

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
For Inclusion on Board Agenda

  X   Resolution or Ordinance (Blue) \_\_\_\_\_ Waiver of First Requested  
\_\_\_\_ Recommendations of Boards, Commissions & Committees (Green)  
\_\_\_\_ Other Business (Pink)

**TO:** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** David A. Hulseberg, Village Manager *D.A.H.*

**DATE:** August 19, 2011 (COW) (B of T) **Date:** September 1, 2011

**TITLE:** Finley Road Whitetopping (Wilson Avenue to Glen Oak Road)  
Design Engineering Contract

**SUBMITTED BY:** David A. Dratnol, P.E., Village Engineer *D.A.D.*

**BACKGROUND/POLICY IMPLICATIONS:**

Preliminary & final design engineering design services for repaving Finley Road from Wilson Avenue to Glen Oak Road

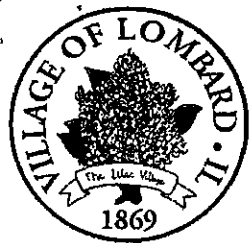
**FISCAL IMPACT/FUNDING SOURCE:**

Total Contract Amount: \$257,732.00  
Funding: Capital Projects Fund  
Account#: 7110.809425  
PW Project Number: ST-12-05  
HTE Project Number: 1206

Review (as necessary):

Village Attorney X \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director X *[Signature]* \_\_\_\_\_ Date 8/23/11  
Village Manager X *[Signature]* \_\_\_\_\_ Date \_\_\_\_\_

**NOTE:** All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.



To: David Hulseberg, Village Manager  
 Through: Carl S. Goldsmith, Director of Public Works  
 From: David A. Dratnol, P.E., Village Engineer  
 Date: August 19, 2011  
 Subject: Finley Road Whitetopping (Wilson Avenue to Glen Oak)  
 Design Engineering Contract

The current Capital Improvement Plan (CIP) has the Finley Road project programmed for Fiscal Years (FY) 12 and 13. Construction funding utilizes LAPP (Local Agency Pavement Preservation) dollars. LAPP is federal money administered through IDOT. LAPP funding is for grind and overlay projects and cannot be used for pavement rehabilitation beyond a grind and overlay. The asphalt pavement on Finley Road has deteriorated to such a state that a simple grind and overlay project will not be a practical nor cost effective solution.

As per the item brought to the Village Board on August 18<sup>th</sup>, the project schedule is being accelerated by one year due to unanticipated revenues being available for Capital Improvements.

Attached please find a resolution, contract, and fee schedule for design engineering services for proposed improvements to Finley Road (Wilson Avenue to Glen Oak).

Civiltech Engineering Inc (Civiltech) was the design engineer for the North Industrial Park White Topping project and based on this experience, Civiltech was selected as the design engineer for the Finley Road project. The project scope and fee was directly negotiated with Civiltech and agreed to by both parties.

The scope of work includes both preliminary and final engineering. Included in the preliminary engineering phase is; a complete topographic survey, evaluation of existing drainage, assessment of underground utility structures, evaluation of the curbs, obtaining feedback from the project stakeholders (local residents), life cycle costing of alternate pavement design sections (including whitetopping), and preparing a Project Development Report. Final engineering includes preparation of bid documents (plans, specifications and engineer's estimate of cost) and participation in a project public information meeting.

This work will be performed for a total not to exceed engineering fee of \$257,732.20. The Phase 1 (preliminary) engineering services fee is approximately \$107,837.65 and the Phase 2 (design) engineering service fees is approximately \$149,894.55. The engineering costs will be paid through the Capital Project Fund. The current CIP allots \$228,102.00 in FY 2013 for Phase 1 and Phase 2 engineering.

Please present this agreement and resolution for Design Engineering services to the President and Board of Trustees for their review at their regular meeting of September 1, 2011. If approved, please return one original signed copy of the agreement to Public Works-Engineering for further processing.

