



**DRAFT**

**Local Public Agency  
Engineering Services Agreement**

Using Federal Funds?  Yes  No

Agreement For:  Agreement Type:

**LOCAL PUBLIC AGENCY**

Local Public Agency	County	Section Number	Job Number
Lake County DOT	Lake	23-00248-05-GM	
Project Number	Contact Name	Phone Number	Email
	David Pugliese	(847) 377-7502	dpugliese@lakecountyil.gov

**SECTION PROVISIONS**

Local Street/Road Name	Key Route	Length	Structure Number
Deerfield Parkway			
Location Termini			Add Location
IL-83 to approximately 500 ft west of US-45/IL-21			Remove Location

Project Description

Repairing concrete pavement and making ADA improvements.

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
Horner & Shifrin, Inc.	Brian Pawula	(847) 922-6125	blpawula@hornersshifrin.com
Address	City	State	Zip Code
8755 W. Higgins Rd., Suite 325	Chicago	IL	60631

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

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

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

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

## AGREEMENT EXHIBITS

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

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant Services
- EXHIBIT \_\_\_ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

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

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

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

- (a) Publishing a statement:
  - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
  - (2) Specifying actions that will be taken against employees for violations of such prohibition.
  - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
    - (a) abide by the terms of the statement; and
    - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;

- (2) The grantee's or contractor's policy 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, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future 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
Horner & Shifrin, Inc.	43-0861661	\$190,000.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
None		
<b>Subconsultant Total</b>		
<b>Prime Consultant Total</b>		<b>\$190,000.00</b>
<b>Total for all work</b>		<b>\$190,000.00</b>

**AGREEMENT SIGNATURES**

Executed by the LPA:

Local Public Agency Type

Local Public Agency

Attest:

The

County

of

Lake

By (Signature & Date)

[Signature & Date box for LPA representative]

By (Signature & Date)

[Signature & Date box for County Engineer]

Local Public Agency

Local Public Agency Type

Lake

County

Clerk

Title

Chair, Lake County Board

(SEAL)

Recommended for Execution  
\_\_\_\_\_  
Shane Schneider, P.E.  
Director of Transportation/County Engineer

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

Horner & Shifrin, Inc.

By (Signature & Date)

*Bri Pal* 10/20/2023

By (Signature & Date)

*Bradley E. Kiechman* 10/20/2023

Title

Assistant Regional Manager - Transportation

Title

Assoc. VP, Regional Manager - Transportation

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

[Signature & Date box for Regional Engineer]

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake	Horner & Shifrin, Inc.	Lake	23-00248-05-GM

**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 Scope of Services (seven pages, dated 10/17/2023).

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake	Horner & Shifrin, Inc.	Lake	23-00248-05-GM

**EXHIBIT B  
PROJECT SCHEDULE**

The design and letting schedules will be determined after

- 1) completion of the Data Collection task,
- 2) concurrence by Lake County DOT on the pavement repairs, and  
with consideration to the construction Estimate of Time.



Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake	Horner & Shifrin, Inc.	Lake	23-00248-05-GM

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

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

Form Not Applicable (engineering services less than the threshold)

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

		No	Yes								
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input 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											
<table border="1"> <tr> <td colspan="2">Top three consultants ranked for this project in order</td> </tr> <tr> <td>1</td> <td></td> </tr> <tr> <td>2</td> <td></td> </tr> <tr> <td>3</td> <td></td> </tr> </table>				Top three consultants ranked for this project in order		1		2		3	
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 checked="" type="checkbox"/>								
15	Existing relationship used in lieu of QBS process?	<input checked="" type="checkbox"/>	<input type="checkbox"/>								
16	LPA is a home rule community (Exempt from QBS).	<input checked="" type="checkbox"/>	<input type="checkbox"/>								

## **EXHIBIT D**

### Cost Estimate of Consultant Services

# MAN-HOUR SUMMARY FORM

Project: **Deerfield Parkway Pavement Preservation**  
 H&S PN: **TBD**  
 Date: **10/17/2023**



