptly cure any breach; provided, that if True North cannot cure such breach within a reasonable time (but no more than thirty (30) days) after Client's notice of such breach, Client may, at its option, terminate the Agreement by service of written notice of termination.
  - 2.2.2 In the event the Agreement is terminated pursuant to Section 2.2.1 above, True North will within thirty (30) days after the effective date of termination refund to Client any fees paid by Client as of the date of termination for the Consulting Services, less a deduction equal to the fees for receipt or use of such Consulting Services up to and including the date of termination on a pro-rated basis.
  - 2.2.3 The foregoing remedy shall not be available unless Client provides written notice to True North of such breach within seven (7) days of knowledge of same.
- 2.3 Disclaimer of Implied Warranties: EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN THIS SECTION 2, TRUE NORTH MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO THE CONSULTING SERVICES UNDER THE AGREEMENT, INCLUDING ANY (A) WARRANTY OF MERCHANTABILITY; OR (B) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; OR (C) WARRANTY OF TITLE; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OR TRADE OR OTHERWISE.

### **3.0 SUBCONTRACTED AND OTHER SERVICES**

- 3.1 True North will select reputable subcontractors for certain services ancillary to the Consulting Services hereunder, including but not limited to subsurface drilling, excavations and other explorations, laboratory services, surveys, etc., based on oral or written competitive prices. The subcontractors' invoices shall be billed by True North to Client in accordance with the Agreement. Nothing in this Section 3 shall require that subcontractor services or equipment be obtained through competitive bidding or be available from multiple sources. True North shall not be responsible for the means and methods utilized by its subcontractors.
- 3.2 On occasion, True North engages the specialized services of individual consultants or other companies to participate in a project. When considered necessary, the cost of such services will be billed to Client in addition to True North's fee schedules set forth in the Agreement.

### **4.0 SITE ACCESS AND SITE CONDITIONS**

- 4.1 Client shall grant or obtain free access to the site for all equipment and personnel for True North to perform the Consulting Services Client shall notify any and all possessors of the Project site that Client has granted True North free access to the site. True North will take reasonable precautions to limit damage to the site, but it is understood by Client that, in the normal course of work, some damage may occur, and the correction of such damage is not part of the Agreement unless so specified in True North's Proposal. Client is responsible for the accuracy of locations for all subterranean structures and utilities. True North will take reasonable precautions to avoid known subterranean structures, and Client waives any claim against True North, and agrees to defend, indemnify, and hold True North harmless from any claim or liability for injury or loss, including costs of defense, arising from damage done to subterranean structures and utilities not identified or accurately located. In addition, Client agrees to compensate True North for any time spent or expenses incurred by True North in defense of any such claim with compensation to be based upon True North's prevailing fee schedule/expense reimbursement policy set forth in the Proposal.
- 4.2 Client recognizes that subsurface conditions may vary from those observed at locations where borings, surveys or explorations are made, and that site conditions may change with time. Data, interpretation, and recommendations by True North will be based solely on site information available to True North. True North is responsible for its data, interpretations, and recommendations, but will not be responsible for other parties' interpretations or use of the information developed by True North or any other party. To the extent True North must rely upon data provided by another party, True North will not be liable for any claim of injury or loss arising from such data. Client acknowledges that whenever a project involves hazardous or toxic materials and/or investigations of chemicals in the environment, there are inherent uncertainties involved (such as limitations on laboratory analytical methods, variations in subsurface conditions and the like) that may adversely affect the results of the Project, even though the Consulting Services are performed with skill and care.



## 5.0 BILLING AND PAYMENT

Invoices shall generally be submitted every four (4) weeks for Consulting Services performed during the previous four (4) weeks. Payment shall be due within thirty (30) days of invoice date. If Client objects to all or any portion of any invoice, Client shall so notify True North in writing within fourteen (14) calendar days of invoice receipt, identify the cause of disagreement, and pay within thirty (30) days that portion of the invoice, if any, not in dispute. The parties will immediately make every effort to settle the disputed portion of the invoice. In the absence of written notification described above, Client shall pay the balance as stated on the invoice. Invoices are delinquent if payment has not been received within thirty (30) days from date of invoice. Client will pay an additional charge of one and one-half percent (1.5%) per month (or the maximum percentage allowed by law, whichever is lower) on any delinquent amount, excepting any portion of the invoiced amount in dispute and resolved in favor of Client. Payment thereafter will first be applied to accrued interest and then to the principal unpaid amount. All time spent and expenses incurred (including any attorneys' fees) in connection with collection of any delinquent amount shall be paid by Client to True North per True North's current fee schedules. In the event Client fails to pay True North within thirty (30) days after invoices are rendered, Client agrees that True North has the right to suspend Consulting Services under the Agreement, without incurring liability to Client, after giving seven (7) days' written notice to Client. Client acknowledges that True North's fee schedules are subject to change on an annual basis without prior notice. Client's payment obligations herein shall not be conditioned on receipt of funds from any third party, including but not limited to insurance carriers, nor assigned to any other party without prior written consent of True North.

