

January 30, 2017

Lake County Division of Transportation
600 W. Winchester Road
Libertyville, IL 60048

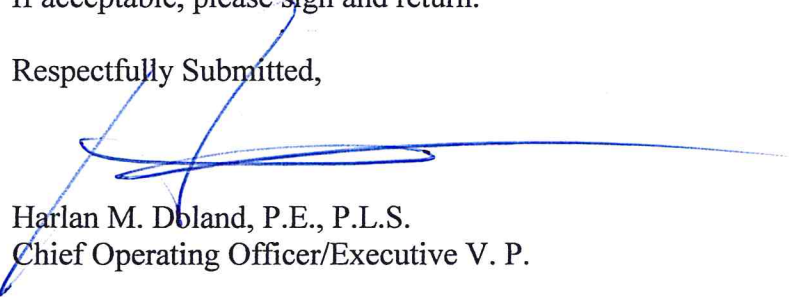
Attn: Kevin, J. Carrier, P.E.
Project Engineer

Re: 2017 Roadway Resurfacing Project
York House Road / Hunt Club Road
Sec. 17-00143-14-RS
Sec. 1700095-18-RS
MEAI Project No. 02-28-17-(04)


In accordance with your request, we are pleased to provide professional survey services to assist in the initial data collection for the above referenced project. We propose to perform these services on an hourly basis for a not-to-exceed amount of \$155,242.26 in accordance with the attached preliminary engineering services agreement.

If acceptable, please sign and return.

Respectfully Submitted,



Harlan M. Doland, P.E., P.L.S.
Chief Operating Officer/Executive V. P.

Municipality	LOCAL AGENCY	 Illinois Department of Transportation	CONSULTANT	Name McClure Engineering Assoc., Inc.
Township				Address 2728 Grand Avenue
County Lake County – Division of Transportation		Preliminary Engineering Services Agreement For Motor Fuel Tax Funds		City Waukegan
Section 17-00143-14-RS 17-00095-18-RS				State IL

THIS AGREEMENT is made and entered into this _____ day of _____, _____ between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Motor Fuel Tax Funds, allotted to the LA 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.

Section Description

Name York House road / Hunt Club Road Resurfacing

Route _____ Length 2.80 Mi. _____ FT (Structure No. _____)

Termini Route 131 to Lewis / S. Washington Street to N. Dada Drive

Description:

Phase II engineering services in accordance with LCDOT scoping report and Exhibits A, B, C, D, E, F and G attached hereto.

Agreement Provisions

The Engineer Agrees,

1. To perform or be responsible for the performance of the following engineering services for the LA, in connection with the proposed improvements herein before described, and checked below:
 - a. ☒ Make such detailed surveys as are necessary for the preparation of detailed roadway plans
 - b. ☐ Make stream and flood plain hydraulic surveys and gather high water data, and flood histories for the preparation of detailed bridge plans.
 - c. ☐ Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles and analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT.
 - d. ☐ Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
 - e. ☐ Prepare Army Corps of Engineers Permit, **Lake County Stormwater Management Commission Permit**, Department of Natural Resources-Office of Water Resources Permit, Bridge waterway sketch, and/or Channel Change sketch, Utility plan and locations, and Railroad Crossing work agreements.
 - f. ☐ Prepare Preliminary Bridge design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.
 - g. ☒ Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LA with **one (1) copy of each document in both hardcopy and electronic format**. Additional copies of any or all documents, if required, shall be furnished to the LA by the ENGINEER at the ENGINEER's actual cost for reproduction.
 - h. ☐ Furnish the LA with survey and drafts in **duplicate** of all necessary right-of-way dedications, construction easement and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.
 - i. ☐ Assist the LA in the tabulation and interpretation of the contractors' proposals.

- j. ☐ Prepare the necessary environmental documents in accordance with the procedures adopted by the DEPARTMENT's Bureau of Local Roads & Streets.
 - k. ☐ Prepare the Project Development Report when required by the DEPARTMENT.
 - l. ☒ **Services as included and/or defined in the attached Scope of Services.**
2. That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to the AGREEMENT, will be in accordance with current standard specifications and policies **of the LA and** of the DEPARTMENT. It is being understood that all such reports, plans, plats and drafts shall, before being finally accepted, be subject to approval by the LA and the DEPARTMENT.
 3. To attend conferences at any reasonable time when requested to do so by representatives of the LA or the Department.
 4. In the event plans or surveys are found to be in error during construction of the SECTION and revisions of the plans or survey corrections are necessary, the ENGINEER agrees that the ENGINEER will perform such work without expense to the LA, even though final payment has been received by the ENGINEER. The ENGINEER shall give immediate attention to these changes so there will be a minimum delay to the CONTRACTOR.
 5. That basic survey notes and sketches, charts, computations and other data prepared or obtained by the ENGINEER pursuant to this AGREEMENT will be made available, upon request, to the LA or the DEPARTMENT without cost and without restriction or limitations as to their use.
 6. That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by the ENGINEER and will show the ENGINEER's professional seal where such is required by law.

