

Local Agency Village of Orland Park	<b>L O C A L  A G E N C Y</b>	 <b>Illinois Department of Transportation</b>  <b>Construction Engineering Services Agreement For Federal Participation</b>	<b>C O N S U L T A N T</b>	Consultant Strand Associates, Inc
County Cook				Address 1170 South Houbolt Road
Section 12-00069-00-CH				City Joliet
Project No. M-4003(034)				State Illinois
Job No. C-91-477-12				Zip Code 60431
Contact Name/Phone/E-mail Address Sean Marquez, P.E.(708) 403-6171 smarquez@orlandpark.org				Contact Name/Phone/E-mail Address Marc Grigas, P.E., (815) 744-4200 Marc.Grigas@strand.com

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the 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:

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

#### Project Description

Name Ravinia Avenue Roundabout Route FAU 1709 Length 0.212 mile Structure No. N/A

Termini Intersection of Ravinia Avenue and 147th Street

Description: Provide construction contract administration, including observation and documentation for the reconstruction of a four-leg, stop-controlled intersection as a single-lane roundabout.

#### 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: **(Scope Clarification provided in Exhibit E)**
  - 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. **(Services to be performed by subconsultant. See Exhibit G)**
  - b. Proportion hot mix asphalt according to applicable STATE BMPR QC/QA training documents and obtain samples and perform testing as noted below. **(Services to be performed by subconsultant. See Exhibit G)**
  - c. For soils, to obtain samples and perform testing as noted below. **(Services to be performed by subconsultant. See Exhibit G)**
  - 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. **(Services to be performed by subconsultant. See Exhibit G)**
  - g. ~~Inspect~~ **Observe**, 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~~ **services**.
  - 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~~ **representative** and **communicate** ~~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~~**services** 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~~ **services** completed to date. Such invoices shall represent the value, to the LA of the partially completed ~~work~~ **services**, 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~~ **services**.
  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~~ **services** 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 ~~the~~ **the LA** 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~~ **the LA** 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~~ the LA 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~~ **services** 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~~ **services** called for in the AGREEMENT.
  14. To be prequalified with the STATE in Construction ~~inspection~~ **oversation** when the ENGINEER or the ENGINEER's assigned staff is named as resident construction ~~supervisor~~ **representative**. The onsite resident construction ~~supervisor~~ **representative** shall have a valid Documentation of Contract Quantities certification.
  15. Will provide, as required, project ~~inspectors~~ **staff** 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 services**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the ~~work~~ **services** performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed ~~work~~ **services** minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work services is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments covering ~~work~~ **services** performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed ~~work~~ **services** minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the ~~work~~ **services** by the LA but not later than 60 days after the ~~work is~~ **services are** 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~~ **services** performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed ~~work~~ **services** minus all previous partial payments made to the ENGINEER.
- b) **Final Payment** – Upon approval of the ~~work~~ **services** by the LA but not later than 60 days after the ~~work is~~ **services are** 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~~ **services** 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~~ **observation** 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~~ **services** 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
Strand Associates, Inc.	39-1020418	\$202,542.21
Sub-Consultants:	TIN Number	Agreement Amount
SEECO Consultants, Inc.	36-3458492	\$27,457.00
	Sub-Consultant Total:	\$27,457.00
	Prime Consultant Total:	\$202,542.21
	Total for all Work Services:	\$229,999.21

Executed by the LA:

Village of Orland Park  
 \_\_\_\_\_  
 (Municipality/Township/County)

ATTEST:

By: \_\_\_\_\_  
 \_\_\_\_\_ Clerk

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

(SEAL)

Executed by the ENGINEER:

Strand Associates, Inc  
 \_\_\_\_\_

ATTEST:

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

By: \_\_\_\_\_  
 Title: Matthew S. Richards, Corporate Secretary

**Exhibit A - Construction Engineering**

Route: FAU Route 1709  
 Local Village of Orland Park  
 (Municipality/Township/County)  
 Section: 12-00069-00-CH  
 Project: M-4003(034)  
 Job No.: C-91-447-12

\*Firm's **approved rates** on file with Bureau of Accounting and Auditing:

Overhead Rate (OH) 151.57 %  
 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.									
<b>Totals</b>		0.00							

**PAYROLL ESCALATION TABLE  
FIXED RAISES**

FIRM NAME Strand Associates, Inc.  
PRIME/SUPPLEMENT Prime

DATE 10/26/17  
PTB NO. N/A

CONTRACT TERM 24 MONTHS  
START DATE 3/1/2018  
RAISE DATE 7/1/2018

OVERHEAD RATE 151.57%  
COMPLEXITY FACTOR 0  
% OF RAISE 2.00%

**ESCALATION PER YEAR**

3/1/2018 - 7/1/2018
4
24

7/2/2018 - 7/1/2019
12
24

7/2/2019 - 3/1/2020
8
24



= 16.67%  
= 1.0235

51.00%

34.68%

**The total escalation for this project would be:**

**2.35%**



### PAYROLL RATES

FIRM NAME Strand Associates, Inc. DATE 10/26/17  
PRIME/SUPPLEMENT Prime  
PSB NO. N/A  
ESCALATION FACTOR 2.35%