## 6.0 DOCUMENTS AND ELECTRONIC FILES

- 6.1 Written Documents: Any letters, reports, or documents prepared by True North for Client are the instruments of True North's Consulting Services ("Instruments of Service") and shall remain the sole property of True North until Client has made full payment therefore to True North. The Consulting Services provided by True North are solely for Client's use for the Project and site. Any Instruments of Service prepared by True North for the client shall not, in whole or in part, be disseminated or conveyed to another party, nor used by another party in whole or in part, without prior written consent from True North. Client shall, to the fullest extent permitted by law, waive any claim against True North, and indemnify, defend, and hold True North harmless for any claim or liability for injury or loss (including costs of defense) allegedly arising from any third-party reliance on True North's Instruments of Service without True North's specific authorization to do so.
- 6.2 Client shall inform True North of any specific third parties or types of third parties that Client believes may ask to rely on True North's Instruments of Service (such parties hereinafter "Authorized Third Parties"), and Client shall not under any circumstances permit such reliance except with True North's express written consent. True North may withhold consent if the third party does not agree, in writing, to: (i) be bound by the terms of this Agreement including, without limitation, any provision limiting True North's liability hereunder, (ii) use such information only for the purposes contemplated by True North in performing its Consulting Services, and (iii) be bound by the qualifications and limitations expressed in the opinions, conclusions, certificate, or report produced as part of the Instruments of Service.
- 6.3 Electronic Files: Client hereby grants permission for True North to use information and data provided by Client, including electronic records produced or provided by Client in the completion of the Project. Client also grants permission to True North to release True North documents electronically to Client's Authorized Third-Parties as required in the execution of the Project.
- 6.4 Retention Period: True North shall not be obligated to maintain written documents and electronic files relating to its Consulting Services performed for Client under the Agreement for more than five (5) years following completion of the relevant Consulting Services. Upon request of Client and payment of additional compensation, True North may agree to retain records for a longer time period.

## 7.0 INSURANCE

True North maintains the following insurance coverages: Workmen's Compensation and Auto, as required by applicable law; Commercial General Liability with limits of \$2,000,000 per occurrence and in the aggregate; Pollution Liability with limits of \$2,000,000 per occurrence and in the aggregate; Umbrella with limits of \$6,000,000. True North will furnish certificates of such insurance upon request. In the event Client desires additional insurance coverages or limits, True North may, upon the Client's written request made prior to the performance of Consulting Services, obtain additional insurance (if possible) at Client's expense.

## 8.0 ALLOCATION OF RISK

- 8.1 Limitation of Liability: IN NO EVENT SHALL TRUE NORTH BE LIABLE TO CLIENT OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT TRUE NORTH HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. IN NO EVENT SHALL TRUE NORTH'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THE AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO TRUE NORTH PURSUANT TO THE AGREEMENT. In the event Client makes a claim against True North for any act arising out of the performance of True North's Consulting Services, and fails to prove such claim, then Client agrees to pay all attorney's fees and other costs incurred by True North in defense of such claim.
- 8.2 Mutual Indemnification: Client shall indemnify, defend and hold harmless True North and its officers, directors, agents, employees, affiliates, successors and permitted assigns against any and all suits, actions, legal or administrative proceedings, claims, debts, demands, damages, liabilities, interest, attorney's fees, costs and expenses arising from or related to the performance of Consulting Services under the Agreement and attributable to: i) a breach by Client of its obligations hereunder; ii) Client's violation of any applicable federal, state or local laws or regulations; iii) the act or omission or willful misconduct of Client or anyone acting under Client's direction or control. True North shall indemnify, defend and hold harmless Client and its officers, directors, agents, employees, affiliates, successors and permitted assigns against any and all suits, actions, legal or administrative proceedings, claims, debts, demands, damages, liabilities, interest, attorney's fees, costs and expenses arising from or related to the



performance of Consulting Services under the Agreement and attributable to: i) a breach by True North of its obligations hereunder; ii) True North's violation of any applicable federal, state or local laws or regulations; iii) the act or omission or willful misconduct of True North or anyone acting under its direction or control.