The LA Agrees,

1. ~~To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT according to the following method indicated by a check mark:~~
 - a. ☐ A sum of money equal to _____ percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT.
 - b. ☐ A sum of money equal to the percent of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

~~| Schedule for Percentages Based on Awarded Contract Cost | |
|---|------------------|
| Awarded Cost | Percentage Fees |
| Under \$50,000 | _____ (see note) |
| | _____ % |
| | _____ % |
| | _____ % |~~

Note: Not necessarily a percentage. Could use per diem, cost-plus or lump sum.

2. To pay for all services rendered in accordance with this AGREEMENT at the actual cost of performing such work plus percent to cover profit, overhead and readiness to serve - "actual cost" being defined as material cost plus payrolls, insurance, social security and retirement deductions. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at the ENGINEER's actual cost. Subject to the approval of the LA, the ENGINEER may sublet all or part of the services provided in section 1 of the ENGINEER AGREES. If the ENGINEER sublets all or part of this work, the LA will pay the cost to the ENGINEER plus an additional service charge of up to five (5) percent.

"Cost to Engineer" to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work. The classifications of the employees used in the work should be consistent with the employee classifications for the services performed. If the personnel of the firm, including the Principal Engineer, perform routine services that should normally be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the work performed. ***See the CECs**

The Total Not-to-Exceed Contract Amount shall be \$155,242.26

3. That payments due the ENGINEER for services rendered in accordance with this AGREEMENT will be made as soon as practicable after the services have been performed. ~~in accordance with the following schedule:~~

- ~~a. Upon completion of detailed plans, special provisions, proposals and estimate of cost - being the work required by section 1 of the ENGINEER AGREES - to the satisfaction of the LA and their approval by the DEPARTMENT, 90 percent of the total fee due under this AGREEMENT based on the approved estimate of cost.~~
- ~~b. Upon award of the contract for the improvement by the LA and its approval by the DEPARTMENT, 100 percent of the total fee due under the AGREEMENT based on the awarded contract cost, less any amounts paid under "a" above.~~

By Mutual agreement, partial payments, ~~not to exceed 90 percent of the amount earned,~~ may be made from time to time as the work progresses.

4. That, should the improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in sections 1 and 3 of the ENGINEER AGREES and prior to the completion of such services, the LA shall reimburse the ENGINEER for the ENGINEER's actual costs plus ____ percent incurred up to the time the ENGINEER is notified in writing of such abandonment -"actual cost" being defined as in paragraph 2 of the LA AGREES.
5. That, should the LA require changes in any of the detailed plans, specifications or estimates except for those required pursuant to paragraph 4 of the ENGINEER AGREES, after they have been approved by the DEPARTMENT, the LA will pay the ENGINEER for such changes on the basis of actual cost plus ____ percent to cover profit, overhead and readiness to serve -"actual cost" being defined as in paragraph 2 of the LA AGREES. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of the ENGINEER's responsibility to prepare a complete and adequate set of plans and specifications.

It is Mutually Agreed,

1. That any difference between the ENGINEER and the LA concerning their interpretation of the provisions of this Agreement shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
2. This AGREEMENT may be terminated by the LA 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 LA all surveys, permits, agreements, preliminary bridge design & hydraulic report, drawings, specifications, partial and completed estimates and data, if any from traffic studies and soil survey and subsurface investigations with the understanding that all such material becomes the property of the LA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with section 4 of the LA AGREES.
3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LA and their approval by the DEPARTMENT, the LA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under this AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LA and the DEPARTMENT.
4. That the ENGINEER warrants that the ENGINEER has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract, and that the ENGINEER has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this contract. For Breach or violation of this warranty the LA shall have the right to annul this contract without liability.

IN WITNESS WHEREOF, the parties have caused the AGREEMENT to be executed in quintuplicate counterparts, each of which shall be considered as an original by their duly authorized officers.

Executed by the LA:

ATTEST: County of Lake of the
(Municipality/Township/County)
State of Illinois, acting by and through its
County Board
By _____
Lake County Clerk
(Seal)

By _____
Title Chairman of the County Board

RECOMMENDED FOR EXECUTION

Paula J. Trigg, P.E.
Director of Transportation/County Engineer
Lake County

Executed by the ENGINEER:

ATTEST: McClure Engineering Associates, Inc.
Engineering Firm
2728 Grand Avenue
Street Address
Waukegan, IL 60085
City, State
By Brett Fetter
Title President
By Harlan M. Doland, P.E., P.L.S.
Title Chief Operating Officer/Executive V.P.

Approved

Date
Department of Transportation

Regional Engineer

County Engineer
On behalf of IDOT pursuant to Agreement
of Understanding dated January 18, 2013

Note: Five (5) Original Executed Contracts – (2) LCDOT; (2) IDOT District 1, Local Roads; (1) Consultant

Exhibit A - Preliminary Engineering

Route: _____
 Local Agency: LCDOT
 (Municipality/Township/County)
 Section: 17-00143-14-RS 17-0095-18-RS
 Project: York House / Hunt Club Resurfacing
 Job No.: _____

*Firm's approved rates on file with IDOT'S
 Bureau of Accounting and Auditing:
 Overhead Rate (OH) 167.47 %
 Complexity Factor (R) 0.00
 Calendar Days _____

Method of Compensation:

- Cost Plus Fixed Fee 1 ☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]
 Cost Plus Fixed Fee 2 ☐ 14.5%[DL + R(DL) + 1.4(DL) + IHDC]
 Cost Plus Fixed Fee 3 ☐ 14.5%[(2.3 + R)DL + IHDC]
 Specific Rate ☐
 Lump Sum ☐

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
Data Collection	Project Manager	12.00	\$50.01	\$600.12	\$1,005.02		\$0.00	\$232.74	\$1,837.88
Review & Evaluation	Civil Engineering	72.00	\$38.12	\$2,744.64	\$4,596.44		\$0.00	\$1,064.45	\$8,405.53
	Land Surveyor	80.00	\$40.18	\$3,214.40	\$5,383.15		\$0.00	\$1,246.64	\$9,844.19
	Inst. Operator	140.00	\$33.14	\$4,639.60	\$7,769.93		\$0.00	\$1,799.38	\$14,208.91
	CADD Tech.	80.00	\$29.11	\$2,328.80	\$3,900.04		\$0.00	\$903.18	\$7,132.02
Project Scoping Report	Project Manager	20.00	\$50.01	\$1,000.20	\$1,675.03		\$0.00	\$387.90	\$3,063.13
	Civil Engineer	40.00	\$38.12	\$1,524.80	\$2,553.58		\$0.00	\$591.36	\$4,669.74
	CADD Tech.	60.00	\$29.11	\$1,746.60	\$2,925.03		\$0.00	\$677.38	\$5,349.01
Analysis	Project Manager	16.00	\$50.01	\$800.16	\$1,340.02		\$0.00	\$310.32	\$2,450.50
	Civil Engineer	80.00	\$38.12	\$3,049.60	\$5,107.16		\$0.00	\$1,182.73	\$9,339.49
	Eng/CADD Tech.	140.00	\$29.11	\$4,075.40	\$6,825.07		\$0.00	\$1,580.56	\$12,481.03
Hunt Club Bike Path	Project Manager	2.00	\$50.01	\$100.02	\$167.50		\$0.00	\$38.79	\$306.31
	Civil Engineering	24.00	\$38.12	\$914.88	\$1,532.14		\$0.00	\$354.81	\$2,801.83
	Land Surveyor	8.00	\$40.18	\$321.44	\$538.31		\$0.00	\$124.66	\$984.41
	Inst. Operator	8.00	\$33.14	\$265.12	\$443.99		\$0.00	\$102.82	\$811.93
	CADD Tech.	40.00	\$29.11	\$1,164.40	\$1,950.02		\$0.00	\$451.59	\$3,566.01
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
Totals (Sheet 1)		822.00		\$28,490.18	\$47,712.43		\$0.00	\$11,049.31	\$87,251.92

Route: _____
 Local Agency: LCDOT
 (Municipality/Township/County)
 Section: 17-00143-14-RS 17-0095-18-RS
 Project: York House / Hunt Club Resurfacing
 Job No.: _____

Method of Compensation:

- | | | |
|-----------------------|-------------------------------------|--|
| Cost Plus Fixed Fee 1 | <input checked="" type="checkbox"/> | $14.5\%[\text{DL} + \text{R}(\text{DL}) + \text{OH}(\text{DL}) + \text{IHDC}]$ |
| Cost Plus Fixed Fee 2 | <input type="checkbox"/> | $14.5\%[\text{DL} + \text{R}(\text{DL}) + 1.4(\text{DL}) + \text{IHDC}]$ |
| Cost Plus Fixed Fee 3 | <input type="checkbox"/> | $14.5\%[(2.3 + \text{R})\text{DL} + \text{IHDC}]$ |
| Specific Rate | <input type="checkbox"/> | |
| Lump Sum | <input type="checkbox"/> | |

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
Plans, Specs, and Estimate of Cost	Project Manager	16.00	\$50.01	\$800.16	\$1,340.02		\$0.00	\$310.32	\$2,450.50
	Civil Engineering	152.00	\$38.12	\$5,794.24	\$9,703.61		\$0.00	\$2,247.18	\$17,745.03
	Eng/CADD Tech.	400.00	\$29.11	\$11,644.00	\$19,500.20		\$0.00	\$4,515.90	\$35,660.10
	Clerical	40.00	\$33.14	\$1,325.60	\$2,219.98		\$0.00	\$514.10	\$4,059.68
Project Management	Principal	20.00	\$67.75	\$1,355.00	\$2,269.21		\$0.00	\$525.51	\$4,149.72
	Project Manager	20.00	\$50.01	\$1,000.20	\$1,675.03		\$0.00	\$387.90	\$3,063.13
Expenses		0.00	\$0.00	\$0.00	\$0.00		\$753.00	\$109.18	\$ 862.18
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
Totals		648.00		\$21,919.20	\$36,708.05		\$753.00	\$8,610.09	\$67,990.34