ITEM	# OF SHEETS	MH PER SHEET	TOTAL MH'S
<b>1.00 DATA COLLECTION</b>			48
[1.01] Survey: Pavement   Video Inspection (Vehicle, Field Visit, & Review)			82
[1.02] Survey: PAR   Geomatics (Topographic)			126
[1.02] Survey: PAR   Field Review (2 Eng's, 6 hrs/each, photos, & verify grades)			12
<b>Subtotal 1 for 1.00 DATA COLLECTION</b>			<b>268</b>
<b>2.00 PLAN DEVELOPMENT</b>			
[2.01] Cover Sheet	1	x 10	10
[2.02] Gen Notes, Index, Standards, & Commitments	1	x 12	12
[2.03] Summary of Quantities	5	x 8	40
[2.04] Schedule of Quantities	4	x 8	32
[2.05] Typical Sections	2	x 8	16
[2.06] Alignment, Ties, & Benchmarks	3	x 8	24
[2.07] Pavement Repair Plans	8	x 12	96
[2.08] ADA Details	26	x 5	130
[2.09] Ped Push Buttons (Details, Installation Plans, & Cable Plans)	9	x 8	72
[2.10] Maintenance of Traffic	20	x 4	80
[2.11] Details	10	x 2	20
<b>Subtotal 2 for 2.00 PLAN DEVELOPMENT</b>			<b>532</b>
<b>3.00 SPECIAL PROVISIONS &amp; ESTIMATE</b>			<b>40</b>
<b>4.00 ENVIRONMENTAL</b>			<b>60</b>
<b>5.00 QC / QA</b>			<b>40</b>
<b>6.00 CONSTRUCTION SUPPORT</b>			<b>40</b>
<b>Subtotal 3 for all of above</b>			<b>980</b>
<b>7.00 PROJECT MANAGEMENT &amp; ADMINISTRATION (~5%)</b>			<b>50</b>
<b>Total</b>			<b>1,030</b>

## PAYROLL ESCALATION TABLE FIXED RAISES

FIRM NAME Horner & Shifrin, Inc.  
 PRIME/SUPPLEMENT Prime (LCDOT - Deerfield Pkwy)  
 Prepared By Horner & Shifrin, Inc.

DATE 10/17/23  
 SECTION # 23-00248-05-GM

CONTRACT TERM 12 MONTHS  
 START DATE 11/20/2023  
 RAISE DATE 1/1/2024  
 END DATE 11/19/2024

OVERHEAD RATE 184.97%  
 COMPLEXITY FACTOR 0  
 % OF RAISE 2%

### ESCALATION PER YEAR

year	First date	Last date	Months	% of Contract
0	11/20/2023	1/1/2024	1	8.33%
1	1/2/2024	12/1/2024	11	93.50%

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The total escalation = 1.83%

# PAYROLL RATES

**FIRM NAME** Horner & Shifrin, Inc. **DATE** 10/17/23  
**PRIME/SUPPLEMENT** Prime (LCDOT - Deerfield Pkwy)  
**SECTION #** 23-00248-05-GM

**ESCALATION FACTOR** **1.83%**

*Note: Rates should be capped on the AVG 1 tab as necessary*

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
AP05 Administrative Professional	\$47.60	\$48.47
GP04 Geomatics Professional	\$33.58	\$34.20
GT01 Geomatics Technical	\$50.80	\$51.73
TP02 Transportation Professional	\$78.46	\$79.90
TP03 Transportation Professional	\$69.65	\$70.93
TP04 Transportation Professional	\$64.90	\$66.09
TP07 Transportation Professional	\$48.23	\$49.11
TP08 Transportation Professional	\$51.02	\$51.96
TP11 Transportation Professional	\$39.90	\$40.63

# COST PLUS FIXED FEE COST ESTIMATE OF CONSULTANT SERVICES

Bureau of Design and Environment  
Prepared By: Consultant  
10/17/23

**FIRM**  
**SECTION #**  
**PRIME/SUPPLEMENT**

Horner & Shifrin, Inc.  
23-00248-05-GM  
Prime (LCDOT - Deerfield Pkwy)

