Illinois Department of Transportation

DRAFT

Local Public Agency Engineering Services Agreement

Using Federal Funds? ☐ Yes ☒ No

Agreement For: MT PE

Agreement Type: Original

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Lake	Lake	24-00999-09-RS	

Project Number	Contact Name	Phone Number	Email
	Dan Smith, PE	(847) 377-7494	DSmith@lakecountyil.gov

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Cedar Lake Road (CH 28)	FAU 192	3.25	

Location Termini: Hart Road to Monaville Road

Add Location | Remove Location

Project Description:

This project involves Design Engineering for resurfacing along Cedar Lake Road from Hart Road to Monaville Road including the roundabout at Monaville Road.

Final design includes preparation of plans, specifications, cost estimate, and agency coordination. Engineers project No. 2501008.00.

Engineering Funding: ☐ MFT/TBP ☐ State ☒ Other — Matching Tax

Anticipated Construction Funding: ☐ Federal ☐ MFT/TBP ☐ State ☒ Other — Matching Tax

AGREEMENT FOR

☐ Phase I - Preliminary Engineering ☒ Phase II - Design Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Baxter & Woodman, Inc	Alex Ericksen	(815) 444-3334	aericksen@baxterwoodman.com

Address	City	State	Zip Code
8678 Ridgefield Road	Crystal Lake	IL	60012

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

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 Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)

☒ EXHIBIT E: Manhour Summary

☒ EXHIBIT F: Cost Estimate of Consultant Services HDR

☐ _____

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 original 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
Baxter & Woodman, Inc	36-2845242	$566,030.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
HDR Engineering, Inc.	47-0680568	$70,711.00
	Subconsultant Total	$70,711.00
	Prime Consultant Total	$566,030.00
	Total for all work	$636,741.00

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The Local Public Agency Type: County of Local Public Agency: Lake

By (Signature & Date)

By (Signature & Date)

Local Public Agency: Lake

Local Public Agency Type: County Clerk

Title

(SEAL)

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name: Baxter & Woodman, Inc

By (Signature & Date)

By (Signature & Date)

Title: Associate Vice President 8/7/25

Title: Deputy Secretary 8/7/25

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake	Baxter & Woodman, Inc	Lake	24-00999-09-RS

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	Baxter & Woodman, Inc	Lake	24-00999-09-RS

EXHIBIT B
PROJECT SCHEDULE

September 2025:	Phase II Notice to Proceed
December 2025:	Conceptual Plans
March 2026:	Prefinal PS&E
May 2026:	Final PS&E
May 2026:	Bid Advertisement
June 2026:	Bid Opening
August 2026:	Start Construction

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake	Baxter & Woodman, Inc	Lake	24-00999-09-RS

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?	☐	☐
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?	☐	☐
3	Was the scope of services for this project clearly defined?	☐	☐
4	Was public notice given for this project?	☐	☐
5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☐
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☐
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☐

Project Criteria	Weighting

8	Do the written QBS policies and procedures discuss the method of selection?	☐	☐

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?	☐	☐
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☐
11	Were acceptable costs for this project verified?	☐	☐
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?	☐	☐
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)?	☐	☐
14	QBS according to State requirements used?	☐	☐
15	Existing relationship used in lieu of QBS process?	☐	☒
16	LPA is a home rule community (Exempt from QBS).	☐	☐

LAKE COUNTY DIVISION OF TRANSPORATION
CEDAR LAKE ROAD RESURFACING – HART ROAD TO MONAVILLE ROAD
PROFESSIONAL ENGINEERING SERVICES
SECTION 24-00999-09-RS

EXHIBIT A
SCOPE OF SERVICES

LOCATION:

This project is located on Cedar Lake Road within the Villages of Round Lake, Round Lake Beach, and Lake Villa. The area for study includes the following:

Roadway (Resurfacing)	Limits	Length
Cedar Lake Road	Hart Road to 500 feet north of Monaville Road	15,875 FT
Monaville Road	500 feet west and 500 feet east of the intersection with Cedar Lake Road (The Monaville roundabout is included in the project limits)	1,000 FT
Washington Street	50 feet east of Lakewood Terrace to the intersection with Cedar Lake Road	500 FT
Project Omissions	Rollins Road, 75 feet north to 50 feet south of Rollins Road	125 FT

PROJECT UNDERSTANDING:

This project involves Design Engineering for resurfacing along Cedar Lake Road from Hart Road to Monaville Road including the roundabout at Monaville Road. Cedar Lake Road is primarily a five-lane urban cross section from Hart Road to Rollins Road with a mix of residential and commercial properties. From Rollins Road north to Monaville Road, Cedar Lake Road is primarily a three-lane rural cross section with isolated curb and gutter, mostly at entrances to residential neighborhoods and near the roundabout at Monaville Road.

Cedar Lake Road, Washington Street, Rollins Road (Resurfacing Omitted), and Monaville Road are minor arterials that are under the jurisdiction of the Lake County Division of Transportation (LCDOT). The southern limit of Hart Road is a local road that is under the jurisdiction of the Village of Round Lake. Along Cedar Lake Road the project area land use is predominantly residential, single-family homes with some commercial.

In addition to the proposed resurfacing along Cedar Lake Road, the following additional items are proposed:

1. ADA compliant ramps will be evaluated and upgraded within the project limits.
2. Improvements will be made at the curb & gutter, and shoulder locations requiring repair. This includes the removal of any unnecessary depressed curbs and HMA shoulder patching with seal coating.

3. Driveways along Cedar Lake Road will be evaluated for consolidation along with the removal of abandoned driveways.
4. The sidewalk connection to the Round Lake Fitness Trail will be improved to provide a consistent surface within LCDOT right of way limits.
5. Existing traffic signals will be modified to include accessible pedestrian signals.
6. Traffic signals at Rollins Road will be upgraded and modernized.
7. The guardrail along Cedar Lake Road will be evaluated for replacement at three locations, and an alternative analysis will be conducted to assess the need for drop-off protection at Culvert 84.
8. Existing drainage structures will be field evaluated for proposed adjustment or reconstruction.
9. Evaluate the extension of an existing drainage pipe at Meadow Green Lane to mitigate recurring drainage concerns.
10. A portion of the existing aggregate shoulder will be converted to HMA bike friendly shoulder in areas where the cross section is rural. The intention is to maintain the shoulder break to the front slope at the existing location. This may require a variable width aggregate shoulder or eliminating aggregate shoulder at some locations.
11. Rumble strips will be evaluated per coordination with the LCDOT traffic department and proposed where feasible.
12. Land acquisition is not anticipated or included in the scope.
13. Existing sidewalk along Cedar Lake Road will not be improved as a part of this project.
14. Geotechnical coordination with the Rollins Road contract (Section 21-00999-82-RS) will be required to obtain soil borings completed at the intersection of Cedar Lake Road and Rollins Road.