CLASSIFICATION	CURRENT RATE	CALCULATED RATE
Principal	\$70.00	\$70.00
Project Manager	\$63.99	\$65.49
Structural Engineer	\$57.57	\$58.92
Project Engineer	\$37.47	\$38.35
Technician	\$33.27	\$34.05
Clerical	\$30.39	\$31.10
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**COST PLUS FIXED FEE  
COST ESTIMATE OF CONSULTANT SERVICES**

DF-824-039

FIRM  
PSB  
PRIME/SUPPLEMENT

Strand Associates, Inc.  
N/A  
Prime

DATE

REV 12/04  
10/26/17

OVERHEAD RATE 1.5157  
COMPLEXITY FACTOR 0

DBE DROP BOX	ITEM	MANHOURS (A)	PAYROLL (B)	OVERHEAD & FRINGE BENF (C)	IN-HOUSE DIRECT COSTS (D)	FIXED FEE (E)	Outside Direct Costs (F)	SERVICES BY OTHERS (G)	DBE TOTAL (H)	TOTAL (B-G)	% OF GRAND TOTAL
	1. Administration	104	5,211.29	7,898.75	1,011.00	2,047.55	120.00			16,288.59	7.08%
	2. Meetings and Communication	40	2,032.66	3,080.90	233.00	775.25	63.60			6,185.40	2.69%
	3. Construction Observation	1178	47,861.95	72,544.35	3,878.00	18,021.22	7,800.00			150,105.53	65.26%
	4. Construction Documentation	180	7,514.35	11,389.51	1,935.00	3,021.63	100.00			23,960.49	10.42%
	5. Project Closeout	40	1,756.44	2,662.24	643.50	734.02	206.00			6,002.20	2.61%
	SEECO Consultants, Inc.							27,457.00		27,457.00	11.94%
	<b>TOTALS</b>	1542	64,376.69	97,575.75	7,700.50	24,599.68	8,289.60	27,457.00	0.00	<b>229,999.21</b>	100.00%

DBE 0.00%

### AVERAGE HOURLY PROJECT RATES

FIRM Strand Associates, Inc.  
 PSB N/A  
 PRIME/SUPPLEMENT Prime

DATE 10/26/17

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			1. Administration			2. Meetings and Communication			3. Construction Observation			4. Construction Documentation			5. Project Closeout		
		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
Principal	70.00	16	1.04%	0.73	8	7.69%	5.38	2	5.00%	3.50	24	2.04%	1.43	4	2.22%	1.56	2	5.00%	3.50
Project Manager	65.49	130	8.43%	5.52	40	38.46%	25.19	17	42.50%	27.83	45	3.82%	2.50	20	11.11%	7.28	8	20.00%	13.10
Structural Engineer	58.92	0																	
Project Engineer	38.35	1310	84.95%	32.58	40	38.46%	14.75	17	42.50%	16.30	1083	91.94%	35.26	148	82.22%	31.53	22	55.00%	21.09
Technician	34.05	51	3.31%	1.13				1	2.50%	0.85	50	4.24%	1.45						
Clerical	31.10	35	2.27%	0.71	16	15.38%	4.79	3	7.50%	2.33				8	4.44%	1.38	8	20.00%	6.22
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<b>TOTALS</b>		1542	100%	\$40.66	104	100.00%	\$50.11	40	100%	\$50.82	1178	102%	\$40.63	180	100%	\$41.75	40	100%	\$43.91

Village of Orland Park  
 Ravinia Avenue at 147th Street Roundabout  
 Section No.: 12-00069-00-CH  
 Job No.: C-91-447-12  
 Project No.: M-4003(034)  
 Cook County

<b>XEROX, 8.5x11</b>	Description	# of Copies	Rate	Total In House	Total Out House
Administration	misc.	700	\$0.15	\$105.00	
Meetings and Communication	minutes	60	\$0.15	\$9.00	
Construction Observation		0	\$0.15	\$0.00	
Construction Documentation	field notes	900	\$0.15	\$135.00	
Project Closeout	misc	600	\$0.15	\$90.00	
<b>SUBTOTAL</b>		<b>2,260</b>	<b>\$0.15</b>	<b>\$339.00</b>	

<b>XEROX, 11x17</b>	Description	# of Copies	Rate	Total In House	Total Out House
Administration	misc.	120	\$0.30	\$36.00	
Meetings and Communication		0	\$0.30	\$0.00	
Construction Observation	misc	460	\$0.30	\$138.00	
Construction Documentation	field notes	600	\$0.30	\$180.00	
Project Closeout	misc	140	\$0.30	\$42.00	
<b>SUBTOTAL</b>		<b>1,320</b>	<b>\$0.30</b>	<b>\$396.00</b>	

<b>CADD</b>	Description	# of Hours CADD	Rate	Total In House	Total Out House
Administration			\$14.00	\$0.00	
Meetings and Communication		6	\$14.00	\$84.00	
Construction Observation		80	\$14.00	\$1,120.00	
Construction Documentation		50	\$14.00	\$700.00	
Project Closeout		10	\$14.00	\$140.00	
<b>SUBTOTAL</b>		<b>146</b>	<b>\$14.00</b>	<b>\$2,044.00</b>	

