

Local Public Agency Lake County	L O C A L A G E N C Y	 Illinois Department of Transportation Construction Engineering Services Agreement For Federal Participation	C O N S U L T A N T	Consultant HR Green
County Lake				Address 420 N. Front Street
Section 09-00174-05-CH				City McHenry
Project No. OV57(283)				State IL
Job No. C-91-738-09				Zip Code 60050
Contact Name/Phone/E-mail Address Glenn Petko, 847.377.7400 gpetko@lakecountyil.gov				Contact Name/Phone/E-mail Address Todd Destree, 815.509.9307 tdestree@hrgreen.com

THIS AGREEMENT is made and entered into this _____ day of _____, _____ between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. Federal-aid funds allotted to the LPA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

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

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

Project Description

Name Hart Road Route FAU 2549 Length 0.01 Structure No. N/A

Termini At US 14

Description: This project includes roadway reconstruction, roadway lighting, roadway crossing widening, new railroad signals and gates, new shared use paths, new sidewalk, retaining walls, resurfacing and traffic signal modernization, excavation, embankment, hot mix asphalt pavement, concrete base course, landscaping, culverts, storm sewer, drainage structures and all incidental and collateral work.

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT hereinbefore described and checked below:
 - ☐ a. Proportion concrete according to applicable STATE Bureau of Materials and Physical Research (BMPR) Quality Control/Quality Assurance (QC/QA) training documents or contract requirements and obtain samples and perform testing as noted below.
 - ☐ b. Proportion hot mix asphalt according to applicable STATE BMPR QC/QA training documents and obtain samples and perform testing as noted below.
 - ☒ c. For soils, to obtain samples and perform testing as noted below.
 - ☒ d. For aggregates, to obtain samples and perform testing as noted below.

NOTE: For 1a. through 1d. the ENGINEER is to obtain samples for testing according to the STATE BMPR "Project Procedures Guide", or as indicated in the specifications, or as attached herein by the LPA; test according to the STATE BMPR "Manual of Test Procedures for Materials", submit STATE BMPR inspection reports; and verify compliance with contract specifications.

- ☒ e. Inspection of all materials when inspection is not provided at the sources by the STATE BMPR, and submit inspection reports to the LPA and the STATE in accordance with the STATE BMPR "Project Procedures Guide" and the policies of the STATE.
 - ☒ f. For Quality Assurance services, provide personnel who have completed the appropriate STATE BMPR QC/QA trained technician classes.
 - ☒ g. Inspect, document and inform the LPA employee In Responsible Charge of the adequacy of the establishment and maintenance of the traffic control.
 - ☐ h. Geometric control including all construction staking and construction layouts.
 - ☒ i. Quality control of the construction work in progress and the enforcement of the contract provisions in accordance with the STATE Construction Manual.
 - ☒ j. Measurement and computation of pay items.
 - ☐ k. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - ☒ l. Preparation and submission to the LPA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LPA and the STATE.
 - ☒ m. Revision of contract drawings to reflect as built conditions.
 - ☒ n. Act as resident construction supervisor and coordinate with the LPA employee In Responsible Charge.
2. Engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with the AGREEMENT.
 3. To furnish the services as required herein within twenty-four hours of notification by the LPA employee In Responsible Charge.
 4. To attend meetings and visit the site of the work at any reasonable time when requested to do so by representatives of the LPA or STATE.
 5. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without the 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 not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
 6. The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the LPA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work completed to date. Such invoices shall represent the value, to the LPA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
 7. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable to improvement of the SECTION; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
 8. That the ENGINEER shall be responsible for the accuracy of the ENGINEER's work and correction of any errors, omissions or ambiguities due to the ENGINEER'S negligence which may occur either during prosecution or after acceptance by the LPA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LPA, the STATE and their employees from all accrued claims or liability and assume all restitution and repair costs arising from such negligence. The ENGINEER shall give immediate attention to any remedial changes so there will be minimal delay to the contractor and prepare such data as necessary to effectuate corrections, in consultation with and without further compensation from the LPA.
 9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LPA.
 10. The undersigned certifies neither the ENGINEER nor I have:
 - a) 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 me or the above ENGINEER) to solicit or secure this AGREEMENT;
 - b) 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) paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - d) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - e) have 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 indicted 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 (e) of this certification; and
 - g) have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
11. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
 12. To submit all invoices to the LPA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
 13. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the work called for in the AGREEMENT.
 14. To be prequalified with the STATE in Construction Inspection when the ENGINEER or the ENGINEER's assigned staff is named as resident construction supervisor. The onsite resident construction supervisor shall have a valid Documentation of Contract Quantities certification.
 15. Will provide, as required, project inspectors that have a valid Documentation of Contract Quantities certification.