DEFINITIONS:

Engineers - Baxter & Woodman, Inc.
Local Public Agency (LPA) – Lake County Division of Transportation

SCOPE OF SERVICES:

1. EARLY COORDINATION AND DATA COLLECTION

1.1 *Data Collection:* Obtain, review, and evaluate the following information provided by the LPA for use in design:

- A. Preliminary Design CADD files
- B. Phase I Documentation and Project Development Report
- C. Utility Atlases
- D. Existing Roadway and Structure Plans with Inspection Reports
- E. GIS Shape files surrounding the project limits
- F. Aerial Photography
- G. Environmental Studies
- H. Maintenance and flooding records
- I. Drainage Studies
- J. Hydraulic and Hydrologic information and calculations
- K. Geotechnical Data
- L. Right-of-Way, GIS, and property data

1.2 *Field evaluation:* Perform a field evaluation of the condition of existing pavements, drainage structures, sidewalk ramps, and curb and gutter for use in design. Collect and

record field data for structural, roadway, drainage, utility, and pavement analysis for use in design. Observe and photograph the project area and immediate surroundings.

1.3 *Google Street View:* Collect street view imagery within the project limits and upload to Google Earth in the design phase. Street view imagery can also be utilized for virtual content if applicable.

1.4 *Utility Locates & Coordination:* Contact JULIE to identify utilities that have facilities along the project limits. Request utility atlas maps and plot approximate locations and sizes of existing utilities in electronic drawings. Submit conceptual and final plans to utility companies to verify utility locations so conflicts and relocation efforts can be identified. Provide ongoing reviews of permitting and utility relocation efforts as requested by the LPA. Prepare "Status of Utilities to be Adjusted" special provision in accordance with IDOT District 1 requirements, which provides the contractor with the duration of utility relocation work, status of utilities to be watched and protected within the project limits, and pertinent information for the contractor to develop a work schedule to meet the requirements for the project.

2. TOPOGRAPHIC SURVEY

2.1 *Topographic Survey:*

A. Perform topographic survey within the project limits at select locations. The select locations of the survey will be:
   1. All ADA Ramp corners (89) – see Section 9.10 for details
   2. Guardrail locations (3)
      a) South of S Rosedale Court
      b) North of Meadow Green Lane
      c) South of Monaville Road
   3. Culvert 84
      a) East and west sides of Cedar Lake Road
   4. North of the Clarendon Drive intersection along the Round Lake Fitness Trail on the east side of Cedar Lake Road

Cross section width shall be taken 10 feet outside the estimated proposed right-of-way. Set project control and benchmarks at a frequency/spacing not to exceed 1,000 feet. All topography will be in compliance with the LCDOT's Design Survey Procedures (Revised 02/22/2021). State plane coordinates and NAVD 88 will be used for horizontal and vertical controls.

B. *Photos:* Collect photographs along the project route to assist with design drawings and exhibits.

C. *Drainage Structures:* Collect drainage structure condition, inverts, size, and flow direction.

D. *Terrain Model:* Download and develop existing digital terrain model for use in design and plan preparation.

E. *Alignment:* Establish a centerline alignment and stationing for Cedar Lake Road within the project limits using LCDOT provided strip maps and aerial imagery to determine a best-fit alignment. Where available, property corners will also be incorporated to refine the alignment. Intersecting street alignments will be

developed as best-fit using aerial imagery with intersecting stationing where data is available from the strip maps.

F. *Right of Way*: Conduct research at the County Recorder to obtain recorded documents for determining the limits of existing right of way and easements. The following locations have been identified on the LCDOT GIS as areas that require further evaluation for existing sidewalk beyond LCDOT ROW:

Intersections with Existing Sidewalk Outside Apparent LCDOT ROW (Based on GIS Data)			
Intersection		**Corner**	
S Bernice Ct	1	SE	1
Washington St	1	SE	1
S Rosedale Ct	1	NW,SW,SE	3
N Rosedale Ct	1	NW,SW	2
W Park Rd	1	NW,SW	2
Woodland Dr	1	NW,SW	2
Glenwood Dr	1	NW, SW	2
Beachview Dr	1	NW,SW	2
Ferndale Dr	1	NW,SW	2
S Channel Dr	1	NW,SW	2
N Channel Dr	1	NW,SW	2
W Clarendon Dr	1	NW,SW	2
W Hawthorne Dr	1	NW,SW	2
W Highland Ter	1	NW,SW	2
Golfview Dr	1	NW,SW	2
Eagle Creek Shopping Center	1	NW,SW	2
Meadow Green Ln	1	SW	1
Bauer Dr	1	NE,SE	2
Total	**18**		**34**

2.2. *Supplemental Survey:* As approved by the LPA, provide additional topographic survey for areas identified for wetland delineation, compensatory storage, detention, or infiltration facilities adjacent to the project site. These areas may include survey within previously identified compensatory storage concepts, planned detention facilities, remnant parcels, and proposed stormwater facilities for accurate calculations during Phase II design and future permitting.

3. ALTERNATIVES ANALYSIS

3.1. *Alternative Geometric Development*: Analyze and schematically develop alternative alignments, configurations, and geometrics to establish the preferred alternative at Culvert 84 on Cedar Lake Road. Review critical cross sections, right-of-way, impacts, and design constraints. Compile alternatives and summarize findings of the analysis with recommendations. A maximum of three alternatives will be developed further for

evaluation along northbound and southbound roadways (total of six). Develop 30% plans of the preferred alternative(s).

Develop concept sketches of each alternative and analyze the following items:

A. Shielding at Culvert 84 for drop off protection
    1. Guardrail (2 alternatives)
    2. Pedestrian railing (1 alternative)
B. A wall option will not be evaluated at Culvert 84
C. Alternatives that would impact the culvert structure will be avoided

4. DRAINAGE ANALYSIS

4.1. *Compensatory Storage:* Design cross sections within 100 feet upstream and downstream of the work within the floodway/floodplain. Compute compensatory storage calculations. Prepare a preliminary grading plan (if needed) showing compensatory storage for work within regulatory wetland and floodplain areas. The following locations are where we anticipate grading that may require compensatory storage:

A. Monaville Road - 350 feet south
B. Rollins Road - 1,600 feet north
C. Between North Channel Drive and South Channel Drive

5. ENVIRONMENTAL COORDINATION AND PERMITTING

5.1. *EcoCAT:* Submit an EcoCAT information request through the IDNR website to identify potentially impacted natural resources. Should potential impacts be identified, consultation may be required. Providing additional project information and fees as may be required for consultation, are not included in the scope of this project and would be a separate expense to the LPA if required. Unique design measures to mitigate impacts from the EcoCAT will also be considered additional services.

5.2. *Permit Agency Early Coordination:* Initiate coordination with the following regulatory agencies to obtain preliminary design comments:

A. US Army Corps of Engineers (*USACE)*
B. Illinois Environmental Protection Agency (IEPA)
C. Lake County Stormwater Management Commission

5.3. *Special Waste Screening:* Conduct Special Waste Screening as outlined in Section 20-12.03(b) of the IDOT Bureau of Local Roads and Streets Manual. Screening will include Environmental Regulatory Records Review and a site visit. Based on Environmental Screening results and site visit determine if further action is required and prepare a summary of the findings. See Section 7.3 for additional details on soil disposal through CCDD.

