



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: January 4, 2016

MEMO TO: Bonnie Thomson Carter, Chair
Planning and Restoration Committee

Agenda Item# 9.11

S. Michael Rummel, Chair
Finance and Administrative Committee

FROM: Randall L. Seebach, Director
Planning and Land Preservation

SUBJECT: Engineering Services for the Pedestrian Bridge and Trail Connection at Middlefork Savanna

RECOMMENDATION: Recommend approval of a Resolution awarding a Contract for Phase III Engineering Services for the Pedestrian Bridge and Trail Connection at Middlefork Savanna Forest Preserve to Civiltech Engineering, Inc., Itasca, Illinois, in the Contract Price of \$296,025.00.

BACKGROUND: In October 2014, the District entered into a contract with Civiltech Engineering to provide Phase I engineering services to prepare the project for federal funding assistance through the Transportation Alternatives Program (TAP) administered through the Illinois Department of Transportation. The application was submitted in February 2015. In April 2015, a Phase II engineering contract with Civiltech Engineering was approved to complete the final design, specifications, and bid documents, and to prepare the project for an IDOT letting should funding be awarded. In June 2015, an intergovernmental agreement between the District, City of Lake Forest and Lake Forest Academy was approved identifying conditions required to successfully complete the project including establishing future ownership and maintenance responsibilities, identifying cost-sharing responsibilities, and securing the necessary temporary and permanent easements.

In November 2015, the District was notified that the project was approved for TAP funding in the amount of \$2,066,320.00. Phase III engineering services is required by IDOT to administer all TAP projects.

REASON FOR RECOMMENDATION: Committee recommendation and Board approval are required in accordance with District policy.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Legal Counsel

FINANCIAL DATA: This project was approved as part of the adopted FY 2015/2016 Capital Improvement Plan in the amount of \$600,959.00. The actual cost of \$296,025.00 will be charged to account 35634100-803200-61101. Through the TAP funding, IDOT will reimburse the District \$236,820.00 which is 80% of the engineering costs.

STRATEGIC DIRECTION(S) SUPPORTED: Public Access and Connections, Leadership, Organizational Sustainability

PRESENTER: Randall L. Seebach

STATE OF ILLINOIS)
) SS
 COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
 LAKE COUNTY FOREST PRESERVE DISTRICT
 REGULAR JANUARY MEETING
 JANUARY 12, 2016**

MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **PLANNING AND RESTORATION COMMITTEE**; and **FINANCE AND ADMINISTRATIVE COMMITTEE** present herewith "A Resolution Awarding a Contract for Phase III Engineering Services for the Pedestrian Bridge and Trail Connection at Middlefork Savanna Forest Preserve," and request its adoption.

PLANNING AND RESTORATION COMMITTEE:	YEA	NAY	FINANCE AND ADMINISTRATIVE COMMITTEE:	YEA	NAY
 Bonnie Thomson Carter, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 S. Michael Rummel, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Nick Sauer, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	 Linda Pedersen, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Carol Calabresa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Steve Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Sandra Hart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Sandra Hart	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Diane Hewitt	<input type="checkbox"/>	<input type="checkbox"/>	 Aaron Lawlor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Sid Mathias	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Audrey Nixon	<input type="checkbox"/>	<input type="checkbox"/>
 Craig Taylor	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
 Tom Weber	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION AWARDING A CONTRACT FOR PHASE III ENGINEERING SERVICES
FOR THE PEDESTRIAN BRIDGE AND TRAIL CONNECTION AT MIDDLEFORK SAVANNA FOREST PRESERVE**

WHEREAS, the Lake County Forest Preserve District (the "District") desires to purchase phase III engineering services, including the preparation of plans and submittals to complete the final design, specifications, and bid documents for the Middlefork Savanna Pedestrian Overpass and City of Lake Forest Trail Project (the "Services"); and

WHEREAS, the Director of Planning, Conservation and Development and the Purchasing Manager have determined that the Services require personal confidence; and

