

**October 16, 2024**

Mr. Shane E. Schneider, P.E.  
Director of Transportation / County Engineer  
Lake County Division of Transportation  
600 West Winchester Road  
Libertyville, IL 60048

Attention: Mr. Michael G. Zemaitis, P.E.  
Engineer of Design

Subject: Section No. 23-00128-09-BR,  
Dilleys Road over Mill Creek  
Bridge Repair Phase I/II

Dear Mr. Zemaitis,

Parsons is pleased to submit the scope and fee for the Dilleys Road Bridge Repair at Mill Creek Feasibility Study for your approval. The following are included in the contract:

- BLR 05530 Contract
- Scope of Services
- BLR 05514 Cost Estimate of Consultant Services
- Subconsultants
- Vendor Certification Form
- Vendor Disclosure Statement

We look forward to beginning work on this important project. If you need anything further, please contact me at [Jeffrey.Hall@Parsons.com](mailto:Jeffrey.Hall@Parsons.com) or 312-930-5160.

Sincerely,  
Parsons



Jeffrey R. Hall, P.E.



Agreement For	Agreement Type
Using Federal Funds? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	MFT PE
	Original

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Lake County Division of Transportation	Lake	23-00128-09-BR	
Project Number	Contact Name	Phone Number	Email
	Mike Zemaitis	(847) 377-7400	MZemaitis@lakecountyil.gov

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Dilleys Road			049-3080
Location Termini			Add Location
over Mill Creek			Remove Location

Project Description

Complete Phase I, Preliminary Engineering, and Phase II, Design Engineering, in accordance with the Illinois Department of Transportation of Transportation's Bureau of Local Roads & Streets Policies & Procedures for improvements for Dilleys Road over Mill Creek in unincorporate Lake County. The Lake County Division of Transportation completed a routine bridge inspection report in April 2022. The report concluded repairs are necessary for the bridge. Parsons completed a Bridge Inspection and Bridge Condition Report to determine the scope of bridge repair necessary. The Feasibility Study determined that the bridge superstructure will be replaced with a steel beam option the preferred alternative pending determination of the suitability of the existing abutments. Roadway and non-motorized travel improvements are not anticipated within the corridor. The project will be funded with local funds and the work shall not be developed to be eligible for possible federal funding for construction. This scope of work will include Data Collection, Survey, Existing Analysis, Environmental Studies, Drainage Studies, Alternative Analysis, Structural Studies, Contract Documents, Construction Support, Coordination, Quality Management, and Project Management.

Engineering Funding	<input type="checkbox"/> MFT/TBP <input type="checkbox"/> State <input checked="" type="checkbox"/> Other	County Bridge Tax
Anticipated Construction Funding	<input type="checkbox"/> Federal <input type="checkbox"/> MFT/TBP <input type="checkbox"/> State <input checked="" type="checkbox"/> Other	County Bridge Tax

AGREEMENT FOR

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

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Parsons Transportation Group, Inc.	Jeffrey Hall	(312) 930-5160	Jeffrey.Hall@Parsons.com
Address	City	State	Zip Code
222 South Riverside, Suite 2450	Chicago	IL	60606

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

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

AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

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

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

#### AGREEMENT EXHIBITS

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

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514 )
- ☐ EXHIBIT \_\_\_\_ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- ☒ EXHIBIT E: Vendor Certification Form
- ☒ EXHIBIT F: Vendor Disclosure Statement
- ☐ \_\_\_\_\_

#### 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:

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
Parsons Transportation Group, Inc.	36-0982270	\$403,435.00
Subconsultants		
Jorgensen & Associates, Inc.	36-3668574	\$21,773.00
GZA Geoenvironmental, Inc. DBA Huff & Huff, Inc.	36-3044842	\$2,227.00
2IM Group, LLC	42-1679389	\$25,930.00
Subconsultant Total		\$49,930.00
Prime Consultant Total		\$403,435.00
Total for all work		\$453,365.00

## AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The 

Local Public Agency Type
County

 of 

Local Public Agency
Lake County Division of Transportation

By (Signature & Date)

--

By (Signature & Date)

--

Local Public Agency
Lake County Division of Transportation

Local Public Agency Type
County

 Clerk

Title

(SEAL)

Executed by the ENGINEER:

Attest: 

Prime Consultant (Firm) Name
Parsons Transportation Group, Inc.

By (Signature & Date)


--

Title
Project Manager, 10/14/2024

By (Signature & Date)


---

Title
Vice President, 10/14/2024

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

--

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake County Division of Transport	Parsons Transportation Group,	Lake	23-00128-09-BR

**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 County Division of Transport	Parsons Transportation Group,	Lake	23-00128-09-BR

**EXHIBIT B  
PROJECT SCHEDULE**

December 2024 - Notice to Proceed  
December 2024 - Data Collection  
January 2025 - Survey  
January 2025 - Bat Assessment  
January 2025 - TS&L  
February 2025 - Existing Analysis, Environmental Studies, Drainage Studies, Alternative Analysis  
March - May 2025 - Preliminary Plans and Review  
June - August 2025 - Pre-Final Plans and Review  
September - November 2025 - Final Plans, Review, Bid Plans, Letting  
January - June 2026 - Construction

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Lake County Division of Transport	Parsons Transportation Group,	Lake	23-00128-09-BR

**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			
Top three consultants ranked for this project in order			
1			
2			
3			
9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input type="checkbox"/>
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	<input type="checkbox"/>	<input type="checkbox"/>
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	<input type="checkbox"/>	<input type="checkbox"/>
14	QBS according to State requirements used?	<input type="checkbox"/>	<input type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input type="checkbox"/>	<input type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input type="checkbox"/>	<input type="checkbox"/>

# Exhibit A

## Scope of Services

Lake County Division of Transportation  
Dilleys Road over Mill Creek Bridge Improvement  
Phase I/II  
Section 23-00128-09-BR  
October 8, 2024

Complete Phase I, Preliminary Engineering, and Phase II, Design Engineering, in accordance with the Illinois Department of Transportation of Transportation's Bureau of Local Roads & Streets Policies & Procedures for improvements for Dilleys Road over Mill Creek in unincorporate Lake County. The Lake County Division of Transportation completed a routine bridge inspection report in April 2022. The report concluded repairs are necessary for the bridge. Parsons completed a Bridge Inspection and Bridge Condition Report to determine the scope of bridge repair necessary. The Feasibility Study determined that the bridge superstructure will be replaced with a steel beam option the preferred alternative pending determination of the suitability of the existing abutments. Roadway and non-motorized travel improvements are not anticipated within the corridor. The project will be funded with local funds and the work shall not be developed to be eligible for possible federal funding for construction. This scope of work will include Data Collection, Survey, Existing Analysis, Environmental Studies, Drainage Studies, Alternative Analysis, Structural Studies, Contract Documents, Construction Support, Coordination, Quality Management, and Project Management.

1. Data Collection

- A. Utilize most recent Lake County arials and Lake County GIS mapping for the study area from the County.
- B. Utilize existing plans for Dilleys Road over Mill Creek from the County.
  - 1) 2001 Bridge Construction
  - 2) 2013 Bridge Maintenance
- C. Request existing plats of highway and centerline for Dilleys Road from the County.
- D. Perform initial field visit.
- E. Perform field visit prior to final plans to update project data.

2. Survey

- A. Survey to be completed by Jorgensen in accordance with current Lake County Design Survey Procedures dated 2/22/21
- B. Survey limits are along Dilleys Road over Mill Creek from 50' south of the southern guardrail terminal to 50' north of the north guardrail terminal. Survey will extend to 10' beyond the existing ROW.
- C. Survey will establish the existing centerline of Dilleys Road and the existing ROW within the survey limits.
- D. Establish vertical and horizontal control points based on NGS geodetic survey monuments with G.P.S. survey methods. Locate and describe bench marks. The project will be based on NAD 83(2011) and NAVD 88 datums.
- E. Provide datum correlation between project survey datum with the 2001 metric bridge plans and also the current Flood Insurance Study.
- F. The topographic survey to include: structures, ground shots, roadway and shoulders, guardrails, utilities, culverts, and trees 6" and larger within the project corridor.
  - 1) Huff & Huff will not complete a tree survey for the project
  - 2) Huff & Huff will not complete a wetlands delineation for the project
  - 3) Soil borings and pavement cores will not be completed for the project and do not require survey
- G. All surveyed structures to include inverts.
- H. Hydraulic stream survey is not included in the scope.
- I. Topographic survey will also include detail survey of the bridge structure. This will include shots along the roadway, crown, lane lines, shoulders, on the abutments, and top and bottom of beams. Cross sections will be completed every 50' and at every driveway.
  - 1) Bridge survey at the following locations:
    - a) Bottom of east and west fascia beams at face of abutment and at 10-foot intervals along the length of the bridge,
    - b) Crown, lane lines, and shoulder lines at 10-foot intervals along length of the bridge and approach slab, at the ends of the approach slabs, and at the back of the abutments,

- c) Bearing seat elevations at the north and south abutments.
  - d) Creek invert and water elevations at the upstream face, downstream face, and midpoint of the bridge along the cross section of the creek determine if any existing scour is occurring.
  - J. Establish and provide ties.
  - K. Prepare "MicroStation" base file of the topographic survey and provide "GEOPAK" T.I.N. County has confirmed version V8i SS10 of MicroStation and GEOPAK and the versions will remain consistent through the project duration.
  - L. Pick up survey and updated base files and TIN model after design identifies additional areas based on preferred intersection improvement.
  - M. Stake proposed centerline on Dilleys Road every 100 feet once plans have been approved.
  - N. Plats and legals are not included as proposed ROW and temporary easements are not necessary.
3. Existing Analysis
- A. Establish existing centerline
  - B. Establish existing right-of-way
  - C. Establish existing property lines
  - D. Update existing mapping as data is received
  - E. Identify existing geometric deficiencies
  - F. Existing utilities
    - 1) Utility Identification and coordination
      - a) Initial coordination / Data Collection
        - i. LCDOT will supply utility contacts within the study area
        - ii. JULIE design stage / planning information request
        - iii. Request available utility maps and atlases from utility contacts
        - iv. Utility Easement Research is not included. Identify utility easements from atlases
      - b) Utility Locating SUE Level is not included
      - c) Utility Survey is not included
      - d) Utility Data Base Mapping based on existing plans and utility atlases
      - e) Preliminary Utility Design Review
        - i. Utility conflicts based on preferred improvement plan and proposed drainage plan are not anticipated
      - f) Utility Coordination
        - i. Send plans to utility companies
        - ii. Relocations are not anticipated
        - iii. Utility Coordination Meetings are not anticipated. Utilities will attend pre-construction meeting.
  - G. Crash Analysis is not included
  - H. Traffic Analysis is not included
  - I. Non-motorized Travel
    - 1) Bike Path is included in the 2040 Non-Motorized Travel Plan by Locals. There are no current plan by others for a bike path along Dilleys Road. This bridge type does not allow for the cantilevering of bike path widening. The only way to accommodate a bike path on the existing bridge would be completely reconstruct the bridge and widen the abutments. This would require proposed ROW with wetland impacts. A complete hydrologic and hydraulic analysis would be required along with permitting review by IDNR/OWR and Lake County SMC. Additionally, the retaining walls north and south would need to be reconstructed to allow for the bike path widening. The scope of the project is bridge repair to replace the deck beams / superstructure. The bike path scope would be best pursued as a separate future project if the local agency moves forward with the bike path plan. This bridge repair scope does not preclude the future bike path project.
  - J. Traffic Management Analysis studies and report are not included.
  - K. Geotechnical analysis is not included.