DAD/rgs

**RESOLUTION**

**R \_\_\_\_\_ 12**

**A RESOLUTION AUTHORIZING SIGNATURE OF  
PRESIDENT AND CLERK ON AN AGREEMENT**

**WHEREAS**, the Corporate Authorities of the Village of Lombard have received an Agreement between the Village of Lombard, and Civiltech Engineering Inc. regarding the Finley Road Whitetopping (Wilson Avenue to Glen Oak Road ) project as attached hereto and marked Exhibit "A"; and

**WHEREAS**, the Corporate Authorities deem it to be in the best interest of the Village of Lombard to approve such agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS as follows:

**SECTION 1:** That the Village President be and hereby is authorized to sign on behalf of the Village of Lombard said agreement as attached hereto.

**SECTION 2:** That the Village Clerk be and hereby is authorized to attest said agreement as attached hereto.

Adopted this 1st day of September, 2011.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved this 1st day of September, 2011.

\_\_\_\_\_  
**William J. Mueller**  
**Village President**

ATTEST:

\_\_\_\_\_  
**Brigitte O'Brien**  
**Village Clerk**

## VILLAGE OF LOMBARD CONTRACT

### CONTRACT DOCUMENT NUMBER ST-12-05

This agreement is made this 1<sup>st</sup> day of September, 2011, between and shall be binding upon the VILLAGE of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" and Civiltech Engineering Inc. hereinafter referred to as the "ENGINEER" and its successors.

Witnessed, that in consideration of the mutual promises of the parties delineated in the contract documents, the ENGINEER agrees to perform the services and the VILLAGE agrees to pay for the following services as set forth in the contract documents:

Preliminary and Design Engineering Services for the Finley Road Whitetopping Project

1. This contract shall embrace and include all of the applicable contract documents listed below as if attached hereto or repeated herein:
  - a. VILLAGE'S Request for Qualifications for Short-List for Engineering Services Dated January 25, 2010
  - b. ENGINEER'S Statement of Qualifications Dated February 12, 2010
  - c. ENGINEER'S Proposal Dated August 16, 2011
  - d. ENGINEER'S Work Effort and Fee submittal Dated August 16, 2011
  - e. Required Certificates and Signatures and Certificate of Insurance
2. The VILLAGE agrees to pay, and the ENGINEER agrees to accept as full payment for the services which are the subject matter of this contract in accordance with the General Provisions.
3. This Contract represents the entire agreement between the parties and may not be modified without the written approval of both parties.

IN WITNESS WHEREOF, the Village of Lombard, Illinois by William J. Mueller, Village President, and the ENGINEER have hereunto set their hands this 1st day of September, 2011.

If an individual or partnership, all individual names of each partner shall be signed or if a corporation, an officer duly authorized shall sign here:

\_\_\_\_\_  
Civiltech Engineering Inc.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Individual or Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

\_\_\_\_\_  
By \_\_\_\_\_ Position/Title

\_\_\_\_\_  
By \_\_\_\_\_ Position/Title

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 1<sup>st</sup> day of September, 2011.

\_\_\_\_\_  
William J. Mueller, Village President

Attest: \_\_\_\_\_  
Brigitte O'Brien, Village Clerk

**VILLAGE OF LOMBARD  
ENGINEER'S CERTIFICATION**

\_\_\_\_\_, having been first duly sworn depose and states as follows:  
(Officer or Owner of Company)

Civiltech Engineering Inc., having submitted a proposal for: Finley Road Whitetopping to the Village of Lombard, hereby certifies that said ENGINEER:

1. has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A) (4).
2. is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, or if it is:
  - a. it is contesting its liability for the tax or the amount of tax in accordance with procedures established by the approve Revenue Act; or
  - b. it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.
3. is in full compliance with the Federal Highway Administration Rules on Controlled Substances and Alcohol Use and Testing, 49 CFR Parts 40 and 382 and that

\_\_\_\_\_  
(Name of employee/driver or "all employee drivers")  
is/are currently participating in a drug and alcohol testing program pursuant to the aforementioned rules.