WHEREAS, the Purchasing Manager has solicited a proposal for the Services; and

WHEREAS, the District's staff, the Purchasing Manager, the Director of Planning and Land Preservation, the Planning and Restoration Committee, and the Finance and Administrative Committee have reviewed the proposal and recommend that the Board of Commissioners (i) find that the proposal submitted by Civiltech Engineering, Inc., be determined to be the proposal that is most advantageous to the District; and (ii) award a contract for the Services to Civiltech Engineering, Inc. (the "Contract") in the amount of \$296,025.00 (the "Contract Price"); and

WHEREAS, the District has a satisfactory relationship with Civiltech Engineering, Inc., for engineering services; and

WHEREAS, the Board of Commissioners hereby finds that the proposal for the Services submitted by Civiltech Engineering, Inc. is the proposal that is most advantageous to the District and that the Contract Price is fair and reasonable;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois THAT:

Section 1. Recitals. The recitals set forth above are incorporated as a part of this Resolution by this reference.

Section 2. Award of Contract. The Contract for the Services in the amount of the Contract Price, in substantially the form attached hereto, is hereby awarded to Civiltech Engineering, Inc.

Section 3. Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Services in the amount of the Contract Price.

Section 4. Payments. The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 5. Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this ____ day of _____ 2016

AYES:

NAYS:

APPROVED this ____ day of _____ 2016

ATTEST:

Ann B. Maine, President
Lake County Forest Preserve District

Julie A. Gragnani, Secretary
Lake County Forest Preserve District

Exhibit _____

Local Agency	 Illinois Department of Transportation Construction Engineering Services Agreement For Federal Participation	Consultant
Lake County Forest Preserve District		Civiltech Engineering, Inc.
County Lake		Address 450 E Devon Avenue, Suite 300
Section 14-F3000-03-BT		City Itasca
Project No.		State Illinois
Job No. C-91-		Zip Code 60143
Contact Name/Phone/E-mail Address Jeff Slood; 847.968.3277 jslood@lcfpd.org	Contact Name/Phone/E-mail Address James D. Ewers; 630.773.3900 jewers@civiltechinc.com	

THIS AGREEMENT is made and entered into this _____ day of _____, 2015 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. Federal-aid funds allotted to the LA 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 LA in immediate charge of the engineering details of the PROJECT
In Responsible Charge	A full time LA employee authorized to administer inherently governmental PROJECT activities
Contractor	Company or Companies to which the construction contract was awarded

Project Description

Name Middlefork Savanna Bridge and Trail Conx Route FAP 0335 Length 0.63 mi Structure No. N/A

Termini At Academy Drive north of IL Rte 60

Description: Bridge and Trail Connection. The work under this contract shall include a 8 foot bike path, a 6 foot grass shoulder on each side of the path, tree removal, earth excavation, erosion control, pcc sidewalks, curb and gutter removal, storm sewers, relocation of traffic signals, proposed pedestrian bridge, mobilization, and traffic control and protection.

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LA, 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 LA; 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 LA 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 LA 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 LA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LA and the STATE.
 - m. Revision of contract drawings to reflect as built conditions.
 - n. Act as resident construction supervisor and coordinate with the LA 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 LA 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 LA 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 LA. 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 LA 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 LA 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 LA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LA, 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 LA.
 9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.
 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 LA.
 12. To submit all invoices to the LA 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 LA AGREES,

1. To furnish a full time LA 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 LA, 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 LA, 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 LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA 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 LA, 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 LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA 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.

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 LA employee In Responsible Charge. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LA, 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 LA 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 LA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LA, 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 LA.
5. That any differences between the ENGINEER and the LA 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 LA, 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 LA (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 LA.

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 LA deems appropriate.

Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
Civiltech Engineering, Inc.	36-3606666	\$276,628.00
Sub-Consultants:		
Midland Standard Engineering & Testing, Inc.	20-4527015	\$19,397.00
Sub-Consultant Total:		\$19,397.00
Prime Consultant Total:		\$276,628.00
Total for all Work:		\$296,025.00

Executed by the LA:

Lake County Forest Preserve District
(Municipality/Township/County)

ATTEST:

By: _____

By: _____

Title: President, Board of Commissioners

(SEAL)

Executed by the ENGINEER:

Civiltech Engineering, Inc.

ATTEST:

By: _____

By: _____

Title: Vice President

Title: President

Exhibit A - Construction Engineering

Route: Millennium Trail under Wilson Road
 Local Lake County Forest Preserve District
 (Municipality/Township/County)
 Section: 14-F3000-03-BT
 Project:
 Job No.: C-91-

*Firm's approved rates on file with Bureau of Accounting and Auditing:
 Overhead Rate (OH) 133.51 %
 Complexity Factor (R) 0.00
 Calendar Days

Cost Plus Fixed Fee Methods of Compensation:
 Fixed Fee 1 14.5%[DL + R(DL) + OH(DL) + IHDC]
 Fixed Fee 2 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 (OH*DL)	Services by Others (SBO)	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
See attached Cost Estimate of Consultant's Services									
Totals		0.00							

**COST ESTIMATE OF CONSTRUCTION SERVICES
PHASE III ENGINEERING SERVICES**

**Middlefork Savanna (IL Route 60) Bridge and Trail Connection Improvement
Lake County Forest Preserve District**

Middlefork Savanna (IL Route 60) Bridge and Trail Connection Improvement
Lake County Forest Preserve
14-F3000-03-BT

C-91-
Lake

*Includes annual increase for work in 2016
**Firm's approved Over Head rate on file with
Bureau of Accounting and Auditing is 133.5
***Labor x 0.145 x 2.3351 = Fixed Fee
Complexity factor (R=0.00)

Employee Classification	Estimated Manhours by Task					Total Number of Manhours	Percent of Total	Payroll Rate*	Payroll Costs	DOLLARS (\$)		Fixed Fee*** (Labor x 0.3386)
	Meetings	Layout & Verification	Inspection	Documentation	Management & Administration					Payroll, Burden & Fringe Costs; Overhead & Expenses** (Labor x 1.3351)	Prepare	
Res. Engr.	24	48	740	440		1,252	54.77%	50.82	\$ 63,627	\$ 84,948	\$ 21,544	
Asst. RE (Field Engr.)		32	588	260		880	38.50%	33.39	\$ 29,383	\$ 39,229	\$ 9,945	
Tech (Intern)						0	0.00%	16.00	\$ -	\$ -	\$ -	
Surveyor		112		16		128	5.60%	32.00	\$ 4,096	\$ 5,469	\$ 1,387	
Survey Technician						0	0.00%	16.00	\$ -	\$ -	\$ -	
Proj. Mngr.	13				13	26	1.14%	70.00	\$ 1,820	\$ 2,430	\$ 616	
Total	37	192	1328	716	13	2,286	100.00%		\$ 98,926	\$ 132,076	\$ 33,496	

30/Day
Midland Standard Engineering & Testing, Inc.)
Expense for Record Drawings
ography expense



Engineering Payment Report

Prime Consultant

Name Civiltech Engineering, Inc.
 Address 450 E. Devon Ave., Ste. 300, Itasca, IL 60143
 Telephone 630.773.3900
 TIN Number 36-3606666 □

Project Information

Local Agency Lake County Forest Preserve District
 Section Number 14-F3000-03-BT
 Project Number _____
 Job Number C-91-

This form is to verify the amount paid to the Sub-consultant on the above captioned contract. Under penalty of law for perjury or falsification, the undersigned certifies that work was executed by the Sub-consultant for the amount listed below.