<b>Word Processing</b>	Description	# of Hours CADD	Rate	Total In House	Total Out House
Administration		60	\$14.00	\$840.00	
Meetings and Communication		10	\$14.00	\$140.00	
Construction Observation		185	\$14.00	\$2,590.00	
Construction Documentation		60	\$14.00	\$840.00	
Project Closeout		26	\$14.00	\$364.00	
<b>SUBTOTAL</b>		<b>341</b>	<b>\$14.00</b>	<b>\$4,774.00</b>	

<b>POSTAGE</b>	Description	# of Hours	Rate	Total In House	Total Out House
Administration					\$120.00
Meetings and Communication					
Construction Observation					
Construction Documentation					\$100.00
Project Closeout					\$100.00
<b>SUBTOTAL</b>					<b>\$320.00</b>

<b>PHONE</b>	Description	# of Minutes	Rate	Total In House	Total Out House
Administration		60	\$0.50	\$30.00	
Meetings and Communication				\$0.00	
Construction Observation		60	\$0.50	\$30.00	
Construction Documentation		60	\$0.50	\$30.00	
Project Closeout		15	\$0.50	\$7.50	
<b>SUBTOTAL</b>		195		\$97.50	

<b>MISC EQUIPMENT</b>	Description	# of Hours	Rate	Total In House	Total Out House
Administration					\$0.00
Meetings and Communication					\$0.00
Construction Observation	Phone \$350 x 9 days + 5 months lap top x \$400/month				\$5,150.00
Construction Documentation					\$0.00
Project Closeout					\$0.00
<b>SUBTOTAL</b>					\$5,150.00

<b>XEROX 2 (Color Copier)</b>	Description	# of Copies	Rate	Total In House	Total Out House
Administration			\$1.00	\$0.00	
Meetings and Communication			\$1.00	\$0.00	
Construction Observation			\$1.00	\$0.00	
Construction Documentation		50	\$1.00	\$50.00	
Project Closeout			\$1.00	\$0.00	
<b>SUBTOTAL</b>		50	\$1.00	\$50.00	

<b>MILEAGE</b>	Description V=vehicle, T=trips, M=mile (return)	# of Miles	Rate	Total In House	Total Out House
Administration			\$0.53		\$0.00
Meetings and Communication	1 V x 2 T x 60 M	120	\$0.53		\$63.60
Construction Observation	1 V X 200 T X 25 M	5,000	\$0.53		\$2,650.00
Construction Documentation			\$0.53		\$0.00
Project Closeout	1 V X 8 T X 25 M	200	\$0.53		\$106.00
<b>SUBTOTAL</b>		5,320	\$0.53		\$2,819.60

<b>SUMMARY</b>	Description	# of Sheets	Rate	Total In House	Total Out House
Administration				\$1,011.00	\$120.00
Meetings and Communication				\$233.00	\$63.60
Construction Observation				\$3,878.00	\$7,800.00
Construction Documentation				\$1,935.00	\$100.00
Project Closeout				\$643.50	\$206.00
<b>TOTAL</b>				\$7,700.50	\$8,289.60

**COMPANY NAME: Strand Associates, Inc.**
**PTB NUMBER: N/A**
**TODAY'S DATE: 10/26/2017**

ITEM	ALLOWABLE	UTILIZE W.O. ONLY	QUANTITY J.S. ONLY	CONTRACT RATE	TOTAL
Per Diem (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00	\$0.00
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost (Up to state rate maximum)			\$0.00	\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00	\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum		5,320	\$0.53	\$2,819.60
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00	\$0.00
Vehicle Rental	Actual cost (Up to \$55/day)			\$0.00	\$0.00
Tolls	Actual cost			\$0.00	\$0.00
Parking	Actual cost			\$0.00	\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00	\$0.00
Shift Differential	Actual cost (Based on firm's policy)			\$0.00	\$0.00
Overnight Delivery/Postage/Courier Service	Actual cost (Submit supporting documentation)		1	\$320.00	\$320.00
Copies of Deliverables/Mylars (In-house)	Actual cost (Submit supporting documentation)		2,260	\$0.15	\$339.00
Copies of Deliverables/Mylars 11"x17" (in-house)	Actual cost (Submit supporting documentation)		1,320	\$0.30	\$396.00
Project Specific Insurance	Actual cost			\$0.00	\$0.00
Monuments (Permanent)	Actual cost			\$0.00	\$0.00
Photo Processing	Actual cost			\$0.00	\$0.00
2-Way Radio (Survey or Phase III Only)	Actual cost			\$0.00	\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual cost			\$0.50	\$0.00
CADD	Actual cost (Max \$15/hour)		146	\$14.00	\$2,044.00
Web Site	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Advertisements	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Public Meeting Facility Rental	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Recording Fees	Actual cost			\$0.00	\$0.00
Transcriptions (specific to project)	Actual cost			\$0.00	\$0.00
Courthouse Fees	Actual cost			\$0.00	\$0.00
Storm Sewer Cleaning and Televising	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Traffic Control and Protection	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Aerial Photography and Mapping	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Utility Exploratory Trenching	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Testing of Soil Samples*	Actual cost			\$0.00	\$0.00
Lab Services*	Actual cost (Provide breakdown of each cost)			\$0.00	\$0.00
Equipment and/or Specialized Equipment Rental*	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Word Processing	Actual cost (Max \$15/hour)		341	\$14.00	\$4,774.00
Copies Color	Actual cost		50	\$1.00	\$50.00
Copies Mylar	Actual cost			\$2.05	\$0.00
Telephone Usage	Actual cost		195	\$0.50	\$97.50
Robotic Equipment	Actual cost		9	\$350.00	\$3,150.00
Laptop	Actual cost		5	\$400.00	\$2,000.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
<b>TOTAL DIRECT COST</b>					<b>\$15,990.10</b>