**OVERHEAD RATE** 184.97%  
**COMPLEXITY FACTOR** 0

**DATE**

DBE DROP BOX	ITEM	MANHOURS  (A)	PAYROLL  (B)	OVERHEAD & FRINGE BENF (C)	DIRECT COSTS (D)	FIXED FEE (E)	SERVICES BY OTHERS (G)	DBE TOTAL (H)	TOTAL  (B-G)	% OF GRAND TOTAL
	Data Collection	268	13,819	25,561		4,560		-	43,940	23.13%
	Plan Development	532	27,143	50,207		8,957		-	86,307	45.42%
	Spl Provisions & Estimate	40	2,252	4,165		743		-	7,160	3.77%
	Environmental	60	3,206	5,930		1,058		-	10,194	5.37%
	QC/QA	40	2,161	3,997		713		-	6,871	3.62%
	Construction Support	40	2,740	5,069		904		-	8,713	4.59%
	Proj Manage & Admin	50	3,650	6,751		1,204		-	11,605	6.11%
			-	-		-		-	-	
			-	-		-		-	-	
			-	-		-		-	-	
	Direct Costs (internal)		-	-	4,360	-		-	4,360	2.29%
	Direct Costs (external):		-	-		-		-	-	0.00%
	1) Pavement Cores		-	-	7,000	-		-	7,000	3.68%
	by Material Solutions Lab		-	-		-		-	-	0.00%
	2) Soil Sampling & Testing		-	-	3,500	-		-	3,500	1.84%
	3) Environmental EDR		-	-	350	-		-	350	0.18%
			-	-		-		-	-	
			-	-		-		-	-	
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			-	-		-		-	-	
	<b>Subconsultant DL</b>					0			-	
	<b>TOTALS</b>	1030	54,971	101,680	15,210	18,139	-	-	190,000	100.00%

156,651

**DBE 0.00%**

## AVERAGE HOURLY PROJECT RATES

Bureau of Design and Environment  
Prepared By: Consultant

FIRM Horner & Shifrin, Inc.  
SECTION # 23-00248-05-GM  
PRIME/SUPPLEMENT Prime (LCDOT - Deerfield Pkwy)

DATE 10/17/23

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Data Collection			Plan Development			Spl Provisions & Estimate			Environmental			QC/QA		
		Hours	% Part.	Wghtd Avg	Hours	% Part.	Wghtd Avg	Hours	% Part.	Wghtd Avg	Hours	% Part.	Wghtd Avg	Hours	% Part.	Wghtd Avg	Hours	% Part.	Wghtd Avg
AP05 Administrative Professional	48.47	8.0	0.78%	0.38				8	1.50%	0.73									
GP04 Geomatics Professional	34.20	92.0	8.93%	3.05	92	34.33%	11.74												
GT01 Geomatics Technical	51.73	80.0	7.77%	4.02	80	29.85%	15.44												
TP02 Transportation Professional	79.90	67.0	6.50%	5.20	8	2.99%	2.39	20	3.76%	3.00	5	12.50%	9.99	4	6.67%	5.33	5	12.50%	9.99
TP03 Transportation Professional	70.93	98.0	9.51%	6.75	48	17.91%	12.70	20	3.76%	2.67	10	25.00%	17.73						
TP04 Transportation Professional	66.09	268.0	26.02%	17.20	34	12.69%	8.38	160	30.08%	19.88	5	12.50%	8.26	24	40.00%	26.44			
TP07 Transportation Professional	49.11	20.0	1.94%	0.95													20	50.00%	24.56
TP08 Transportation Professional	51.96	15.0	1.46%	0.76													15	37.50%	19.48
TP11 Transportation Professional	40.63	382.0	37.09%	15.07	6	2.24%	0.91	324	60.90%	24.75	20	50.00%	20.32	32	53.33%	21.67			
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<b>TOTALS</b>		1030.0	100%	\$53.37	268.0	100.00%	\$51.56	532.0	100%	\$51.02	40.0	100%	\$56.30	60.0	100%	\$53.43	40.0	100%	\$54.03

**AVERAGE HOURLY PROJECT RATES**

**FIRM** Horner & Shifrin, Inc.  
**SECTION #** 23-00248-05-GM  
**PRIME/SUPPLEMENT** Prime (LCDOT - Deerfield Pkwy)

Bureau of Design and Environment  
 Prepared By: Consultant

**DATE** 10/17/23  
**SHEET** 2 **OF** 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Construction Support			Proj Manage & Admin															
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	
AP05 Administrative Professional	48.47																			
GP04 Geomatics Professional	34.20																			
GT01 Geomatics Technical	51.73																			
TP02 Transportation Professional	79.90				25	50.00%	39.95													
TP03 Transportation Professional	70.93	20	50.00%	35.46																
TP04 Transportation Professional	66.09	20	50.00%	33.04	25	50.00%	33.04													
TP07 Transportation Professional	49.11																			
TP08 Transportation Professional	51.96																			
TP11 Transportation Professional	40.63																			
<b>TOTALS</b>		40.0	100%	\$68.51	50.0	100%	\$72.99	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	