4. Environmental Studies

- A. Assume Categorical Exclusion
- B. Environmental resource map is not necessary.
- C. Federal and MFT funding is not going to be used. IDOT Bridge Office review is anticipated. ESR scope is necessary.
  - 1) ESR Screening based on no anticipated proposed ROW will be prepared.
  - 2) ESR based on ESR Screening results based on no anticipated proposed ROW will be prepared.
  - 3) Photos of buildings older than 40 years is not necessary.
  - 4) ESR Addendum will not be necessary based on no anticipated proposed ROW.
  - 5) Cultural Resource Survey will be completed by IDOT.
  - 6) Biological Resource Survey will be completed by IDOT.
- D. Huff & Huff scope of services
  - 1) No wetland investigations are anticipated as all work will include structure and deck work and no work within wetlands are proposed.
    - a) Huff & Huff will not complete Wetland and Waterway Delineation as no wetland impacts are anticipated
    - b) Huff & Huff will not complete a Wetland Report as no wetland impacts are anticipated
    - c) Huff & Huff will not complete Wetland Impact Evaluation based on zero impacts
  - 2) If the project proceeds with local funding only and the IDOT process is not necessary and no spoils are generated, bridge demolition is considered CCDD since no lead paint is involved with the existing bridge. The LPC-Form documentation is not necessary in lieu of completing the formal PESA and PSI reports. The LPC-Form approach also includes due diligence similar to a PESA and the same level of proposed sampling as the PSI and is seen as a cost-savings measure for a locally funded project that does not require adhering the IDOT process.
    - a) Huff & Huff will not complete a PESA as it is not necessary for the scope of work
    - b) Huff & Huff will not complete CCDD scope including LPC Form documentation.
  - 3) As there are improvements proposed to the bridge structure, a Bridge/bat Assessment (BBA) will be conducted as an early task of work. This will include investigating the underside and superstructure of the bridge to observe if bats are present. If no bats are observed, biologists will investigate the areas under the bridge to determine if there is evidence that bats may inhabit the structure. The approved US Fish & Wildlife Service inspection forms will be completed documenting the results of the inspection and will include a photos taken during the inspection.
  - 4) As no work will occur outside the ROW, no tree surveys are expected off -site. A cursory assessment of trees near the bridge will be completed during the BBA assessment to assess whether any trees near the work area has potential habitat for bat species.
    - a) Tree Survey and Tree Report is not included in the Huff & Huff scope.
- E. Assume that no Section 4(f) impacts exist.
- F. Assume that no Section 6(f) impacts exist.
- G. Complete list of required permits to be obtained in Phase II
  - 1) Anticipate IDNR/OWR permit
  - 2) Anticipate Lake SMC permit
  - 3) NPDES permit is not anticipated as the area of disturbance is less than 1 acre
- H. Assume Prime Farmland impacts is not anticipated
- I. Assume Air Quality studies are not required. County will add the project to the TIP.
- J. Assume Project level Hot Spot Analysis is not required.
- K. Assume COSIM is not required due to the traffic below threshold.
- L. Assume noise analysis is not required due to no addition of travel lanes, no addition of auxiliary lanes longer than 2500', and no noise receptor distance is being halved.
- M. Assume Environmental Justice is not required.
- N. Assume Socio/Economic studies are not required.

5. Drainage Studies

- A. Drainage studies to be completed by 2IM
- B. General Location Drainage Map is not included

- C. Existing drainage plan is not included
- D. LCDOT Maintenance did not identify any drainage problems along the corridor. Identify drainage problems from flooding records is not included.
- E. The existing bridge is not a source of known flooding. The low beam elevation is above the design 50-year and base 100-year headwater elevations. The base 100-year elevation does not overtop Dilleys Road. As long as the abutments remain in place and the low beam elevation is not lowered, there would be no effect on the 50-year design flood elevations and the 100-year base floodplain elevations and floodway. These types of superstructure modification/replacement projects are allowed by IDNR OWR under Statewide Permit 12 without hydraulic and permit submittals, outside of IDOT District 1. Within District 1, IDNR OWR Part 3708 Rules apply. Part 3708 Rules state that this type of project will be allowed under Statewide Permit 12. However, a permit must be submitted to IDNR OWR. The permit needs to include documentation that the location is not a source of known flooding and demonstrate that the improvements will have no affect on the design and base flood elevations. This demonstration does not necessarily require a hydraulic study but this should be confirmed in future scoping. Once submitted, the permit is issued without response. This hydraulic permitting is the same regardless if the superstructure modification is for a single beam, all of the beams, or a new superstructure type, as long as the low beam is not lowered.
- F. 2IM has confirmed with IDNR/OWR and SMC that no hydrologic analysis is required
- G. Hydraulic Analysis:
  - 1) Provide datum correlation between project survey datum with the 2001 metric bridge plans and also the current Flood Insurance Study.
  - 2) Waterway Information Table
    - a) Assume use of existing Waterway Information Table from 2001 metric bridge plans correlated with the current Flood Insurance Study converted to project survey datum.
  - 3) Utilize existing hydraulic model from Existing FIS. No insertion of stream survey is necessary.
  - 4) Replace existing bridge with proposed bridge in hydraulic model
  - 5) Confirm no change in proposed hydraulic model compared to existing hydraulic model
  - 6) Prepare scour calculations and recommendations.
- H. Determine drainage design criteria. Determine proposed drainage concept
- I. Identify drainage outlets and constraints along project corridor.
- J. Detention is not required by SMC based on the proposed improvements being the same as the existing conditions
- K. No proposed ROW nor easement is required for drainage
- L. No drainage alternatives are included.
- M. Coordinate drainage studies with Lake County DOT and Lake County SMC
- N. Proposed drainage plan is not included
- O. Assume no floodplain encroachments due to all improvements being above the 100-year flood elevation.
- P. Complete IDNR-OWR Permit.
- Q. Water quality / BMP design is not included
- R. Location Drainage Study is not included
- S. Complete drainage cost estimate
- 6. Alternative Analysis
  - A. Confirm design guidelines, functional classification, speed limits, design speed.
  - B. No sidewalk and bike path exist and proposed are not included
  - C. Determine proposed profile for Dilleys Road based on existing centerline and profile raise for preferred superstructure type.
  - D. Cross sections are not necessary for resurfacing
  - E. No proposed ROW nor environmental impacts are anticipated
  - F. Develop traffic control concept for detour for Dilleys Road. Detour route is assumed to be Hunt Club Road via Stearns School Road and Wadsworth Road.
  - G. Federal funding for construction is not being pursued for the project. Grant Applications will not be completed.
  - H. Complete analysis of existing retaining wall rail and guardrail.



- I. Provide proposed retaining wall rail based on revised profile and to match the proposed bridge railing for the new superstructure.
  - J. Provide proposed guardrail to update to current standard
  - K. Aesthetics treatments are not included. Standard LCDOT roadway and bridge design is anticipated.
7. Structural Studies
- A. This scope of work is for the final (Phase II) engineering design of the structural components necessary for rehabilitation of the bridge carrying Dilleys Road over Mill Creek, Structure No. 049-3080, in Lake County, Illinois.
  - B. Plans, specifications and design analyses shall be in accordance with guidelines set forth in IDOT Bridge Design Manual 2023; the Illinois Highway Information Systems, Structure Information and Procedure Manual; applicable IDOT specifications; and design guides; and AASHTO Bridge Design Specifications 9th Edition (2020). Where there is conflict, IDOT's policies and requirements supersede any other requirements. Where IDOT's guidance references AASHTO, FHWA or other authority's documents, the version referenced, or newer, versions are acceptable for use.
  - C. Type, Size, and Location Plan will be developed and is included as part of this scope. Preparation of a plan development outline (PDO) is also assumed to be required.
  - D. The project will be designed using the English units system. Plan sheets will be developed using IDOT's CONNECTED CADD environment using Microstation CONNECT. Specific software versions used will be based on the notice to proceed (NTP) contract date. Only traditional 2D plan sheets will be developed. No 3D structural modeling using OpenBridge, or other tools, will be included. All plans will be submitted and prepared only in PDF file format.
  - E. The bridge plans, specifications and estimates (PS&E) shall be produced in a single plan set or submittal and packaged with the roadway plans.
  - F. The Dilleys Road over Mill Creek bridge was originally constructed in the 1910's, reconstructed in 1955 and, most recently, reconstructed again in 2001. In 2013 a new HMA wearing surface with waterproofing membrane was installed.
  - G. The existing bridge is a single span PPC deck beam bridge supported on integral abutments. The total structure length is 24.75 meters (81.2 feet). The total out-to-out width of the existing bridge is 42'-0". The work done in 2013 also re-striped lanes resulting in 12'-0" lanes and approximately 8'-0" shoulders. No utilities are present on the bridge however overhead power lines run parallel to the bridge just to the West.
  - H. A preliminary sheet list is included with the man-hour estimate for the superstructure replacement and substructure repair.
  - I. Hydraulic validation: Review available data (Flood Insurance Study or Lake County Regional Model, current hydraulic analysis) to determine if proposed bridge freeboard requirements are satisfied.
  - J. Check superstructure for inundation for the extreme storm event.
  - K. Investigation of the feasibility of a steel superstructure option as it relates to overall structure depth and adequacy of substructure units for re-use will be necessary. Results of this investigation will be provided to Lake County.
  - L. Man-hour estimate is based on the following assumptions:
    - 1) 8" concrete deck supported by rolled wide flange steel shape or equivalent welded steel plate girder
    - 2) Re-use and repair of existing substructure. Replacement of existing abutment paving header is anticipated.
    - 3) A single span structure closely matching the existing dimensions.
    - 4) New bearings will be provided to support the steel beams.
    - 5) The nominal out-to-out bridge width will be maintained.
    - 6) The vertical profile will be raised to accommodate superstructure replacement. The low chord elevation will remain unchanged.
    - 7) Number and depth of beams will be determined during final design.
    - 8) Standard IDOT approach slabs, barriers and barrier transitions will be utilized.
    - 9) Proposed superstructure will be designed for HL93 live loading. Deflection criteria of L/1000 will be used for design of the beams.
    - 10) Design will be based on line girder analysis.