*\*If other allowable costs are needed and not listed, please add in the above spaces provided.*
**LEGEND**

W.O. = Work Order

J.S. = Job Specific

Village of Orland Park - Ravinia Avenue Roundabout Phase III

Exhibit A

TASK		HOURS	COMMENTS
STRAND ASSOCIATES, INC.	ADMINISTRATION		
	PROJECT TRACKING	40	4 HOURS/MONTH @ 10 MONTHS
	PM COMMUNICATION	24	
	SHOP DRAWINGS	40	
	SUB-TOTAL	104	
	MEETINGS & COMMUNICATION		
	IDOT PRECONSTRUCTION MEETING	10	4 HOURS X 2 PEOPLE + MINUTES
	COMED INTERFACE	6	
	MEETINGS WITH TOWNSHIP/POLICE/FIRE DISTRICT	8	2 TOTAL MEETINGS X 1 PERSON 4 HOURS
	GEOTECHNICAL SUBCONSULTANT	16	
SUB-TOTAL	40		
CONSTRUCTION OBSERVATION			
GENERAL OBSERVATION	1045	PART-TIME 4 -WEEKS & FULL-TIME 21 WEEKS X 9 HRS/DAY X 5 DAYS/WEEK	
ELECTRICAL OBSERVATION	16	4 SITE VISITS @4 HRS/EA	
EARTHWORK/TOPO SURVEY CROSS SECTION SURVEYS	72	3 SURVEYS (CUT, UNDERCUT, & FILL) @ 4 DAY X 2 PEOPLE X 9 HOURS	
SURVEY DOWNLOAD	15	3 DOWNLOADS X 5 HRS/EA	
EARTHWORK SHAPES AND CALCULATIONS	30	3 SETS OF X-SECTIONS X 10 HRS/SET	
SUB-TOTAL	1178		
CONSTRUCTION DOCUMENTATION			
	180		
SUB-TOTAL	180		
PROJECT CLOSEOUT			
PUNCH LIST	24		
IDOT AUDIT	16	2 AUDITS X 8 HRS/EA TO PREPARE BE PRESENT TO ANSWER QUESTIONS	
SUB-TOTAL	40		
PROJECT MAN-HOUR TOTAL	1542		



**Prime Consultant**

Name Strand Associates, Inc  
 Address 1170 Houbolt Road, Joliet, IL 60431  
 Telephone (815) 744-4200  
 TIN Number 39-1020418

**Project Information**

Local Agency Village of Orland Park  
 Section Number 12-00069-00-CH  
 Project Number M-4003(034)  
 Job Number C-91-447-12

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
SEECO Consultants, Inc.	36-3458492	
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.

For information about IDOTs collection and use of confidential information review the department's [Identity Protection Policy](#).





**Local Public Agency Resident  
Construction Representative  
Supervisor/ In Responsible Charge**

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

County	<u>Cook</u>
Municipality	<u>Village of Orland Park</u>
Section	<u>12-00069-00-CH</u>
Route	<u>FAU 1709</u>
Contract No.	<u>61E48</u>
Job No.	<u>C-91-477-12</u>
Project	<u>M-4003(034)</u>

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

Date	Signature and Title (for the Local Public Agency)
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Marc Grigas  
Applicants Name (Type or Print)

The following describes my educational background, experience and other qualifications to be resident construction ~~supervisor~~ **representative** of this construction project for the Local Public Agency.  
**For Consultants:** I certify that my firm is prequalified in Construction ~~Inspection~~ **Representative** and my Documentation of Contract Quantities certificate number is 17-12336.

See attached resume.

Date	Signature of Applicant	Engineer Job Title of Applicant
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Based on the above information and my knowledge of the applicant's experience and training, it is my opinion that the applicant is qualified to serve as the resident construction ~~supervisor~~ **representative** on this construction project.

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

## Instructions for Preparation of Form BC 775

23 CFR 635.105 requires that the state transportation department (STD) has responsibility for the construction of all Federal-aid projects, and is not relieved of such responsibility by authorizing performance of the **work services** by a local public agency or other Federal agency.

When a project is located on a street or highway over which the STD does not have legal jurisdiction, or when special conditions warrant, the STD, while not relieved of overall project responsibility, may arrange for the local public agency having jurisdiction over such street or highway to perform the **work services** with its own forces or by contract. In those instances where a local public agency elects to use consultants for construction engineering services, the local public agency shall provide a full-time employee of the agency to be in responsible charge of the project.

The full-time local public agency employee in responsible charge of the project shall perform the following duties and functions:

- Administer inherently governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of projects;
- Maintain familiarity of day to day project operations, including project safety issues;
- Make or participate in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the project on a frequency that is commensurate with the magnitude and complexity of the project;
- Review financial processes, transactions and documentation to ensure that safeguards are in place to minimize fraud, waste, and abuse;
- Direct project staff, agency or consultant, to carry out project administration and contract oversight, including proper documentation; and
- Aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all stages of the project.