5.4. *Wetland Delineation:* Baxter & Woodman Natural Resources' Ecologists will conduct a wetland delineation within the approximately 87-acre project boundary in accordance with the U.S. Army Corps of Engineers (Corps) 1987 Wetland Delineation and the Midwest or Northeast Regional Supplement for Wetland Delineations. Pink pin flags will be used

to delineate the on-site wetland boundaries. Baxter & Woodman Natural Resources will GPS locate all wetland delineation flags using a submeter Trimble GPS unit. As required by the Corps, the delineation will include an on-site investigation of vegetation, soils, and hydrology. In addition, the floristic quality index (FQI) will be calculated for each wetland encountered. Digital photographs of data points will be taken to assist in documenting existing site conditions. Adjacent off-site wetlands will also be identified and inspected, if possible, but not flagged.

Baxter & Woodman Natural Resources will prepare a wetland delineation report in accordance with the U.S. Army Corps of Engineers 1987 Wetland Delineation Manual and Midwest or Northeast Regional Supplement. The report will include the following: a wetland delineation exhibit that shows all wetlands and data collection points within the project area, photos of representative data points locations, wetland and soils maps, U.S. Army Corps of Engineers data forms, and an evaluation of the quality of on-site wetlands based upon the Floristic Quality Index (FQI).

Note: The Corps requires that field data be collected during the growing season (generally April 1 - Oct 31). Baxter & Woodman Natural Resources can complete the wetland delineation outside the growing season, if requested, but may be required to return during the growing season to collect additional information. Time required to revisit the site to collect additional data will be billed on a T&M basis.

A Preliminary Wetland Jurisdictional Determination through Lake County Stormwater Management Commission will be completed. The proposal includes submitting an application to verify all waterbodies within the proposed project boundary. The proposal also includes coordination with Lake County providing any information requested by the Stormwater Management Commission and attending the wetland boundary verification field visit.

5.5. *Wetland Impact Evaluation:* Prepare a wetland report detailing the work within a regulatory wetland, including a description of the wetlands being impacted, avoidance, minimization, and mitigation efforts.

5.6. *Watershed Development Permit:* Obtain a watershed development permit as necessary from the Lake County Stormwater Commission. Agency review fees are not included within this agreement and shall be paid for separately by the LPA.

5.7. *NPDES, SWPPP, IEPA:* Prepare SWPPP, NOI and NPDES permit for IEPA. Agency review fees are not included within this agreement and shall be paid for separately by the LPA.

5.8. *Fees:* Agency review fees are not included in this agreement and shall be paid for separately by the LPA.

6. PRELIMINARY ENVIRONMENTAL SITE ASSESSMENT (PESA)

6.1. *Historical Records Review*: Review and document historical data sources for the project area, including aerial photographs, topographic maps, fire insurance maps, County resources, and other readily available development data.

6.2. *Environmental Regulatory Records Review*: Perform a computer search of Federal, State, Tribal, and local government agency records to determine if the Site or adjacent properties are included within the selected regulatory databases. Based on the results of this query, the Site and its surrounding properties will be visited and evaluated for recognized environmental concerns (REC). Queries will be performed, but not be limited to the following regulatory databases:

A. National Priority List (NPL) of Hazardous Waste Sites
B. Hazardous Waste Treatment, Storage, Disposal Facilities (TSDF)
C. Underground Storage Tank or Leaking Underground Storage Tank Locations (UST/LUST)
D. Sanitary Landfill and Solid Waste Sites (SL/SWS)
E. State Hazardous Waste Sites (SHWS)
F. CERCLIS sites
G. Small and Large Quantity Hazardous Waste Generators (RCRIS-SQG/LGG)
H. RCRA

6.3. *Report Preparation*: Based on Environmental Screening results and site visit, prepare a PESA using the processes described in *A Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation Infrastructure Projects*, Second edition, January 2012. Prepare a letter report summarizing the activities and results of the assessment. The report will include pertinent documentation to support the screening results of the assessment. It will also provide a summary of conclusions from the limited information collected.

7. PRELIMINARY SITE INVESTIGATION (PSI)

7.1. *Sample Collection:* Collect up to 35 samples of subsurface soil from site, preserve samples, and transport to environmental laboratory for analytical testing. Laboratory analyses will include BTEX, PNAs, RCRA Metals, TCLP Metals, SPLP Metals, and Soils pH.

7.2. *PSI Report:* Prepare a letter report summarizing the activities and results of the investigation(s). The report will include pertinent laboratory testing results. It will also provide a summary of conclusions from the information collected and identify which DOT pay items and special provisions should be included in the construction documents for disposing of Regulated Substances.

7.3. *Soil Disposal:* Identify any areas from which excavated material may be classified as Clean Construction or Demolition Debris (CCDD) and if applicable prepare an IEPA LPC-663 form. A special provision will be prepared including the names of at least three facilities where the soils have been pre-screened for possible disposal (Thelen Materials shall be 1 of 3).

8. RIGHT OF WAY AND BOUNDARY

8.1. *Plat of Highways:* Perform legal surveys and develop plats, legal descriptions and utilize the services of a DOT-approved title company to obtain title commitments for a maximum of eight (8) adjacent parcels of land to be acquired for R.O.W., permanent easements or temporary construction easements.

8.2. *Appraisals:* Employ a real-estate appraiser certified by the DOT to prepare a comparable land sales analysis and appraisals for parcel of land to be acquired for right-of-way, permanent easements, or temporary construction easements. (HDR)

8.3. *Negotiations:* Employ a negotiator certified by DOT to negotiate the sale of parcels of land to be acquired for right-of-way, permanent easements, or temporary construction easements. Provide support to the LPA during the ROW acquisition process. (HDR)

9. PLAN PREPARATION (IN ACCORDANCE WITH LCDOT PLAN PREPARATION GUIDELINES)

9.1. *Estimate of Cost and Time:* Prepare summary of quantities, estimate of time, schedules of materials and an engineer's estimate of cost.

9.2. *Specifications:* Prepare special provisions in accordance with LPA guidelines to specify items not covered by the DOT Standard Specifications for Road and Bridge Construction.

9.3. *Roadway Design:* With the resurfacing limits prepare combined removal and plan sheets (1" = 20') for the roadway design including improvement limits; stations and offset callouts, installation of ADA compliant ramps, curb & gutter, sidewalk improvements, driveway consolidation, utility structure adjustments, guardrail replacement, pavement marking, and note special instructions to the Contractor. There will be two window views per sheet with the removals shown on the top window and the roadway plan shown on the bottom window. Plan sheets will consist of schematic drawings based on aerial images with the exception of the areas where topographic survey is collected.