II. THE LPA AGREES,

1. To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
2. To furnish the necessary plans and specifications.
3. To notify the ENGINEER at least 24 hours in advance of the need for personnel or services.
4. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee
Formulas

- ☒ $FF = 14.5\%[DL + R(DL) + OH(DL) + IHDC]$, or
☐ $FF = 14.5\%[(2.3 + R)DL + IHDC]$

Where: DL = Direct Labor
 IHDC = In House Direct Costs
 OH = Consultant Firm's Actual Overhead Factor
 R = Complexity Factor
 FF=Fixed Fee
 SBO = Services by Others

Total Compensation = $DL + IHDC + OH + FF + SBO$

Specific Rate ☐ (Pay per element)

Lump Sum ☐ _____

5. To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5-409:

☐ With Retainage

- a) **For the first 50% of completed work**, and 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 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **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 the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

☒ Without Retainage

- 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 STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
6. The recipient shall not discriminate on the basis on the basis of race, color, national origin or sex in the award and performance of any 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 DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by 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 (31U.S.C. 3801 et seq.).
7. To submit approved form BC 775 (Exhibit C) and BC 776 (Exhibit D) with this AGREEMENT.
8. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Local Government Professional Services Selection Act 50 ILCS 510, the Brooks Act 40USC 11, and Procurement, Management, and Administration of Engineering and Design related Services (23 CFR part 172). Exhibit C is required to be completed with this agreement.

III. It is Mutually Agreed,

1. That the ENGINEER and the ENGINEER's subcontractors will maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred and to make such materials available at their respective offices at all reasonable times during the AGREEMENT period and for three years from the date of final payment under this AGREEMENT, for inspection by the STATE, Federal Highway Administration or any authorized representatives of the federal government and copies thereof shall be furnished if requested.
2. That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
3. That all field notes, test records and reports shall be turned over to and become the property of the LPA and that 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.
4. That this AGREEMENT may be terminated by the LPA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LPA, the ENGINEER shall be paid for any services completed and any services partially completed. The percentage of the total services which have been rendered by the ENGINEER shall be mutually agreed by the parties hereto. The fixed fee stipulated in numbered paragraph 4d of Section II shall be multiplied by this percentage and added to the ENGINEER's actual costs to obtain the earned value of work performed. All field notes, test records and reports completed or partially completed at the time of termination shall become the property of, and be delivered to, the LPA.
5. That any differences between the ENGINEER and the LPA concerning the 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 LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.

6. That in the event the engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent or inadequate, the STATE shall have the right to supplement the engineering and inspection force or to replace the engineers or inspectors employed on such work at the expense of the LPA.
7. That the ENGINEER has not been retained or compensated to provide design and construction review services relating to the contractor's safety precautions, except as provided in numbered paragraph 1f of Section I.
8. This certification is required by the Drug Free Workplace Act (30ILCS 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 State 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 or grant payments, termination of a contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other 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 a contract or grant of \$5,000 or more from the State, as defined in 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 the 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 five (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 of maintaining 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 by, any employee who is convicted, as required by section S of the Drug Free Workplace Act.
 - (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.
 - (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.
9. 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 DOT-assisted contracts. Failure by the ENGINEER to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination this AGREEMENT or such other remedy as the LPA deems appropriate.
 10. When the ENGINEER is requested to complete work outside the scope of the original AGREEMENT, a supplemental AGREEMENT will be required. Supplements will also be required for the addition or removal of subconsultants, direct costs, the use of previously unspecified staff, and other material changes to the original AGREEMENT.

Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
HR Green	42-0927178	\$772,425.28
Sub-Consultants:	TIN Number	Agreement Amount
Rubino Engineering	80-0450719	\$ 5,000.00
Sub-Consultant Total:		\$ 5,000.00
Prime Consultant Total:		\$772,425.28
Total for all Work:		\$777,425.28

Executed by the LPA:

(County)

ATTEST:

By: _____

Clerk

(SEAL)

By: _____

Title: _____

Executed by the ENGINEER:

ATTEST:

By:  _____

Title: Senior Construction Project Manager

HR Green, Inc.

