
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: ANTHONY SPECIALE, DIRECTOR OF PUBLIC WORKS
BRAD MERKEL, DEPUTY DIRECTOR OF PUBLIC WORKS
SUBJECT: RESOLUTION: PHASE II DESIGN ENGINEERING SERVICES SAFE
ROUTES TO SCHOOL EEI
AGENDA: SEPTEMBER 20, 2022 REGULAR BOARD MEETING
DATE: SEPTEMBER 16, 2022

ISSUE

Approval of an Engineering Agreement for Phase II Design Engineering Services for Safe Routes to School with Engineering Enterprises.

DISCUSSION

This Project was previously discussed at the October 6, 2020 Board Meeting. At that meeting the Village Board agreed to move forward and apply for an ITEP Grant and has since been awarded an ITEP Grant in the amount of \$204,710.

The project consists of installing 1,800 feet of new sidewalk and additional sidewalk removal and replacement in the proximity of Kaneland John Shields Elementary School in Sugar Grove. Grove Street, Calkins Drive, and West Street are some of the main walking areas for students, yet there are gaps and sidewalk missing on these streets; therefore, the purpose of the project is to increase the safety of the students commuting by walking or biking. The last page of the attachment includes a map showing the proposed sidewalk locations.

The next Step is to move forward with Phase II Design Engineering. Staff recently completed the consultant selection process and negotiated a PSA with Engineering Enterprises for Phase II Engineering Services for an amount not to exceed \$16,036. The Engineering is covered by the Grant with an 80/20 split.

COST

The total estimated cost for the Phase II Design Engineering for Safe Routes to schools is \$16,036.00. There is \$30,000 budgeted in FYE 23 for the design engineering in account 35-53-6303: Engineering Services.

RECOMMENDATION

That the Village Board approve **Resolution #20220920PW4** authorizing the execution of an agreement for Phase II Design Engineering Services with Engineering Enterprises, Inc. for the Safe Routes to School project.



RESOLUTION NO. 20220920PW4

VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS

**RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH
ENGINEERING ENTERPRISES, INC. FOR THE SAFE ROUTES TO
SCHOOL DESIGN ENGINEERING.**

WHEREAS, the Village of Sugar Grove Board of Trustees find that it is in the best interest of the Village to engage the services of Engineering Enterprises, Inc. to provide professional preliminary, design and construction engineering services for the Safe Routes to School Design Engineering, and to execute the attached agreement;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

That attached hereto and incorporated herein by reference as Exhibit A is an agreement between Engineering Enterprises, Inc. and the Village of Sugar Grove for Safe Routes to School Design Engineering, and to execute the attached agreement;

The President and Clerk are hereby authorized to execute said agreement on behalf of the Village and to take such further actions as are necessary to fulfill the terms of said agreement.

Passed by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, at a regular meeting thereof held on the 20th day of September, 2022.

Jennifer Konen, President of the Board
of Trustees of the Village of Sugar Grove,
Kane County, Illinois

ATTEST: _____
Alison Murphy, Clerk
Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Matthew Bonnie	_____	_____	_____	_____
Trustee Sean Herron	_____	_____	_____	_____
Trustee Heidi Lendi	_____	_____	_____	_____
Trustee Michael Schomas	_____	_____	_____	_____
Trustee Ryan Walter	_____	_____	_____	_____
Trustee James F. White	_____	_____	_____	_____
President Jennifer Konen	_____	_____	_____	_____



Engineering Enterprises, Inc.

September 9, 2022

Mr. Anthony Speciale
Director of Public Works
Village of Sugar Grove
601 Heartland Drive
Sugar Grove, IL 60554

**Re: Professional Design Engineering Services for
Safe Routes To School – Design Engineering
Village of Sugar Grove, Kane County, IL**

Dear Mr. Speciale:

We appreciate the opportunity to work with the Village of Sugar Grove on this project. Please find our contract for professional engineering services for the above referenced project. We have attached a copy of the contract and supporting documentation for your review and execution. The proposed engineering services to complete this work are proposed to be provided in a total amount not to exceed \$16,036.00.

Thank you for this opportunity to submit this Agreement. We look forward to continuing our close working relationship with the Village. If you have any questions, please do not hesitate to call.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.

A handwritten signature in blue ink that reads 'Michele L. Piotrowski'.

Michele L. Piotrowski, P.E., LEED AP
Senior Project Manager / Principal

MLP
Enclosure

pc: Mr. Brent Eichelberger, Village Administrator
Mr. Walter Magdziarz, Community Development Director
Mr. Brad Merkel, Deputy Director of Public Works
JWC, DMT, RMS - EEI



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

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Village of Sugar Grove	Kane	20-00031-00-SW	
Project Number	Contact Name	Phone Number	Email
	Anthony Speciale	(630) 391-7230	aspeciale@sugargroveil.gov

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Grove Street, Calkins Drive, West Street	5030/1630/5020	0.34 miles	N/A
Location Termini			
Grove St - Snow St to Maple St, Calkins Dr - McCannon St to Grove St, West St - Calkins Dr to Maple St			
<div>Add Location</div> <div>Remove Location</div>			

Project Description

The project consists of installing 1800 feet of new sidewalk and the removal and replacement of existing sidewalk in the proximity of Kaneland John Shields Elementary School in Sugar Grove. Grove Street, Calkins Drive, and West Street are some of the main walking areas for students, yet there are gaps and sidewalk missing on these streets; therefore, the purpose of the project is to increase the safety of the students commuting by walking or biking. ADA compliant sidewalk will be constructed 5' wide with a design cross slope of 1.5%; all ramps will meet the latest accessibility standards. In addition to sidewalk construction, ancillary work including pavement markings, driveway removal and replacement, restoration, signage and traffic control will also be included in the project. No ROW will need to be acquired.