Sub-Consultant Name	TIN Number	Actual Payment from Prime
Midland Standard Engineering & Testing, Inc	20-4527015	
Sub-Consultant Total:		
Prime Consultant Total:		
Total for all Work Completed:		

 Signature and title of Prime Consultant

 Date

Note: The Department of Transportation is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined under state and federal law. Disclosure of this information is REQUIRED and shall be deemed as concurring with the payment amount specified above.

**Middlefork Savanna (IL Route 60) Bridge and Trail Connection Improvement
Summary of Direct Costs**

Route: Middlefork Savanna (IL Route 60) Bridge and Trail Connection Improvement
Local Agency: Lake County Forest Preserve
Section: 14-F3000-03-BT
Proj. No.:
Job No.: C-91-
County: Lake
Contract No.:

Direct Costs:

Printing Expense

Assume 1 large sets for working drawings & 1 set for final "As-Builts"
Bond Prints: 4 sets X 68 sheets/set X \$0.86 per sheet = \$233.92

Total = \$233.92

Say: \$230.00

Photography Expense

Assume 20 sets of developed digital pictures @ \$10.00 ea. = \$200.00

Total: \$200.00

Vehicle Expense

260 Vehicle Days @ \$45.00 per day = \$11,700.00

Total: \$11,700.00

MIDLAND STANDARD ENGINEERING & TESTING, INC.

558 Plate Drive Unit 6
East Dundee, Illinois 60118
(847) 844-1895 f(847) 844-3875

October 27, 2015

Mr. James D. Ewers, P.E.
Civiltech Engineering, Inc.
450 E. Devon Avenue
Suite 300
Itasca, Illinois 60143

Re: **Quality Assurance** Inspection and Testing Services
Middlefork-Savanna Bike Trail
Section #14-F3000-03-BT
Lake County, Illinois

Dear Mr. Ewers:

We have prepared this unit rate and cost estimate proposal to provide Quality Assurance services for your project in Lake County, Illinois. In this proposal we have included rates for personnel, equipment and materials to conduct soil inspection and testing, field inspection for field and plant inspection portland cement concrete and hot mix asphalt, laboratory testing and documentation required.

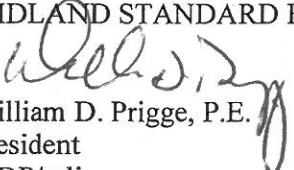
We propose to provide the necessary inspections and testing using experienced, certified personnel and recognized test procedures developed by IDOT, ASTM, AASHTO, ACI, etc. Our services would be provided at the request of your designated representative on a unit rate basis in accordance with the Schedules of Services and Fees-Attachment 1, included in this proposal package. The final cost of these services will be based upon the total amount of work performed.

We are staffed and equipped to aid you in the successful completion of your projects and are available to discuss any aspect of our proposal at your convenience.

Based on the project information submitted we have prepared cost estimates for the anticipated work. The estimate submitted assumes PREVAILING WAGE work. The final cost of these services will be based upon the total amount of work performed.

We are staffed and equipped to aid you in the successful completion of your projects and are available to discuss any aspect of our proposal at your convenience.

Sincerely,
MIDLAND STANDARD ENGINEERING & TESTING, INC.


William D. Prigge, P.E.
President
WDP/mlj

Attachment 1: Schedule of Services and Fees
Attachment 1.1: Cost Estimate

SCHEDULE OF SERVICES AND FEES-ATTACHMENT 1
QUALITY ASSURANCE
CONSTRUCTION MATERIALS TESTING AND INSPECTION SERVICES

FOR

Middlefork to Savanna
New Trail and Bridge Construction
Lake County, IL

PREPARED BY
MIDLAND STANDARD ENGINEERING & TESTING, INC.
EAST DUNDEE, ILLINOIS

MIDLAND STANDARD ENGINEERING & TESTING, INC.

BASIS OF RATES

SCHEDULE OF SERVICES AND FEES-ATTACHMENT 1

We propose to provide the necessary Engineering Consultation and Quality Control inspections and testing, using experienced personnel, in accordance with the project specifications and recognized test procedures developed by, IDOT, ASTM, ACI, AASHTO, etc. We can also provide engineering analysis, problem solving and consultation services as requested.