By:  _____

Title: Vice President

Lake County: Hart Road at US Route 14

Section 09-00174-05-CH

Project No.: OV57(283)

Job No.: C-91-738-09

Addendum #1

An Addendum to the Construction Engineering Services Agreement for Federal Participation (BLR 05611) for Project No. OV57(283), Project No. C-919738-09 in the Villages of Barrington and Barrington Hills, Lake County, IL

Changes in "AGREEMENT PROVISION"

UNDER "THE ENGINEER AGREES"

The following provisions are added:

- (16) That HR Green will staff the project with a Designated Erosion Control Inspector
- (17) That HR Green will not exceed the total for all work amounts as stipulated on page 6 of this Agreement without prior approval from the County Engineer



BLR 05611 (Rev. 11/09/17)

Exhibit C

Local Public Agency Lake County
Section Number 09-00174-05-CH
Project Number OV57(283)
Job Number C-91-738-09

The LPA must complete Exhibit C, if federal funds are used for this engineering agreement and the value will exceed \$25,000. The LPA must follow federal small purchase procedures, if federal funds are used and the engineering agreement has a value less than \$25,000.

☐ Form Not Applicable (engineering services less than \$25,000)

1.	Do the written QBS policies and procedures discuss the initial administration (procurement, management, and administration) concerning engineering and design related consultant services? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
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 <i>BLRS Manual</i> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, IDOT's approval date: _____			
3.	Was the scope of services for this project clearly defined? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
4.	Was public notice given for this project? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Due date of submittal: <u>09/01/2017</u> Method(s) used for advertisement and dates of advertisement: <u>Lake County News – Sun, August 17 and August 24, 2017 also email to all consultants to on Lake County's list of SOI/SOQ interested engineering firms</u>			
5.	Do the written QBS policies and procedures cover conflicts of interest? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
6.	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
7.	Do the written QBS policies and procedures discuss the method of evaluation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
	Criteria for this project	Weighting	Criteria for this project	Weighting
	<u>Technical Approach</u>	<u>20 %</u>	<u>Workload</u>	<u>10%</u>
	<u>Firm Experience</u>	<u>10 %</u>	<u>Past Performance</u>	<u>20%</u>
	<u>Specialized Experience</u>	<u>10 %</u>	<u>Proximity of Firm and Staff</u>	<u>10%</u>
	<u>Staff Capacity</u>	<u>20 %</u>		<u> </u> %
8.	Do the written QBS policies and procedures discuss the method of selection? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Selection committee (titles) for this project: <u>County Engineer, Assistant County Engineer, Engineer of Construction, Engineer of Traffic, Resident Engineer, Resident Engineer, Project Manager</u> Top three consultants selected for this project in order: 1) <u>HR Green</u> 2) <u>Benesch</u> 3) <u>Techma</u> If less than 3 responses were received, IDOT's approval date: _____			
9.	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
10.	Were negotiations for this project performed in accordance with federal requirements? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
11.	Were acceptable costs for this project verified? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> LPA will rely on IDOT review and approval of costs.			
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
13.	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, record retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

Average Hourly Project Rates

Date 02/08/19

Sheet 1 OF 1

Payroll Classification	Average Payroll Rates	Total Project Rates			Project Start Up			Utility Coordination			Public Outreach			Construction Observation			Administration		
		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	\$70.00																		
Senior Construction Proj Man.	\$70.00	836	15.21%	10.65															
Construction Engineer II	\$37.26	1870	34.02%	12.68	80	50.00%	18.63												
Construction Engineer I	\$31.41																		
Construction Engineer III	\$49.59																		
Construction Technician I	\$31.47																		
Construction Technician II	\$35.25	2710	49.31%	17.38	80	50.00%	17.63	160	100.00%	35.25	40	9.52%	3.36	2430	56.51%	19.92			
Administrative Assistant II	\$24.88	80	1.46%	0.36															
TOTALS		5496	100%	\$41.06	160	100%	\$36.25	160	100%	\$35.25	420	100%	\$63.57	4300	100%	\$37.03	141	100%	\$70.00