- 11) No accommodations for pedestrian use of the bridge will be made this time.
- 12) Evaluation of scour at abutments will be based on recommendations provided as part of hydraulic analysis done by others.
- M. A concrete superstructure option will remain a viable alternative should initial investigation determine that the steel option cannot move forward due to structural limitations precluding its use.
- N. No aesthetic treatment or enhancement of the bridge structure will be provided.
- O. Drainage on the bridge will be investigated and deck drains may be provided to minimize potential for future bridge deterioration related to water intrusion.
- P. Selection of TL-4 barrier type on the bridge will require coordination and transition with existing barrier to remain off bridge. Use of standard IDOT metal railing or concrete parapet type barriers is assumed as given in the IDOT base sheets.
- Q. Construction of the bridge is anticipated to be completed in one stage, requiring detour of traffic.
- R. Coordinate with IDOT Bridge Office

8. Preliminary Design

A. Plans – 60%

	# of Sheets
Cover Sheet and Index of Sheets	1
General Notes and List of Standards	2
Summary of Quantities	2
Typical Sections	1
Schedule of Quantities	4
Alignment, Ties, Benchmarks	1
Plans and Profiles 1"=20'	4
Traffic Control Notes and Typical Sections	1
Detour Plan and Details	2
Bridge Plans and Details	23
Project Details	2
LCDOT Standard Details	5
IDOT District Details	5
IDOT Highway Standards	25
Cross Sections, Erosion Control, and Signing not included	

- B. Quantity Calculations
- C. Special Provisions
- D. Cost Estimate
- E. Time Estimate
- F. LCSMC Watershed Development Permit by 2IM
  - 1) Modifying watercourse draining 20 or more acres is required
  - 2) Improvement within a floodplain is not required
  - 3) Detention is not required
  - 4) Disturbing a total of 1 acre or more of wetlands is not required
  - 5) Soil erosion and sediment control is not required
  - 6) Water quality measures are not required
- G. NPDES Permit including Storm Water Pollution Prevention Plan and Notice of Intent for inclusion in Special Provisions with submittal by LCDOT Construction is not included
- H. All permit fees will be paid directly by the County
- I. Submit Preliminary Plans, Special Provisions, Estimates to County
- J. Submit Preliminary Plans, Special Provisions, Estimates to IDOT Bridge Office

9. Pre-Final Design

- A. Address County Preliminary Comments. Provide Disposition of Comments.
- B. Address IDOT Bridge Office Preliminary Comments. Provide Disposition of Comments.
- C. Revise Plans – 90%
- D. Update Quantity Calculations – 90%
- E. Revise Special Provisions – 90%

- F. Update Cost Estimate – 90%
- G. Update Time Estimate – 90%
- H. Update LCSMC Watershed Development Permit by 2IM – 90%
- I. Submit Pre-Final Plans, Special Provisions, Estimates to County
- J. Submit Pre-Final Plans, Special Provisions, Estimates to IDOT Bridge Office

10. Final Design

- A. Address County Pre-Final Comments. Provide Disposition of Comments.
- B. Address IDOT Bridge Office Pre-Final Comments. Provide Disposition of Comments.
- C. Revise Plans – 100%
- D. Update Quantity Calculations – 100%
- E. Revise Special Provisions – 100%
- F. Update Cost Estimate – 100%
- G. Update Time Estimate – 100%
- H. Update LCSMC Watershed Development Permit by 2IM– 100%
- I. Receive LCSMC Permit Approval
- J. Submit Final Plans, Special Provisions, Estimates to County
- K. Submit Final Plans, Special Provisions, Estimates to IDOT Bridge Office
- L. Receive IDOT Bridge Office Approval

11. Plans For Bid

- A. Prepare Plans for Bid
- B. Submit Final Quantity Calculations to County
- C. Prepare Special Provisions for Bid
- D. Submit Final Cost Estimate to County
- E. Submit Final Time Estimate to County
- F. Submit Final project and CADD files to County

12. Construction Support

- A. Bidding Assistance
- B. Pre-construction meeting
- C. Construction RFI's
- D. Shop drawing review

13. Coordination

- A. Meet and coordinate with LCDOT
  - 1) Anticipate 2 meetings in person
  - 2) Anticipate 3 meetings virtual
- B. Stakeholder Involvement Group is not anticipated
- C. Coordinate with Millburn Community Consolidated School District 24, Woodland Community Consolidated School District 50, Warren Township High School District 121, Newport Township Fire Protection District, Warren-Waukegan Fire Protection District, Lake County Sheriff Department, Lake County Stormwater Management, IDNR/OWR, Gurnee Police Department
  - 1) Submit project introduction letters informing of project and detour
  - 2) Provide response letters.
  - 3) Anticipate 1 meeting with the school districts, 1 meeting with the fire and police, 1 meeting with the hydraulic agencies for 3 meetings total virtual
- D. IDOT Bridge Office meeting
  - 1) Anticipate 3 meetings virtual
- E. IDOT/FHWA coordination meetings are not required due to federal funding for construction not being pursued for the project
- F. Individual property owner meetings are not anticipated. Assume County will place message boards prior to project and any individual coordination will be discussed by the County with the property owner on a case-by-case basis.
- G. No public involvement meetings are included.
- H. Utilize LCDOT website for project website. Provide pdf exhibits as necessary to LCDOT so that the County can update the website. The County communications group does not need any assistance with website nor social media content.

I. Assume no project logo

14. Quality Management

A. Provide QA/QC throughout project and prior to each submittal.

15. Project Management

A. Provide project management staffing, scheduling, and budgeting.

B. Prepare and submit monthly invoices.

C. Prepare project schedule and project scope update.

# Exhibit D

BLR 05514

## Cost Estimate of Consultant Services



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

<b>Local Public Agency</b>	<b>County</b>	<b>Section Number</b>
Lake County Division of Transportation	Lake	23-00128-09-BR
<b>Prime Consultant (Firm) Name</b>	<b>Prepared By</b>	<b>Date</b>
Parsons Transportation Group, Inc.	JRH	10/4/2023
<b>Consultant / Subconsultant Name</b>	<b>Job Number</b>	
Parsons Transportation Group, 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	115.82%
START DATE	12/1/2024		COMPLEXITY FACTOR	0
RAISE DATE	6/1/2025		% OF RAISE	2.00%
END DATE	11/30/2025			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	12/1/2024	6/1/2025	6	50.00%
1	6/2/2025	12/1/2025	6	51.00%

Section Number

23-00128-09-BR
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**Job Number**

Parsons Transportation Group, Inc.

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

<b>MAXIMUM PAYROLL RATE</b>	<b>86.00</b>
<b>ESCALATION FACTOR</b>	<b>1.00%</b>

[illegible]



<b>Local Public Agency</b>	<b>County</b>	<b>Section Number</b>
Lake County Division of Transportation	Lake	23-00128-09-BR
<b>Consultant / Subconsultant Name</b>		<b>Job Number</b>
Parsons Transportation Group, Inc.		

## SUBCONSULTANTS

## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

[illegible]

**Local Public Agency**

Lake County Division of Transportation

**County**

Lake

**Section Number**

23-00128-09-BR

**Consultant / Subconsultant Name**

Parsons Transportation Group, Inc.

**Job Number****DIRECT COSTS WORKSHEET**

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

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
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	1000	\$0.67	\$670.00
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)	2	\$55.00	\$110.00
Tolls	Actual Cost	10	\$4.50	\$45.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)	4	\$25.00	\$100.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$925.00</b>

## Lake County Division of Transportation

Lake

23-00128-09-BR

Parsons Transportation Group, Inc.

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## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**COMPLEXITY FACTOR** 0

350,009

COST EST

## Lake County Division of Transportation

Parsons Transportation Group, Inc.

Lake
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23-00128-09-BR

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## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**SHEET** 1 **OF** 3

PAYROLL  CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			1. Data Collection			2. Survey			3. Existing Analysis			4. Environmental Studies			5. Drainage Studies		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Senior Engineering Manager	86.00	305.0	12.15%	10.45	2	4.55%	3.91	6	18.75%	16.13	20	22.47%	19.33	19	27.14%	23.34	14	48.28%	41.52
Supervising Engineer	86.00	244.0	9.72%	8.36													1	3.45%	2.97
Principal Engineer	76.37	622.0	24.77%	18.92				2	6.25%	4.77							1	3.45%	2.63
Senior Engineer	64.30	522.0	20.79%	13.37	20	45.45%	29.23	12	37.50%	24.11	36	40.45%	26.01	26	37.14%	23.88	11	37.93%	24.39
Engineer II	54.44	0.0																	
Engineer I	42.07	330.0	13.14%	5.53	19	43.18%	18.17	10	31.25%	13.15									
Associate Engineer	38.13	407.0	16.21%	6.18	1	2.27%	0.87				29	32.58%	12.42	13	18.57%	7.08			
Senior Technician	64.52	54.0	2.15%	1.39	1	2.27%	1.47				2	2.25%	1.45	5	7.14%	4.61			
Technician	39.80	9.0	0.36%	0.14	1	2.27%	0.90				2	2.25%	0.89	5	7.14%	2.84			
Administrative Assistant	36.61	18.0	0.72%	0.26				2	6.25%	2.29				2	2.86%	1.05	2	6.90%	2.53
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TOTALS		2511.0	100%	\$64.59	44.0	100.00%	\$54.54	32.0	100%	\$60.44	89.0	100%	\$60.10	70.0	100%	\$62.80	29.0	100%	\$74.03



## Lake County Division of Transportation

Parsons Transportation Group, Inc.

Lake
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23-00128-09-BR

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## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**SHEET 3 OF 3**

PAYROLL  CLASSIFICATION	AVG HOURLY RATES	12. Construction Support			13. Coordination			14. Quality Management			15. Project Management								
		Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg
Senior Engineering Manager	86.00	11	12.50%	10.75	61	30.05%	25.84	6	10.00%	8.60	66	55.00%	47.30						
Supervising Engineer	86.00	7	7.95%	6.84				6	10.00%	8.60									
Principal Engineer	76.37	31	35.23%	26.90	37	18.23%	13.92	12	20.00%	15.27	12	10.00%	7.64						
Senior Engineer	64.30	18	20.45%	13.15	72	35.47%	22.80	12	20.00%	12.86	30	25.00%	16.07						
Engineer II	54.44																		
Engineer I	42.07	17	19.32%	8.13				12	20.00%	8.41									
Associate Engineer	38.13	4	4.55%	1.73	31	15.27%	5.82	12	20.00%	7.63									
Senior Technician	64.52				1	0.49%	0.32												
Technician	39.80				1	0.49%	0.20												
Administrative Assistant	36.61										12	10.00%	3.66						
TOTALS		88.0	100%	\$67.50	203.0	100%	\$68.90	60.0	100%	\$61.37	120.0	100%	\$74.67	0.0	0%	\$0.00	0.0	0%	\$0.00

# Exhibit E

## Subconsultants



Subconsultant:

Jorgensen & Associates, Inc.



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

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October 14, 2024

Mr. Jeffery R. Hall, P.E.  
PARSONS  
10 S. Riverside Plaza  
Suite 400  
Chicago, Illinois 60606

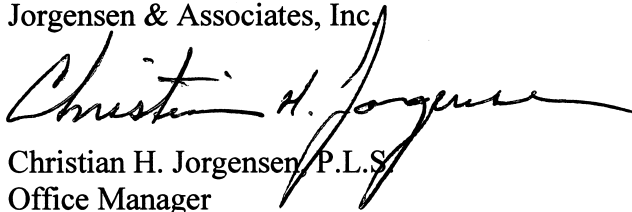
Re: Dilleys Road Topographic Survey

Dear Mr. Hall:

Enclosed please find our proposal to prepare a topographic survey for the referenced project. Our proposal is based on your email of October 8, 2024 and our telephone conversations.

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

Respectfully submitted,  
Jorgensen & Associates, Inc.



Christian H. Jorgensen, P.L.S.  
Office Manager

CHJ/pt

Enclosures

E:\Parsons\Lake\Dilleys Rd\Letter

## **SCOPE OF SERVICES**

### **Topographic Survey**

The topographic survey to include: Structures, ground shots, roadway and shoulders, guardrails, utilities, culverts, and trees 6" and larger within the project corridor. All surveyed structures to include inverts.

The project corridor being along Dilleys Road over Mill Creek from 50' south of the southern guardrail terminal to 50' north of the north guardrail terminal and will extend to 10' beyond the existing R.O.W. The survey will also include the establishment of the existing centerline of Dilleys Road and the existing R.O.W. with the survey limits.

Survey will also include a detailed survey of the bridge structure to include the bottom of east and west fascia beams at face of abutments and at 10' intervals along the length of bridge, as well as bearing seat elevations at the north and south abutments. The crown, lane lines, and shoulder lines at 10' intervals along the length of bridge and approach slabs and at the back of the abutments will also be surveyed. Also included will be the creek invert and water elevations at the upstream and downstream face and midpoint of bridge.

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

Provide datum correlation between project survey datum, the 2001 metric bridge plans, and the current Flood Insurance Study.

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

Stake proposed centerline of Dilleys Road every 100' once plans have been approved.

All work will be completed in accordance with current Lake County Design Survey Procedures dated 2/22/21.