## **ATTACHMENT 1**

### Scope of Services

# SCOPE OF SERVICES

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Horner & Shifrin, Inc. (H&S) is hereby contracted by the Lake County Division of Transportation (LCDOT) to complete Phase II for concrete pavement preservation and repair on **Deerfield Parkway between IL Route 83 (IL 83) and US Route 45 (US 45) / Illinois Route 21 (IL 21)** – approximately 2.8 miles in length. **Section No: 23-00248-05-GM**. H&S shall adhere to LCDOT's Plan Preparation Guidelines to develop plans, specifications, and a cost estimate for the proposed improvements with the intent to extend the service life of the existing pavement. To complete the aforementioned scope, H&S shall provide LCDOT with the following services.

## 1.00 DATA COLLECTION

H&S will obtain and review existing information supplied by LCDOT such as, but not limited to as-builts, pavement assessments, surveys, reports, etc. related to the existing roadway and pavement. The relevant information will be reviewed, analyzed, and considered throughout the design process.

### 1.01 Survey: Pavement

LCDOT's intent of improving the Deerfield Parkway corridor is pavement improvements through field inspection and evaluation of the roadway pavement, curb & gutter, and raised medians. H&S will complete a recorded video inspection through a high-quality GoPro camera attached to an H&S vehicle. H&S will travel all four through lanes along Deerfield Parkway, within the contract limits, to video record the existing conditions of the pavement and to record the coordinates of any distressed locations.

The video recordings will be reviewed by the H&S team to identify the precise locations and severities of all the distresses. Two H&S engineers will complete a field survey by walking the corridor and compile field notes to supplement the video inspection. Distresses to be identified include cracking of slabs, joint deterioration, shattered slabs, spalling, separated joints, joint/crack faulting, and curbing failures or deterioration.

### 1.02 Survey: Pedestrian Access Route (PAR)

To complete plans and quantities for the proposed improvements, H&S will complete a field survey at the intersections and driveways throughout the corridor to document the existing elevations, features, and appurtenances to assist the design of the PAR improvements. Conventional ground survey techniques and equipment will be utilized as appropriate.

The H&S survey scope does not include any land acquisition survey, research, analysis, calculation, determination of right-of-way, property boundaries, or easement limits. H&S will not be responsible for the development or review of parcel plats or monument records. This scope assumes that all existing survey information including field books and notes, control points, centerline monumentation, and any other available data will be provided to H&S. This includes horizontal and vertical survey control information utilized previously and any available electronic files which include survey, right-of-way, alignment, utility, topography, and DTM surface information.

Two H&S engineers will complete a field survey and take photos of the existing facilities by walking the corridor and compile field notes to supplement the PAR reconstruction limits and assist the pedestrian push button improvement design.

## 2.00 PLAN DEVELOPMENT

H&S will begin the development of the plan production once the areas of pavement are assessed and all locations in need of repair are identified.

### 2.01 Cover Sheet

The standard LCDOT Cover Sheet will be utilized. Additional information that is required by LCDOT will be added.

**2.02 General Notes, Index of Sheets, State Standards, and Project Commitments**

The index of sheets, LCDOT general notes, LCDOT project specific notes, list of applicable IDOT standards, list of applicable IDOT D1 details, list of LCDOT details, list of IL Tollway standards and details (if utilized), and a list of commitments will be included.

**2.03 Summary of Quantities (SOQ)**

Hours for preparing the Summary of Quantity sheets will consist of formatting the summary of quantity tables and inputting the required information. If applicable, LCDOT will assist H&S with the construction type fund coding. The SOQ will be double-spaced with approximately 14 pay items per sheet and H&S will provide LCDOT with electronic copies of the Quantity Calculations Reports prior to the Pre-Construction Meeting; assume 4 sheets. Each pay item will require an IDOT pay code. If one is not available, LCDOT will assign an LCDOT pay code.