9.4. *Drainage and Utilities Design:* Prepare the ditch, inlet, culvert, and storm sewer design meeting State or LPA standards for the proposed improvements. It is assumed that the project outfalls will be maintained and not modified as part of this project. Drainage improvements will be included on the roadway plan sheets and consist of the following items:

A. LCDOT will provide a list of driveway entrances and driveway culverts to be removed.
B. No replacements of major culverts under Cedar Lake Road are anticipated in this project.
C. LCDOT reported drainage concerns at Meadow Green Lane, upstream of floodplain, which may be addressed with storm sewers or ditches as part of this improvement. Discharging to the floodplain will require review by Lake County SMC for concurrence with the Watershed Management Ordinance (WMO).
D. Existing storm sewers will be maintained as well as their outfalls.

E. Adjustment or reconstruction of drainage structures will be proposed as determined from the field evaluation.

9.5. *Maintenance of Traffic and Construction Staging*: (Traffic is anticipated to be maintained along the route at all times) Develop a preferred maintenance of traffic and staging plan and submit to the LPA for comment and approval. Identify the preferred strategy for maintaining traffic and driveway access. Complete a design of the preferred staging plan that includes staged construction. Prepare construction staging notes, typical sections, and layout to maintain local traffic flow through the construction zone. Confer with LPA staff, emergency services, and public transportation agencies to consider local impacts and concerns. Maintenance of traffic construction staging will be limited to the roundabout at West Monaville Road. The LCDOT Traffic Control and Protection Plan will be used for the remaining project limits.

9.6. *Erosion Control Plans:* Prepare an erosion control plan for the improvement meeting LPA and permit agency requirements.

9.7. *Traffic Signal Plans and Interconnect:* Modify the existing traffic signal system to upgrade push-button pedestrian signals to APS at the following locations:

A. Cedar Lake Road and Clarendon Drive
B. Cedar Lake Road and W South Rosedale Court
C. Cedar Lake Road and Washington Street
D. Cedar Lake Road and Hart Road

At Cedar Lake Road and Rollins Road, design traffic signal modernization plans, cable plans, and mast arm mounted street name signs. Prepare a traffic signal interconnect plan and interconnect schematic. Prepare temporary signal plan.

9.8. *Cross Section Design:* Design roadway cross sections at 50-foot intervals and all cross streets, driveways, and cross-road culverts. Compute earthwork calculations. Stage construction earthwork calculations are not anticipated. Cross sections are anticipated at the following locations:

A. Guardrail South of S Rosedale Court
B. Guardrail North of Meadow Green Lane
C. Guardrail South of Monaville Road
D. Culvert 84 South of N Channel Drive

9.9. *Guardrail Warrant Study and Design:* Analyze the need for a roadside barrier based on environmental conditions, calculated clear zone, horizontal geometry, cross section slopes, design ADT volumes, and design speed limit. Provide a technical memorandum summarizing the results of the analysis including location, length of need, length and type of barrier, and traffic barrier terminal types for a roadside barrier if warranted. This is anticipated at the following locations where there is existing guardrail:

A. South of S Rosedale Court
B. North of Meadow Green Lane
C. South of Monaville Road

9.10. *Detailed Drawings:* Complete required plan sheets for bidding including:

A. Cover, General Notes, Summary of Quantities, Schedule of Quantities, Alignment and Tie, Typical Sections.

B. Baxter & Woodman shall provide a proposed ADA ramp detail template to LCDOT for review to ensure adequate information is provided. The West Monaville Road Roundabout will contain Tactile Directional Indicator (TDI) Details in addition to standard ADA details. Design or confirm ADA compliant ramp details at the following locations:

CEDAR LAKE ROAD CROSSROAD	QUADRANT	CONTROL TYPE	DETECTABLE WARNING REQ.	NO. OF DETAILS REQ.
W Monaville Rd	NE, SE, SW, NW, N ISLAND, E ISLAND, S ISLAND, W ISLAND	ROUNDABOUT	YES	8
Northwood Trail	NE, SE	STOP SIGN	YES	2
Cedar Ridge Dr	NE, SE, SW, NW	STOP SIGN	YES	4
W Country Walk Dr	NE, SE	STOP SIGN	YES	2
Eagle Creek Dr	NE, SE	STOP SIGN	YES	2
Bauer Dr (N)	NE, SE	STOP SIGN	YES	2
Bauer Dr (S)	NE, SE	STOP SIGN	YES	2
Meadow Green Ln	SE, SW	STOP SIGN	YES	2
Eagle Creek Shopping Center Entrance	SW, NW	STOP SIGN	YES	2
W Rollins Rd	NE, SE, SW, NW	SIGNAL	YES	4
Walgreens Entrance	SW	STOP SIGN	YES	Omitted
Golfview Dr	NE, SE, SW, NW	STOP SIGN	YES	4
W Highland Ter	NE, SE, SW, NW	STOP SIGN	YES	4
W Hawthorne Dr	NE, SE, SW, NW	STOP SIGN	YES	4
W Clarendon Dr	NE, SE, SW, NW	SIGNAL	YES	4
N Channel Dr	NE, SE, SW, NW	STOP SIGN	YES	4
S Channel Dr	NE, SE, SW, NW	STOP SIGN	YES	4
Ferndale Dr	NE, SE, SW, NW	STOP SIGN	YES	4
Beachview Dr	NE, SE, SW, NW	STOP SIGN	YES	4
Glenwood Dr	NE, SE, SW, NW	STOP SIGN	YES	4
Woodland Dr	NE, SE, SW, NW	STOP SIGN	YES	4
W Park Rd	NE, SE, SW, NW	STOP SIGN	YES	4
N Rosedale Ct	NE, SE, SW, NW	STOP SIGN	YES	4
S Rosedale Ct	NE, SE, SW, NW	SIGNAL	YES	4
S Bernice Ct	NE, SE, SW, NW	STOP SIGN	YES	4
Dorothy Ln & W Washington St	NE, SE, SW, NW, SE ISLAND	SIGNAL	YES	5
Hart Rd	NW, SW	SIGNAL	YES	2
		TOTAL		93

9.11. *Contract Plans and Documents:* Conceptual (30%), Pre-final (95%) and Final (100%) submittals are anticipated for this project. Disposition of Comments will be provided for comments received. The following plan sheets are anticipated for this project (number of sheets):

A. Title Sheet
B. General Notes/Standards/Index of Sheets
C. Summary of Quantities
D. Schedule of Quantities
E. Existing Typical Sections
F. Proposed Typical Sections
G. Alignment, Ties, Benchmarks
H. Maintenance of Traffic Typical Sections
I. Maintenance of Traffic Staging and General Notes
J. Maintenance of Traffic Plan
K. Erosion Control Plans
L. Roadway Plan (double plan view)
M. Grading and Comp Storage Plan
N. Landscaping Plan
O. Traffic Signal
P. Soil Borings
Q. Lake County/District 1 Details
R. Cross Sections

The following contract documents are anticipated for this project:

A. Bid Forms – Notice to Bidders, Schedule of Prices, Bid Bond Requirements
B. Special Provisions in DOT format
C. Estimate of Time
D. Engineer's Opinion of Probable Construction Cost

10. PROJECT MEETINGS

10.1. *Project Meetings:* The following meetings are anticipated for this project:

A. LPA (3 total) (Kickoff, Conceptual, and Pre-final)
B. Village of Round Lake Beach (2 total)
C. Regulatory Agencies (2 total): LCSMC (1), USACE (1)
D. Pace Bus (1)
E. Utility Coordination Meetings (2 total)
F. Field Meeting with LPA staff (1)

10.2. *Monthly Progress Meetings:* Organize, prepare for, and attend monthly progress meetings with the LPA via video conferencing.