Route: Dilleys Road over Mill Creek Bridge Improvement  
Section: 23-00128-09-BR  
County: Lake  
Job No.:

**Exhibit "A"**

**Payroll Burden & Fringe Costs**

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

Route: Dilleys Road over Mill Creek Bridge Improvement  
 Section: 23-00128-09-BR  
 County: Lake  
 Job No.:

**Exhibit "B"**

Overhead and Indirect Costs

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



<b>Local Public Agency</b>	<b>County</b>	<b>Section Number</b>
Lake County Division of Transportation	Lake	23-00128-09-BR
<b>Prime Consultant (Firm) Name</b>	<b>Prepared By</b>	<b>Date</b>
Jorgensen & Associates, Inc.		10/14/2024
<b>Consultant / Subconsultant Name</b>	<b>Job Number</b>	
Parsons		

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

**Remarks**

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**PAYROLL ESCALATION TABLE**

CONTRACT TERM	12	MONTHS	OVERHEAD RATE	150.44%
START DATE	10/14/2024		COMPLEXITY FACTOR	
RAISE DATE	4/14/2025		% OF RAISE	2.00%
END DATE	10/13/2025			

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	10/14/2024	4/14/2025	6	50.00%
1	4/15/2025	10/14/2025	6	51.00%

Lake County Division of Transportation

Lake

23-00128-09-BR
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Parsons

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

<b>MAXIMUM PAYROLL RATE</b>	<b>86.00</b>
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ESCALATION FACTOR	1.00%
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[illegible]



## Local Public Agency

Lake County Division of Transportation

## County

Lake

## Section Number

23-00128-09-BR

## Consultant / Subconsultant Name

Parsons

## Job Number

## DIRECT COSTS WORKSHEET

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

## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
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	264	\$0.67	\$176.88
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$176.88

Lake County Division of Transportation

Lake

23-00128-09-BR

Parsons
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## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**COMPLEXITY FACTOR** 0

19,082 BLR 05514 (Rev. 02/09/23)

## Lake County Division of Transportation

Parsons
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Lake
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23-00128-09-BR

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## Lake County Division of Transportation

Lake
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23-00128-09-BR

Parsons
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Route: Dilleys Road over Mill Creek Bridge Improvement  
Section: 23-00128-09-BR  
County: Lake  
Job No.:

**Manhour Breakdown  
Topographic Survey Estimate**

Dilleys Road             $\pm 1,675' = \pm 0.317 \text{ mile}$

Total Length             $\pm 1,675' = \pm 0.317 \text{ mile}$

1. Field – Topographic Survey

- |  |              |
|--|--------------|
| a. Measure traverse, level circuit & G.P.S. survey<br>16 hours x 2 men = | 32 MH        |
| b. Search & locate existing R.O.W. & section lines<br>20 hours x 2 men = | 40 MH        |
| c. Locate existing topography & inverts<br>40 hours x 2 men =            | 80 MH        |
| d. Monument existing center line alignment<br>8 hours x 2 men =          | <u>16 MH</u> |

Sub-total Item #1            168 MH

2. Office - Compile Field Data

- |   |              |
|---|--------------|
| a. Compute traverse, level circuit & G.P.S. survey<br>4 hours x 1 man = | 4 MH         |
| b. Edit & compile field data<br>8 hours x 1 man =                       | 8 MH         |
| c. Research records<br>4 hours x 1 man =                                | 4 MH         |
| d. Compute existing R.O.W. lines<br>12 hours x 1 man =                  | <u>12 MH</u> |

Sub-total Item #2            28 MH

3. Office - Create Existing Topography Base File	
a. Layout and drafting 16 hours x 1 man =	16 MH
4. Office - Create T.I.N. & Contours	
a. Compute contours 2 hours x 1 man =	2 MH
5. QC/QA	
a. Check topographic survey 4 hours x 1 man =	4 MH
b. Check contours 1 hour x 1 man =	<u>1 MH</u>
Sub-total Item #5	5 MH
6. Field – Pick up Topographic Survey	
a. Measure traverse & level circuit 2 hours x 2 men =	4 MH
b. Locate existing topography & inverts 6 hours x 2 men =	<u>12 MH</u>
Sub-total Item #6	16 MH
7. Office - Compile Field Data	
a. Compute traverse & level circuit 1 hour x 1 man =	1 MH
b. Edit & compile field data 2 hours x 1 man =	<u>2 MH</u>
Sub-total Item #7	3 MH

8. Office – Create Pick up Survey Existing Topography Base File

a. Layout and drafting

5 hours x 1 man =

5 MH

9. Office - Create T.I.N. & Contours

a. Compute contours

1 hour x 1 man =

1 MH

10. QC/QA

a. Check topographic survey & contours

1 hour x 1 man =

1 MH

Total All Items

245 MH

Route: Dilleys Road over Mill Creek Bridge Improvement  
Section: 23-00128-09-BR  
County: Lake  
Job No.:

**Breakdown of  
In House Direct Costs**

Item

1. Field – Topographic Survey

a. Trips to project site – 11 each  
 $\pm 22 \text{ miles/trip} \times 11 \text{ trips} = \pm 242 \text{ miles}$   
 $\pm 242 \text{ miles @ } \$0.67/\text{mile} =$  \$ 162.14

6. Field – Pick up Topographic Survey

a. Trips to project site – 1 each  
 $\pm 22 \text{ miles/trip} \times 1 \text{ trip} = \pm 22 \text{ miles}$   
 $\pm 22 \text{ miles @ } \$0.67/\text{mile} =$  \$ 14.74

Total All Items \$ 176.88



# DESIGN SURVEY PROCEDURES



## **DESIGN SURVEY PROCEDURES** (Revised 2/22/21)

### **HORIZONTAL ALIGNMENT**

Unless otherwise specified in the services contract, the CONSULTANT is to provide the horizontal alignment. The CONSULTANT will conduct all surveying, stationing, and preparation of required plans using English units of measure and the U.S. Survey Foot. The CONSULTANT'S SURVEYOR will try to re-establish the original horizontal alignment as shown on the recorded R.O.W. plats. The CONSULTANT shall contact LCDOT's Land Surveyor to obtain R.O.W. plats and field notes before establishing the horizontal alignment and stationing. The CONSULTANT shall notify LCDOT's Surveyor immediately if the alignment cannot be reproduced or if in the CONSULTANT'S opinion the existing alignment information is in error.

The CONSULTANT'S SURVEYOR, prior to construction, shall stake the PCs, PIs, PTs, and POTs so that the alignment location can be verified before construction staking is initiated. The CONSULTANT'S SURVEYOR will provide four reference ties to all U.S. Public Land Survey Monuments that are located within the construction limits. The reference points should be located outside of the anticipated construction limits if practical, so that they can be used after construction to replace the monuments. The CONSULTANT shall record Monument Records for all Section and Quarter Section corners set or found within the construction limits.

The CONSULTANT will mark the baseline for relocated alignments when off pavement at the PCs, PTs, and POTs with iron rods. The rods shall be set one foot below the surface in farmed land. The CONSULTANT will advise the County of any pavement alignment variations. In cases where the proposed centerline of construction or survey baseline is different from the existing centerline of R.O.W., both shall be shown and the relationship between them shall be indicated on an Alignment & Tie sheet.

### **ALIGNMENT & TIE SHEET**

An Alignment & Tie Sheet shall be provided as part of the final plans. The plans are to be prepared using English units of measure and the U.S. Survey Foot. The station, offset, and coordinates of the alignment points (PCs, PTs, PIs, and POTs) and survey control (traverse) points shall be shown. Coordinates for all projects shall be on the Illinois State Plane Coordinate System, - East zone, NAD83 (Adjustment). The grid (combination) factor for the project shall be shown. A list of traverse points with station, offset, and coordinates shall be provided.

## **VERTICAL ALIGNMENT**

The North American Vertical Datum of 1988 (NAVD 88) shall be used for vertical control. Lake County Mapping Benchmarks are available on-line (<http://gis.lakeco.org/maps/>). NAVD88 benchmarks are available on-line from the National Geodetic Survey. LCDOT's Land Surveyor may also be contacted for benchmarks that may be in the area. The primary benchmarks and site benchmarks shall be listed and described on the Alignment & Tie Sheet. The location of the site benchmarks shall also be shown on the plan sheets with a symbol. Site benchmarks are to be located at less than 1000-foot intervals with a minimum of two (2) on each project.

All benchmarks shall be located on stable objects. LCDOT prefers these objects to be outside the construction limits. Some acceptable benchmark examples are, spikes in poles, bolts on fire hydrant rings, and concrete foundations.

## **TOPOGRAPHY**

The CONSULTANT shall cut cross-sections on station at 50-foot intervals (i.e. XX+00.00 and XX+50.00) and at all points needing clarification. For areas of superelevation or requiring greater detail, cross-sections shall be cut on station at 25-foot intervals. The cross section interval should be defined in the engineering services contract.

Full cross-section profiles will be taken at all cross streets, alleys, cross road culverts, and entrances (commercial, private, and field). Half cross-sections will not be accepted because they skew the computer terrain model.

The CONSULTANT will locate and identify all trees (6 inches in diameter or greater) within the area either side of the centerline, defined by the proposed ROW or construction limits (whichever is greater) plus an additional 10 feet. The trees shall be identified by species and size. The trees shall be located by station/offset and have a ground elevation.

Streams, tributaries, or major drainage ditches located within a lateral distance of 250 feet from centerline (upstream and downstream) shall be surveyed. Alignment, profiles, and cross-sections shall be taken. The stream width shall be shown as the distance measured between the tops of the stream banks. Profile elevations along the bottom of the watercourse shall be taken at a minimum of 50-foot intervals.

The survey shall extend a minimum of 200 feet beyond the roadway construction limits. Cross-sections shall be taken a minimum of 10 feet beyond the proposed R.O.W. or construction limits (whichever is greater). Cross-sections will extend 30 feet beyond the proposed R.O.W. at entrances and 150 feet at minor side roads.

All survey data shall be collected in Illinois State Plane Coordinates – East Zone. The collected survey data for the existing topography shall have a minimum of 3<sup>rd</sup> Order Accuracy horizontally with readings to the nearest 0.1 feet for vertical on gravel or ground and readings to the nearest 0.01 feet for vertical on all other surfaces.

For ADA ramps: The Consultant shall not use GPS devices to collect vertical data or elevations for hard surfaces e.g. curb and gutter, sidewalk, bike paths etc.

### **RAILROAD INSURANCE**

The CONSULTANT will comply with the railroad's requirements when conducting a survey on the railroad's R.O.W. Usually, this includes obtaining a permit, paying a fee, obtaining Railroad Protective Liability Insurance, notification of a flagman to be present near the rails during the survey operations, and any other requirements of the railroad. The CONSULTANT is responsible for all of the foregoing requirements.

### **DELIVERABLES**

- I. Copies from the CONSULTANT'S field books, showing benchmarks, level circuits, & structure details, such as size and inverts etc.
- II. The Base Drawing at 1:1 scale. All the topographic information shall be plotted electronically. The data shall be in Illinois State Plane Coordinates – East Zone and be recorded in a MICROSTATION (dgn) format. All CAD work shall be according to LCDOT CAD Standards. ASCII files, gpk files, and/or InRoads files containing all point information as described below shall be included. A filename “ID” acronym explanation sheet shall be provided. Backup CDs shall be provided.
- III. Point Information:
  - (1) Point number
  - (2) Northing and Easting coordinate values
  - (3) "Z" elevations
  - (4) Point identification by code
  - (5) Notes

Subconsultant:

GZA Geoenvironmental, Inc.

DBA Huff & Huff, Inc.