**2.04 Schedule of Quantities**

Roadway schedules will be developed for the roadway improvements to assist LCDOT and the contractor validate the SOQ. Schedules will be prepared for most repetitive roadway items (pavement, curb & gutter, sidewalk removal, proposed sidewalk, detectable warnings, pavement markings, etc. but not for lump sum items) and will be shown in a tabular format in the Schedule of Quantities; assume 4 sheets.

**2.05 Typical Sections**

Typical Sections will be prepared for the existing conditions along Deerfield Parkway with special focus on the varying pavement design. The information derived from the pavement cores (by Material Solutions Laboratory as an external direct cost) will be portrayed in the typical sections, and the typical sections will cover the entire length of the proposed improvement. An exact scale is not required for the typical sections, and the typical section will be proportioned in such a manner that all information will be adequately conveyed.; assume 2 sheets.

**2.06 Alignment, Ties, and Benchmarks**

A 100' scale (1" = 100') drawing will be utilized for the Deerfield Parkway alignment. Schematic drawings for the reference ties and benchmarks will be shown together on separate sheets; assume 3 total sheets.

**2.07 Pavement Repair Plans**

After the pavement and curb conditions are assessed, potential methods of repair or preservation will be initially reviewed with LCDOT to evaluate cost and traffic impacts for specific repair methods or types. Once the stakeholder's preferred repair methods are known, H&S will develop the pavement repair plans detailing the locations of the pavement repairs.

The project limits extend approximately 2.8 miles or 14,800 feet. A 50 scale (1" = 50') sheet can portray 1,400 tangential feet into one view port. H&S proposes the use of a stacked or double viewport in which one sheet will portray 2,800 tangential feet. However, the alignment consists of numerous curves in which only 800 feet will be displayed per sheet. The following table breaks down the calculation of the sheets:

Deerfield Pkwy Alignment	To	From	Length	Sheets
Tangent	IL Route 83	Commerce Court	1.6 mi or 8,600 ft	3 (Plan / Plan)
Sharp Curves	Commerce Court	Krause Drive	0.5 mi or 2,500 ft	3 (Plan Only)
Tangent + Curve	Krause Drive	US 45 / IL 21	0.7 mi or 3,800 ft	2 (Plan / Plan)
			2.8 miles or 14,900 ft	<b>8 Sheets (5 Plan/Plan &amp; 3 Plan Only)</b>

Eight sheets will be created to display the 2.8-mile project limits and due to the scope of work, these sheets will depict numerous elements such as the (1) removal limits, (2) pavement repair treatments, (3) proposed pavement markings, (4) PAR improvements, and (5) pedestrian push button improvements. Items 1-3 will be detailed on these set of plans where items 4-5 will be detailed on a separate sub-set of the plans.

The following insight will be utilized as part of the pavement repair treatments, but is not limited to the following:

- » Mid-slab transverse cracks (low to moderate severity): sealing or dowel bar retrofitting may be the preservation techniques to consider.
- » Transverse cracks (high severity), failed joints, shattered slabs, or possible faulting: full depth Class B type concrete patching may be warranted. The selection of concrete class for each Class B patch will depend on the Maintenance of Traffic preferred by the stakeholders for the locations identified.
  - IDOT standard class concrete mixes may be applied to extended lane closures.
  - IL Tollway accelerated concrete mixes may be considered for weekend closures.
  - IL Tollway rapid set concrete mixes or IDOT precast concrete repairs may be applicable to locations where only overnight lane closures are possible.
- » Diamond grinding of surfaces to remediate existing rideability issues or for aesthetic/smoothness issues as a result of dowel bar retrofitting will be considered.
- » Full removal and replacement of concrete pavement slabs will only be considered if consecutive slab full depth patching is extensive and costs more than if total pavement lane removal and replacement occurs within an area of extensive patching needs.

Special attention will be paid to several pavement areas showing the most distress based on our original observations of the project site. These sections of the Deerfield Parkway include the length between the three hundred feet west of Barclay Boulevard to eight hundred feet west of the US 45/IL 21 intersection and between the Busch Parkway intersection and the Metra railroad crossing. These two sections of pavement appear to be designed as jointed reinforced concrete pavement with slab lengths between sawed joints to be of an approximate 40-foot lengths. Transverse mid slab cracks are present throughout these two areas of pavement and will require the most attention for assessment work.