Our services would be provided at the request of your designated representative on a unit rate basis in accordance with the Schedules of Services and Fees.

Engineering Technicians or Field Engineers would be assigned to provide the field services as requested by your Designated Representatives. Engineering liaison, review and supervision will be provided by a Project Engineer.

In addition to the field and laboratory technical staff, we are able to provide full engineering backup services. Our engineering staff will be available to provide consultation and recommendations which may be required when job site problems are experienced.

Our billing philosophy is simple and direct. We account and invoice for all time expended on a project by our personnel for inspections, preparing and reviewing reports, attending meetings, resolving problems or providing services productive to the project.

Our field people are quoted on a time basis, which includes being fully equipped and expendable supplies.

ATTACHMENT 1 (CONT'D)

FEE SCHEDULE GENERAL INSPECTION AND TESTING

CONSTRUCTION TESTING AND INSPECTION SERVICES

A. Engineering Technician-Level I/ACI Technician
(MATERIAL TESTER 1/2)

We will provide the services of an Engineering Technician for a fee of..... \$ 96.00
per hour. A four (4) hour minimum/ day is applicable

B. Engineering Technician- Level I BIT Technician
(MATERIAL TESTER 1/2)

We will provide the services of an Engineering Technician for a fee of..... \$ 96.00
per hour. A four (4) hour minimum/ day is applicable

C. Engineering Technician- Soils and Backfill
(MATERIAL TESTER 1/ 2)

We will provide the services of a Soils Engineering Technician for a fee of..... \$ 99.00
per hour. A four (4) hour minimum/ day is applicable

ATTACHMENT 1 (CONT'D)

F. Engineering Services –All Projects

Engineering Services for inspection, test evaluation, contract administration, laboratory and field supervision, resolution of special problems, preparation of reports, job-site and other job related meetings and consultation will be furnished in accordance with the following schedule of hourly rates:

PW Administrator.....	\$ 80.00
Field Engineer.....	\$ 96.00
Steel Inspector (Level II).....	\$ 98.00
Staff Engineer.....	\$ 90.00
Project Engineer	\$ 110.00
Project Manager or Materials Consultant, P.E.....	\$ 125.00
Geotechnical Engineer, P.E.....	\$ 135.00
Principal Engineer, P.E.....	\$ 145.00

G. Laboratory Services

Our fully equipped laboratory can provide a full range of tests, rates for tests not specifically quoted available on request.

Soils and Backfill

1. Aggregate Gradation	
Washed Sieve Analysis	\$ 74.00 ea.
Mechanical Analysis	\$ 63.00 ea.
PGE Gradation	\$ 148.00 ea.
2. Soils Gradation, Combined Sieve & Hydrometer	\$ 95.00 ea.
3. Atterberg Limits	\$ 84.00 ea.
4. Moisture-Density Relationship ASTM D 698 (Standard Proctor Test)	\$ 165.00 ea.
5. Moisture-Density Relationship ASTM D 1557 (Modified Proctor Test)	\$ 185.00 ea.
6. Permeability Using Triaxial Chamber and Back Pressure Saturation, ASTM D 5084	\$ 320.00 ea.
7. Total Organic Matter by Wet Combustion Method, AASHTO T 194	\$ 75.00 ea.

Concrete and Masonry

1. Compressive Strength tests of concrete cylinders, including expendable supplies (molds), curing (Pick-up additional)	\$ 17.50 ea.
2. Compressive Strength tests of concrete cylinders, including expendable supplies (molds), curing, made by others,(Pick-up additional)	\$ 20.00 ea.