By:

\_\_\_\_\_  
Officer or Owner of Company named above

Subscribed and sworn to  
before me this \_\_\_\_\_  
day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Notary Public

## Scope of Services

Finley Road Whitetopping - Wilson Avenue to Glen Oak Road  
Village of Lombard | August 16, 2011

All work identified herein will be performed by Civiltech Engineering, Inc. and our surveying sub-consultant, Jorgensen and Associates. Mr. Jonathan R. Vana, P.E. shall serve as the contact person responsible for and knowledgeable of this proposal, (630) 735-3382, 450 E. Devon Ave., Ste. 300, Itasca, Illinois 60143. Civiltech Engineering, Inc. is pre-qualified in all necessary categories by IDOT to complete this work for the Village. This proposal is based on the information presented in the Village's scope of work document and an initial site visit.

### I. PROJECT UNDERSTANDING AND APPROACH

This project involves the rehabilitation of 6,500 feet of Finley Road between Wilson Avenue and Glen Oak Road. The whitetopping pavement rehabilitation is anticipated to extend through the intersections of Wilson Avenue and Glen Oak Road.

With input from Civiltech, the Village will utilize its geotechnical consultant to collect pavement core information along the rehabilitation corridor. This information will be utilized by Civiltech to complete the design of the pavement rehabilitation. Existing combination concrete curb and gutter is in poor condition, and it is anticipated that it will be replaced as part of the project. Final determination of the proposed cross section will be addressed during the preliminary design phase. The cross section will be influenced primarily by the width of the new curb and gutter and construction techniques that are yet to be determined.

The Village will provide videotapes of the existing sewers within the project area. Civiltech will be responsible for inspection of all Village owned underground structures including Sanitary, Storm and Water utilities. Civiltech will identify any problematic drainage areas along the corridor with input from the Village, and determine if any improvements are necessary. The design work will include the preparation of a Project Development Report (PDR) in accordance with Village standards. The PDR will document the ultimate project details, scope of work and preliminary costs which will serve as the basis of the detailed design. Details of what will be included in the PDR is included in the Scope of Services section of this proposal.

Civiltech's work will also include public information tasks to inform stakeholders about the project design and construction staging, as well as what to anticipate during construction. Civiltech will coordinate with the project stakeholders and obtain their input to assist in guiding the design of construction staging and maintenance of traffic during construction.

### II. SCOPE OF SERVICES

#### A. Preliminary Engineering Phase

The primary objective of the Preliminary Engineering Phase is to develop a conceptual improvement plan which fulfills all of the requirements for the Village to appropriate funding for the project. The Preliminary Engineering services will meet the pertinent standards of the Village of Lombard and use IDOT standards as default if Village standards do not explicitly address the item.

The following major work items will likely be required to complete the Preliminary Engineering phase of the project:

**Item 1 - Initial Meeting with Village** – This work item will include an initial meeting with the Village to determine what available data and record information exists that will be useful in the design process, and to discuss the project requirements in detail. The initial meeting will include Village staff from the Administration, Engineering, and Underground Utilities divisions.

**Item 2 - Early Coordination and Data Collection** – Civiltech will obtain and review available Village data including, but not limited to, subdivision plans and plats, record plans, previously completed geotechnical and pavement reports, right-of-way data, aerial photography and contour mapping, municipal utility atlases, and private utility atlases.

In addition, the data collection for this project will include a complete photolog in order to document existing conditions prior to construction. Images from the photolog could be used to illustrate the existing conditions during public meeting presentations.

**Item 3 - Field Survey, Preparation of Base Sheets, and Structure Survey** – A complete topographic survey will be required for this project due to the detailed grading analysis that will be required as part of the overlay design. Civiltech will meet with the surveying sub consultant in the field to discuss the specific requirements for this project. This work will be completed by Jorgensen and Associates.

Base sheets will be prepared at a scale of 1"=20', 1"=50' and 1"=100' for use during the contract plan preparation. The preparation of the base sheets will include identification and plotting of all existing utilities within the project limits.