Route:	Hart Road
Local Agency:	Lake County
County	Lake
Job No.:	C-91-738-09
PTB/Item	

Consultant	HR Green, Inc.
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Date 02/08/19

Sheet 2 OF 2

Payroll Classification	Avg Hourly Rates	Meetings			Project Close Out											
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	\$70.00															
Senior Construction Proj Man.	\$70.00	235	74.60%	52.22												
Construction Engineer II	\$37.26				160	50.00%	18.63									
Construction Engineer I	\$31.41															
Construction Engineer III	\$49.59															
Construction Technician I	\$31.47															
Construction Technician II	\$35.25				160	50.00%	17.63									
Administrative Assistant II	\$24.88	80	25.40%	6.32												

**Exhibit D - Construction Engineering
Direct Costs**

Project Start Up

In-House Direct Costs

Mileage				
10	days x	\$65.000	per day =	\$650.00
1	half day x	\$32.500	per day =	\$32.50
Sub-Total				\$682.50

Construction Observation

In-House Direct Costs

Vehicle Use				
460	days x	\$65.000	per day =	\$29,900.00
Sub-Total				\$29,900.00

Total Mileage Direct Cost \$30,582.50

Administration

In-House Direct Costs

Printing/Website Fees/Door Hangers/Handouts/Preconstruction Exhibits **\$1,000.00**

Services by Others - Geotechnical Subconsultant

	\$5,000.00
Sub-Total	\$5,000.00

Total Services by Others	\$5,000.00
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Construction Engineering Scope of Work

HR Green, Inc. anticipates this project to begin approximately October 2019 and will be substantially completed by December 1, 2020. HR Green anticipated there will be approximately one month of landscaping work that will have to be completed in the Spring of 2021. The man-hours required for construction observation were based upon the time required to monitor the project and that the contractor will complete the project by the contract specified deadline. Any additional work due to an extended schedule dictated by the contractor's performance or unanticipated work due to site conditions shall warrant a contract addendum.

The following is a breakdown of the various tasks associated with the construction observation which will be completed by HR Green, Inc.:

A. Start Up

HR Green will complete a preconstruction video of the proposed construction area to document the existing conditions prior to the start of construction. HR Green will also utilize this time to prepare its filing system to IDOT contract documentation standards and incorporate IDOT's ICORS construction management software project specific information into HR Green's computer system.

The project startup also allows HR Green time to review the plans and specification prior to the start of the project, attend the preconstruction meeting with IDOT, the contractor and the Lake County. HR Green will coordinate with the Lake County to ensure that all governmental entities are aware of the project details and any impacts that the project may create.

HR Green will mark, measure and document contract removal payment items prior to the contractor starting work.

HR Green anticipates a Construction Engineer and Technician will be onsite for approximately eighty (80) hours each to complete the above noted coordination and construction preparation.

B. Utility Coordination

Upon approve of this contract, HR Green will reach out to the utilities who have facilities that are in conflict with the project and coordinate the relocation of the facilities with each of the utilities. HR Green will work

with the utility contractor during the utility relocation process to ensure that the proposed relocated facilities will not be in conflict with the proposed roadway widening and reconstruction. HR Green will work with the utilities both prior to and during construction of the project to expedite the relocation of the utility facilities and avoid roadway conflicts and delays.

HR Green has allotted one hundred sixty (160) hours to complete the above noted coordination.

C. Public Outreach

HR Green will create a standalone construction website for the Hart Road Project. HR Green will provide weekly and as needed updates to the project website. This website will be updated and maintained until December 1, 2020. HR Green will also provide project information utilizing Twitter and Facebook as determined by Lake County. HR Green will utilize a combination of door to door communication, newsletter, flyers, door hangers and or other communication technics to coordinate and communicate with the businesses and residents within the construction limits. HR Green will meet with the Barrington School District and the Villages of Barrington and Barrington Hills prior to the start of the project. HR Green will continue coordination and communication with these entities during construction and until this project has been completed.

HR Green anticipates a Construction Engineer and Technician will be completing the door to door communication task for forty (40) hours each. HR Green has also allotted eight (8) hours per week for the Senior Construction Project Manager to update and maintain the construction website, update and address social media issues, coordinate and meet with businesses, residents, the school district prior to and during construction.