The Department of Transportation, in accordance with the requirements, requires the local public agency to identify the local public agency employee who will be in responsible charge of each Federal-Aid project which will be constructed under the supervision of the county, municipality or other public agency. County Engineers, Municipal Engineers, and full-time local public agency employees registered as a professional engineer should be identified in the pre-construction meeting minutes. All other resident construction ~~supervisor~~ **representative** must submit their qualifications on this form for approval by the department. Resident construction ~~supervisor~~ **representative** who are consultants shall be certified in Documentation of Contract Quantities and their firm shall be prequalified in Construction ~~Inspection~~ **Representative**.

This form will be completed by the applicant, endorsed by a representative of the local public agency, and submitted to the Deputy Director Division of Highways, Regional Engineer prior to the start of construction. This signatory for the local public agency should be the County Engineer or Municipal Engineer, as applicable. In the event a municipality does not have a Municipal Engineer, the applicant will be recommended by the appropriate municipal authority.

If a consultant is named on this form, the approved form will be included as an attachment to the appropriate construction engineering consultant agreement.

This document should be discussed as part of the preconstruction conference and a copy of the approved form retained with the preconstruction meeting minutes.

# Marc A. Grigas, P.E.



## AREAS OF EXPERTISE

- Construction Management/Resident Engineering
- Construction Sediment and Erosion Control Inspection
- City/Village Engineering
- Construction Inspection
- Construction Staking and Layout
- Traffic Analysis

## PROFESSIONAL EXPERIENCE

**Construction Management/Resident Engineering** experience includes construction management of projects up \$2.1 million involving underground utilities, roadway widening, roadway reconstruction, and viaduct aesthetic enhancements using various types of funding including Surface Transportation Program, Motor Fuel Tax, ITEP, TIF, and local funding.

**Construction Inspection** experience includes inspection of various road projects from simple resurfacing to complete reconstruction and bridge replacement. Installation of storm sewer, sanitary sewer, force main, water main, and detention ponds/facilities. Municipal inspection experience includes inspection of subdivisions and major downtown developments including letter of credit reductions.

**Construction Staking and Layout** experience for projects including installation of roadway improvements, sidewalk, storm sewer, sanitary sewer, and water main.

**Survey** experience includes topographical surveys of roads and land and benchmark surveys.

**Project Management/Engineer for Transportation Planning and Design** experience includes converting existing two-lane roadways to up to six-lane highways to increase capacity. Projects involve urban, suburban, and rural areas in lengths from 0.1 mile to 10 miles. Construction costs ranged from \$0.1 million to \$24 million. Scopes includes road and bridge plan preparation, environmental evaluations, agency coordination including wetland

mitigation, right of way (ROW) plats and coordination, and utility coordination.

**Traffic Analyses, Urban and Rural Highway Planning and Design** experience includes capacity analyses; evaluation and development of Intersection Design Studies; and development of plans, specifications, and estimates. Design experience also includes urban and rural project sites, ROW plans and plats, pavement structure design, roundabouts, staged construction, and complex maintenance of traffic plans.

**Structural Design** experience includes design of precast and prestressed structural members, bridge decks, abutments, wingwalls, and piles.

**Agency Coordination and Public Involvement** experience working with the Illinois Department of Natural Resources, Army Corps of Engineers, Chicago Metropolitan Agency for Planning, and Illinois Environmental Protection Agency for wetland, waterway, and water quality impact assessments. Coordination of avoidance, minimization, and mitigation measures. Coordination with Soil and Water Conservation Districts and Illinois Department of Agriculture.

Public Involvement responsibilities include preparing for and making presentations at public hearings, one-on-one meetings with elected officials, local business owners, and private citizens, and working with local units of government for cost-sharing on highway improvements.

**City/Village Engineer** experience includes four years as a consultant city engineer working with local units of government to implement public works and engineering-related projects. Experience with roadway reconstruction, resurfacing, and widening projects using Motor

## YEARS OF EXPERIENCE

13

## YEARS WITH FIRM

13

## EDUCATION

B.S. Civil Engineering –  
Purdue University, Indiana,  
2003

## REGISTRATION

Professional Engineer in  
Illinois

# Marc A. Grigas, P.E.



Fuel Tax funds, residential and commercial subdivision review and oversight, infiltration and inflow studies, sanitary sewer design, comprehensive sanitary sewer conveyance studies, construction specification development, site layout and grading, stormwater management design, storm sewer design, water main design, and revision of municipal subdivision ordinances.

## **Roadway Project Manager and Resident Engineer Highlights**

- Garfield Avenue, Phases II and III, Lockport, Illinois – 1,800 feet of roadway realignment. Construction Cost \$1.1 million. STP funded. Awarded the 2016 APWA Southwest Branch Transportation Project of the Year, \$5 million or less.
- Read Street, Phases I, II, and III, Lockport, Illinois – 2,800 feet of roadway reconstruction. Estimated Construction Cost \$2.0 million. STP funded.
- Oak Park Station Redevelopment – Village of Oak Park, Illinois – Infrastructure improvements within Village ROW for 5-story and 20-story commercial and residential apartments. Improvements included sidewalk, concrete pavement, asphalt pavement, ornamental brick pavers, landscaping, utility conduit, signing, and ornamental metal.
- Marion Street and Ridgeland Avenue, Viaduct Enhancements, Phases II and III – Village of Oak Park, Illinois – ITEP grant-funded improvements to two viaducts including cleaning/painting of viaduct steel, ornamental lighting, aluminum arches in viaduct walkways, aluminum paneling for art along viaduct abutment walls, new ornamental bike shelters, ornamental metal panel signage, and ADA sidewalk upgrades.