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

AGREEMENT FOR

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

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Engineering Enterprises, Inc.	Joseph Cwynar	(630) 466-6700	jcwynar@eeiweb.com
Address	City	State	Zip Code
52 Wheeler Road	Sugar Grove	IL	60554

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

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

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

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

AGREEMENT EXHIBITS

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

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CESCS) Worksheet (BLR 05513 or BLR 05514)
- ☒ EXHIBIT E: Detailed Project Schedule
- ☒ EXHIBIT F: Huff and Huff, GZA Environmental Proposal
- ☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. 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 United States Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affix the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

- ☐ Lump Sum
- ☐ Specific Rate
- ☒ Cost plus Fixed Fee:

Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where $FF = (0.33 + R) DL + \%SubDL$, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT: the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting therefrom. These indemnities shall not be limited by the listing of any insurance policy.

The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data,

if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph e and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a public enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and

(b) notify the employer of any criminal drug statue conviction for a violation occurring int he workplace no later than (5) days after such conviction.

(b) Establishing a drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's or contractor's policy of maintain a drug free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance program; and
- (4) The penalties that may be imposed upon an employee for drug violations.

(c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

(d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.

(e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.

(f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).

12. For Preliminary Engineering Contracts:

(a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.

(b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Engineering Enterprises, Inc.	36-3150869	\$12,035.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Huff and Huff, Inc, a subsidiary of GZA, Inc.	36-3044842	\$4,001.00
Subconsultant Total		\$4,001.00
Prime Consultant Total		\$12,035.00
Total for all work		\$16,036.00

AGREEMENT SIGNATURES

Executed by the LPA:

The

Local Public Agency Type
Village

 of

Local Public Agency
Village of Sugar Grove

Attest:

By (Signature & Date)

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By (Signature & Date)

--

Name of Local Public Agency

Village of Sugar Grove

Local Public Agency Type

Village

Clerk

Title

Director of Public Works

(SEAL)


Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

Engineering Enterprises, Inc.

By (Signature & Date)


--

Title

Senior Project Manager

By (Signature & Date)

--

Title

Senior Project Manager/Principal

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Village of Sugar Grove	Engineering Enterprises, Inc.	Kane	20-00031-00-SW

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

EXHIBIT A SCOPE OF SERVICES

FOR FEDERAL PARTICIPATION PROJECTS

Design Engineering

- Project Management and Coordination
 - o Project Kickoff Meeting
 - ☐ Establish lines of communication.
 - ☐ Present a work plan for the project including schedule milestones, design criteria and a list of information needed from the Village to begin design.
 - ☐ Acquire existing information from the Village including previous reports, plans of recent development and relevant site information
 - o Project Management
 - o Project Scheduling
- Meetings with Village Staff
 - o Anticipate two meetings (1 on site, 1 at pre-final plans)
- Utility and IDOT Coordination
 - o Coordination with all public utilities
 - o Coordination with IDOT
- CCDD Coordination
 - o Coordination with subconsultant (Huff & Huff – See attached proposal) on pH testing and LPC-form documentation for CCDD disposal
- Prefinal Plans, Specifications and Cost Estimates
 - o Coordinate documentation for CCDD Management of soils.
 - o Coordinate with Village Staff the final scope of improvements
 - o Develop prefinal plans including the following:
 - ☐ Title Sheet
 - ☐ General Notes
 - ☐ Summary of Quantities
 - ☐ Existing and Proposed Typical Sections
 - ☐ Plan and Profile Sheets (1"=20')
 - ☐ ADA Details (1"=5')
 - ☐ Project Details
 - ☐ Village Details
 - ☐ District One Details and IDOT Highway Standards
 - o Prepare bid package, and ancillary documents, including:
 - ☐ BLR12200 – Local Public Agency Formal Contract Proposal
 - ☐ BLR12200 A – Schedule of Prices
 - ☐ BLR12230 - Bid Bond Form
 - ☐ BC57 - Affidavit of Availability
 - ☐ Index for Supplemental Specifications and Recurring Special Provisions
 - ☐ Check Sheet for Recurring Special Provisions
 - ☐ BLR11310 – Special Provisions
 - ☐ Bureau of Design and Environment Special Provisions/Check sheets
 - ☐ Prevailing Wage
 - o Special Provisions in IDOT format
 - ☐ Project Special Provisions
 - ☐ Local Roads Special Provisions
 - ☐ District One Special Provisions
 - ☐ Village of Sugar Grove Provisions & Details

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Village of Sugar Grove	Engineering Enterprises, Inc.	Kane	20-00031-00-SW