## **2.08 ADA Details**

H&S shall be responsible for providing the design of the Pedestrian Access Route (PAR) along Deerfield Parkway from IL 83 to US 45 / IL 21 (Milwaukee Avenue), approximately 2.82 miles. The PAR is the path which is to be designed to meet the *Americans with Disabilities Act (ADA)* and meet the County's legal requirements which include, but are not limited to the sidewalk, intersection and driveway curb ramps, and crosswalks.

H&S will be responsible for (1) verifying the existing topography and elevation information, (2) designing the new curb ramps per the ADA highway standards, and (3) preparing the plan detail sheets. The detail sheets shall provide elevations at the existing or proposed edge of pavement, back of existing or proposed curb, along the edge of the PAR, critical PAR locations, 'tie in' points, cross slopes, running slopes, and dimensions are also to be provided to provide the contractor with sufficient information to construct the proposed PAR improvements. An H&S engineer will review the ADA detail sheets, labels, dimensions, slopes, detectable warnings, landings, transitions, and the right-of-way for each deliverable.

The following table was derived from the latest *Google Maps Street View* information which summarizes the existing intersections and driveways consisting of a crosswalk or curb ramp along Deerfield Parkway between IL 83 and US 45 / IL 21. Sheets will be provided at 5 scale (1" = 5').

Street or Driveway	X-Walk	Corners	Ramps	Shts	Hrs	Notes
IL 83 (McHenry Rd)*	1	2	2	1	6	Only East leg will be improved, IDOT jurisdiction.
Brandywyn Ln	2	4	6	1	7	Remove 2 North-South ramps on north leg.
Green Knolls Dr	3	4	6	1	7	1 diagonal, 2 perpendicular, and 1 complex SE corner.
Laraway Dr	1	2	2	1	4	Simply remove and replace.
Buffalo Grove Rd*	4	4	6	2	8	3 parallel and 3 perpendicular ramps required.
Old Barn Rd	1	2	2	1	4	Straight forward replacements.
Hidden Lake Dr	2	4	4	1	7	Straight forward replacements.
Highland Grove Dr*	4	4	5	1	7	Includes 3 diagonal ramps.
BGFD D/W	0	2	2	0	0	2 driveways are flat and compliant, no changes.
BGFD Crosswalk*	1	2	2	1	4	Sidewalk too far from ped push buttons.
Fabish Dr	2	4	4	1	6	Straight forward replacements.
Highland Oaks D/W	0	2	2	1	4	D/W may need stop sign and DW.
Weiland Rd	4	4	5	0	0	Renovated in 2022 meeting PROWAG requirements.
Creekside Commons D/W	0	2	4	1	6	2 driveways need ramp replacements & possibly a stop sign.
Huntington Bank D/W	0	2	2	0	0	2 driveways are flat and compliant, no changes.
Bike Path Crossing	1	2	3	1	6	Replace ramps, DW, and PMKs. Add Rapid Flash Beacon?
Burghof Eng. D/W	0	2	2	0	0	1 driveway is flat and compliant, no changes.
Windbrooke Dr	1	2	2	1	6	NW corner needs parallel ramp; both ramps need DW.
Commerce Ct*	4	4	6	2	8	High utility conflicts and unique needs; 2 diagonal ramps.
Metra RR Crossing	0	0	4	0	0	RR improvements are not within project scope.
Flex (Business) D/W	0	2	3	1	7	Two east curb ramps, 1 west curb ramp. Unique geometry.
Busch Pkwy*	3	3	4	2	8	Northern ramps are unique, southern ramps are minimal.
Siemens, South D/W #1	0	2	2	0.5	2	Simply remove, replace, & add DW.
CrossCom D/W	0	2	2	0.5	2	Simply remove, replace, & add DW.
Siemens, South D/W #2	0	2	2	0	0	No need for D/W; flat sidewalk and ramps.
BCDV D/W	0	2	2	0.5	2	Simply remove, replace, & add DW.
Siemens, North D/W (#1)	0	2	2	0.5	2	Simply remove, replace, & add DW.
Transcell Technology D/W	0	2	2	0.5	2	Replace curb ramps, sidewalk, and D/W pavement.
Siemens, North D/W (#2)	0	2	2	0.5	2	Simply remove, replace, & add DW.
Krause Dr (South Leg)	1	2	2	0	0	Ramps legally updated based on 2019 Google Streetview.
Siemens, North D/W (#3)	0	2	2	1	4	Simply remove, replace, & add DW.
Siemens, North D/W (#4)	0	2	2	1	4	Simply remove, replace, & add DW.
Barclay Blvd / Wheatland Apt	4	4	4	0	0	Intersection recently improved by others.
Wheatlands Apt D/W (East)	1	2	2	1	5	Revise curb ramps to parallel ramps (2) with DW.
Woodman's Gas Station	0	2	2	0	0	Ramps legally updated based on 2019 Google Streetview.
Woodman's Signalized Inters.	4	4	6	0	0	Out of scope due to US 45/IL 21 recon contract (by others).
Woodman's RI/RO D/Ws	0	2	8	0	0	Out of scope due to US 45/IL 21 recon contract (by others).
US 45 / IL 21 (Milwaukee Ave)	1	2	2	0	0	Out of scope due to US 45/IL 21 recon contract (by others).
<b>CORRIDOR TOTAL</b>	<b>45</b>	<b>95</b>	<b>122</b>	<b>---</b>	<b>---</b>	
<b>SCOPE TOTALS</b>	<b>31</b>	<b>67</b>	<b>81</b>	<b>26</b>	<b>130</b>	<b>5.0 hrs / sht (130 hrs for 26 shts); 1.6 hrs / ramp (130 hrs for 81 ramps).</b>
<b>LEGEND</b>						
*	Requires pedestrian push button coordination			DW	Detectable Warnings	
BGFD	Buffalo Grove Fire Department			D/W	Driveway	
				PMKs	Pavement Markings	
				RI/RO	Right-In/Right-Out	