## **9.0 CHANGE ORDERS**

9.1 Client and/or True North shall have the right to modify the scope of Consulting Services, specifications and time requirements set forth in the Proposal, along with an equitable adjustment of the cost and fees for such Consulting Services, as deemed appropriate and agreed to by the Parties hereto. Such modification of Consulting Services shall be in writing, attached hereto and incorporated by reference ("Change Order"). Any requests by Client for deviations from the Consulting Services specified in the Proposal involving increased time, costs or expenses to True North shall be performed only upon execution of a Change Order.

## **10.0 SAFETY/NOTIFICATION OF HAZARDS**

Client shall be obligated to notify True North of any applicable site safety procedures or requirements known to Client, as well as the existence or suspected existence of biological pollutants, hazardous materials, oil, or asbestos in the environment, including, but not limited to the air, soil, and water at the site(s) where Consulting Services will be performed. Client shall advise True North immediately of any information which Client receives regarding the existence of any such hazardous materials or conditions at the site(s) which might present a threat to human health and safety or the environment or impact True North's performance of Consulting Services. True North shall not have any responsibility for the safety of others at the site(s) and Client shall remain responsible and with full authority to take corrective measures to address any safety or hazardous conditions at the site(s). If in True North's opinion, its field personnel are unable to access required locations or perform Consulting Services due to unsafe or hazardous conditions, True North will suspend performance of the Consulting Services until such conditions are addressed by Client, or terminate this Agreement in accordance with Section 15 herein, in which event Client shall pay for suspension and termination expenses in accordance with this Agreement.

## **11.0 BIOLOGICAL POLLUTANTS**

True North's scope of Consulting Services, unless specifically outlined in its written scope of Consulting Services, does not include the investigation or detection of the presence of any biological pollutants in or around or concealed at any structure. Client agrees that True North will have no liability for any claim, of whatever kind or nature, alleged to arise from or be caused by the presence of or exposure to any biological pollutants, in or around or concealed at any structure. In addition, Client shall defend, indemnify, and hold harmless True North from any third-party claim for damages alleged to arise from or be caused by the presence of or exposure to biological pollutants in or around or concealed at any structure.

## **12.0 SITE CONTROL, CONFIDENTIALITY AND DISCLOSURE**

True North shall not assume, by virtue of performing Consulting Services on or near the site, the responsibility or liability for any aspect or condition of the site that may now or later exist to be discovered. In particular, True North shall not assume the responsibility to report to any governmental or regulatory agency the existence of any conditions of the site that may present a threat to human health, safety or the environment. True North will not intentionally divulge information regarding this Agreement, True North's Consulting Services or any Instruments of Service, and which is not in the public domain, except to Client or those whom Client designates. Notwithstanding the foregoing, Client understands that True North will comply with judicial orders and applicable laws and regulations regarding the reporting to the appropriate public agencies of potential dangers to the public health, safety or the environment.

## **13.0 RCRA/CERCLA COMPLIANCE**

Nothing contained in these Terms or the Agreement shall be construed or interpreted as requiring True North to assume the status of a operator, arranger, generator, storer, treater, transporter, or disposal facility within the meaning of the Comprehensive Environmental Compensation and Liability Act, 42 U.S.C.A. 9601, et seq., or the Resource Conservation and Recovery Act, 42 U.S.C.A. 6901, et seq., as amended, or within the meaning of any similar Federal, State, or local regulation or law.

## **14.0 DELAYS**

Delays not the fault of True North or its subcontractors shall result in an extension of the schedule equivalent to the length of delay. If such delays result in additional costs to True North, the total Project cost shall be equitably adjusted by the amount of such additional costs and set forth in an agreed upon Change Order. For purposes of this Agreement, such circumstances include, but are not limited to: unusual weather; floods; epidemics; wars; riots; strikes; lockouts or other industrial disturbances; protest demonstrations; unanticipated site conditions; inability (despite reasonable diligence) to supply personnel, equipment, or material to the project; or the action or inaction of government. Should such circumstances transpire, Client and True North shall exert a best effort to overcome the resulting difficulties and resume performance of the Services as soon as reasonably possible. Delays within the scope of this provision that cumulatively exceed forty-five (45) calendar days shall, at the option of either party, make this Agreement subject to renegotiation or termination.