<ul style="list-style-type: none"> <input type="checkbox"/> Status of Utilities <ul style="list-style-type: none"> o Calculate Quantities and prepare preliminary Cost Estimate <ul style="list-style-type: none"> <input type="checkbox"/> Quantities to be organized by funding source (if necessary) <input type="checkbox"/> BDE 213 – Estimate of Cost o Prepare BDE220A – Estimate of Time Required o Perform QC/QA review of prefinal plans, specifications, documents and cost estimate o Submit prefinal plans to the utility companies o Submit prefinal plans, estimate of cost, estimate of time and special provisions to the Village of Sugar Grove and IDOT for review. o Coordinate with the Village of Sugar Grove Staff on the final scope of improvements • Initial Final Plans, Specifications and Cost Estimates <ul style="list-style-type: none"> o Prepare and provide disposition of prefinal plan comments to the Village of Sugar Grove and IDOT. o Update plans based on comments received from Village of Sugar Grove and IDOT on Prefinal Plans o Update summary of quantities estimate of cost and estimate of time for initial final plan submittal. o Update special provisions for initial final plan submittal. o Perform QC/QA review of initial final plans, documents and cost estimate. o Submit initial final plans, estimate of cost, estimate of time and special provisions to IDOT, Village of Sugar Grove and utility companies for review. • Final Plans, Specifications and Cost Estimates <ul style="list-style-type: none"> o Prepare and provide disposition of initial final plan comments to the Village of Sugar Grove and IDOT. o Update plans based on comments received on initial final plans. o Update summary of quantities, estimate of cost and estimate of time for final submittal. o Update special provisions for final submittal. o Perform QC/QA review of final plans, documents and cost estimate. o Submit final plans, estimate of cost, estimate of time and special provisions to IDOT, Village of Sugar Grove and utility companies. o After approval of the plans and specifications by the Village and IDOT, EEI shall provide IDOT with an electronic submittal for the contract letting as per IDOT requirements. <p>Items not included in the scope:</p> <ul style="list-style-type: none"> • Full topographic survey was performed during Phase I. No survey included in Phase II • Plats and Legals, Property Appraisals and Property Negotiations • Preliminary Environmental Site Assessment (PESA) or Preliminary Site Investigation (PSI) • No allowance for public involvement • Soil Borings • Design services by a landscape architect. Only basic landscaping will be provided. • Any special aesthetic features or treatments. • Construction (Phase III) Engineering

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Village of Sugar Grove	Engineering Enterprises, Inc.	Kane	20-00031-00-SW

**EXHIBIT B
PROJECT SCHEDULE**

See EXHIBIT E - DETAILED PROJECT SCHEDULE

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Village of Sugar Grove	Engineering Enterprises, Inc.	Kane	20-00031-00-SW

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes Due date of submittal **08/10/22**

Method(s) used for advertisement and dates of advertisement

Village of Sugar Grove Website

5	Do the written QBS policies and procedures cover conflicts of interest?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Project Criteria	Weighting
Firm Experience	30%
Staff Capabilities	30%
Past Performance	30%
Local Presence	10%

8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Selection committee (titles) for this project

--

Top three consultants ranked for this project in order	
1	
2	
3	

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



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

Local Public Agency	County	Section Number
Village of Sugar Grove	Kane	20-00031-00-SW
Prime Consultant (Firm) Name	Prepared By	Date
Engineering Enterprises, Inc.	Ryan Sikes	9/8/2022
Consultant / Subconsultant Name	Job Number	
Engineering Enterprises, Inc.		

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

Remarks

Safe Routes To School (SRTS)

PAYROLL ESCALATION TABLE

CONTRACT TERM 9 MONTHS
START DATE 10/1/2022
RAISE DATE 2/21/2023
END DATE 6/30/2023

OVERHEAD RATE 192.72%
COMPLEXITY FACTOR 0
% OF RAISE 2.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2022	2/21/2023	5	55.56%
1	2/22/2023	6/21/2023	4	45.33%

Local Public Agency

Village of Sugar Grove

County

Kane

Section Number

20-00031-00-SW

Consultant / Subconsultant Name

Engineering Enterprises, Inc.

Job Number**DIRECT COSTS WORKSHEET**

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

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/MyIars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/MyIars (Outside)	Actual Cost (Submit supporting documentation)	500	\$0.10	\$50.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$50.00

Village of Sugar Grove

Kane

20-00031-00-SW

Engineering Enterprises, Inc.

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 192.72%

COMPLEXITY FACTOR 0

TASK	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	DIRECT COSTS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Project Management and Coordination	7	432	833	\$50.00	143		1,458	9.09%
Meetings with Village Staff	6	294	567		97		958	5.97%
Utility and IDOT Coordination	4	163	314		54		531	3.31%
CCDD Coordination	2	112	216		37	4,001	4,366	27.23%
Prefinal PS&E	45	1,796	3,462		593		5,851	36.49%
Initial Final PS&E	12	487	938		161		1,586	9.89%
Final (100%) PS&E	6	276	531		91		898	5.60%
		-	-		-		-	
		-	-		-		-	
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Subconsultant DL					388		388	2.42%
TOTALS	82	3,560	6,861	50	1,564	4,001	16,036	100.00%

10,421

Local Public Agency

Village of Sugar Grove

County

Kane

Section Number

20-00031-00-SW

Consultant / Subconsultant Name

Engineering Enterprises, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Project Management and Coordination			Meetings with Village Staff			Utility and IDOT Coordination			CCDD Coordination			Prefinal PS&E		
		Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg
E-4 Senior Principal	78.00	1.0	1.22%	0.95	1	14.29%	11.14												
E-3 Principal	71.84	0.0																	
E-2 Senior Project Manager	65.21	13.0	15.85%	10.34	4	57.14%	37.27	2	33.33%	21.74				1	50.00%	32.61	4	8.89%	5.80
E-1 Project Manager	50.50	0.0																	
P-6 Sr. Project Engineer/Planner/Surveyor II	46.78	15.0	18.29%	8.56	2	28.57%	13.37	2	33.33%	15.59				1	50.00%	23.39	6	13.33%	6.24
P-5 Sr. Project Engineer/Planner/Surveyor I	39.74	0.0																	
P-4 Project Engineer/Planner/Surveyor	35.22	47.0	57.32%	20.19				2	33.33%	11.74	2	50.00%	17.61				33	73.33%	25.83
T-6 Sr. Project Technician II	46.30	6.0	7.32%	3.39							2	50.00%	23.15				2	4.44%	2.06
T-5 Sr. Project Technician I	42.22	0.0																	
T-2 Technician	37.08	0.0																	
I-1 Engineering/Land Surveying Intern	29.77	0.0																	
G-1 GIS Technician	24.25	0.0																	
A-3 Administrative Assistant	32.21	0.0																	
TOTALS		82.0	100%	\$43.42	7.0	100.00%	\$61.77	6.0	100%	\$49.07	4.0	100%	\$40.76	2.0	100%	\$56.00	45.0	100%	\$39.92