**2.09 Pedestrian Push Buttons**

As part of the ADA / PROWAG improvements, pedestrian push buttons will be improved to meet the current requirements. There are numerous locations where the pedestrian push buttons are unreachable or will need to be relocated based on the proposed ADA Detail sheets. Therefore, one 20 scale (1" = 20') sheet will be required at each of the following seven locations to revise the pedestrian push button(s) plus two additional sheets for details.

- » IL 83
- » Buffalo Grove Rd
- » Highland Grove Dr
- » BGFD Crosswalk
- » Bike Path Crossing
- » Commerce Ct
- » Busch Pkwy

If the IDOT work associated with the IL 83 intersection becomes too laborious, such as the review and approval process for the IDOT Geometrics Studies Unit, LCDOT may remove it.

## 2.10 Maintenance of Traffic (MOT)

The MOT design will be based on the proposed pavement improvements and the required overnight (permanent) lane closures. LCDOT and H&S understand the combination of staged construction plan sheets and IDOT Highway Standards (Section 700: Work Zone Traffic Control and Protection). LCDOT anticipates the need for overnight lane closures which will require detailed MOT plans; therefore, H&S will be responsible for providing the following, assuming two major stages will be required, and the work zone will be completed in segments or sections.

- » MOT Gen Notes / Sequencing: 1 sheet
- » MOT Typical Section: 1 sheet
- » Schematic: 2 sheets at 100 scale depicting the MOT segment limits
- » Stage 1: 8 sheets at 50 scale depicting overnight lane closures (presumably outside lanes)
- » Stage 2: 8 sheets at 50 scale depicting overnight lane closures (presumably inside lanes)
- » Transportation Management Plan (IDOT D1 Form OP0042) for IL 83 and US 45/IL 21

MOT assumptions:

- » A concept report will not be required.
- » ADA improvements will be completed as part of Stage 3, through the IDOT Highway Standards.
- » The Transportation Management Plan will not require an impact analysis as overnight lane closures are not anticipated on the IDOT roadways.

## 2.11 Details

H&S will be responsible for inserting the applicable IDOT D1, IL Tollway (if utilized), and LCDOT detail sheets to the plans.

## 3.00 SPECIAL PROVISIONS & ESTIMATE

H&S will prepare specifications related to the scope of work and assemble overall contract specifications. Submittals will be made at the pre-final and final milestones for LCDOT review. H&S will ensure the contract documents will conform to the LCDOT specifications document format and use the applicable LCDOT special provisions. Specific tasks for each submittal are expected to include:

- » Preparation of latest Recurring and BDE check sheets
- » Assembly of latest applicable IDOT D1 SPs
- » Preparation of Project Specific SPs

H&S will gather the pay items and quantities associated with the contract and prepare the Engineer's Estimate of Probable Construction Cost and the Estimate of Time.