After the base sheets have been prepared, the designers will perform a plan-in-hand field check during which we will verify the completeness and accuracy of the survey, while familiarizing ourselves with the project area and any special conditions in the field. Civiltech will also open the lids in order to determine the condition of the structures and measure the depth of pipe inverts. Structure condition inventory sheets will be prepared for each structure and will be included in the PDR. This investigation will be used to determine which structures need replacement or rehabilitation. If necessary, Civiltech may request the assistance of the Village for traffic control purposes while performing the structure inspections.

**Item 4 - Design Criteria & Preliminary Design Studies** – Based on information obtained under items one through three above, Civiltech will develop relevant design criteria and standards for use in proceeding with the preliminary engineering stage of the Project. The Preliminary Engineering work will address the following:

- Documentation of Existing Conditions and Need for Improvement
- Public Involvement Plan and Execution (See Item A. 6)
- White-Topping/Overlay Alternatives Analysis and Design
- Construction Staging and Maintenance of Traffic/Access
- Utility Analysis and Scope of Rehabilitation and/or Improvements
- Sidewalk and Curb Ramp Improvements at Intersections
- Preliminary Estimates of Project Cost
- Preliminary Estimate of Construction Time

Based on the established design criteria and standards, we will prepare a Project Development Reports (PDR) that will consist of a technical memorandum addressing the above listed design components of the Project.



Furthermore, Civiltech anticipates the development of various design Exhibits for inclusion in the PDR. The pre-final report will be submitted to the Village for review and comment. It is anticipated that a meeting with the Village to discuss any review comments and design issues prior to finalizing the report will occur.

The scope of the PDR will include an evaluation of existing Village utilities along the project corridor to determine if any significant issues need to be addressed as part of the project. This will include a review of sewer videotapes provided by the Village and discussions with Public Works about repair history/utility conditions in the project area. Civiltech will also evaluate and address the structures based on the information documented in the Utility Structure Inventory included under item A. 3. No significant conditions have been preliminarily identified by the Village at the time of the proposal development, and we have therefore not included manhours in the Design Engineering Phase (Item B) to address any significant utility rehabilitation or replacement.

**Item 5 – Coordination with Geotechnical Consultant** – Civiltech will coordinate with the Village’s Geotechnical Consultant to discuss the scope of their field work and ensure that the required information is obtained for design.

**Item 6 – Public Meetings and Coordination** – Civiltech will work closely with the Village to develop a Public Involvement plan that successfully gathers and disseminates the necessary information to the project stakeholders. Civiltech will work with the Village to identify the stakeholders, define the objectives of the public involvement phase of the work, and develop the necessary communication strategies and tools.

Civiltech will attend and assist with organizing all public meetings and make the necessary presentations and prepare any required exhibits. Individual property owner meetings are anticipated as well as overall group public information meetings. This scope item includes the development of the Public Information Plan, and the actual time for meetings and coordination is included under Item B. 4.

**Item 7 - Finalize Project Development Report** – Based on the Village’s review, Civiltech will finalize the PDR, which will serve as the basis for the Design Engineering Phase of the Project. The final report will be submitted to the Village for review by Public Works, Administration, Engineering and Underground Utility staff. Presentation to the Village Board is not anticipated.

## **B. Design Engineering Phase**

Once the design report has been approved by the Village, Civiltech will proceed with the Design Phase, which will consist of the preparation of contract documents to secure competitive bids. The design work will be prepared in accordance with Village and applicable IDOT standards. A detailed Engineer’s Estimates of Cost and Construction Time will be prepared. The following major work items are anticipated to complete the Design Engineering Phase of this project:

**Item 1 - Preliminary and Pre-Final Contract Plans** – Based on the findings of the Preliminary Engineering Phase described above, Civiltech will prepare pre-final contract plans. It is anticipated that the plans will contain the following drawings:

- Title Sheet & Index of Sheets (1 sheet)
- Summary of Quantities (3 sheets)
- General Notes and State/Village Standards (1 sheet)
- Existing and Proposed Typical Sections (2 sheets)

## Finley Road Whitetopping - Wilson Avenue to Glen Oak Road

- Alignment, Ties and Benchmarks (1"=100') (1 sheet)
- Construction Staging/Maintenance of Traffic Notes and Details (2 sheets)
- Construction Staging/Maintenance of Traffic Plans (1"=50') (6 sheets)
- Detour Plan and Notes (2 sheets)
- Driveway Staging Notes (2 sheets)
- Plan and Profile Sheets (1" = 20') (7 sheets)
- Landscaping and Erosion Control (1" = 50') (3 sheets)
- Cross Sections (1"=10' H: 1:=5' V) (20 sheets)
- Construction Details (4 sheets)

Detailed quantity calculations will be performed at this stage of the plan preparation, in order to develop an accurate Engineer's Estimate of Cost. An Estimate of Construction Time will also be prepared.