Local Public Agency

Village of Sugar Grove

County

Kane

Section Number

20-00031-00-SW

Consultant / Subconsultant Name

Engineering Enterprises, Inc.

Job Number**AVERAGE HOURLY PROJECT RATES****EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Initial Final PS&E			Final (100%) PS&E														
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
E-4 Senior Principal	78.00																		
E-3 Principal	71.84																		
E-2 Senior Project Manager	65.21	1	8.33%	5.43	1	16.67%	10.87												
E-1 Project Manager	50.50																		
P-6 Sr. Project Engineer/Planner/Surveyor II	46.78	2	16.67%	7.80	2	33.33%	15.59												
P-5 Sr. Project Engineer/Planner/Surveyor I	39.74																		
P-4 Project Engineer/Planner/Surveyor	35.22	8	66.67%	23.48	2	33.33%	11.74												
T-6 Sr. Project Technician II	46.30	1	8.33%	3.86	1	16.67%	7.72												
T-5 Sr. Project Technician I	42.22																		
T-2 Technician	37.08																		
I-1 Engineering/Land Surveying Intern	29.77																		
G-1 GIS Technician	24.25																		
A-3 Administrative Assistant	32.21																		
TOTALS		12.0	100%	\$40.57	6.0	100%	\$45.92	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00



Outstanding Service ~ Every Client ~ Every Day

EXHIBIT E - Detailed Project Schedule
Safe Routes To School (SRTS)
Phase II Design Engineering Services
Village of Sugar Grove



Task Description	2022			2023											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Project Management, Coordination and Meetings															
Notice to Proceed/Project Start-Up															
IDOT and Utility Coordination															
CCDD Coordination															
Pre-Final Plans, Specifications and Estimates															
Village and IDOT Review															
Initial Final Plans, Specifications and Estimates															
IDOT Review															
Final (100%) PS&E Submittal to IDOT															
Construction Letting															

Quality Control/Quality Assurance



Key Dates



Construction Letting



Engineering



Agency Review





A Subsidiary of GZA

GEOTECHNICAL

ENVIRONMENTAL

ECOLOGICAL

WATER

CONSTRUCTION
MANAGEMENT

915 Harger Road
Suite 330
Oak Brook, IL 60523
T: 630.684.9100
F: 630.684.9120
www.huffnhuff.com
www.gza.com

September 6, 2022

via email: RSikes@eeiweb.com

Mr. Ryan M. Sikes, P.E., PTOE
Senior Project Engineer II
Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, Illinois 60554

**Re: Soil Management Assistance (CCDD) – Safe Routes to School Improvements
Sugar Grove, Kane County, Illinois
Proposal No.: 81.P002017.23**

Dear Mr. Sikes:

Huff & Huff, Inc., a subsidiary of GZA GeoEnvironmental, Inc. (GZA) is pleased to submit this proposal to Engineering Enterprises, Inc. (Client) to perform soil management services for documentation of final disposition at Clean Construction and Demolition Debris (CCDD) facilities. This proposal presents our project approach, the scope of services, cost, and schedule for completing the project as identified below.

1. INTRODUCTION

The scope of this proposal is in response to the Preliminary Environmental Site Assessment (PESA), dated April 9, 2020 for project corridors along Grove Street from Maple Street extending north to the Snow Street, Calkins Drive from McCannon Street to Grove Street, and West Street from Maple Street to Calkins Drive, in Sugar Grove, Illinois. The PESA did not identify the presence of sites with recognized environmental conditions (RECs) and/or as potentially impacted properties (PIPs), therefore, a Preliminary Site Investigation (PSI) was not warranted. However, since spoils requiring off-site final disposition are identified for the project, the LPC-662 (soil pH only) documentation for CCDD facility acceptance consideration was recommended.

The majority of the work is assumed to be shallow in nature to accommodate proposed SRTS improvements. Given the nature of the overall project, we propose sampling with a hand auger to obtain samples that will be representative of the proposed spoils generation during construction.

2. SCOPE OF SERVICES

Task 1 – LPC-662 Form Documentation

The following Sub-Tasks will be completed by GZA in support of the LPC-663 Form Documentation.



Sub-Task A – Records Search, Review and Confirmation of Listings

The PESA shall serve as our due diligence and no additional review of database listings is necessary. This task also includes a site visit to pre-mark hand-auger locations in support of requesting the utility locates thru the state one-call system (JULIE). The task also includes developing a project-specific health and safety plan for use during field work.

Sub-Task B – Soil Sampling & Analysis

GZA will mobilize to the project to collect samples with via hand auger due to depths of approximately 1 to 3-feet below ground surface (bgs) at six (6) locations along the project corridor. Samples will be collected for laboratory analysis for soil pH only since RECs/PIPs were not present.