11. QA/QC – *Review of Milestone Submittals:* Perform in-house milestone and constructability reviews by senior staff during project initiation, conceptual, pre-final, and final submittals. Provide ongoing reviews of permitting and utility coordination efforts. Conduct milestone reviews of subconsultants and provide feedback throughout the progress of work

12. PROJECT MANAGEMENT – Plan, schedule, and control the activities that must be performed to complete the project including budget, schedule, and scope. Coordinate with LPA and project team to ensure the goals of the project are achieved. Prepare and submit monthly invoices, and provide a monthly status report via email describing tasks completed the previous month and outlining goals for the subsequent month. Prepare and maintain a scope creep log to be provided with the monthly status report.

13. PHASE III CONSTRUCTION ASSISTANCE – Attend one pre-construction meeting. Provide on-call assistance to the LPA during construction to review shop drawings, answer design questions, and resolve constructability issues. This work does not include re-design unless the re-design is a result of a negligent error or omission on the part of the Engineer.

14. PROJECT DELIVERABLES

14.1. *Deliverables:* The following is a list of anticipated final deliverables to the LPA for this project:

A. Electronic DGN, OpenRoads Designer (ORD), Digital Photos, and GIS files used in project development including Plan, Profiles, Cross Sections, Survey, and Exhibits.
B. Electronic Record of Design files including Final Plans, Specifications, Permits, agency correspondence, Utility logs, Project Reports and Models, Estimates, Exhibits, and related electronic submittals (pdf or as appropriate). Baxter & Woodman utilizes an electronic filing system in lieu of hard copies.

14.2. *Not Included:* The following items are not included within the scope of this project, but can be provided as additional services to the contract:

A. Permit Review fees
B. Wetland Banking Fees and Mitigation Permit Review except as noted in Environmental Coordination and Permitting
C. Identification of well or septic locations on private property
D. Hydrologic and Hydraulic Modeling of the entire storm sewer network
E. Floodway Construction Permit
F. Hydraulic Report
G. Stormwater Detention Design
H. Televising of storm sewer system
I. Lighting improvements and upgrades
J. Crash Analysis
K. Geotechnical

Illinois Department of Transportation

EXHIBIT D

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Prime Consultant (Firm) Name	Prepared By	Date
Baxter & Woodman, Inc.	Alex Ericksen	8/7/2025

Consultant / Subconsultant Name	Job Number
Baxter & Woodman, Inc.	

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

Remarks

PAYROLL ESCALATION TABLE

CONTRACT TERM	12	MONTHS	OVERHEAD RATE	163.36%
START DATE	9/9/2025		COMPLEXITY FACTOR	0
RAISE DATE	12/28/2025		% OF RAISE	3.00%
END DATE	9/8/2026			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	9/9/2025	12/28/2025	4	33.33%
1	12/29/2025	8/28/2026	8	68.67%

The total escalation = 2.00%

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Consultant / Subconsultant Name	Job Number
Baxter & Woodman, Inc.	

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	**90.00**
ESCALATION FACTOR	**2.00%**

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Executive Vice President	$90.00	$90.00
Vice President	$85.42	$87.13
Engineer VII	$73.38	$74.85
Engineer VI	$71.42	$72.85
Engineer V	$60.15	$61.35
Engineer IV	$53.75	$54.83
Engineer III	$47.08	$48.02
Engineer II	$40.63	$41.44
Engineer I	$36.35	$37.08
Electrical Automation Engineer IV	$53.75	$54.83
Environ. Scientist V	$58.58	$59.75
Environ. Scientist IV	$43.00	$43.86
Engineer Tech V	$56.32	$57.45
Engineer Tech IV	$47.93	$48.89
Engineer Tech III	$41.63	$42.46
Engineer Tech II	$34.33	$35.02
Engineer Tech I	$30.00	$30.60
Spatial Tech. Prof. IV	$52.00	$53.04
Spatial Tech. Prof. II	$35.00	$35.70
Survey Manager	$55.00	$56.10
Surveyor, Project	$42.83	$43.69
Survey Tech. I	$27.63	$28.18
CADD Technician III	$46.45	$47.38
Marketing Prof. IV	$45.00	$45.90
Marketing Prof. III	$43.25	$44.12
Admin. Support IV	$40.33	$41.14

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Consultant / Subconsultant Name	Job Number
Baxter & Woodman, Inc.	

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total	Contribution to Prime Consultant
HDR Engineering, Inc.	13,893.00	1,389.30

Total	13,893.00	1,389.30

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Consultant / Subconsultant Name	Job Number
Baxter & Woodman, Inc.	

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	2900	$0.70	$2,030.00
Vehicle Owned or Leased	$32.50/half day (4 hours or less) or $65/full day	29	$65.00	$1,885.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost	58	$5.00	$290.00
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	1	$100.00	$100.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utliity Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost	12	$111.00	$1,332.00
Lab Services	Actual Cost (Provide breakdown of each cost)	1	$11,025.00	$11,025.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)	1	$240.00	$240.00
Streetview Camera		1	$500.00	$500.00
EDR Report		1	$170.00	$170.00
PID Meter		1	$450.00	$450.00
Title Commitments		8	$600.00	$4,800.00
			TOTAL DIRECT COSTS:	**$22,822.00**

Local Public Agency: Lake

County: Lake

Section Number: 24-00999-09-RS

Consultant / Subconsultant Name: Baxter & Woodman, Inc.

Job Number:

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 163.36%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
1. Early Coordination and Data Collect	500	188	9,142	14,934	3,017		27,093	4.25%
2. Topographic Survey	4,205	326	16,928	27,654	5,586		50,168	7.88%
3. Alternative Analysis		64	3,520	5,751	1,162		10,433	1.64%
4. Drainage Analysis		48	2,412	3,940	796		7,148	1.12%
5. Environmental Coordination and Permitting		168	7,798	12,738	2,573		23,109	3.63%
6. Preliminary Environmental Site Assesment (PESA)		54	2,718	4,440	897		8,055	1.27%
7. Preliminary Site Investigation (PSI)	13,217	62	3,009	4,915	993		8,917	1.40%
8. Right of Way and Boundary	4,900	64	3,340	5,457	1,102	70,711	80,610	12.66%
9. Plan Preparation		2121	108,732	177,624	35,881		322,237	50.61%
10. Project Meetings		106	6,767	11,054	2,233		20,054	3.15%
11. QA/QC		82	6,138	10,026	2,025		18,189	2.86%
12. Project Management		102	7,431	12,139	2,452		22,022	3.46%
13. Phase III Construction Assistance		78	4,891	7,990	1,614		14,495	2.28%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
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Subconsultant DL							$1,389.30	0.22%
Direct Costs Total ===>	$22,822.00						**$22,822.00**	3.58%
TOTALS		3463	182,826	298,662	60,331	70,711	636,741	100.00%