A Subsidiary of GZA

GEOTECHNICAL

ENVIRONMENTAL

ECOLOGICAL

WATER

CONSTRUCTION  
MANAGEMENT

915 Harger Road  
Suite 330  
Oak Brook, IL 60523  
T: 630.684.9100  
F: 630.928.0709  
[www.huffnhuff.com](http://www.huffnhuff.com)  
[www.gza.com](http://www.gza.com)

October 9, 2024

Mr. Jeffrey Hall, P.E.  
PARSONS  
10 South Riverside, Suite 400  
Chicago, Illinois 60606

Via Email: [Jeffrey.Hall@parsons.com](mailto:Jeffrey.Hall@parsons.com)

**Re: Lake County Division of Transportation  
Dilleys Road over Mill Creek Phase I/II Preliminary Engineering Study  
Bridge Improvement  
Section 23-00128-09-BR  
Gurnee, Lake County, Illinois  
Proposal No. 81.P013106.25**

Dear Mr. Hall:

Huff & Huff, Inc., a subsidiary of GZA GeoEnvironmental, Inc. (H&H/GZA), is pleased to submit this proposal to PARSONS (Client) to provide environmental services for the Lake County Division of Transportation (LCDOT) proposed Dilleys Road Bridge over Mill Creek Improvement Project.

The H&H/GZA proposed scope of work includes tasks for completing a Bridge/Bat Assessment along with a general assessment of trees near the proposed bridge project. This proposal presents our Project Understanding, Scope of Services, Level of Effort, Cost, and Schedule.

**1. PROJECT UNDERSTANDING**

The Client is preparing a Phase I and Phase II scope of work for the proposed improvement of Dilleys Road over Mill Creek. The Phase I Preliminary Engineering Study and Phase II Design will be completed in accordance with the Illinois Department of Transportation of Transportation's (IDOT) Bureau of Local Roads & Streets Policies & Procedures.

H&H/GZA understands the project limits will not extend outside the existing roadway right-of-way (ROW).

In preparing this proposal, H&H/GZA has made the following assumptions.

- Access to all areas within the project limits to conduct field investigations will be provided by Client.
- H&H/GZA will not complete field delineations of wetlands and Waters of the United States (WOUS) within the project limits.
- No wetland permitting or mitigation services will be provided.
- No PESA or CCDD analysis will be performed for the project.
- There will be no need for Section 4(f) and 6(f) coordination required.
- No Air Quality or noise analysis is required.
- No Socio-Economic or Environmental Justice analyses are required.



## 2. SCOPE OF SERVICES

### Task 1: Bridge/Bat Assessment

This proposal includes an assessment of NLEB habitat for the Dilley Road Bridge. The NLEB assessment entails only the assessment of bridge, culverts, and any other structure over four (4) feet in height that have the potential to provide roosting habitat for NLEB; and expressly does not constitute surveys, mist netting, echolocation, or other, for presence of NLEB within the project or adjacent areas, or specific tree surveys to identify trees that may provide suitable habitat for the NLEB or other listed bat species. During the field investigation, H&H will complete a general assessment of trees within the ROW to identify trees that might provide suitable habitat for bats.

The USFWS and FHWA with the FRA and FTA standardized their approach to assessing impacts to federally listed bat species from highway construction and expansion projects, and for developing avoidance, minimization, and mitigation strategies. For projects with bridges, culverts, or any other structure over four (4) feet tall that have the potential to provide suitable roosting habitat, a preliminary assessment of the structure is required to confirm the presence or absence of evidence of bats. The methodology for the assessment follows guidelines from “Appendix D: Bridge Inspection Guidance of the User’s Guide for the Range-wide Programmatic Informal Consultation for Indiana Bat and Northern Long-eared Bat.” As this project will be processed through IDOT, an inspection of the bridge, culverts, and any other structure over four (4) feet tall that has the potential to provide suitable roosting habitat for NLEB, present within survey limits will be conducted to confirm evidence for the potential presence of bats.

Bridges and structures located along large bodies of water associated with wide floodplains generally provide suitable habitat for the NLEB and other bat species by providing areas to roost, sources of food, and opportunities to mate. Suitable roosting habitat for the NLEB includes cracks in concrete and expansion joints and congregate in areas where a cave-like environment is present. These specific areas are mostly associated with the substructure or lower portion of a bridge.

The bridge/structure assessment guidelines focus on four indicators of bats, which include the following;

- Visual – bats flying or roosting;
- Audible – chirping or high-pitched squeaking;
- Physical – droppings, referred to as guano, consisting of black or brown pellets, which accumulate underneath roosting location. Older guano appears grey in color. Guano can adhere to support beams, columns, and walls; and
- Staining – “wet” and dark looking stains may be visible on the walls, support beams, columns, beneath joints, and on the ceiling of bridge. Stains are typically in dark places. Stains are approximately four to six inches wide.

The identification of any of the above listed indicators is sufficient documentation to confirm recent bat usage. All indicators and observations of live or dead bats and their approximate location on the bridge or structure will be recorded on the bridge/structure inspection form. Time under this task includes the field assessment and the completion of the formal IDOT BBA Form and an associated photographic log of each structure assessed. Time under this task does not include formal coordination with any agency for impacts to listed species.

The following limitations apply to this task:

- Bridge and structure inspections can typically only be completed during non-flood conditions, and/or conditions when water levels safely allow for human passage within culverts and beneath bridge structures.



October 9, 2024

Parsons

LCDOT – Dilleys Road over Mill Creek

Proposal No. 81.P0130106.25

Page | 3

- Bridge and structure inspections typically cannot be completed within traditional navigable waterways without use of a boat or other mechanical means and are not included within this scope of services.
- Bridge and structure inspections cannot typically be conducted within gated or fenced structures.
- In some cases, debris build-up within culverts and other structures may not allow for physical inspection.
- The USFWS and IDNR have the authority to require additional assessments.

## **Task 2: Quality Assurance/Quality Control (QA/QC)**

Time under this task includes QA/QC time for the report and submittals materials as described above.

## **Task 3: Project Administration/Project Management**

Time under this task includes project administration and management activities that include cost and schedule tracking, coordination with Client on authorized activities, report production, and other in-house management activities. This task includes preparing a Health and Safety Plan as appropriate for the project and tasks therein.

### **3. LEVEL OF EFFORT, COST, AND SCHEDULE**

Estimated hours and costs to complete the proposed scope of services is attached. The wetland delineation will be completed as soon as possible during the growing season, which is between approximately May 15<sup>th</sup> and October 1<sup>st</sup>, with an anticipated completion of the Wetland Delineation Report within four weeks of field work. PESA work would commence within ten business days of authorization to proceed, or as requested by Client. The target completion date would be eight weeks from the date of the authorization to proceed. The PSI testing will commence upon notice from Client and we anticipate a target completion date of ten weeks from the date of approval. Completion of the PJD/BV and permitting services are dependent on Client need and schedules. If an expedited schedule is necessary, H&H/GZA will coordinate with Client to establish a schedule that is appropriate for the project needs. The cost estimate for this scope of work is presented in the attached Cost Estimate of Consultant Services (CECS). Costs will be invoiced as a cost-plus fixed fee.

### **4. PROPOSAL ACCEPTANCE**

#### **Conditions of Engagement**

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

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





Acceptance

This agreement may be accepted by signing in the appropriate space below and returning one complete copy to H&H/GZA. This proposal is valid for a period of 30 days from the date of issue.

We appreciate the opportunity to submit this proposal. Please feel free to contact the undersigned at (630) 684-4411 with any questions.

Very truly yours,

**Huff & Huff, Inc./GZA, Inc.**

\_\_\_\_\_  
Jim Novak, P.W.S.  
Associate Principal  
Attachments: Terms and Conditions

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

By: \_\_\_\_\_ Title: \_\_\_\_\_

Printed/Typed Name: \_\_\_\_\_ Date: \_\_\_\_\_

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



<b>Local Public Agency</b> Lake County DOT	<b>County</b> Lake	<b>Section Number</b> 
<b>Prime Consultant (Firm) Name</b> Parsons	<b>Prepared By</b> J. Novak	<b>Date</b> 10/9/2024
<b>Consultant / Subconsultant Name</b> Huff & Huff, Inc., a subsidiary of GZA, Inc. <small>Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.</small>	<b>Job Number</b> 	

**Remarks**

**PAYROLL ESCALATION TABLE**

<b>CONTRACT TERM</b>	12	<b>MONTHS</b>	<b>OVERHEAD RATE</b>	190.00%
<b>START DATE</b>	12/1/2024		<b>COMPLEXITY FACTOR</b>	0
<b>RAISE DATE</b>	3/1/2025		<b>% OF RAISE</b>	2.00%
<b>END DATE</b>	11/30/2025			

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	12/1/2024	3/1/2025	3	25.00%
1	3/2/2025	12/1/2025	9	76.50%

<b>Local Public Agency</b>	<b>County</b>	<b>Section Number</b>
Lake County DOT	Lake	
<b>Consultant / Subconsultant Name</b>		<b>Job Number</b>
Huff & Huff, Inc., a subsidiary of GZA, Inc.		

## PAYROLL RATES

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

<b>MAXIMUM PAYROLL RATE</b>	<b>86.00</b>
<b>ESCALATION FACTOR</b>	<b>1.50%</b>

<b>CLASSIFICATION</b>	<b>IDOT PAYROLL RATES ON FILE</b>	<b>CALCULATED RATE</b>
Principal	\$85.96	\$86.00
Associate Principal III	\$83.37	\$84.62
Associate Principal II	\$76.01	\$77.15
Associate Principal I	\$71.92	\$73.00
Senior Project Manager III	\$73.19	\$74.29
Senior Project Manager I	\$56.56	\$57.41
Senior Landscape Architect	\$61.47	\$62.39
Senior Planning PM	\$59.03	\$59.92
Senior Technical Specialist II	\$62.64	\$63.58
Senior Technical Specialist I	\$55.79	\$56.63
Senior Scientist PM II	\$61.17	\$62.09
Senior Technical Scientist	\$57.15	\$58.01
Scientist PM II	\$53.34	\$54.14
Scientist PM I	\$46.97	\$47.67
Assistant PM Scientist	\$39.32	\$39.91
Environmental Engineer PM II	\$49.99	\$50.74
Environmental Engineer PM I	\$47.00	\$47.71
Assistant PM Engineer I	\$41.15	\$41.77
Engineer II	\$31.75	\$32.23
Engineer I	\$35.69	\$36.23
Scientist SI	\$34.50	\$35.02
Scientist SII	\$30.16	\$30.61
Technical Graphics Technician	\$27.73	\$28.15
Administrative Executive	\$52.42	\$53.21
Senior Administrative Assistant	\$36.31	\$36.85
Billing Administrator	\$25.00	\$25.38



**Local Public Agency**

Lake County DOT

**County**

Lake

**Section Number****Consultant / Subconsultant Name**

Huff &amp; Huff, Inc., a subsidiary of GZA, Inc.

**Job Number****DIRECT COSTS WORKSHEET**

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

**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
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	110	\$0.67	\$73.70
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	8	\$2.50	\$20.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$93.70</b>

## Local Public Agency

Lake County DOT

## County

Lake

## Section Number

## Consultant / Subconsultant Name

Huff &amp; Huff, Inc., a subsidiary of GZA, Inc.

## Job Number

## COST ESTIMATE WORKSHEET

## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 190.00%

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
Bridge Bat Assessment	94	8	381	725	126	0	1,232	55.32%
QA/QC	0	2	154	293	51	0	498	22.36%
Project Admin	0	2	125	237	41	0	403	18.10%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Subconsultant DL							\$0.00	
Direct Costs Total ==>	\$93.70						\$93.70	4.21%
TOTALS		12	660	1,255	218	-	2,227	99.99%

1,915

Local Public Agency

Lake County DOT

Consultant / Subconsultant Name

Huff & Huff, Inc., a subsidiary of GZA, Inc.