Sub-Task C – LPC-Form Documentation

Upon receipt of the laboratory results, the soil pH results will be compared to the maximum allowable concentration (MAC) value specifically for the pH range of 6.25 to 9.0 to determine compliance with CCDD facility acceptance, noting any results that do not achieve the pH range as exclusion areas in the LPC-Form document. GZA will submit the document to client electronically for inclusion in the bidding documents.

3. PROJECT COSTS

The estimated manhours and project costs are tabulated in the attached tables in IDOT BLR CPFF format. Based on the scope identified, GZA proposes to conduct the work on a time and materials basis for a not-to-exceed cost of \$4,001.00. Should additional services outside of the identified scope be required, we will work with Client to identify an appropriate scope and fee as a change order based on unit costs included in the attached schedule of fees.

4. PROJECT SCHEDULE

GZA anticipates commencing with the identified scope within 3 business days of the notice to proceed. Once sampling is conducted, we anticipate providing completed LPC-Form document within 3 weeks of sampling.

5. TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

CONDITIONS OF ENGAGEMENT

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

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



ACCEPTANCE

This agreement may be accepted by signing in the appropriate space below and returning one complete copy to GZA. Issuance of a Purchase Order implicitly acknowledges acceptance of this proposal. This proposal is valid for a period of 30 days from the date of issue.

We appreciate the opportunity to submit this proposal. Please feel free to contact the undersigned at (630) 684-9100 with any questions.

Very truly yours,

Huff & Huff, Inc.

Jeremy J. Reynolds, P.G.
Associate Principal

Adam Kittler, P.G.
Project Manager

Attachments: Terms and Conditions

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

By: _____

Title: _____

Printed/Typed Name: _____

Date: _____

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

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

Including Site Investigation, Remediation, Geotechnical, Construction, And Testing

© 2021 by GZA GeoEnvironmental, Inc.

These Terms and Conditions, together with GZA's Proposal, make up the Agreement between GZA and you, Client, named in the attached proposal.

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

1. Services. GZA will perform the services set forth in its Proposal and any amendments or change orders authorized by you. Any request or direction from you that would require extra work or additional time for performance or would result in an increase in GZA's costs will be the subject of a negotiated amendment or change order.



2. Standard of Care; Warranties.

- a. GZA will perform the services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality.
- b. GZA warrants that its construction services will be of good quality, free of faults and defects and in conformance with the Proposal.
- c. **EXCEPT AS SET FORTH IN SUBSECTIONS 2a AND 2b, ABOVE, NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF MARKETABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS MADE OR INTENDED BY GZA'S PROPOSAL OR BY ANY OF GZA'S ORAL OR WRITTEN REPORTS.**
- d. GZA assigns to you any manufacturers' warranties of equipment or materials purchased from others, to the extent they are assignable, and your sole recourse will be against the manufacturer. Full risk of loss of materials and equipment will pass to you upon delivery to the Site, and you will be responsible for insuring and otherwise protecting them against theft and damage.

3. Payment.

- a. Except as otherwise stated in the Proposal, you will compensate GZA for the services at the rates set forth in the applicable Proposal, amendment or change order; reimburse its expenses, which will include a communication fee calculated as a percentage of labor invoiced; and pay any sales or similar taxes thereon.
- b. Any retainer specified in GZA's Proposal shall be due prior to the start of services and will be applied to the final invoice for services.
- c. GZA will submit invoices periodically, and payment will be due within 20 days from invoice date. Overdue payments will bear interest at 1½ percent per month or, if lower, the maximum lawful rate. GZA may terminate its services upon 10 days' written notice anytime your payment is overdue on this or any other project and you will pay for all services through termination, plus termination costs. You will reimburse GZA's costs of collecting overdue invoices, including reasonable attorneys' fees.

4. Your Responsibilities.

- a. Except as otherwise agreed, you will secure the approvals, permits, licenses and consents necessary for performance of the services. If you are the owner or operator of the Site, you will provide GZA with all documents, plans, information concerning underground structures (including but not limited to utilities, conduits, pipes, and tanks), information related to hazardous materials or other environmental or geotechnical conditions at the Site and other information that may be pertinent to the services or, if you are not the owner or operator of the Site, you agree to make reasonable efforts to obtain these same documents and provide them to GZA. Unless otherwise indicated in writing, GZA will be entitled to rely on documents and information you provide.
- b. If you use the services of a construction manager at the Site, you agree to use best and reasonable efforts to include in your agreement(s) with the construction contractor provisions obligating the latter:
 - (i) to indemnify and hold harmless, to the fullest extent permitted by law, you and GZA, its officers, employees and principals, for or on account of any claims, liabilities, costs and expenses, including attorneys' fees, arising out of or relating to the design or implementation of construction means, methods, procedures, techniques, and sequences of construction, including safety precautions or programs, of the contractor, or any of its subcontractors or any engineer engaged by it;
 - (ii) to name you and GZA as additional insureds under general liability and builder's risk insurance coverages maintained by the contractor, or any of its subcontractors; and
 - (iii) to require that all of its subcontractors agree and be bound to the obligations set forth in (i) and (ii) above.
- c. In the event that you are unable to secure such provisions in the agreement(s) with the construction contractor, you shall promptly notify GZA and GZA shall have the opportunity to negotiate with you reasonable substitute risk allocation and insurance indemnities and protections.

- 5. Right of Entry; Site Restoration.** You grant GZA and its subcontractor(s) permission to enter the Site to perform the services. If you do not own the Site, you represent and warrant that the owner has granted permission for GZA to enter the Site and perform the services; you will



provide reasonable verification on request; and you will indemnify GZA for any claims by the Site owner related to alleged trespass by GZA or its subcontractors. GZA will exercise reasonable care to limit damage to landscaping, paving, systems and structures at the Site that may occur and you agree to compensate GZA for any restoration it is asked to perform, unless otherwise indicated in the Proposal.