481,488

Local Public Agency
Lake

County
Lake

Section Number
24-00999-09-RS

Consultant / Subconsultant Name
Baxter & Woodman, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			1. Early Coordination and Data Collection			2. Topographic Survey			3. Alternative Analysis			4. Drainage Analysis			Coordination and Permitting		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Executive Vice President	90.00	0.0																	
Vice President	87.13	0.0																	
Engineer VII	74.85	82.0	2.37%	1.77															
Engineer VI	72.85	444.0	12.82%	9.34	18	9.57%	6.97				14	21.88%	15.94						
Engineer V	61.35	8.0	0.23%	0.14										8	16.67%	10.23			
Engineer IV	54.83	838.0	24.20%	13.27	35	18.62%	10.21	6	1.84%	1.01	32	50.00%	27.41				35	20.83%	11.42
Engineer III	48.02	486.0	14.03%	6.74										40	83.33%	40.02			
Engineer II	41.44	465.0	13.43%	5.56	55	29.26%	12.12				18	28.13%	11.66				35	20.83%	8.63
Engineer I	37.08	0.0																	
Electrical Automation Engir	54.83	0.0																	
Environ. Scientist V	59.75	73.0	2.11%	1.26													36	21.43%	12.80
Environ. Scientist IV	43.86	79.0	2.28%	1.00													12	7.14%	3.13
Engineer Tech V	57.45	0.0																	
Engineer Tech IV	48.89	60.0	1.73%	0.85	48	25.53%	12.48	12	3.68%	1.80									
Engineer Tech III	42.46	0.0																	
Engineer Tech II	35.02	50.0	1.44%	0.51													50	29.76%	10.42
Engineer Tech I	30.60	0.0																	
Spatial Tech. Prof. IV	53.04	0.0																	
Spatial Tech. Prof. II	35.70	0.0																	
Survey Manager	56.10	206.0	5.95%	3.34				206	63.19%	35.45									
Surveyor, Project	43.69	102.0	2.95%	1.29				102	31.29%	13.67									
Survey Tech. I	28.18	12.0	0.35%	0.10	12	6.38%	1.80												
CADD Technician III	47.38	558.0	16.11%	7.63	20	10.64%	5.04												
Marketing Prof. IV	45.90	0.0																	
Marketing Prof. III	44.12	0.0																	
Admin. Support IV	41.14	0.0																	
		0.0																	
TOTALS		3463.0	100%	$52.79	188.0	100.00%	$48.63	326.0	100%	$51.93	64.0	100%	$55.00	48.0	100%	$50.24	168.0	100%	$46.41

Local Public Agency: Lake

County: Lake

Section Number: 24-00999-09-RS

Consultant / Subconsultant Name: Baxter & Woodman, Inc.

Job Number:

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	6. Preliminary Environmental Site Assesment (PESA)			7. Preliminary Site Investigation (PSI)			8. Right of Way and Boundary			9. Plan Preparation			10. Project Meetings			11. QA/QC		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Executive Vice President	90.00																		
Vice President	87.13																		
Engineer VII	74.85																82	100.00%	74.85
Engineer VI	72.85										211	9.95%	7.25	53	50.00%	36.42			
Engineer V	61.35																		
Engineer IV	54.83				6	9.68%	5.31	40	62.50%	34.27	615	29.00%	15.90	53	50.00%	27.41			
Engineer III	48.02							16	25.00%	12.01	430	20.27%	9.74						
Engineer II	41.44				6	9.68%	4.01				335	15.79%	6.55						
Engineer I	37.08																		
Electrical Automation Enginee	54.83																		
Environ. Scientist V	59.75	22	40.74%	24.34	15	24.19%	14.46												
Environ. Scientist IV	43.86	32	59.26%	25.99	35	56.45%	24.76												
Engineer Tech V	57.45																		
Engineer Tech IV	48.89																		
Engineer Tech III	42.46																		
Engineer Tech II	35.02																		
Engineer Tech I	30.60																		
Spatial Tech. Prof. IV	53.04																		
Spatial Tech. Prof. II	35.70																		
Survey Manager	56.10																		
Surveyor, Project	43.69																		
Survey Tech. I	28.18																		
CADD Technician III	47.38							8	12.50%	5.92	530	24.99%	11.84						
Marketing Prof. IV	45.90																		
Marketing Prof. III	44.12																		
Admin. Support IV	41.14																		
TOTALS		54.0	100%	$50.33	62.0	100%	$48.53	64.0	100%	$52.19	2121.0	100%	$51.26	106.0	100%	$63.84	82.0	100%	$74.85

Local Public Agency
Lake

County
Lake

Section Number
24-00999-09-RS

Consultant / Subconsultant Name
Baxter & Woodman, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	12. Project Management			13. Phase III Construction Assistance														
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Executive Vice President	90.00																		
Vice President	87.13																		
Engineer VII	74.85																		
Engineer VI	72.85	102	100.00%	72.85	46	58.97%	42.96												
Engineer V	61.35																		
Engineer IV	54.83				16	20.51%	11.25												
Engineer III	48.02																		
Engineer II	41.44				16	20.51%	8.50												
Engineer I	37.08																		
Electrical Automation Enginee	54.83																		
Environ. Scientist V	59.75																		
Environ. Scientist IV	43.86																		
Engineer Tech V	57.45																		
Engineer Tech IV	48.89																		
Engineer Tech III	42.46																		
Engineer Tech II	35.02																		
Engineer Tech I	30.60																		
Spatial Tech. Prof. IV	53.04																		
Spatial Tech. Prof. II	35.70																		
Survey Manager	56.10																		
Surveyor, Project	43.69																		
Survey Tech. I	28.18																		
CADD Technician III	47.38																		
Marketing Prof. IV	45.90																		
Marketing Prof. III	44.12																		
Admin. Support IV	41.14																		
TOTALS		102.0	100%	$72.85	78.0	100%	$62.71	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00

EXHIBIT E
CEDAR LAKE ROAD RESURFACING – HART ROAD TO MONAVILLE ROAD
LAKE COUNTY DIVISION OF TRANSPORTATION
WORK HOUR ESTIMATE