County

Lake

Section Number

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET1OF1

PAYROLL  CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Bridge Bat Assessment			QA/QC			Project 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
Principal	86.00	0.0																	
Associate Principal III	84.62	0.0																	
Associate Principal II	77.15	3.0	25.00%	19.29				2	100.00%	77.15	1	50.00%	38.58						
Associate Principal I	73.00	0.0																	
Senior Project Manager III	74.29	0.0																	
Senior Project Manager II	61.35	0.0																	
Senior Project Manager I	57.41	0.0																	
Senior Landscape Architect	62.39	0.0																	
Senior Planning PM	59.92	0.0																	
Senior Technical Specialist II	63.58	0.0																	
Senior Technical Specialist I	56.63	0.0																	
Senior Scientist PM II	62.09	0.0																	
Senior Technical Scientist	58.01	0.0																	
Scientist PM II	54.14	0.0																	
Scientist PM I	47.67	9.0	75.00%	35.76	8	100.00%	47.67				1	50.00%	23.84						
Assistant PM Scientist	39.91	0.0																	
Environmental Engineer PM II	50.74	0.0																	
Environmental Engineer PM I	47.71	0.0																	
Assistant PM Engineer I	41.77	0.0																	
Engineer II	32.23	0.0																	
Engineer I	36.23	0.0																	
Scientist SI	35.02	0.0																	
Scientist SII	30.61	0.0																	
Technical Graphics Technician	28.15	0.0																	
Administrative Executive	53.21	0.0																	
Senior Administrative Assistant	36.85	0.0																	
Billing Administrator	25.38	0.0																	
TOTALS		12.0	100%	\$55.04	8.0	100.00%	\$47.67	2.0	100%	\$77.15	2.0	100%	\$62.41	0.0	0%	\$0.00	0.0	0%	\$0.00



## TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

© 2023 by Huff & Huff, Inc., a Subsidiary of GZA GeoEnvironmental, Inc.

Client ("You"):  
Proposal No:  
Site:

These Terms and Conditions, together with Huff & Huff, Inc.'s (H&H's) Proposal, make up the Agreement between H&H and you, Client, named above.

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

1. **Services.** H&H will perform the services set forth in its Proposal and any amendments or change orders authorized by you (the "Services"). Any request or direction from you that would require extra work or additional time for performance or would result in an increase in H&H's costs will be the subject of a negotiated amendment or change order.
2. **Standard of Care; Warranties.**
  - a. H&H will perform professional Services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality.
  - c. **EXCEPT AS SET FORTH IN SUBSECTIONS 2a ABOVE, NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF MARKETABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS MADE OR INTENDED BY H&H'S PROPOSAL OR BY ANY OF H&H'S ORAL OR WRITTEN REPORTS.**
  - d. H&H assigns to you any manufacturers' warranties of equipment or materials purchased from others, to the extent they are assignable, and your sole recourse will be against the manufacturer. Full risk of loss of materials and equipment will pass to you upon delivery to the Site, and you will be responsible for insuring and otherwise protecting them against theft and damage.
3. **Payment.**
  - a. Except as otherwise stated in the Proposal, you will compensate H&H for the Services at the rates set forth in the applicable Proposal, amendment or change order; reimburse its expenses, which will include a communication fee calculated as a percentage of labor invoiced; and pay any sales or similar taxes thereon.
  - b. Any retainer specified in H&H's Proposal shall be due prior to the start of Services and will be applied to the final invoice for Services.
  - c. H&H will submit invoices periodically, and payment will be due within 20 days from invoice date. Overdue payments will bear interest at 1½ percent per month or, if lower, the maximum lawful rate. H&H may terminate the Services upon 10 days' written notice anytime your payment is overdue on this or any other project and you will pay for all Services through termination, plus termination costs. You will reimburse H&H's costs of collecting overdue invoices, including reasonable attorneys' fees (including costs for time expended by in-house counsel, which will be charged to you at the prevailing market rate for attorneys of similar experience practicing in the jurisdiction).
4. **Your Responsibilities.**
  - a. Except as otherwise agreed in writing, you will secure the access agreements, approvals, permits, licenses and consents necessary for performance of the Services. If you are the owner or operator of the Site, you will provide H&H with all documents, plans, information concerning underground structures (including but not limited to utilities, conduits, pipes, and tanks), information related to hazardous materials or other environmental or geotechnical conditions at the Site (including, if applicable, asbestos containing materials ("ACM")) and other information that may be pertinent to the Services or, if you are not the owner or operator of the Site, you agree to make reasonable efforts to obtain these same documents and provide them to H&H. Unless otherwise indicated in writing, H&H will be entitled to rely on documents and information you provide.
  - b. If you use the services of a contractor or construction manager at the Site, you agree to use best and reasonable efforts to include in your agreement(s) with the construction contractor provisions obligating the latter:
    - (i) to defend, indemnify and hold harmless, to the fullest extent permitted by law, you and H&H and its officers, directors, members, partners, agents, employees, and subconsultants (the "H&H Indemnitees"), for or on account of any claims, liabilities, costs and expenses, including attorneys' fees, arising out of or relating to the design or implementation of construction means, methods, procedures, techniques, and sequences of construction, including safety precautions or programs, of the contractor, or any of its subcontractors or any engineer engaged by it;
    - (ii) to name you and H&H as additional insureds under general liability and builder's risk insurance coverages maintained by the contractor, or any of its subcontractors, and to ensure that such policies are primary and noncontributory with regard to the above indemnity obligations; and
    - (iii) to require that all of its subcontractors agree and be bound to the obligations set forth in (i) and (ii) above.
  - c. In the event that you are unable to secure such provisions in the agreement(s) with the construction contractor, you shall promptly (but in any event prior to the commencement of the Services) notify H&H and H&H shall have the opportunity to negotiate with you reasonable substitute risk allocation and insurance indemnities and protections.
5. **Right of Entry; Site Restoration.** You grant H&H and its subcontractor(s) permission to enter the Site to perform the Services. If you do not own the Site, you represent and warrant that the owner has granted permission for H&H to enter the Site and perform the Services; you will provide reasonable verification on request; and you will indemnify the H&H Indemnitees for any claims by the Site owner related to alleged trespass by H&H or its subcontractors. Although H&H will exercise reasonable care to limit damage to landscaping, paving, systems and structures at the Site, you acknowledge that some damage may occur even with the exercise of due care and you agree to compensate H&H for any restoration it is asked to perform, unless otherwise indicated in the Proposal.
6. **Underground Facilities.** H&H's only responsibility under this Agreement will be to provide proper notification to the applicable state utility "Call-Before-You-Dig" program. You further agree to assume responsibility for and to defend, indemnify and hold harmless H&H with respect to personal injury and property damages due to H&H's interference with subterranean structures including but not limited to utilities, conduits, pipes, and tanks:
  - (i) that are not correctly shown on any plans and information you or governmental authorities provide to H&H; or
  - (ii) that are not correctly marked by the appropriate utility.





- 7. Reliance.** The services, information, and other data furnished by you shall be at your expense, and H&H may rely upon all information and data that you furnish, including the accuracy and completeness thereof. You acknowledge that the quality of the Services provided by H&H is directly related to the accuracy and completeness of the information and data that you furnish to H&H. **H&H's REPORTS ARE PREPARED FOR AND MADE AVAILABLE FOR YOUR SOLE USE. YOU ACKNOWLEDGE AND AGREE THAT USE OF OR RELIANCE UPON THE REPORT OR THE FINDINGS IN THE REPORT BY ANY OTHER PARTY, OR FOR ANY OTHER PROJECT OR PURPOSE, SHALL BE AT YOUR OR SUCH OTHER PARTY'S SOLE RISK AND WITHOUT ANY LIABILITY TO H&H. YOU SHALL INDEMNIFY AND HOLD HARMLESS THE H&H INDEMNITEES FROM ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING ATTORNEYS' FEES, ARISING OUT OF OR RESULTING FROM ANY USE, REUSE, OR MODIFICATION OF THE DOCUMENTS WITHOUT WRITTEN VERIFICATION, COMPLETION, OR ADAPTATION BY H&H AND SUCH LIMITED LICENSE TO YOU SHALL NOT CREATE ANY RIGHTS IN THIRD PARTIES.**
- 8. Lab Tests and Samples.** H&H is entitled to rely on the results of laboratory tests using generally accepted methodologies. H&H may dispose of samples in accordance with applicable laws 30 days after submitting test results to you unless you request in writing for them to be returned to you or to be held longer, in which case you will compensate H&H for storage and/or shipping beyond 30 days.
- 9. H&H Professionals.** H&H employees or consultants may act as licensed, certified or registered professionals (including but not limited to Professional Engineers, Licensed Site or Environmental Professionals, Certified Hazardous Materials Managers,, or Certified Industrial Hygienists collectively referred to in this section as "H&H Professionals") whose duties may include the rendering of independent professional opinions. You acknowledge that a federal, state or local agency or other third party may audit the Services of H&H or other contractor/consultant(s), which audit may require additional Services, even though H&H and such H&H Professionals have each performed such Services in accordance with the standard of care set forth herein. You agree to compensate H&H for all Services performed in response to such an audit, or to meet additional requirements resulting from such an audit, at the rates set forth in the applicable Proposal, amendment or change order.
- 10. Hazardous Materials; H&H "Not a Generator".** Before any hazardous or contaminated materials, including, if applicable, ACMs (the "Wastes") are removed from the Site, you will sign manifests naming you as the generator of the Wastes (or, if you are not the generator, you will arrange for the generator to sign). You will select the treatment or disposal facility to which any Wastes are taken. H&H will not be the generator or owner of, nor will it possess, take title to, or assume legal liability for any Wastes at or removed from the Site. H&H will not have responsibility for or control of the Site or of operations or activities at the Site other than its own. H&H will not undertake, arrange for or control the handling, treatment, storage, removal, shipment, transportation or disposal of any Wastes at or removed from the Site, other than any laboratory samples it collects or tests. You agree to defend, indemnify and hold the H&H Indemnitees harmless for any costs or liability incurred by H&H in defense of or in payment for any legal actions in which it is alleged that H&H is the owner, generator, treater, storer or disposer of any Wastes.
- 11. Limits on H&H's Responsibility.** H&H will not be responsible for the acts or omissions of contractors or others at the Site, except for its own subcontractors and employees. H&H will not supervise, direct or assume control over or the authority to stop any contractor's work, nor shall H&H's professional activities nor the presence of H&H or its employees and subcontractors be construed to imply that H&H has authority over or responsibility for the means, methods, techniques, sequences or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Any opinions by H&H of probable costs of labor, materials, equipment or services to be furnished by others are strictly estimates and are not a guarantee that actual costs will be consistent with the estimates.
- 12. Changed Conditions.**
- You recognize the uncertainties related to the Services (including, without limitation, environmental and geotechnical Services), which often require a phased or exploratory approach, with the need for additional Services becoming apparent during the initial Services. You also recognize that actual conditions encountered may vary significantly from those anticipated, that laws and regulations are subject to change, and that the requirements of regulatory authorities are often unpredictable.
  - If changed or unanticipated conditions or delays make additional Services necessary or result in additional costs or time for performance, H&H will notify you and the parties will negotiate appropriate changes to the scope of Services, compensation and schedule.
  - If no agreement can be reached, H&H will be entitled to terminate the Services and to be equitably compensated for the Services already performed. H&H will not be responsible for delays or failures to perform due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions on your part, or any other causes beyond H&H's reasonable control, and you will compensate H&H for any resulting increase in its costs.
- 13. Documents and Information.** All documents, data, calculations and work papers prepared or furnished by H&H are instruments of service and will remain H&H's property. Designs, reports, data and other work product delivered to you are for your use only, for the limited purposes disclosed to H&H. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk, and without any liability to H&H. Any technology, methodology or technical information learned or developed by H&H will remain its property. Provided H&H is not in default under this Agreement, H&H's designs will not be used to complete this project by others, except by written agreement relating to use, liability and compensation.
- 14. Electronic Media.** In accepting and utilizing any drawings, reports and data on any form of electronic media generated by H&H, you covenant and agree that all such electronic files are instruments of service of H&H, who shall be deemed the author and shall retain all common law, statutory law and other rights, including copyrights. In the event of a conflict between the signed documents prepared by H&H and electronic files, the signed documents shall govern. You agree not to reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Any transfer of these electronic files to others or reuse or modifications to such files by you without the prior written consent of H&H will be at the user's sole risk and without any liability to H&H.
- 15. Confidentiality; Subpoenas.** Information about this Agreement and H&H's Services and information you provide to H&H regarding your business and the Site, other than information available to the public and information acquired from third parties, will be maintained in confidence and will not be disclosed to others without your consent, except as H&H reasonably believes is necessary: (a) to perform the Services; (b) to comply with professional standards to protect public health, safety and the environment; and (c) to comply with laws, regulations, court orders and professional obligations. H&H will make reasonable efforts to give you prior notice of any disclosure under (b) or (c) above. Information available to the public and information acquired from third parties will not be considered confidential. You will reimburse H&H for responding to any subpoena or governmental inquiry or audit related to the Services, at the rates set forth in the applicable Proposal, amendment or change order.