## **15.0 TERMINATION**

Client may terminate this Agreement for convenience without penalty, by providing written notice to True North. Client or True North may terminate the Agreement for cause. The party initiating termination shall so notify the other party, and termination shall become effective fourteen (14) calendar days after receipt of the termination notice. Irrespective of which Party effects termination or the cause thereof, Client shall, within thirty (30) calendar days from receipt of True North's termination invoice, pay True North's fees for Services satisfactorily rendered and costs incurred, in accordance with the applicable Fee Schedule. Client shall pay True North for costs reasonably stemming from termination and post-termination activities including, but not limited to, demobilization, equipment decontamination and/or disposal, and disposal and replacement of contaminated consumables.



## 16.0 DISPUTE RESOLUTION; CHOICE OF FORUM

If any claims or disputes arise between Client and True North related to the Consulting Services provided by True North or out of or related to this Agreement, the parties shall endeavor to reach resolution through good faith direct discussions between representatives of the parties with authority to resolve the matter. If direct discussions do not result in resolution of the matter, the matter shall be submitted to non-binding mediation as a condition precedent to the institution of legal or equitable proceedings by either party. The cost of the mediation shall be shared equally by the parties, with each party responsible for its own legal or other costs. Any claims arising out of or relating to the Consulting Services provided by True North and/or the relationship between True North and Client shall be asserted only in the state or federal courts located in Cook County or DuPage County, Illinois. Client hereby unconditionally consents to the jurisdiction and venue of said courts. The prevailing party in any such litigation shall be entitled to recover its costs of defense, including reasonable attorneys' fees.

## 17.0 MISCELLANEOUS

- 17.1 **Governing Law:** These Terms and all matters arising out of, or related to, the Consulting Services by True North to Client and/or the relationship between True North and Client shall be deemed to have been made and governed by the substantive laws of the State of Illinois, without regard to its choice-of-law or conflict-of-laws provisions.
- 17.2 **Severability:** If any term or provision of these Terms is found to be invalid or unenforceable, the remaining portion of these Terms shall remain in effect, provided that if such invalid or unenforceable portion is an essential part of these Terms, the parties will immediately begin negotiations for a replacement provision consistent with the intent and purpose of these Terms.
- 17.3 **Entire Agreement:** The terms contained in the attached Proposal and these Terms comprise the entire Agreement between True North and Client concerning the subject matter hereof, and supersede all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, regarding such subject matter. No modification, amendment, rescission, waiver or other change of this Agreement or any part thereof shall be binding on True North unless agreed in writing by an authorized officer of True North.
- 17.4 **All Rights Reserved:** All rights and remedies of True North provided in these Terms are cumulative and not exclusive, and the exercise by True North of any right or remedy does not preclude the exercise of any other rights or remedies that may now or subsequently be available at law, in equity, by statute, or in any other agreement between the parties.
- 17.5 **No Assignment:** The rights and responsibilities of Client hereunder may not be assigned to any third-party without the written consent of True North.
- 17.6 **Waste Manifests:** If during remedial construction activities waste manifests are required, Client shall provide an authorized person to sign manifests or agrees to provide True North with a written limited power of attorney to sign manifests.
- 17.7 **Notice:** All notices, requests, demands or claims hereunder shall be in writing. Any notice, request, demand or claim shall be deemed duly given if (and then 2 business days after) it is sent via registered or certified mail, return receipt requested, postage prepaid, and addressed to the designated address of the respective Party. Notice shall be deemed given upon receipt of any notice served personally, via email with receipt of delivery or via express courier with receipt of delivery.
- 17.8 True North shall not be obligated to begin the performance of the Consulting Services until the Proposal and these Terms and Conditions are signed by Client.

**IN WITNESS WHEREOF**, the Client, by its duly authorized representative, has executed this Agreement which becomes effective on the date signed by Client's authorized officer or representative as shown below.

**END OF TERMS AND CONDITIONS**

REVISED: April 2024