EXHIBIT B

LAKE COUNTY
DIVISION OF TRANSPORTATION
2017 RESURFACING PROJECT
YORK HOUSE ROAD / HUNT CLUB ROAD
MANHOURS PROJECTIONS

PRELIMINARY ENGINEERING

TASK 1

Data Collection, Review and Evaluation

1. Data Collection	16
2. Prepare Preliminary Aerial Plots	40
3. Initial Inspection	80
4. Alignment Survey	80
5. Topographic Survey to obtain roadway geometrics and curb ramp elevations	120
6. Utility Coordination	40
7. Meetings with Lake County Division of Transportation	<u>8</u>

Total Task 1 384

TASK 2

Project Scoping Report

1. Additional items per LCDOT Scoping Report	<u>120</u>
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Total Task 2 120

TASK 3

Analysis

1. Review Sidewalk Ramps for ADA Compliance and Update With New Detectable Warning, as Required	160
2. Various Locations – Review Guardrail	20
3. Various Locations – Review Conditions of Culverts and Determine if Replacement/Maintenance is Required	40
4. Coordinate with LCDOT	<u>16</u>
Total Task 3	236

TASK 4

Hunt Club Bike Path

1. Data Collection	8
2. Right-of-Way Survey	8
3. Topographic Survey	16
4. Design Analysis	<u>50</u>
Task Total 4	82

TASK 5

Plans, Specification, Estimate of Cost

1. Prepare Plans	120
2. Prepare Curb Ramp Detail	160
3. Prepare Specifications	40
4. Prepare Quantities and Schedules	200

5. Prepare Estimate of Cost	40
6. Meet with Lake County Division of Transportation	8
7. Address Staff Comments and Finalize Plans/Specs/Estimates	<u>40</u>

Total Task 5 608

TASK 6

Project Management 40

Total Task 6 40

TOTAL MANHOURS 1470

McCLURE ENGINEERING ASSOCIATES, INC. SCOPE OF SERVICES TRAVELING AND OUT-OF-POCKET EXPENSES

<u>Item</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
Travel (Site Visits/Meetings)	100 miles	\$0.53	\$ 53.00
Copies (8 ½ x 11)	1,500	\$0.20	\$ 300.00
Bluelines/Sepias/Prints	100	\$2.00	\$ 200.00
UPS*	1	Lump Sum	<u>\$ 200.00</u>
TOTAL			\$ 753.00

*Lump sum allowance since UPS will be based on weight and size of items shipped throughout the project.

York House Road Resurfacing (17-00143-14-RS) – Scope of Services

Route 131 to Lewis Avenue (approx. 6250 lf)

Construction Estimate \$824,000

2.25" mill, 0.75 polymerized leveling binder, 1.50" surface course; Bicyclist friendly shoulders in open drainage sections (4' HMA and 4' AGG. shoulder (2' agg. shoulder min.))