6. Underground Facilities. GZA's only responsibility under this Section will be to provide proper notification to the applicable state utility "Call-Before-You-Dig" program. You further agree to assume responsibility for and to defend, indemnify and hold harmless GZA with respect to personal injury and property damages due to GZA's interference with subterranean structures including but not limited to utilities, conduits, pipes, and tanks:

- (i) that are not correctly shown on any plans and information you or governmental authorities provide to GZA; or
- (ii) that are not correctly marked by the appropriate utility.

7. Reliance. The services, information, and other data furnished by you shall be at your expense, and GZA may rely upon all information and data that you furnish, including the accuracy and completeness thereof. You acknowledge that the quality of the services provided by GZA is directly related to the accuracy and completeness of the information and data that you furnish to GZA. **GZA's REPORTS ARE PREPARED FOR AND MADE AVAILABLE FOR YOUR SOLE USE. YOU ACKNOWLEDGE AND AGREE THAT USE OF OR RELIANCE UPON THE REPORT OR THE FINDINGS IN THE REPORT BY ANY OTHER PARTY, OR FOR ANY OTHER PROJECT OR PURPOSE, SHALL BE AT YOUR OR SUCH OTHER PARTY'S SOLE RISK AND WITHOUT ANY LIABILITY TO GZA.**

8. Lab Tests and Samples. GZA is entitled to rely on the results of laboratory tests using generally accepted methodologies. GZA may dispose of samples in accordance with applicable laws 30 days after submitting test results to you unless you request in writing for them to be returned to you or to be held longer, in which case you will compensate GZA for storage and/or shipping beyond 30 days.

9. GZA Professionals. GZA employees or consultants may act as licensed, certified or registered professionals (including but not limited to Professional Engineers, Licensed Site or Environmental Professionals, or Certified Industrial Hygienists collectively referred to in this section as "GZA Professionals") whose duties may include the rendering of independent professional opinions. You acknowledge that a federal, state or local agency or other third party may audit the services of GZA or other contractor/consultant(s), which audit may require additional services, even though GZA and such GZA Professionals have each performed such services in accordance with the standard of care set forth herein. You agree to compensate GZA for all services performed in response to such an audit, or to meet additional requirements resulting from such an audit, at the rates set forth in the applicable Proposal, amendment or change order.

10. Hazardous Materials; GZA "Not a Generator". Before any hazardous or contaminated materials are removed from the Site, you will sign manifests naming you as the generator of the waste (or, if you are not the generator, you will arrange for the generator to sign). You will select the treatment or disposal facility to which any waste is taken. GZA will not be the generator or owner of, nor will it possess, take title to, or assume legal liability for any hazardous or contaminated materials at or removed from the Site. GZA will not have responsibility for or control of the Site or of operations or activities at the Site other than its own. GZA will not undertake, arrange for or control the handling, treatment, storage, removal, shipment, transportation or disposal of any hazardous or contaminated materials at or removed from the Site, other than any laboratory samples it collects or tests. You agree to defend, indemnify and hold GZA harmless for any costs or liability incurred by GZA in defense of or in payment for any legal actions in which it is alleged that GZA is the owner, generator, treater, storer or disposer of hazardous waste.

11. Limits on GZA's Responsibility. GZA will not be responsible for the acts or omissions of contractors or others at the Site, except for its own subcontractors and employees. GZA will not supervise, direct or assume control over or the authority to stop any contractor's work, nor shall GZA's professional activities nor the presence of GZA or its employees and subcontractors be construed to imply that GZA has authority over or responsibility for the means, methods, techniques, sequences or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Any opinions by GZA of probable costs of labor, materials, equipment or services to be furnished by others are strictly estimates and are not a guarantee that actual costs will be consistent with the estimates.



12. Changed Conditions.

- a. You recognize the uncertainties related to environmental and geotechnical services, which often require a phased or exploratory approach, with the need for additional services becoming apparent during the initial services. You also recognize that actual conditions encountered may vary significantly from those anticipated, that laws and regulations are subject to change, and that the requirements of regulatory authorities are often unpredictable.
- b. If changed or unanticipated conditions or delays make additional services necessary or result in additional costs or time for performance, GZA will notify you and the parties will negotiate appropriate changes to the scope of services, compensation and schedule.
- c. If no agreement can be reached, GZA will be entitled to terminate its services and to be equitably compensated for the services already performed. GZA will not be responsible for delays or failures to perform due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions on your part, or any other causes beyond GZA's reasonable control, and you will compensate GZA for any resulting increase in its costs.

13. Documents and Information. All documents, data, calculations and work papers prepared or furnished by GZA are instruments of service and will remain GZA's property. Designs, reports, data and other work product delivered to you are for your use only, for the limited purposes disclosed to GZA. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk, and without any liability to GZA. Any technology, methodology or technical information learned or developed by GZA will remain its property. Provided GZA is not in default under this Agreement, GZA's designs will not be used to complete this project by others, except by written agreement relating to use, liability and compensation.

14. Electronic Media. In accepting and utilizing any drawings, reports and data on any form of electronic media generated by GZA, you covenant and agree that all such electronic files are instruments of service of GZA, who shall be deemed the author and shall retain all common law, statutory law and other rights, including copyrights. In the event of a conflict between the signed documents prepared by GZA and electronic files, the signed documents shall govern. You agree not to reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Any transfer of these electronic files to others or reuse or modifications to such files by you without the prior written consent of GZA will be at the user's sole risk and without any liability to GZA.