ATTACHMENT 1 (CONT'D)

Hot Mix Asphalt

1. Theoretical Maximum Density ASTM D 2041	\$ 163.00 ea.
2. Asphalt Content by Reflux Extraction with Gradation	\$ 163.00 ea.
3. Asphalt Content by Ignition Oven with Gradation	\$ 163.00 ea.
4. Bulk Specific Gravity of Gyratory Specimen	
a. (set of two) and air voids	\$ 326.00 ea.
5. Core Density and Thickness, lab test	\$ 40.00 ea.

H. Miscellaneous Services

Correlated Nuclear gauges are provided on the job for a flat fee of (no charge for non correlated gauge)\$ 40.00 / day

Concrete cylinder pick-up trips will be invoiced when cylinders are picked up as a special trip and not returned to laboratory by MSET personnel commuting to jobsite\$ 75.00 each

NOTES TO FEE SCHEDULE

1. a. Personnel rates quoted are based on rates quoted above are based on first shift work days, Monday through Friday, and up to 8 hours, per man, per day. Shift differentials are applied to straight time rates as follows:
 - First Shift - 6am-2pm, Rates x 1.0
 - Second Shift - 2pm-10pm, Rates x 1.10
 - Third Shift - 10pm-6am, Rates x 1.25Shift rate differentials are determined by the starting time of the inspection shift.
- b. Overtime rates are applicable to all work per man, over 8 hours per day, on Saturdays, Sundays and holidays. Overtime rates are 1.40 times the applicable straight time rate, (after applying the shift differential). An eight (8) hour minimum daily charge applies for second shift, third shift, weekend and holiday work.
- c. An overtime multiplier of 1.5 times the listed rates may be applied for laboratory testing such as concrete strength testing conducted outside of normal business hours, if required on a job to job basis.
2. Personnel rates are billed portal to portal from our East Dundee facilities. For full time assignments we will attempt to assign personnel to report directly to the job site.
3. Invoices will be submitted once a month for services rendered during the prior month.
4. Rates quoted above include 4 copies of reports distributed and mailed in accordance with your instructions.
5. The presence of our personnel on site will be for the express purpose of observing the work and performing specific tests to document compliance of the work with the applicable specifications. We will not be responsible for job site safety, that duty being properly an obligation of the Contractor, who should be so informed. We will comply fully with the Contractor's safety program.
6. Services and fees not specifically listed above will be quoted upon request.
7. Unit Rates quoted above are applicable until 1/1/17 and are based on our staffing conditions, current as of the date of this proposal.

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INSPECTION PERSONNEL REQUIREMENTS			LABORATORY TESTING										ATTACHMENT 1.1
PCC TESTER 1 (mandays)	HMA TESTER 1 (mandays)	MAT'L TESTER 2 (mandays)	COST EXTENSION	Cylinders	Asphalt Content & Gradation	Gyratory Voids	Maximum Specific Gravity	Correlated Gauge	Wash Sieve	HMA Core Density	Standard Proctor	Hydrometer & Atterberg	
		5.0	\$3,960.00								1		
		2.0	\$1,584.00										
		2.0	\$1,584.00										
		2.0	\$1,584.00										
4.0			\$3,072.00	18									
2.0			\$1,536.00	6									
0.5			\$384.00	6									
0.5			\$384.00	6									
	1.0		\$768.00										
7.0	1.0	11.0	\$14,856.00	36									
\$768.00 /dy	\$768.00 /dy	\$792.00 /dy		\$17.50 /ea	\$163.00 /ea	\$326.00 /ea	\$165.00 /ea	\$40.00 /ea	\$74.00 /ea	\$40.00 /ea	\$165.00 /ea	\$185.00 /ea	
\$5,376.00	\$768.00	\$8,712.00	\$14,856.00	\$630.00	\$163.00	\$326.00	\$165.00	\$0.00	\$0.00	\$0.00	\$165.00	\$185.00	
			\$1,075.20										
			\$0.00										
			\$831.60										
			\$0.00										
			\$0.00										
			\$550.00										
			\$0.00										
GRAND TOTAL w/													