TASK & DESCRIPTION		Hours Per Firm		Method of Measurement	Comments
		B&W	TOTAL		
1	**EARLY COORDINATION AND DATA COLLECTION**	**188**	**188**		
1.1	Data Collection	40	40		
1.2	Field Evaluation		56		
	Pavement Condition and Drainage Review	48		6 visits x 1 staff x 8 hrs/visit (3mi @ 0.5mi per visit)	
	Guardrail Review	8		1 visits x 1 staff x 8 hrs/visit	
1.3	Google Street View (1 time)		12		
	Imagery Collection	8		1 visits x 1 staff x 8 hrs/visit	
	Data Processing	4		1 visits x 1 staff x 4 hrs/visit	
1.4	Utility Locates & Coordination		80		
	Coordination	40			
	Data Collection and Processing	20		3.25 mi x 6 hrs/mi	
	Static Roller Coordination	4			
	Status of Utilities	16			
2	**TOPOGRAPHIC SURVEY**	**326**	**326**		
2.1	Topographic Survey		294		
	Locate Iron Pipe	16		1 visits x 2 staff x 8 hrs/visit	
	Station and Pound Control	24		2 visits x 2 staff x 6 hrs/visit	
	Collect Topographic Survey (1-surveyor)	104		13 x 1 staff x 8 hrs/visit	ADA, Guardrail, Culvert 84, & Round Lake Fitness Trail
	Dip Manholes	60		2 visits x 3 staff x 10 hrs/visit	97 Manholes
	Establish Alignment	18		3.25 mi x 1.5 hrs/mi + 26 cross streets x 0.5 hrs/street	
	Establish Approximate Right-of-Way	72		18 intersections x 4 hrs/intersection	
2.2	Supplemental Survey		32		
	Survey	32		2 days x 2 staff x 8 hrs/visit	
3	**ALTERNATIVE ANALYSIS**	**64**	**64**		
3.1	Alternative Geometric Development		64		
	Alternatives: Guardrail (2) & Pedestrian Railing (1)				
	Analysis	24		3 alternatives x 8 hrs/alternative	
	Exhibit	24		3 alternatives x 8 hrs/alternative	
	Technical Memorandum	16			
4	**DRAINAGE ANALYSIS**	**48**	**48**		
4.1	Compensatory Storage		48		
	Compensatory Storage Design	48		3 locations x 16 hrs/location	
5	**ENVIRONMENTAL COORDINATION AND PERMITTING**	**168**	**168**		
5.1	EcoCAT		16		
	Delegation Letter from IDNR-OWR	8			
	Follow-up Consultation	8			
5.2	Permit Agency Early Coordination		20		
	US Army Corps of Engineers (USACE)	4			Coordination, permit not anticipated
	Illinois Environmental Protection Agency (IEPA)	8			
	Lake County Stormwater Management Commission	8			
5.3	Special Waste Screening		6		
	Report	4			
	Coordination	2			
5.4	Wetland Delineation		50		
	Fieldwork	20		1 visit x 2 staff x 10 hrs/day	
	Report	20			
	Preliminary Jurisdictional Determination	10			
5.5	Wetland Impact Evaluation	36	36	6 sheets @ 6 hrs/sheet	
5.6	Watershed Development Permit		30		
	Watershed Development Ordinance - Lake Co SMC	30			
5.7	NPDES, SWPPP, IEPA	10	10		

EXHIBIT E
CEDAR LAKE ROAD RESURFACING – HART ROAD TO MONAVILLE ROAD
LAKE COUNTY DIVISION OF TRANSPORTATION
WORK HOUR ESTIMATE

	TASK & DESCRIPTION	Hours Per Firm		Method of Measurement	Comments
		B&W	TOTAL		
6	**PRELIMINARY ENVIRONMENTAL SITE ASSESSMENT (PESA)**	**54**	**54**		
6.1	Historical Records Review	4	4		
6.2	Environmental Regulatory Records Review	10	10		
6.3	Report Preparation	40	40		
7	**PRELIMINARY SITE INVESTIGATION (PSI)**	**62**	**62**		
7.1	Sample Collection	24	32	3 visits x 1 staff @ 12 samples/visit	35 samples total
	Boring Stakeout	8		1 visit x 1 staff	
7.2	PSI Report	24	24		
7.3	Soil Disposal	6	6		
8	**RIGHT OF WAY AND BOUNDARY**	**64**	**64**		
8.1	Plat of Highways		48		
	Plat, Legal Description, and Title Commitment Prep (8 parcels)	16		8 parcels @ 2 hrs/parcel	
	Plat of Highway Preparation	32		8 parcels @ 4 hrs/parcel	
8.2	Appraisals (HDR)				Included in HDR direct cost
8.3	Negotiations (HDR)		16		
	B&W Coordination	16		8 parcels @ 2 hrs/parcel	
9	**PLAN PREPARATION (IN ACCORDANCE WITH LCDOT PLAN PREPARATION GUIDELINES)**	**2121**	**2121**		
9.1	Estimate of Cost and Time:	20	20		
9.2	Specifications	40	40		
9.3	Roadway Design		645		
	Removal and Proposed Double Plan View (1" = 20')	612		34 sheets @ 18 hrs/sheet	
	Evaluating Mailbox Turnouts	33		66 locations @ 0.5 hrs/location	
9.4	Drainage and Utilities Design		60		
	Meadow Green Lane Hydrology and Existing Conditions	40			Includes outfall to floodplain
	Meadow Green Lane Proposed Design	20			
9.5	Maintenance of Traffic and Construction Staging		138		
	Stage Notes	4		1 sheet @ 4 hrs/sheet	
	Cedar Lake Road - Single Panel Plan sheets (1" = 100')	30		6 sheets @ 5 hrs/sheet	
	Monaville Roundabout - Typical Sections	8		1 sheet @ 8 hrs/sheet	
	Monaville Roundabout - Double Panel Plan sheets & Roundabout sheets	96		4 stages @ 2 sheets/stage & 12 hrs/sheet	
9.6	Erosion Control Plans		56		
	Erosion Control Notes	8			
	Double Plan View (1" = 40')	48		4 sheets @ 12 hrs/sheet	
9.7	Traffic Signal Plans and Interconnect		320		
	APS Upgrade				
	Traffic Signal Plan			2 sheets @ 10 hrs/sheet	
	Cable Diagram Plan			1 sheet @ 10 hrs/sheet	
	Schedule of Quantities			1 sheet @ 2 hrs/sheet	
	Cedar Lake Road and Clarendon Drive	32			
	Cedar Lake Road and W South Rosdale Court	32			
	Cedar Lake Road and Washington Street	32			
	Cedar Lake Road and Hart Road	32			
	Signal Modernization At Rollins Road				
	Temporary Traffic Signal and Cable Plan				
	Temporary Traffic Signal General Notes	4			
	Removal and Temporary Installation Plans	48		2 stage @ 2 sheets/stage @ 12 hrs/sht	
	Cable Diagram Plan	28		2 stage @ 1 sheets/stage @ 14 hrs/sht	
	Proposed Traffic Signal and Cable Plan				
	Traffic Signal Plan	32			
	Cable Diagram Plan	16			
	Mast Arm Mounted Signs and Schedule of Quantities	24			

EXHIBIT E
CEDAR LAKE ROAD RESURFACING – HART ROAD TO MONAVILLE ROAD
LAKE COUNTY DIVISION OF TRANSPORTATION
WORK HOUR ESTIMATE