15. Confidentiality; Subpoenas. Information about this Agreement and GZA's services and information you provide to GZA regarding your business and the Site, other than information available to the public and information acquired from third parties, will be maintained in confidence and will not be disclosed to others without your consent, except as GZA reasonably believes is necessary: (a) to perform its services; (b) to comply with professional standards to protect public health, safety and the environment; and (c) to comply with laws and court orders. GZA will make reasonable efforts to give you prior notice of any disclosure under (b) or (c) above. Information available to the public and information acquired from third parties will not be considered confidential. You will reimburse GZA for responding to any subpoena or governmental inquiry or audit related to the services, at the rates set forth in the applicable Proposal, amendment or change order.

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

17. Indemnification. You agree to hold harmless, indemnify, and defend GZA and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "GZA") against all claims, suits, fines and penalties, including mandated cleanup costs and attorneys' fees and other costs of settlement and defense, which claims, suits, fines, penalties or costs arise out of or are related to this Agreement or the services, except to the extent they are caused by GZA's negligence or willful misconduct.

18. Limitation of Remedies.

- a. To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of GZA and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "GZA") for all claims arising out of this Agreement or the services is limited to \$50,000 or, if greater, 10% of the compensation received by GZA under this Agreement.



- b. You may elect to increase the limit of liability by paying an additional fee, such fee to be negotiated prior to the execution of this Agreement.
- c. Any claim will be deemed waived unless received by GZA within one year of substantial completion of the services.
- d. GZA will not be liable for lost profits, loss of use of property, delays, or other special, indirect, incidental, consequential, punitive, exemplary, or multiple damages.
- e. GZA will not be liable to you or the Site owner for injuries or deaths suffered by GZA's or its subcontractors' employees.
- f. You will look solely to GZA for your remedy for any claim arising out of or relating to this Agreement, including any claim arising out of or relating to alleged negligence or errors or omissions of any GZA principal, officer, employee or agent.

19. Disputes.

- a. All disputes between you and GZA shall be subject to non-binding mediation.
- b. Either party may demand mediation by serving a written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring that the matter be mediated within forty-five (45) days of service of notice.
- c. The mediation shall be administered by the American Arbitration Association in accordance with its most recent Construction Mediation Rules, or by such other person or organization as the parties may agree upon.
- d. No action or suit may be commenced unless mediation has occurred but did not resolve the dispute, or unless a statute of limitation period would expire if suit were not filed prior to such forty-five (45) days after service of notice.

20. Miscellaneous.

- a. Illinois law shall govern this Agreement.
- b. The above terms and conditions regarding Limitation of Remedies and Indemnification shall survive the completion of the services under this Agreement and the termination of the contract for any cause.
- c. Any amendment to these Terms and Conditions must be in writing and signed by both parties.
- d. Having received these Terms and Conditions, your oral authorization to commence services, your actions, or your use of the Report or Work Product constitutes your acceptance of them.
- e. This Agreement supersedes any contract terms, purchase orders or other documents issued by you.
- f. Neither party may assign or transfer this Agreement or any rights or duties hereunder without the written consent of the other party.
- g. Your failure or the failure of your successors or assigns to receive payment or reimbursement from any other party for any reason whatsoever shall not absolve you, your successors or assigns of any obligation to pay any sum to GZA under this agreement.
- h. These Terms and Conditions shall govern over any inconsistent terms in GZA's Proposal.
- i. The provisions of this Agreement are severable; if any provision is unenforceable it shall be appropriately limited and given effect to the extent it is enforceable.
- j. The covenants and agreements contained in this Agreement shall apply to, inure to the benefit of and be binding upon the parties hereto and upon their respective successors and assigns.



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

Local Public Agency

Village of Sugar Grove

County

Kane

Section Number

TBD

Prime Consultant (Firm) Name

Engineering Enterprises, Inc.

Prepared By

JJR

Date

9/6/2022

Consultant / Subconsultant Name

Huff & Huff, Inc. / GZA, Inc.

Job Number

TBD

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

Remarks

Phase II CCDD (PSI not recommended per findings of PESA)

PAYROLL ESCALATION TABLE

CONTRACT TERM 12 MONTHS
START DATE 9/15/2022
RAISE DATE 3/1/2023
END DATE 9/14/2023

OVERHEAD RATE 182.42%
COMPLEXITY FACTOR 0
% OF RAISE 2.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	9/15/2022	3/1/2023	6	50.00%
1	3/2/2023	9/1/2023	6	51.00%

The total escalation = 1.00%

Local Public Agency	County	Section Number
Village of Sugar Grove	Kane	TBD
Consultant / Subconsultant Name	Job Number	
Huff & Huff, Inc. / GZA, Inc.	TBD	

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	78.00
ESCALATION FACTOR	1.00%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Associate Principal II	\$69.75	\$70.45
Associate Principal I	\$63.91	\$64.55
Senior Consultant	\$74.06	\$74.80
Senior Project Manager III	\$63.64	\$64.28
Senior Project Manager II	\$53.81	\$54.35
Senior Project Manager I	\$48.20	\$48.68
Senior Landscape Architect	\$57.23	\$57.80
Senior Planning PM	\$53.97	\$54.51
Senior Technical Specialist I	\$50.79	\$51.30
Senior Scientist PM II	\$53.71	\$54.25
Senior Technical Scientist	\$51.13	\$51.64
Scientist PM II	\$48.38	\$48.86
Scientist PM I	\$42.00	\$42.42
Assistant PM Scientist	\$35.63	\$35.99
Environmental Engineer PM I	\$44.35	\$44.79
Geotechnical Engineer PM I	\$43.14	\$43.57
Architect PM	\$48.56	\$49.05
Assistant PM Engineer I	\$42.02	\$42.44
Engineer I	\$31.55	\$31.87
Scientist E1	\$29.85	\$30.15
Technical Graphics Technician	\$25.15	\$25.40
Administrative Managers	\$46.64	\$47.11
Senior Administrative Assistant	\$32.81	\$33.14
Lead Word Processor	\$40.46	\$40.86