## **CERTIFICATIONS**

- IDOT Construction Document Certified
- IDOT Stormwater Pollution and Erosion and Sediment Control – Modules I, II, and III

## **PROFESSIONAL AFFILIATIONS**

- American Public Works Association – President of the Southwest Branch
- American Council of Engineering Companies (ACEC)
- Member of ACEC-IDOT-IL Committee, Chair of Design Subcommittee

## **INDIVIDUAL AWARDS**

- American Public Works Association – 2017 Southwest Branch Young Leader of the Year
- American Public Works Association – 2017 Chicago Metro Chapter Young Leader of the Year

## **MUNICIPAL GOVERNMENT INVOLVEMENT**

- Heritage and Architecture Commission Member – City of Lockport



**Local Public Agency  
Construction ~~Inspector~~ Observation**

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

County	<u>Cook</u>
Municipality	<u>Village of Orland Park</u>
Section	<u>12-00069-00-CH</u>
Route	<u>FAU 1709</u>
Contract No.	<u>61E48</u>
Job No.	<u>C-91-477-12</u>
Project	<u>M-4003(034)</u>

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

Approved \_\_\_\_\_  
Date Signature and Title of Resident Construction Supervisor

Kyle Troka, P.E.  
Applicants Name (Type or Print)

The following describes the educational background, experience and other qualifications of the named applicant to serve as an ~~inspector~~ **observation** on this project.  
**For Consultants Employees:** Documentation of Contract Quantities certificate number is 16-12239.  
See attached resume.

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

Approved \_\_\_\_\_  
Date Signature and Title of In Responsible Charge from BC-775

## Instructions for Preparation of Form BC 776

23 CFR 635.105 requires that the state transportation department (STD) has responsibility for the construction of all Federal-aid projects, and is not relieved of such responsibility by authorizing performance of the ~~work~~ **services** by a local public agency or other Federal agency.

A consultant may be utilized for periodic examination and consultation or for full-time technical ~~inspector~~ **observation** of construction. However, the prime responsibility for general ~~inspector~~ **observation** of the construction must remain with the state. The state (or county or municipality under agreement with the state) cannot be relieved of its responsibility to ensure that the work is performed in accordance with the approved project plans, specifications and estimate.

Therefore, the Department of Transportation requires the local public agency to submit the qualifications of all personnel who will be assigned to construction layout and ~~inspector~~ **observation** duties on each Federal-Aid project which will be constructed under the supervision of the county, municipality or other local public agency. This form will be approved by the resident construction ~~supervisor~~ **representative**. If the resident construction ~~supervisor~~ **representative** is a consultant, this form will also be approved by the local public agency employee in responsible charge.

If a consultant is named on this form, the approved form will be included as an attachment to the construction engineering consultant agreement.

The approved form will be submitted to the Deputy Director Division of Highways, Regional Engineer prior to the start of construction. This form should be discussed as part of the preconstruction conference and a copy of the approved form retained with the preconstruction meeting minutes.

# Kyle A. Troka, P.E.



## AREAS OF EXPERTISE

- Transportation Engineering
- Municipal Engineering
- Structural Engineering
- Construction Observation and Administration
- IDOT Documentation
- Erosion Control and Traffic Control

## PROFESSIONAL EXPERIENCE

### Construction Experience

- **IL 47, IL 71 to Countryside Parkway – IDOT Region 2** – Performed construction observation and IDOT documentation for the 3-mile reconstruction of IL 47 through the City of Yorkville. Assisted the IDOT Resident Engineer with all project documentation duties for the entire corridor, with a construction cost of \$30 million.
- **Garfield Avenue, Division Street to IL Route 7, Roadway Reconstruction – City of Lockport, Illinois, Will County** – Project Resident Engineer for STP funded project. Performed construction observation, IDOT documentation, pay estimates, and ICORS and MISTIC entries for the federally funded project. Project included 1,700 feet of asphalt and PCC paving, pavement marking, PCC sidewalk, PCC curb and gutter, landscaping, earthwork, ornamental lighting, storm sewer and water main with a construction cost of \$1.1 million.
- **Read Street, Division Street to 7th Street, Roadway Reconstruction – City of Lockport, Illinois, Will County** – Project Resident Engineer for STP funded project. Performed construction observation, IDOT documentation, pay estimates, and ICORS and MISTIC entries for the federally funded project. Project included 2,600 feet of asphalt and PCC paving, pavement marking, PCC sidewalk, PCC curb and gutter, landscaping, earthwork, ornamental lighting, storm sewer and water main with a construction cost of \$2.2 million.
- **Joliet Street, at Wilson Street, Box Culvert Replacement – City of West Chicago, Illinois, DuPage County** – As Project Resident Engineer, performed construction observation services for replacement of a large box culvert. Project included a dual-cell precast concrete box culvert, cast-in-place footings and wing walls, asphalt paving, landscaping, earthwork, bike path, pavement marking and guardrail installation. Provided IDOT documentation, pay estimates, and ICORS and MISTIC entries for this federally funded project with a construction cost of \$464,000.
- **Will Center Road, West Court Street to Lilac Avenue, SRTS Sidewalk Improvements – Village of Monee, Illinois, Will County** – As Project Resident Engineer, performed construction observation, IDOT documentation, pay estimates, and ICORS and MISTIC entries for the Safe Routes to School federally-funded project. Project included sidewalk, asphalt paving, earthwork, drainage, landscaping, and guardrail installation.
- **Oak Park Station Redevelopment, Village of Oak Park** – Performed full-time construction observation and documentation for utility relocation, roadway reconstruction and ornamental streetscape enhancements as part of a large development in the Village’s downtown district. Worked extensively with the Village to ensure Village requirements were properly addressed by the Developer’s engineer.