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

**17. Indemnification.** You agree to hold harmless, indemnify, and defend the H&H Indemnitees against all claims, suits, fines and penalties, including mandated cleanup costs and attorneys' fees and other costs of settlement and defense, which claims, suits, fines, penalties or costs arise out of or are related to this Agreement or the Services, except to the extent they are caused by H&H's negligence or willful misconduct.

**18. Limitation of Remedies.**

- a. To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of H&H and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "H&H") for all claims arising out of this Agreement or the Services is limited to \$50,000 or, if greater, 10% of the compensation received by H&H under this Agreement.
- b. You may elect to increase the limit of liability by paying an additional fee, such fee to be negotiated prior to the execution of this Agreement.
- c. Any claim will be deemed waived unless written notice of such claim is received by H&H within one year of substantial completion of the Services.
- d. H&H will not be liable for lost profits, loss of use of property, delays, or other special, indirect, incidental, consequential, punitive, exemplary, or multiple damages.
- e. H&H will not be liable to you or the Site owner for injuries or deaths suffered by H&H's or its subcontractors' employees.
- f. You will look solely to H&H for your remedy for any claim arising out of or relating to this Agreement, including any claim arising out of or relating to alleged negligence or errors or omissions of any H&H principal, officer, employee or agent. To the extent damages are covered by property insurance or any other insurance, both you and H&H waive all rights against each other and against the contractors, consultants, agents, and employees of the other, for damages, except such rights as they may have to the proceeds of such insurance as set forth in this Agreement. The you or H&H, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

**19. Disputes.**

- a. All disputes between you and H&H shall be subject to non-binding mediation.
- b. Either party may demand mediation by serving a written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring that the matter be mediated within forty-five (45) days of service of notice.
- c. The mediation shall be administered by the American Arbitration Association in accordance with its most recent Construction Mediation Rules, or by such other person or organization as the parties may agree upon.
- d. No action or suit may be commenced unless mediation has occurred but did not resolve the dispute, or unless a statute of limitation period would expire if suit were not filed prior to such forty-five (45) days after service of notice. However, where non-payment of an invoice has occurred and H&H sends you a final demand letter for payment, your failure to respond within ten (10) days of receipt (or, for certified mail, the date of the first attempt to deliver the letter to your address of record if you ultimately do not accept receipt of the letter) of such letter will be deemed to be a waiver of your right to enforce this mediation clause and H&H may immediately file suit to enforce the terms of this Agreement.

**20. Miscellaneous.**

- a. This Agreement and all claims relating thereto shall be governed by the substantive and procedural laws of the State of Illinois, as they presently exist or may hereafter be amended, without regard to principles of conflict of laws.
- b. The above terms and conditions regarding Limitation of Remedies and Indemnification shall survive the completion of the Services under this Agreement and the termination of the contract for any cause.
- c. Any amendment to these Terms and Conditions must be in writing and signed by both parties. No modification of these Terms and Conditions will be binding against H&H unless specifically approved in writing by a Principal of H&H.
- d. Having received these Terms and Conditions, your oral authorization to commence Services, your acceptance of performance of the Services, your actions, or your use of the Report or Work Product constitutes your acceptance of them.
- e. This Agreement supersedes any contract terms, purchase orders or other documents issued by you, even if signed by an authorized representative of H&H.
- f. Neither party may assign or transfer this Agreement or any rights or duties hereunder without the written consent of the other party.
- g. Your failure or the failure of your successors or assigns to receive payment, reimbursement, insurance proceeds or grant funds from any other party for any reason whatsoever shall not absolve you, your successors or assigns of any obligation to pay any sum to H&H under this agreement.
- h. These Terms and Conditions shall govern over any inconsistent terms in H&H's Proposal.
- i. The provisions of this Agreement are severable; if any provision is unenforceable it shall be appropriately limited and given effect to the extent it is enforceable.
- j. The covenants and agreements contained in this Agreement shall apply to, inure to the benefit of and be binding upon the parties hereto and upon their respective successors and assigns.
- k. Any reports generated by H&H will be subject to H&H's standard report limitations for that particular type of report.

**21. Asbestos Abatement Services (If Applicable).** If the Services include asbestos abatement services, then the following terms and conditions will apply and will supersede any conflicting terms contained elsewhere in this Agreement.

- a. You acknowledge that conditions can vary from those encountered at the times and locations of explorations and data collection, and that the limitation on available data may result in some level of uncertainty with respect to the interpretation of those conditions, despite due professional care. H&H therefore cannot guaranty specific results such as the identification or removal of all asbestos or other contamination.



- 22. Microbial Services (If Applicable).** If the Services include microbial services, then the following terms and conditions will apply and will supersede any conflicting terms contained elsewhere in this Agreement.
- a. You recognize that meeting the standard of care does not establish an assurance that corrective procedures will be permanent. Because Microbial infestations are created by near-omnipresent living microscopic spores, grows very quickly and are influenced by nanoclimatological conditions that are very difficult to detect and sources of water intrusion, elevated moisture or relative humidity over which H&H has neither control or responsibility, H&H cannot and does not claim that its Services will eliminate the risk of a Microbial infestation recurring.
  - b. You acknowledge that the Services entail risk of personal injury and property damage (including cross-contamination) that cannot be avoided, even with the exercise of due care. You also acknowledge that environmental conditions can vary from those encountered at the times and locations of explorations and data collection, and that the limitation on available data may result in some level of uncertainty with respect to the interpretation of these conditions, despite due care. H&H therefore cannot guaranty specific results such as the identification of all contamination or other environmental conditions or problems nor their resolution.
  - c. You acknowledge that Microbial infestations may be hidden from view and concealed in locations that are difficult to discover. Accordingly, you agree that despite H&H's efforts, some Microbial locations may remain undetected. In such situations, you agree that you will have no claim against H&H provided H&H followed all applicable laws and regulations pertaining to the Work.
  - d. For purposes of this Agreement, Microbial is defined as any and all fungal and/or bacterial growth including but not limited to mold, mildew, yeast, fungus, fungi, bacteria, spores, odors, particulates, vapors, gas, or other emissions produced by or arising out of or toxins emanating therefrom.
  - e. You further agree that where H&H shall performs Services intended to minimize the risk of Microbial infestations, H&H shall not be liable for damages resulting from Microbial contamination including but not limited to fungal or bacterial infestations and water damage or dry or wet rot and you agree to waive any Microbial infestation claim(s) against H&H, and you agree to indemnify, defend and hold the H&H Indemnitees harmless from any claim alleging that H&H's Services caused or aggravated a Microbial infestation or did not prevent a Microbial infestation from re-occurring.

Subconsultant:  
2IM Group, LLC



**Lake County Division of Transportation**  
**Dilleys Road over Mill Creek Bridge Improvement**  
**Phase I/Phase II**  
**Section 23-00128-09-BR**

**Drainage Studies Estimate of Hours**

IDNR OWR Permit	20
Datum Correlation	24
Waterway Information Table	10
Updating Existing Model (FIS Model)	16
Proposed Hydraulic Model	12
Prepare Scour Analysis	40
Drainage Design Criteria	4
Identify Drainage Outlets	8
Drainage Cost Estimate	8
Coordination	16
Site Visit	8
Review Existing Documents	16
Prepare Memorandum /Report	16
Administration	8
QAQC	8
Total	214



<b>Local Public Agency</b>	<b>County</b>	<b>Section Number</b>
Lake County Division of Transportation	Lake County	23-00128-09-BR
<b>Prime Consultant (Firm) Name</b>	<b>Prepared By</b>	<b>Date</b>
Parsons Transportation Group	OIU	10/11/2024
<b>Consultant / Subconsultant Name</b>	<b>Job Number</b>	
2IM Group, LLC		

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

**Remarks**

Phase I Hours

**PAYROLL ESCALATION TABLE**

<b>CONTRACT TERM</b>	12	<b>MONTHS</b>	<b>OVERHEAD RATE</b>	95.10%
<b>START DATE</b>	12/1/2024		<b>COMPLEXITY FACTOR</b>	0
<b>RAISE DATE</b>	5/1/2025		<b>% OF RAISE</b>	2.00%
<b>END DATE</b>	11/30/2025			

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	12/1/2024	5/1/2025	5	41.67%
1	5/2/2025	12/1/2025	7	59.50%

Section Number

23-00128-09-BR
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**Job Number**

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

<b>MAXIMUM PAYROLL RATE</b>	<b>86.00</b>
<b>ESCALATION FACTOR</b>	<b>1.17%</b>

[illegible]





**Local Public Agency**

Lake County Division of Transportation

**County**

Lake County

**Section Number**

23-00128-09-BR

**Consultant / Subconsultant Name**

2IM Group, LLC

**Job Number****DIRECT COSTS WORKSHEET**

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

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
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	120	\$0.67	\$80.40
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$80.40</b>

## Lake County Division of Transportation

Lake County

23-00128-09-BR

2IM Group, LLC
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## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**COMPLEXITY FACTOR** 0

22,479

COST EST

The subconsultant fee has been adjusted due to 15% fixed fee

## Lake County Division of Transportation

2IM Group, LLC
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Lake County
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23-00128-09-BR