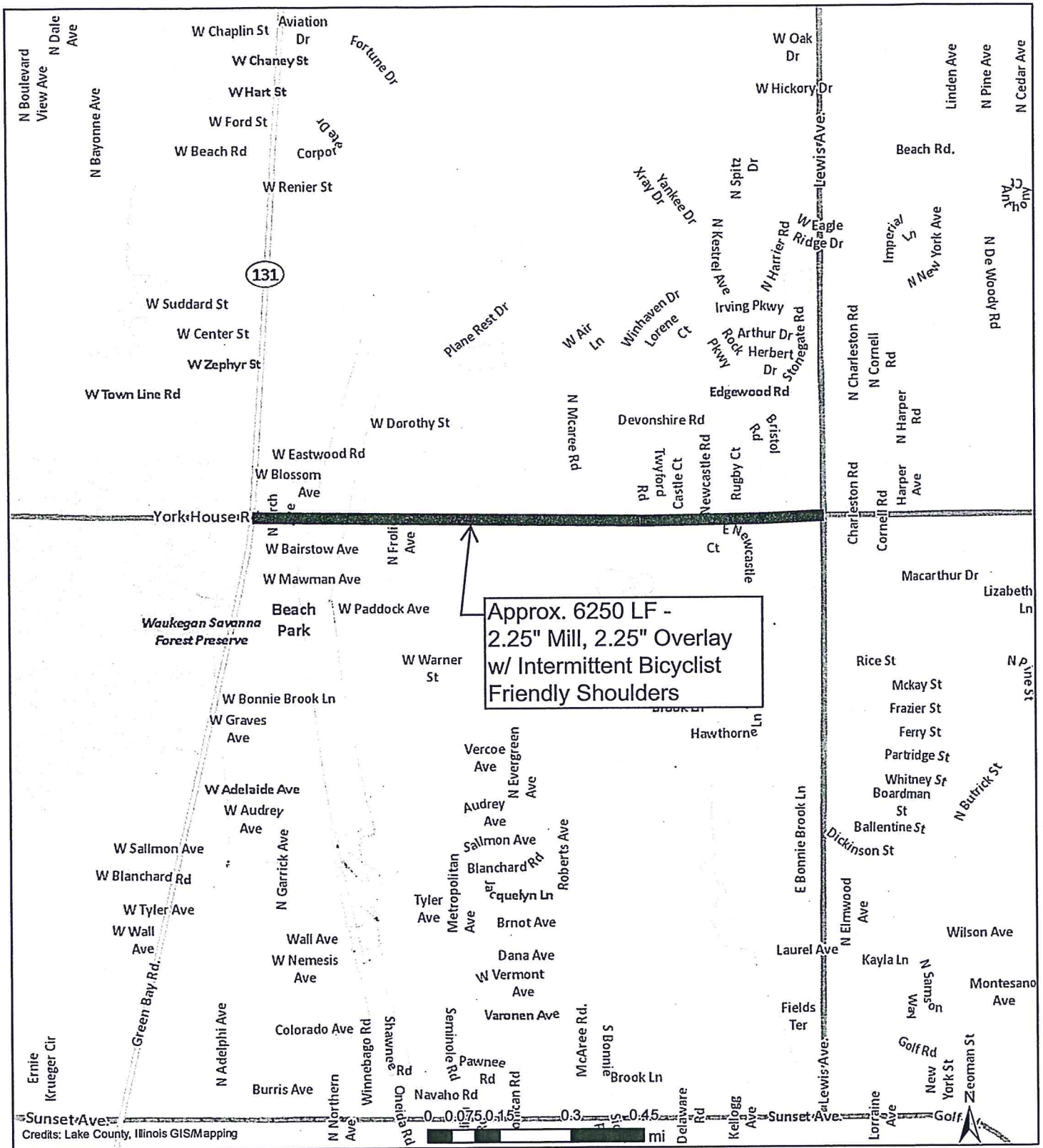
12,000-15,000 ADT; 35-40 mph

Provide a proposal to provide professional engineering and survey services on the above referenced project. The general scope will be similar to resurfacing projects you have done in the past. Below are some project specific items to include in your proposal:

1. Letting Date is 05/16/17. We will need final Plans, Specs, and Estimates no later than 4/14/17, and will require 1 LCDOT plan review. McClure to provide LCDOT with any IDOT check sheets and project special provisions written by McClure (non-LCDOT); the Spec book will be done by LCDOT.
2. Curb ramps shall be field checked for compliance with ADA guidelines. Any curb ramps found to be non-compliant shall be surveyed and re-designed. Each re-designed ramp should have its own curb ramp detail with station/offset, elevation detail for construction layout purposes (based off County centerline alignment and stationing). Attached is an example curb ramp detail for reference.
3. An alignment shall be provided from McAree to Lewis for curb ramp layout purposes and alignment and tie sheets shall be provided in the plans. Always follow LCDOT survey guidelines where applicable (at least 2 benchmarks, state plane coordinates, NAVD88 datum, etc.). Coordinate any questions with LCDOT Surveyor.
4. Two cross culverts appear to be in good condition and no replacement is expected. Include removal and replacement of ends with Joint Ties for Concrete Pipe (LC5402) if there is any joint separation.
5. Please note, the LCDOT is preparing a scoping report for this project which may add some additional items to the project. This will likely **NOT** be done in time to be included in your proposal. Please include some additional hours in your proposal to accommodate such extra work.

We will need your final proposal by the end of this month to make it to our February board meeting. To allow time for a LCDOT review and comments, please have a **draft** proposal to me **no later than January 25, 2017**.

York House Rd. Resurfacing Location Map



Hunt Club Road Resurfacing (17-00095-18-RS) – Scope of Services

South of Washington St. to North of Dada Dr. (approx. 7500 lf)

East and West Legs of Washington Street to nearest paving joint (approx. 1000 lf)

Construction Estimate \$1,717,000.00

2.25" mill, 0.75 polymerized leveling binder, 1.50" surface course (poly?)

24,600 ADT; 40 mph

Provide a proposal to provide professional engineering and survey services on the above referenced project. The general scope will be similar to resurfacing projects you have done in the past. Below are some project specific items to include in your proposal:

Base Scope

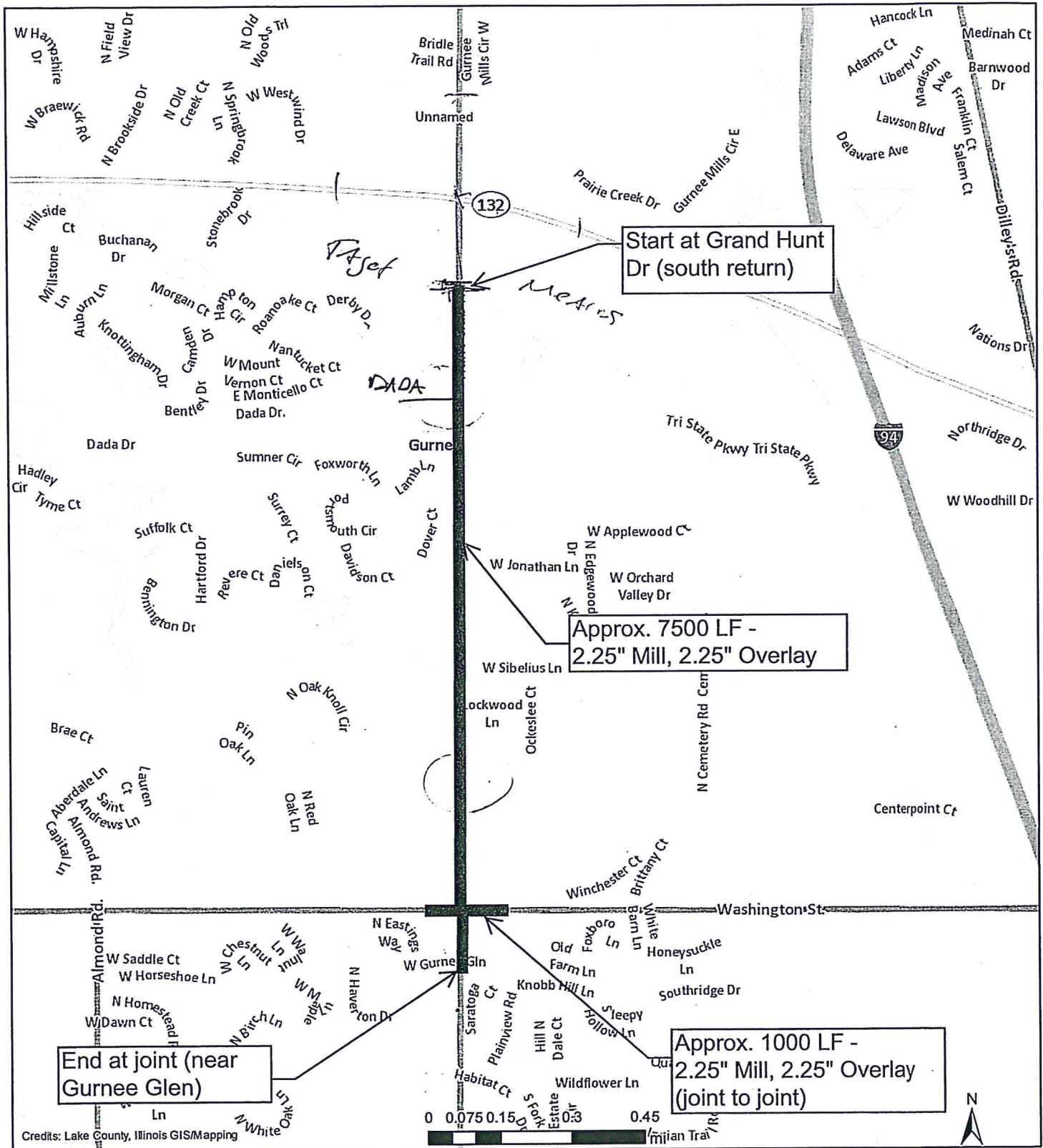
1. Letting Date is 05/16/17. We will need final Plans, Specs, and Estimates no later than 4/14/17, and will require 1 LCDOT plan review. McClure to provide LCDOT with any IDOT check sheets and project special provisions written by McClure (non-LCDOT); the Spec book will be done by LCDOT.
2. Curb ramps shall be field checked for compliance with ADA guidelines. Any curb ramps found to be non-compliant shall be surveyed and re-designed. Each re-designed ramp should have its own curb ramp detail with station/offset, elevation detail for construction layout purposes (based off County centerline alignment and stationing). Attached is an example curb ramp detail for reference.
3. An alignment shall be provided for the entire project limits on Hunt Club Road, and alignment and tie sheets shall be provided in the plans. Always follow LCDOT survey guidelines where applicable (at least 2 benchmarks, state plane coordinates, NAVD88 datum, etc.). Coordinate any questions with LCDOT Surveyor.
4. Please note, the LCDOT is preparing a scoping report for this project which may add some additional items to the project. This will likely **NOT** be done in time to be included in your proposal. Please include some additional hours in your proposal to accommodate such extra work.