## YEARS OF EXPERIENCE

5

## YEARS WITH FIRM

5

## EDUCATION

B.S. Civil Engineering –  
University of Illinois at  
Urbana-Champaign, 2011

## REGISTRATION

Professional Engineer in  
Illinois

# Kyle A. Troka, P.E.



- **Monona Drive, Winnequah Road to Cottage Grove Road – Monona, Wisconsin** – Performed construction observation, documentation, and survey for project that included sanitary sewer, water main, storm sewer, base course, curb and gutter, concrete pavement, asphalt pavement, pavement marking, concrete sidewalk and driveway, concrete culvert, utility conduit, signing and erosion control.
- **Gammon Road Interchange – Southwest Region Highway Construction, WisDOT** – Performed construction observation and documentation for base course, concrete median, curb and gutter, asphalt pavement, pavement marking, concrete sidewalk, erosion control, guardrail, loop detector, utility conduit, and signing.
- **Marion Street and Ridgeland Avenue, Viaduct Enhancements – Village of Oak Park, Illinois, Cook County** – Performed IDOT documentation, pay estimates, ICORS and MISTIC entries for a federally funded enhancement project. Project included sidewalk, concrete pavement, asphalt pavement, landscaping, utility conduit, signing, ornamental metal, and shop drawing review.
- I-88 Reagan Memorial Tollway, M.P. 55.1 to M.P. 67.3, Resurfacing and Rehabilitation – Illinois Tollway – Lee County, Illinois – Pavement and shoulder reconstruction, resurfacing, signage updates, guardrail, culvert rehabilitation, drainage, bridge repair, bridge deck replacement, ITS, and lighting.
- Various Design Upon Request Projects – Illinois Tollway – Pavement repairs, ramp realignment and reconstruction, signage replacement, and bridge approach pavement repairs.
- IL 84 Culvert Replacement – IDOT Region 2 – Replacement of box culvert with end grates to avoid need for guardrail.
- I-55 at Arsenal Road Reconstruction and Widening – Will County, Illinois
- Noe Road Roadway Realignment – McHenry County, Illinois.
- Garfield Avenue Reconstruction and Read Street Reconstruction – Lockport, Illinois – roadway reconstruction, new sidewalks, storm sewer, driveways, curb and gutter, lighting, and landscaping in a restricted urban corridor.

## Design Experience

- **Bridge Design** experience includes abutment, steel beam, and retaining wall design. Project highlights include:
  - County Line Road over I-55, IDOT Region 1 – Four-span steel bridge replacement.
  - IL 50 (Governors Highway) Retaining Wall, Monee, Illinois, IDOT Region 1 – New 6-foot-tall cantilevered retaining wall to support parking lot.
  - IL 40 over Hennepin Canal, IDOT Region 2 – Single-span, 60-degree skew steel structure on high-wall abutments.
- **Roadway Design** experience includes plan and specification development, maintenance of traffic, pavement design, erosion control, drainage, and guardrail. Experienced with MicroStation, Power Civil, Geopak, and AutoCAD. Project highlights include:

## CERTIFICATIONS

- APWA Certified Public Infrastructure Inspector (CPII)
- IDOT Documentation of Contract Quantities Certified
- Fundamentals of Stormwater Pollution and Erosion and Sediment Control Certified
- Inspection of Erosion and Sediment Control Best Management Practices Certified
- Confined Space Training
- Competent Person Fall Protection
- Personal Protective Equipment Training

## PROFESSIONAL AFFILIATIONS

- Illinois Roadway and Transportation Builders Association
- American Society of Civil Engineers







## **EXHIBIT F: SCOPE CLARIFICATIONS**

### **CONSTRUCTION CONTRACT ADMINISTRATION SERVICES**

CONSULTANT: Strand Associates, Inc.® (ENGINEER)  
ROUTE: FAU 1709 (Ravinia Avenue)  
SECTION NO: 12-00069-00-CH  
PROJECT NO: M-4003(034)  
JOB NO: C-91-447-12  
COUNTY: Cook  
LA CONTACT: Mr. Sean Marquez, P.E., Senior Project Engineer

Construction funding for the project shall be a combination of Surface Transportation Program (STP) and Local Agency (LA) funds.