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## 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			IDNR OWR Permit			Datum Correlation			Waterway Information Table			Updating Existing Model (FIS Model)			Proposed Hydraulic Model		
		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	78.91	0.0																	
Senior Professional	67.36	26.0	12.15%	8.18	4	20.00%	13.47	4	16.67%	11.23	2	20.00%	13.47	2	12.50%	8.42	2	16.67%	11.23
Project Manager	59.94	42.0	19.63%	11.76	4	20.00%	11.99	2	8.33%	5.00	2	20.00%	11.99	2	12.50%	7.49	2	16.67%	9.99
Project Engineer I	50.33	68.0	31.78%	15.99	8	40.00%	20.13	8	33.33%	16.78	4	40.00%	20.13	8	50.00%	25.17			
Project Engineer II	52.61	52.0	24.30%	12.78	4	20.00%	10.52	8	33.33%	17.54	2	20.00%	10.52	2	12.50%	6.58	8	66.67%	35.07
Project Administrator	40.72	2.0	0.93%	0.38				2	8.33%	3.39									
Engineer I	45.38	14.0	6.54%	2.97										2	12.50%	5.67			
Engineer II	39.99	4.0	1.87%	0.75															
Environmental I	37.43	0.0																	
Environmental II	34.29	0.0																	
Technician	38.42	0.0																	
Administation	36.38	6.0	2.80%	1.02															
Intern	21.75	0.0																	
Document Control Lead	71.58	0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
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		0.0																	
		0.0																	
		0.0																	
TOTALS		214.0	100%	\$53.84	20.0	100.00%	\$56.11	24.0	100%	\$53.93	10.0	100%	\$56.11	16.0	100%	\$53.33	12.0	100%	\$56.29

## Lake County Division of Transportation

2IM Group, LLC
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Lake County
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23-00128-09-BR

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## AVERAGE HOURLY PROJECT RATES

## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**SHEET 2 OF 3**

PAYROLL  CLASSIFICATION	AVG HOURLY RATES	Prepare Scour Analysis			Drainage Design Creteria			Idenrify Drainage Outlets			Drainage Cost Estimate			Coordination			Site Visit		
		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	78.91																		
Senior Professional	67.36	4	10.00%	6.74															
Project Manager	59.94	8	20.00%	11.99				2	25.00%	14.99	2	25.00%	14.99	12	75.00%	44.96			
Project Engineer I	50.33	8	20.00%	10.07	4	100.00%	50.33				2	25.00%	12.58	4	25.00%	12.58	4	50.00%	25.17
Project Engineer II	52.61	12	30.00%	15.78				6	75.00%	39.46	4	50.00%	26.30				4	50.00%	26.30
Project Administrator	40.72																		
Engineer I	45.38	8	20.00%	9.08															
Engineer II	39.99																		
Environmental I	37.43																		
Environmental II	34.29																		
Technician	38.42																		
Administation	36.38																		
Intern	21.75																		
Document Control Lead	71.58																		
TOTALS		40.0	100%	\$53.65	4.0	100%	\$50.33	8.0	100%	\$54.44	8.0	100%	\$53.87	16.0	100%	\$57.54	8.0	100%	\$51.47

## Lake County Division of Transportation

2IM Group, LLC

Lake County
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23-00128-09-BR

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## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

**SHEET 3 OF 3**

PAYROLL  CLASSIFICATION	AVG HOURLY RATES	Review Existing Documents			Prepare Report			Administration			QAQC								
		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	78.91																		
Senior Professional	67.36										8	100.00%	67.36						
Project Manager	59.94	2	12.50%	7.49	2	12.50%	7.49	2	25.00%	14.99									
Project Engineer I	50.33	4	25.00%	12.58	14	87.50%	44.04												
Project Engineer II	52.61	2	12.50%	6.58															
Project Administrator	40.72																		
Engineer I	45.38	4	25.00%	11.35															
Engineer II	39.99	4	25.00%	10.00															
Environmental I	37.43																		
Environmental II	34.29																		
Technician	38.42																		
Administation	36.38							6	75.00%	27.28									
Intern	21.75																		
Document Control Lead	71.58																		
TOTALS		16.0	100%	\$47.99	16.0	100%	\$51.53	8.0	100%	\$42.27	8.0	100%	\$67.36	0.0	0%	\$0.00	0.0	0%	\$0.00

# Exhibit F

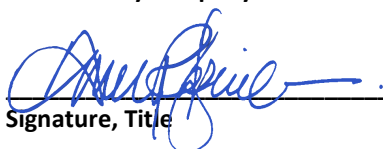
## Vendor Certification Form



# VENDOR CERTIFICATION FORM

Bid/RFP/SOI Number:	Section Number 23-00128-09-BR		
Vendor Name:	Parsons Transportation Group, Inc.		
Address:	222 South Riverside, Suite 2450, Chicago, IL 60606		
Primary Contact Name:	Jeffrey Hall		
Primary Contact Email Address:	Jeffrey.Hall@Parsons.com		
Primary Contact Phone Number:	312-930-5160		
Project Manager Name:	Jeffrey Hall		
Project Manager Email Address:	Jeffrey.Hall@Parsons.com		
Project Manager Phone Number:	312-930-5160		
# Years in Business:	80+ years	Number of Employees:	16,000+ Worldwide
Annual Sales:	\$4.6B Contract Awards	Dunn & Bradstreet #:	00-797-9396
<b>Vendor Certification Statement: Please identify all of the following that apply to the ownership of this firm. This information is collected for reporting purposes only and not vendor selection. Please include a copy of the certification. (Definitions are included on the second page of Vendor Certification Form).</b>			
	Contractor certifies as a Minority – Business Enterprise (MBE)		
	Contractor certifies as a Women Business Enterprise (WBE)		
	Contractor certifies as a Veteran-Owned (VBE) Business Enterprise		
	Contractor certifies as a Persons with Disabilities Owned Business Enterprise (PDBE)		
	Contractor certifies as a Service-Disabled Veteran-Owned (SDVBE) Business Enterprise		
	Contractor certifies as a Business Enterprise Program (BEP)		
	Contractor certifies as a Small Disadvantaged Businesses (SDB)		
	Contractor certifies as a Veteran-Owned Small Business (VOSB)		
	Local Business		
X	None		
Other (Specify)			
Certification Number:			
Certified by (Agency):			

I certify that this information is accurate to the best of my knowledge and that I am authorized to provide this information on behalf of my company.

  
Signature, Title

Amar Rajpurkar, Vice President

Printed Name, Title

October 9, 2024

Date

# Vendor Certification Definitions

- **Minority-owned business (MBE)**  
A business concern which is at least 51% owned by one or more minority persons, or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons; and the management and daily business operations of which are controlled by one or more of the minority individuals who own it.
- **Woman-owned business (WBE)**  
A business which is at least 51% owned by one or more women, or, in the case of a corporation, at least 51% of the stock in which is owned by one or more women; and the management and daily business operations of which are controlled by one or more of the women who own it.
- **Veteran-owned Business Enterprise (VBE)**  
A small business (i) that is at least 51 percent owned, controlled and managed by one or more Eligible Veterans or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled and managed by one or more Eligible Veterans.
  - Eligible Veteran means a person who (i) has been either a member of the armed forces of the United States or, while a citizen of the United States, was a member of the armed forces of allies of the United States in time of hostilities with a foreign country and (ii) has served under one or more of the following conditions: (a) the veteran served a total of at least 6 months; (b) the veteran served for the duration of hostilities regardless of the length of the engagement; (c) the veteran was discharged on the basis of hardship; or (d) the veteran was released from active duty because of a service connected disability and was discharged under honorable conditions.
  - Armed forces of the United States means the United States Army, Navy, Air Force, Marine Corps, Coast Guard or service in active duty as defined under 38 U.S.C. Section 101. Service in the Merchant Marine that constitutes active duty under Section 401 of federal Public Act 95-202 shall also be considered service in the armed forces for purposes of this Division.
- **Persons with Disabilities Owned Business Enterprise (PDBE)**  
A small business (i) that is at least 51 percent owned, controlled and managed by one or more Persons with a Disability; or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled, and managed by one or more Persons with a Disability.
  - Disability or Disabled means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.
- **Service-Disabled Veteran-owned Business Enterprise (SDVBE)**  
A small business (i) that is at least 51 percent owned, controlled, and managed by one or more qualified service disabled veterans or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled and managed by one or more Service Disabled Veterans.
  - Service-Disabled Veteran means an Eligible Veteran who has been found to have 10 percent or more service-connected disability by the United States Department of Veterans Affairs or the United States Department of Defense.
  - Service-connected disability means a disability incurred in the line of duty in the active military, naval or air service as described in 38 U.S.C. 101(16).
- **BEP – Business Enterprise Program**  
Business Enterprise Program (BEP) BEP assists businesses owned by minorities, women and people with disabilities gain access to the State of Illinois procurement process. BEP certification with the State of Illinois can also open the door to opportunities with other public and private entities which are looking for diverse suppliers.
- **Small Disadvantaged Businesses (SDB)**  
A Small Disadvantaged Business (SDB) is a small business owned and controlled by socially and economically disadvantaged individuals as defined by Federal Acquisition Regulation (FAR) 19.001
- **Veteran-Owned Small Business (VOSB)**  
A Veteran-Owned Small Business (VOSB) is a small business that is at least 51 percent owned by one or more veterans; or, if a publicly owned business, at least 51 percent of the stock is owned by one or more veterans. Also, one or more veterans control management and daily business operations of the firm.
- **Local business**  
A business that is either owned and operated with a mailing address within the boundaries of Lake County or a corporate business with at least one “brick and mortar” location within the boundaries of Lake County. No additional certification is required; however, address verification for location may be requested.



# Exhibit G

## Vendor Disclosure Statement



# VENDOR DISCLOSURE STATEMENT

Vendor Name:	Parsons Transportation Group, Inc.		
Address:	222 South Riverside, Suite 2450, Chicago, IL 60606		
Contact Person:	Jeffrey Hall	Contact Phone #:	312-930-5160
Bid/RFP/SOI/Contract/Renewal:	Section Number 23-00128-09-BR		

Vendors wishing to contract with Lake County for goods and services in an amount greater than \$30,000 shall submit this form in advance of award. This disclosure statement is not required for utility companies regulated by the Illinois Commerce Commission or local units of government. Vendors shall disclose:

- A familial relationship between a Lake County elected official, department director, deputy director and manager and owners, principals, executives, officers, account managers or other similar managerial positions of the vendor's company. Familial relationship is defined as a spouse (including civil partner), child, stepchild, parent, stepparent, grandparent, in-laws (including parent, grandparent, sibling, or child), relatives and non-relatives living in the same residence, and offspring born to any aforementioned person.
- All political campaign contributions made by the vendor or an owner, principal, executive, officer, account manager, or other similar managerial position of the vendor to any county board member, county board chair, or countywide elected official within the last five years.

If there is nothing to report in a section, please state none in the appropriate space.

## FAMILIAL RELATIONSHIPS

List names and departments/agencies of Lake County employees or public officials with whom owners, principals, or officers of the vendor's company have a familial relationship and the nature of the relationship. Attach additional pages as necessary. (Provide all names or state none in the space below. Do not leave blank.)

Name and Department/Agency of Lake County Employee/Public Official	Familial Relationship
NONE	

## CAMPAIGN CONTRIBUTIONS

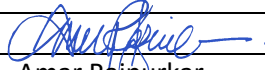
List campaign contributions that have been made within the last five years that exceed \$150 annually. Attach additional pages as necessary. (Provide all names or state none in the space below. Do not leave blank.)

Recipient	Donor	Description (e.g., cash, type of item, in-kind service, etc.)	Amount/Value	Date Made
NONE				

Continuing disclosure is required if information changes. This Vendor Disclosure Statement form is available at [www.lakecountyil.gov](http://www.lakecountyil.gov).

The full text of the County's Ethics and Procurement policies and ordinances are available at [www.lakecountyil.gov](http://www.lakecountyil.gov).

I hereby acknowledge that the information above is accurate and complete, that I am an authorized signer on behalf of the vendor, that I have read and understand these disclosure requirements, and that I agree to update this information if there are any related changes by submitting a new Vendor Disclosure Statement.

Authorized Signature:		Title:	Vice President
Printed Name:	Amar Rajpurkar	Date:	October 9, 2024

Vendors must insert "x" in the following box indicating exception and provide a brief narrative for exception.

☐