Additional Scope

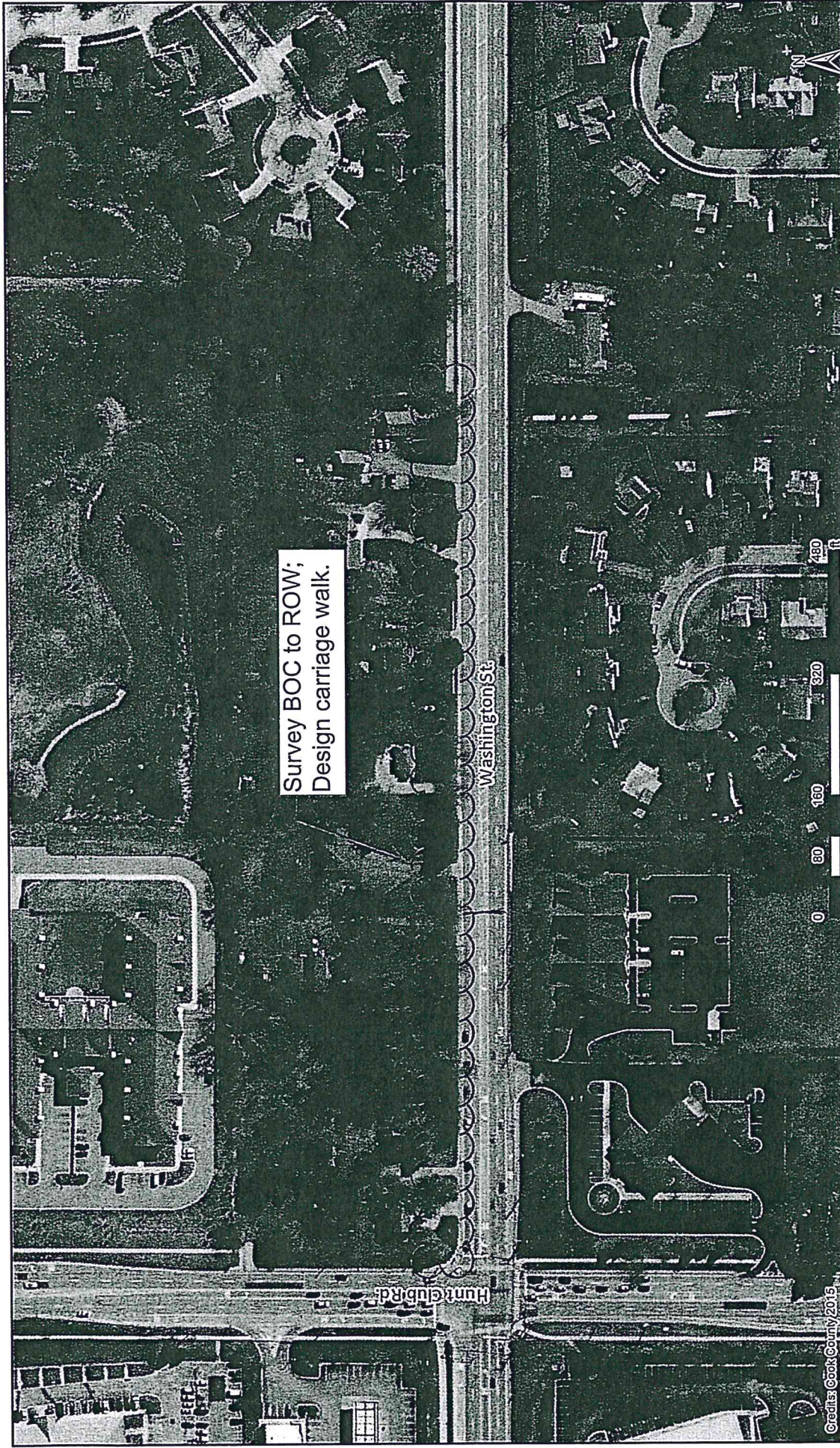
1. There is a 1000-foot gap in the bike path on the north side of Washington Street just east of Hunt Club Road. Please include hours for survey (EOP/BOC to right-of-way) and design of a carriage walk. Show these as separate line item(s) so that they can be easily added/omitted from the Contract as we deem necessary.

We will need your final proposal by the end of this month to make it to our February board meeting. To allow time for a LCDOT review and comments, please have a draft proposal to me no later than January 25, 2017.

Hunt Club Rd Resurfacing Limits



Additional Scope Limits



ELECTRONIC BID PACKAGE FORMAT AND SUBMITTAL

To facilitate posting projects to the LCDOT web site, consultants shall provide electronic copies of the bid documents as follows:

1. A .pdf file of each individual plan sheet.
 - a. Each individual sheet file shall be printed to a .pdf file. Only sheets that require signatures and/or seals may be scanned. All plan sheets shall be printed to scale as full size - 22" x 34" (ANSI D). This facilitates the printing of half-size (11" x 17") sheets to scale.
 - b. The files shall be named as:
 - i. **A-XXXXXX\$Sheet_XXXX_Title.pdf**
 - ii. A-XXXXXX is the LCDOT CPMS Pin # assigned to the project. The "XXXX" in the file name shall be a sequential 4 digit number beginning at 0001. The numbers shall include all preceding 0's. The 0's are necessary to align the individual files in order on the web site.
 - iii. For example the cover sheet of the project (PIN # B-00300) would be B-00300\$Sheet_0001_Cover_Sheet.pdf.
2. A .pdf file of the entire plan set.
 - a. The individual plan sheets shall be combined into a single file.
 - b. The file shall be named: **A-XXXXXX\$Full_Plan_Set.pdf**.
 - c. A scanned copy of the cover sheet with County Engineer's signature will be added by LCDOT.
3. A compiled .pdf file of the final contract book (specifications).
 - a. The file shall be compiled from individual documents (word processing, spreadsheets, design standards/details, etc.) printed to .pdf files and individual files already in .pdf format. Only documents that cannot be transmitted electronically or that require signatures and/or seals may be scanned.
 - b. The file shall be named: **A-XXXXXX\$Contract_Specifications.pdf**.
 - c. A scanned copy of the cover page with County Engineer's signature will be added by LCDOT.
4. If a soils report for the project has been prepared, the consultant shall include a .pdf file named: **A-XXXXXX\$Soils_Report.pdf**.

The consultant shall provide the above files on a CD. LCDOT does not have an ftp site. If the consultant has an ftp site arrangements may be made to transfer the files.

DESIGN SURVEY PROCEDURES (Revised 12/4/14)

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 all 100-foot interval station locations on the survey base line for construction when on paved surfaces with a P.K. or Mag nail and spray paint. The baseline for relocated alignments when off pavement will be marked 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 at 50-foot intervals and at all points needing clarification. For areas of superelevation or requiring greater detail, cross-sections shall be cut 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 3rd 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.