1. Administration
  - a. Track the project schedule, budget, and task completion by project managers.
  - b. Prepare Illinois Department of Transportation (STATE) invoices on STATE forms.
  - c. Review shop drawings.
  - d. Provide project information for the LA's website.
2. Meetings and Communication
  - a. Attend a preconstruction meeting scheduled by the STATE at its Schaumburg, Illinois, office. Prepare meeting minutes for meeting and distribute to those in attendance.
  - b. Communicate with Commonwealth Edison concerning electrical services.
  - c. Prepare and attend up to two meetings with Township, Police Department, and Fire District.
  - d. Communicate with LA and subconsultant regarding material testing services.
  - e. Communicate with utility companies.
3. Construction Observation
  - a. Provide full-time observation for a 21-week construction duration and half-time observation for a 4-week construction duration for a total of 936 hours of observation. In furnishing observation services, ENGINEER's efforts shall be directed toward determining for LA that the completed project will, in general, conform to the Contract Documents; but ENGINEER shall not supervise, direct, or have control over the contractor's work and shall not be responsible for the contractor's

construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.

- b. Provide part-time observation of electrical construction for the project. It is expected that four trips to project site will be necessary and construction observation will be provided for four hours per trip.
  - c. Perform a topographic survey of cross sections to calculate earthwork performed by contractor. Download survey into MicroStation Version V8i and use Geopak to perform calculations.
4. Construction Documentation
- a. Process necessary paperwork in accordance with STATE documentation requirements.
  - b. Prepare up to three change orders, if necessary.
  - c. Process contractor applications for payment.
  - d. Maintain records and daily diary in accordance with STATE documentation requirements.
5. Project Closeout
- a. Perform a final review with LA, STATE, and contractor to prepare a final list of items to be completed or corrected.
  - b. Execute final documents in accordance with STATE documentation requirements. It is anticipated two STATE audits will be necessary.

#### **Further Clarification and Items Not Included in this Agreement**

If any of the following items are required, they shall be provided through an amendment to this Agreement.

1. Construction staking and layout shall be performed by contractor.
2. Agreement provision 1.g. provides for ENGINEER to observe, document, and inform the resident engineer of the adequacy of the establishment and maintenance of traffic control. This item only pertains to observation for payment purposes. ENGINEER shall not have responsibility to supervise, direct, or have control over contractor's work, including traffic control, and shall not be responsible for contractor's construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for contractor's failure to perform the construction work in accordance with the Contract Documents.
3. Services and fees outlined in this Agreement anticipates construction commencing May 14, 2018, with a completion date plus 5 working days of September 28, 2018. If contractor requires more time to complete the work, a supplement for additional Services may be required.

Construction Monitoring & Observations  
Construction Materials Testing  
Tunnels and Underground Openings  
Geotechnical Engineering & Evaluation

**SEECO Consultants Inc.**  
CONSULTING ENGINEERS

Subsurface Explorations  
Foundation Analysis & Design  
Structural Rehabilitation  
Condition Surveys  
Dams and Drainage Studies

October 26, 2017

Mr. Marc Grigas  
Strand Associates  
1170 S. Houbolt Road  
Joliet, IL 60431

**PROPOSAL**

Construction Materials Testing Services  
Ravinia Ave. & 147th St., Orland Park, IL  
Sec. 12-00069-00-CH

Dear Mr. Grigas,

Pursuant to your request, SEECO Consultants, Inc. is pleased to submit our proposal for the above referenced project. In preparing our proposal, we have reviewed the quantities provided, discussed the project particulars with you and have incorporated the same within. QA site services only.

The estimated sequencing is as follows:

Soils/Base	15 Inspections	
Concrete	8 Inspections	
Bituminous	4 Inspection	
Field Inspection – PCC Level I/Bit Level II/Soils S-33		
Estimate 192 hours @ \$115.00/hr		\$22,080.00
Concrete Cylinder Tests		
Estimate 32 cylinders @ \$18.00/cyl		\$ 576.00
Cylinder Pickup		
Estimate 2 hours @ \$98.00/hr		\$ 196.00
Project Engineer (Coordination, Meetings and Report Review)		
Estimate 16 hours @ \$130.00/hr		\$ 2,080.00
Nuclear Gauge		
Estimate 19 days @ \$50.00/day		\$ 950.00
Cone Penetrometer		
Estimate 5 days @ \$120.00/day		\$ 600.00
Bituminous Core Density		
Estimate 12 cores @ \$45.00/each		\$ 540.00
Trip Charge		
Estimate 29 trips @ \$15.00/trip		\$ 435.00
<b>ESTIMATED TOTAL:</b>		<b><u>\$27,457.00</u></b>

(708) 429-1666 • 7350 Duvan Drive • Tinley Park, IL 60477 FAX: (708) 429-1689

[www.seeco.com](http://www.seeco.com)

**PROPOSAL**

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Ravinia Ave. & 147th St., Orland Park, IL  
Sec. 12-00069-00-CH

Overtime rates of 1.35 times the base rate will be charged for hours in excess of eight hours (before 7:00 and after 3:30) per day and weekend hours. All field charges are portal to portal with a four hour minimum. Rates valid for 2018 construction season. Negotiated increases required if prevailing wage rates increase.

SEECO's field representatives are represented by Local 150 of the Operating Engineers. Onsite cancellations are subject to an eight hour minimum charge. Telephone cancellations after travel commences are subject to a minimum charge of three hours.

If there are any questions with regards to this proposal, I would be glad to discuss them with you. We are very interested in providing you with our services on this project and assure you of our utmost cooperation.

Respectfully submitted,

SEECO Consultants, Inc.



Donald C. Cassier  
Director of Field Services



Collin W. Gray, S.E., P.E.  
President

DCC:arm