Local Public Agency	County	Section Number
Village of Sugar Grove	Kane	TBD
Consultant / Subconsultant Name		Job Number
Huff & Huff, Inc. / GZA, Inc.		TBD

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

[illegible]

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

Local Public Agency

Village of Sugar Grove

County

Kane

Section Number

TBD

Consultant / Subconsultant Name

Huff & Huff, Inc. / GZA, Inc.

Job Number

TBD

DIRECT COSTS WORKSHEET

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

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	124	\$0.63	\$77.50
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost	4	\$2.80	\$11.20
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)	6	\$19.00	\$114.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)	1	\$100.00	\$100.00
Database Package	Actual Cost			\$0.00
Expendible Materials Field Kit	Daily Rate	1	\$30.00	\$30.00
GPS to locate borings in field	Daily Rate	1	\$100.00	\$100.00
				\$0.00
TOTAL DIRECT COSTS:				\$432.70

Local Public Agency

Village of Sugar Grove

County

Kane

Section Number

TBD

Consultant / Subconsultant Name

Huff & Huff, Inc. / GZA, Inc.

Job Number

TBD

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE **182.42%**COMPLEXITY FACTOR **0**

TASK	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	DIRECT COSTS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Task 1: LPC-662 Documentation	32	1,131	2,064	\$432.70	373		4,001	100.00%
Subconsultant DL					0		-	
TOTALS	32	1,131	2,064	433	373	-	4,001	100.00%

3,195

Local Public Agency

Village of Sugar Grove

County

Kane

Section Number

TBD

Consultant / Subconsultant Name

Huff & Huff, Inc. / GZA, Inc.

Job Number

TBD

AVERAGE HOURLY PROJECT RATES**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Task 1: LPC-662 Documentation														
		Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg
Associate Principal II	70.45	1.0	3.13%	2.20	1	3.13%	2.20												
Associate Principal I	64.55	2.0	6.25%	4.03	2	6.25%	4.03												
Senior Consultant	74.80	0.0																	
Senior Project Manager III	64.28	0.0																	
Senior Project Manager II	54.35	0.0																	
Senior Project Manager I	48.68	0.0																	
Senior Landscape Architect	57.80	0.0																	
Senior Planning PM	54.51	0.0																	
Senior Technical Specialist I	51.30	0.0																	
Senior Scientist PM II	54.25	0.0																	
Senior Technical Scientist	51.64	0.0																	
Scientist PM II	48.86	0.0																	
Scientist PM I	42.42	6.0	18.75%	7.95	6	18.75%	7.95												
Assistant PM Scientist	35.99	0.0																	
Environmental Engineer PM I	44.79	0.0																	
Geotechnical Engineer PM I	43.57	0.0																	
Architect PM	49.05	0.0																	
Assistant PM Engineer I	42.44	0.0																	
Engineer I	31.87	0.0																	
Scientist E1	30.15	18.0	56.25%	16.96	18	56.25%	16.96												
Technical Graphics Technician	25.40	4.0	12.50%	3.18	4	12.50%	3.18												
Administrative Managers	47.11	0.0																	
Senior Administrative Assistant	33.14	1.0	3.13%	1.04	1	3.13%	1.04												
Lead Word Processor	40.86	0.0																	
		0.0																	
		0.0																	
		0.0																	
TOTALS		32.0	100%	\$35.36	32.0	100.00%	\$35.36	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00

HUFF & HUFF, INC.
SUMMARY OF DIRECT COSTS
Project: EEI Sugar Grove SRTS CCDD

						<u>DIRECT</u>
<i>Task 1 - LPC-662 Documentation</i>						
Trips	62 miles	x	2	x	\$ 0.625 = \$	77.50
Tolls			4	x	\$ 2.80 = \$	11.20
Field Kit	1 day	x	1	x	\$ 30.00 = \$	30.00
PID	1 day	x	1	x	\$ 100.00 = \$	100.00
GPS	1 day	x	1	x	\$ 100.00 = \$	100.00
Task Total						\$ 318.70

GRAND TOTAL	\$	318.70
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F:\Proposal-FY2023\EEI\Sugar Grove\SRTS\[81.P002017.23 EEI SG SRTS CCDD IDOT Direct Costs.xls]Direct Costs

HUFF & HUFF, INC.
SUMMARY OF SERVICES BY OTHERS
Project: EEI Sugar Grove SRTS CCDD

OUTSIDE

Task 1 - LPC-662 Documentation

Soil Samples
pH

6	x	\$	19.00	=	\$	114.00
0	x	\$	-	=	\$	-
						Task Total
						\$ 114.00

GRAND TOTAL \$ 114.00

EEI - Sugar Grove SRTS

Proposed LPC-662 Hand Auger pH Sampling Locations

Legend

- De Minimis Sites
- No Status Sites
- Proposed Hand Auger Sampling
- REC/PIP Sites (none near)
- SRTS