TASK & DESCRIPTION	Hours Per Firm		Method of Measurement	Comments
	B&W	TOTAL		
Interconnect				
Temporary Interconnect Schematic	12			
Temporary Interconnect Plan	12			
Permanent Interconnect Plan Update	6			
Permanent Interconnect Schematic Update	10			
9.8 Cross Section Design		120		
Guardrail Design (3 locations)	105		42 cross sections @ 2.5 hrs/section	
Culvert 84 Preferred Alternative	15		6 cross sections @ 2.5 hrs/section	
9.9 Guardrail Warrant Study and Design		42		
Guardrail Design (3 locations)	24		3 locations @ 8 hrs/location	
Technical Memorandum	18		12 hr + 2 hrs/location	
9.10. Detailed Drawings		644		
Cover	4			
General Notes	6			
Summary of Quantities	24		2 sheets @ 12 hrs/sheet	
Schedule of Quantities	100		10 sheets @ 10 hrs/sheet	
Typical Sections	48		6 sheets @ 8 hrs/sheet	
Alignment and Tie	48		4 sheets @ 12 hrs/sheet	
Benchmarks/Control Points	36		3 sheets @ 12 hrs/sheet	
ADA Ramp Details (93 details)	372		93 details @ 4 hrs/detail	
Tactile Directional Indicator (TDI) Details	6		1 sheet @ 6 hr/sheet	
9.11 Contract Plans and Documents		36		
Comment Resolution and Disposition of Comments	36		3 submittals @ 12 hrs/submittal	
10 PROJECT MEETINGS	**106**	**106**		
10.1 Project Meetings		82		
LCDOT (Kickoff, Conceptual, and Pre-final)	24		3 meetings x 2 persons x 4 hrs/person	Mixture of in person and virtual meeting
Village of Round Lake Beach	16		2 meetings x 2 persons x 4 hrs/person	In person meeting
Regulatory Agencies: LCSMC (1), USACE (1)	16		2 meetings x 2 persons x 4 hrs/person	In person meeting
Pace Bus Meeting	2		1 meetings x 2 persons x 1 hrs/person	Virtual meeting
Utility Coordination Meetings	16		2 meetings x 2 persons x 4 hrs/person	In person meeting
Field Meeting with LPA staff	8		1 meetings x 2 persons x 4 hrs/person	In person meeting
10.2 Monthly Progress Meetings		24		
LCDOT Meetings	24		12 meetings x 2 persons x 1 hrs/person	Virtual meeting
11 QA/QC	**82**	**82**		
11.1 Review of Milestone Submittals	82	82	2.75% of tasks 2-10	
12 PROJECT MANAGEMENT	**102**	**102**		
Project Management	51		12 months x 4.25 hrs/month	
Administration	51		12 months x 4.25 hrs/month	
13 PHASE III CONSTRUCTION ASSISTANCE	**78**	**78**		
Pre-Construction Meeting	6			
Phase III Assistance	12			
RFI Responses	60			
TOTAL HOURS	**3,463**	**3,463**		

Illinois Department of Transportation

EXHIBIT F

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Prime Consultant (Firm) Name	Prepared By	Date
Baxter & Woodman	Angela Knudsen	8/7/2025

Consultant / Subconsultant Name	Job Number
HDR Engineering, Inc.	

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

Remarks

Cedar Lake Road

PAYROLL ESCALATION TABLE

CONTRACT TERM	**12**	**MONTHS**	**OVERHEAD RATE**	**161.77%**
START DATE	**9/9/2025**		**COMPLEXITY FACTOR**	**0**
RAISE DATE	**12/28/2025**		**% OF RAISE**	**3.00%**
END DATE	9/8/2026			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	9/9/2025	12/28/2025	4	33.33%
1	12/29/2025	8/28/2026	8	68.67%

The total escalation = 2.00%

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Consultant / Subconsultant Name	Job Number
HDR Engineering, Inc.	

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	**90.00**
ESCALATION FACTOR	**2.00%**

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Principal	$90.00	$90.00
Project Manager II	$65.83	$67.15
Project Support II	$37.22	$37.96
Realty Specialist II	$44.36	$45.25
Realty Tech I	$29.50	$30.09

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Consultant / Subconsultant Name	Job Number
HDR Engineering, Inc.	

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	**90.00**
ESCALATION FACTOR	**2.00%**

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Principal	$90.00	$90.00
Project Manager II	$65.83	$67.15
Project Support II	$37.22	$37.96
Realty Specialist II	$44.36	$45.25
Realty Tech I	$29.50	$30.09

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Consultant / Subconsultant Name	Job Number
HDR Engineering, Inc.	

SUBCONSULTANTS

EXHIBIT F COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total	Contribution to Prime Consultant
Total	**0.00**	**0.00**

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Consultant / Subconsultant Name	Job Number
HDR Engineering, Inc.	

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 F COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	500	$0.70	$350.00
Vehicle Owned or Leased	$32.50/half day (4 hours or less) or $65/full day			$0.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost	20	$1.50	$30.00
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)	24	$20.00	$480.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			$0.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)			$0.00
Web Site	Actual Cost (Submit supporting documentation)			$0.00
Advertisements	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			$0.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utliity Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Printing	Actual Cost	1	$100.00	$100.00
Appraisal Reports-Civiltech	Actual Cost	8	$3,600.00	$28,800.00
				$0.00
				$0.00
			TOTAL DIRECT COSTS:	**$29,760.00**

Local Public Agency	County	Section Number
Lake	Lake	24-00999-09-RS

Consultant / Subconsultant Name	Job Number
HDR Engineering, Inc.	

COST ESTIMATE WORKSHEET

EXHIBIT F COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 161.77% **COMPLEXITY FACTOR** 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Project Administration		48	2,731	4,418	901		8,050	11.38%
Preliminary Work	29,760	20	1,343	2,172	443		3,958	5.60%
Negotiations		225	9,819	15,884	3,240		28,943	40.93%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
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Subconsultant DL							$0.00	
Direct Costs Total ===>	$29,760.00						$29,760.00	42.09%
TOTALS		293	13,893	22,474	4,584	-	70,711	100.00%

36,367

Local Public Agency
Lake

County
Lake

Section Number
24-00999-09-RS

Consultant / Subconsultant Name
HDR Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT F COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Project Administration			Preliminary Work			Negotiations								
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	90.00	4.0	1.37%	1.23	4	8.33%	7.50												
Project Manager II	67.15	69.0	23.55%	15.81	24	50.00%	33.57	20	100.00%	67.15	25	11.11%	7.46						
Project Support II	37.96	20.0	6.83%	2.59	20	41.67%	15.82												
Realty Specialist II	45.25	140.0	47.78%	21.62							140	62.22%	28.15						
Realty Tech I	30.09	60.0	20.48%	6.16							60	26.67%	8.02						
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TOTALS		293.0	100%	$47.41	48.0	100.00%	$56.89	20.0	100%	$67.15	225.0	100%	$43.64	0.0	0%	$0.00	0.0	0%	$0.00