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. Base Drawing at 1:1. 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

CHECK SHEET #LRS11

State of Illinois
Department of Transportation
Bureau of Local Roads and Streets

SPECIAL PROVISION
FOR
EMPLOYMENT PRACTICES

Effective: January 1, 1999

In addition to all other labor requirements set forth in this proposal and in the Standard Specifications for Road and Bridge Construction, adopted by the Department of Transportation, during the performance of this contract, the Contractor for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

Selection of Labor. The Contractor shall comply with all Illinois statutes pertaining to the selection of labor.

Equal Employment Opportunity. During the performance of this contract, the Contractor agrees as follows:

- (a) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge from military service, and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- (b) That, if it hires additional employees in order to perform this contract or any portion hereof, it will determine the availability of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- (c) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge from military service.

That it will send to each labor organization or representative of workers with which it has or is bound by collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with so such Act and Rules and Regulations, the Contractor will promptly so notify the Illinois Department of Human Rights and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

October 11, 2016

Subject: PRELIMINARY ENGINEERING
Consultant Unit
Prequalification File

Brett Fetter
MCCLURE ENGINEERING ASSOC., INC.
4700 Kennedy Dr.
East Moline, IL 61244

Dear Brett Fetter,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2015. Your firm's total annual transportation fee capacity will be \$23,200,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 167.47% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Office of Quality Compliance and Review in a pre-award audit.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2016. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,
Maureen M. Addis
Acting Bureau Chief
Bureau of Design & Environment

A:\IDOT1216

McCLURE ENGINEERING ASSOCIATES, INC.
ACTIVE PERSONNEL CATEGORY LISTINGS
REPORT: EMPLOYEE CLASSIFICATION LIST

DATE: 12/07/16

<u>CLASSIFICATIONS</u>	<u>AVERAGE HR. RATE</u>
PRINCIPAL	64.75
PROJECT MANAGER	50.01
LICENSED STRUCTURAL ENGINEER	52.63
PROF. LAND SURVEYOR	40.18
PROFESSIONAL CIVIL ENGINEER	38.12
SURVEY PARTY CHIEF	37.16
ENGINEER TECHNICIAN	29.11
DRAFTERS/CADD	29.11
SURVEY INSTRUMENT OPERATOR	33.14
ENGR. INTERN/SURVEY INTERN	27.52
CLERICAL	21.01
SURVEY TECHNICIAN	23.04

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/20/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services LLC 1800 River Drive Moline, IL 61265 309 764-9666		CONTACT NAME: Tere Holmes PHONE (A/C, No, Ext): 309-743-3044 FAX (A/C, No): 309-764-6321 E-MAIL ADDRESS: Tere.Holmes@usi.com															
INSURED McClure Engineering Associates, Inc. 4700 Kennedy Drive East Moline, IL 61244		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Continental Insurance Company</td> <td>35289</td> </tr> <tr> <td>INSURER B: Transportation Insurance Compan</td> <td>20494</td> </tr> <tr> <td>INSURER C: National Fire Insurance Co. of</td> <td>20478</td> </tr> <tr> <td>INSURER D: Associated Industries Ins. Co.,</td> <td>23140</td> </tr> <tr> <td>INSURER E: Continental Casualty Company</td> <td>20443</td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Continental Insurance Company	35289	INSURER B: Transportation Insurance Compan	20494	INSURER C: National Fire Insurance Co. of	20478	INSURER D: Associated Industries Ins. Co.,	23140	INSURER E: Continental Casualty Company	20443	INSURER F:	
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COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION INSURANCE WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	C6014871393	10/01/2016	10/01/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
E	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	X	C6014871409	10/01/2016	10/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTIONS		1500C6014871703	10/01/2016	10/01/2017	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	WC6014871736	10/01/2016	10/01/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
A	Business Property		C6014871393	10/01/2016	10/01/2017	\$1,777,126 /\$1,000 Ded
D	Professional Liab		AES103631100	11/10/2016	11/10/2017	\$2,000,000 Occ/Agg


DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Concerning any and all jobs for Lake County Division of Transportation.

The General Liability and Auto Liability policy(s) includes an automatic Additional Insured endorsement that provides Additional Insured status to Lake County Division of Transportation only when there is a written contract that requires such status. Umbrella Follows Form.

CERTIFICATE HOLDER

CANCELLATION

Lake County Division of Transportation Attn: Kevin J Carrier 600 W. Winchester Road Libertyville, IL 60048	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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DESIGN SCHEDULE

Route: York House RD/Hunt Club RD
Local Agency: LAKE COUNTY
Section: 17-00143-14-RS / 17-00095-18-RS
Project:
Job No.:

	2 0 1 7				
	FEBUARY	MARCH	APRIL	MAY	
DATA COLLECTION, REVIEW AND EVALUATION					
PROJECT SCOPING REPORT					
ANALYSIS					
HUNT CLUB BIKE PATH					
LCDOT REVIEW #1					
PLANS, SPECS, ESTIMATE OF COST					
LCDOT REVIEW #2					
PROJECT MANAGEMENT					

NOTE: FINAL PLAN DELIVERED TO LCDOT BY 4-14-17