## 4.00 ENVIRONMENTAL

LCDOT desires to initially include ADA improvements at the IL 83 intersection and coordination with IDOT. Later, if this IDOT work becomes too laborious, LCDOT may remove it.

### 4.01 ESR and EcoCAT

The IL 83 work will trigger an Environmental Survey Request (ESR) by IDOT because there will be excavation on IDOT right of way. Land acquisition is not anticipated. Subsequently, it may require an Ecological Compliance Assessment Tool (EcoCAT), which H&S will review to expedite approval.

### 4.02 PESA and Soil Sampling/Testing (if necessary)

A local Preliminary Environmental Site Assessment (PESA) will be performed and will be accompanied by an Environmental Database Resource Request (EDR). If the EDR identifies any Recognized Environmental Conditions (RECs), soil sampling and testing will be performed as an external direct cost.

## 5.00 QC / QA

H&S has established a Quality Control /Quality Assurance (QC/QA) Plan to ensure attainment of LCDOT's objectives, budget goals, schedules and elimination of errors, omissions, and conflicts. H&S will review the project at the pre-final and final milestones for:

- » Contract requirement compliance
- » Scope of work completeness
- » Design correctness
- » Interferences / conflicts
- » Compliance with standards
- » Conformance with the specifications

## 6.00 CONSTRUCTION SUPPORT

H&S will provide construction support to LCDOT's Resident Engineer including, but not limited to:

- » Request for information/clarification.
- » Design revisions due to unforeseen conditions.

This task will include up to 40 hours, any work that exceeds these hours will be considered supplemental.

## 7.00 PROJECT MANAGEMENT & ADMINISTRATION

H&S will undertake all project management and administrative duties necessary to support the successful completion of the project. This work will include:

- » Project Management and meetings with LCDOT, Stakeholders, and Subconsultant(s).
- » Writing and filing project correspondence including phone memos, meeting minutes, etc.
- » Monitoring project schedule and budget.
- » Preparing monthly invoices and progress reports for submission to LCDOT.

## 8.00 ASSUMPTIONS

- » Deliverables will be limited to a Pre-Final and Final submittal. Each deliverable will include the plans, special provisions, engineer's estimate, and the Transportation Management Plan (LCDOT to submit to IDOT). All submittals will be electronic.
- » The Barclay Boulevard intersection was recently improved and shall not be included in the scope of services based on LCDOT direction.
- » The US 45 / IL 21 intersection and west leg are to be improved (by others); thus, limiting the scope of work to approximately 500 feet west of the US 45 / IL 21 intersection.
- » The following plan sub-sets or items will not be required for this contract based on the scope:
  - Pavement Marking & Signing: minor improvements are anticipated and will be part of Section 2.07 of this document.
  - Plan & Profiles: there will not be any alterations to the roadway alignment or profile. Review or alterations to the roadway geometry is not included in this scope.
  - Proposed Drainage Plan, Erosion Control, or Landscaping: alterations to the drainage system is not anticipated. If a drainage structure requires an adjustment due to the proposed ADA improvements, the proper pay item will be provided to satisfy this alteration.
  - Lighting & Utilities
  - Cross Sections: pavement improvements are limited to the same removal limits. ADA improvements are minor and should not require significant earthwork excavation. Nominal excavation and furnished excavation quantities may be provided.
- » Coordination with Metra will not be required.
- » Right-of-way coordination, acquisitions, relocations, or easements will not be required.
- » The pedestrian push button improvements are solely focused on pedestrian accommodations. The traffic signals themselves and Emergency Vehicle Pre-Emption (EVP) will not be included in the scope of services.
- » LCDOT's initial target letting date is February 13, 2024. The design and letting schedules will be re-evaluated after Data Collection, LCDOT concurrence on the pavement repairs, and with consideration to the Estimate of Time.
- » Review of online Lake County GIS mapping suggests that some existing sidewalk is outside of public right of way, for instance, south side of Deerfield Parkway, between Busch Parkway and Barclay Boulevard. LCDOT will investigate further. If LCDOT's findings confirm sidewalk outside of public right of way, that sidewalk will be omitted from the scope of work.