A total of a total of four hundred (420) hours have been allotted to complete the project start up.

D. Construction Inspection

HR Green will be on-site to observe and verify that items being constructed and materials being utilized are in general conformance with the approved plans and specifications and the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction.

HR Green will complete Inspector's Daily Reports (IDRs) and a daily diary, measure and document contract quantities, completed erosion and

sedimentation inspections in accordance with Lake County Designated Erosion Control Inspector requirements, complete payment estimates, change orders, and weekly reports. Weekly reports will be submitted to the contractor, IDOT and Lake County. HR Green will verify that all materials incorporated into this project are IDOT approved and evidence of material inspection is in compliance with the Project Procedures Guide and Special Provisions of this contract. HR Green shall keep IDOT and the Lake County informed as to the progress of construction.

Rubino Engineering will provide onsite geotechnical testing service for this project in accordance with IDOT requirements. Geotechnical Services shall be provided on an as needed basis.

HR Green anticipates a Construction Engineer and Technician will be onsite for approximately fifty (50) hours per week for thirty-five (35) weeks to complete the above noted coordination and construction documentation and a Construction Technician onsite for approximately an additional twelve (12) weeks in the fall of 2019 to document the ancillary construction work that will occur prior to the 2020 construction season. The thirty-five (35) weeks represent the time period of April 2020 through November 2020. HR Green anticipates a Construction Technician will be on site in May of 2021 to address the completion of project landscaping for approximately eighty (80) hours. Additionally, three (3) hours per week have been allotted for the Senior Construction Project Manager to provide construction management and assistance. A total of four thousand two hundred twenty (4200) hours have been allotted for daily field construction observation for this project.

E. Meetings

HR Green will attend the preconstruction meeting at IDOT with Lake County, the contractor and subcontractors and an additional preconstruction meeting at Lake County Division of Transportation. HR Green anticipates that there will be forty-seven (47) weekly and bi weekly construction progress meetings. A total of two hundred thirty (235) hours have been allotted for the Senior Construction Project Manager to attend the preconstruction meeting, attend, to attend forty-seven (47) construction progress meetings, to complete bi weekly construction meeting agendas and construction meeting minutes. Additionally, HR Green has allotted eighty (80) hours for an Administrative Assistant to assist with preparation of meeting minutes and meeting agendas. A total of three hundred fifteen (315) hours have been allotted for meeting related tasks.

F. Administration/Coordination

This task will involve the oversight of the project by management, which will include the on-going review of the project execution, documentation, schedule and budget, contract file management, and general correspondence between HR Green, Lake County, the contractor, and subcontractors. HR Green has allotted three (3) hours per week for the management and oversight of the project by the Senior Construction Project Manager. A total of one hundred forty-one (141) hours have been allotted for the administration of this project.

G. Project Close Out

HR Green anticipates approximately three hundred twenty (320) hours for completing the project closeout and final documentation for this project. This task includes the preparation of final job records in accordance with IDOT policy. All quantity measurements and calculations will be checked and cross referenced, evidence of material inspection will be finalized, ICORS forms will be printed and bound, and field books and records will be indexed and boxed for final submittal.

Disclaimer

HR Green shall not supervise, direct or have any control over the contractor's work. HR Green shall not have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the contractor. Also, HR Green is not responsible for the contractor's safety precautions or programs in connection with this work. These rights and responsibilities are solely those of the contractor.

HR Green shall not be responsible for any acts or omissions of the contractor, subcontractor or any entity performing any portion or the work, or any agents or employees of any of them. HR Green does not guarantee the performance of the contractor and shall not be responsible for the contractor's failure to perform its work in accordance with the contract drawings and documents.



Exhibit F

PROJECT SCHEDULE FOR CONSTRUCTION ENGINEERING SERVICES

Hart Road Roadway Reconstruction, Roadway Repaving
and Traffic Signal Modernization

Lake County

Section No.: 09-00174-05-CH

Project No.: OV57(283)

Job No.: C-91-738-09

Anticipated Construction Engineering Start Date: October 2019

Anticipated Construction Engineering Substantial Completion Date: December 2020

Anticipated Project Completion including Landscaping: May 2021

HRGreen.com

Phone 815.385.1778 Fax 815.385.1781 Toll Free 800.728.7805
420 North Front Street, Suite 100, McHenry, Illinois 60050



Illinois Department of Transportation

Local Public Agency Resident Construction Supervisor/ In Responsible Charge

Anthony Quigley
Regional Engineer
Department of Transportation
201 West Center Court
Schaumburg, Illinois 60196-1096

County	Lake
Municipality	Lake County
Section	09-00174-05-CH
Route	FAU 2549
Contract No.	61D65
Job No.	C-91-738-09
Project	OV57(283)

- ☐ I recommend the following individual as a local public agency employee qualified to be resident construction supervisor and to be in responsible charge of this construction project.
- ☒ I certify that I am in responsible charge as defined by the department of this construction project. Since the local public agency does not have a local public agency employee qualified to be the resident construction supervisor, I am recommending a consulting engineer to serve as resident construction supervisor.

7/12/18
Date

Shane Schneider
Signature and Title (for the Local Public Agency)

Justin McKuzes
Applicants Name (Type or Print)

The following describes my educational background, experience and other qualifications to be resident construction supervisor of this construction project for the Local Public Agency.

For Consultants: I certify that my firm is prequalified in Construction Inspection and my Documentation of Contract Quantities certificate number is 16-11546.

Education:

AAS, Construction Management & Design, Parkland College - 2002
IDOT Aggregate Technician
IDOT PCC Level 1 and 2
IDOT HMA Level 1 and 2
APWA Certified Public Infrastructure Inspector

Justin McKuzes has 17 years of experience as an engineering consultant working as the resident engineer on IDOT and MFT roadway projects. Below are an example of some of the projects that Justin and recently worked on.

Harvey Street Reconstruction Project - City of Wood Dale - 2017
Potter Street Beautification Project - City of Wood Dale - 2017
Wood Dale Road at IL 19 - Contract 63872 - 2015 -2017
Wood Dale Treatment Plant 2012 - 2015
Ameren Waste to Energy - 2010 -2012
Wonder Lake Road Bridge Contract 63409 - 2009
Milwaukee Avenue Resurfacing - Contract 63622

7/10/2018

Date

Justin McKuzes

Signature of Applicant

Construction Technician II

Job Title of Applicant

Based on the above information and my knowledge of the applicant's experience and training, it is my opinion that the applicant is qualified to serve as the resident construction supervisor on this construction project.

Approved

Date

Regional Engineer

cc: Engineer of Local Roads and Streets, Central Bureau of Local Roads and Streets
Engineer of Construction, Central Bureau of Construction
Resident Construction Supervisor
Local Public Agency



Illinois Department of Transportation

Local Public Agency Construction Inspector

Anthony Quigley
Regional Engineer
Department of Transportation
201 West Center Court
Schaumburg, Illinois 60196-1096

County	Lake
Municipality	Lake County
Section	09-0174-05-CH
Route	FAU 2549
Contract No.	61D65
Job No.	C-91-738-09
Project	OV57(283)

I consider the following individual to be qualified as a local public agency construction inspector. In addition, I certify that adequate instruction has been given this individual concerning the requirements of the contract, specifications and construction manual which pertain to the work which he/she will inspect. This individual has been instructed on the proper procedures for any necessary tests. Furthermore, if a consultant, this individual has a valid Documentation of Contract Quantities certification.

Approved 7/10/2018

Date

Signature and Title of Resident Construction Supervisor

Adam Borhart

Applicants Name (Type or Print)

The following describes the educational background, experience and other qualifications of the named applicant to serve as an inspector on this project.

For Consultants Employees: Documentation of Contract Quantities certificate number is 15-0037.

Education:

B.S. Civil Engineering, University of Illinois
Professional Engineer, Illinois, 2010, #06206650
PCC Level I,II
HMA Level I,II
STTP-S33 Soils Field Testing and Inspection Course
STTP-S19 Piling
Mixture Aggregate Technician

Experience:

2017 Hinsdale MFT Program
2016 Hinsdale - Woodlands Subdivision Reconstruction
2015/2016 Oak Street Bridge 61B11
2014 Railroad Avenue Bridge 85607
2012 Winn Road Bridge 63544
2012 Mundelein SRTS 63657
2010 Mundelein Streetscape 63448

If the Resident from BC-775 is a consultant, the local public agency employee in responsible charge must also approve this individual.

Approved

Date

Signature and Title of In Responsible Charge from BC-775