Detailed special provisions supplementing the "Standard Specifications for Road and Bridge Construction," adopted January 1, 2007 by the Illinois Department of Transportation, will be prepared. The special provisions will also include details and requirements for construction staging/maintenance of traffic, including listing any commitments made by the Village to the adjacent property owners. A bid booklet will be developed using Village standard forms for the bidding documents, including notice to bidders, bid bond, contract and contract bond, schedule of prices, signature sheets, and the project special provisions.

**Item 2 - Submittals and Coordination** – This item includes all reviews and meetings to obtain final plan approval and authorization of the award of a construction contract to the lowest qualified responsible bidder. An initial submittal of the 65% contract plans will be made to the Village to ensure the goals and requirements of the approved PDR are being followed. A submittal the 65% plans will be sent to the ILACPA to solicit their input and expertise, and discuss various components of the project. The plans will also be sent to the private utilities for their concurrent reviews. Once the contract plans and supporting documents have been completed to a pre-final (95% complete) stage, plans, specifications, and estimates will be submitted the Village.

**Item 3 - Final (100%) Plans, Special Provisions/Bid Booklet and Estimates** – After completion of the Village's review and resolution of other concerns the contract plans, special provisions, bid booklet and Engineer's Estimate of Cost and Time will be finalized. Civiltech will furnish the Village full size mylar plots, and any .pdf, CADD and other required paper or digital copies.

**Item 4 - Public Involvement** – This item will include attending public information meetings during the detailed design phase to make the necessary presentations of the proposed improvements to the project stakeholders. Civiltech anticipates one public meeting during the preliminary or pre-final design phase as well as a pre-construction meeting. Civiltech will work with the Village Staff to determine what exhibits or presentation materials will be most appropriate and prepare the same for presentation at the meetings.

Civiltech also anticipates the need to solicit input from the stakeholders along the corridor to discuss site circulation, specific access requirements, or special assistance that may be required during construction. This information will be collected in various manners including at the public meetings, via the Village's website and property specific meetings in the field as required.

### III. PROJECT SCHEDULE

Notice to Proceed	September 2, 2011
Draft PDR Submittal	October 14, 2011
Final PDR Submittal	November 14, 2011
Preliminary (65%) Plan Submittal	November 14, 2011
Pre-final (95%) P, S & E Submittal	January 9, 2012
QC/QA Submittal	January 27, 2012
Final (100%) P, S & E Submittal	January 31, 2012
Bid Opening	March 2, 2012



**Finley Road Whitetopping - Wilson Avenue to Glen Oak Road**  
 Cost Estimate of Consultant Services

Task	Personnel & Hours										Total Cost	% of Hours	Sub-Total	Multiplier	
	Director of Design Svcs	Project Manager	Project Engineer	Construction Engineer	Design Engineer	Design Technician	QC/QA Eng.	Field Hours	% of Hours	Leisure Cost					
<b>A Preliminary Engineering Phase</b>	48	122	250	83	147	98	0	748	29.2%	\$27,196.00					
<b>B Design Engineering Phase</b>															
<b>Preliminary (65%) and Pre-Final (95%) P, S &amp; E</b>	56	143	363	65	367	211	16	1221	47.7%	\$42,274.00					
<b>Submittals and Coordination</b>	12	12	22	8	20	0	0	74	2.9%	\$2,910.00					
<b>Final (100%) P, S &amp; E</b>	23	36	81	22	64	16	17	259	10.1%	\$9,981.00					
<b>Public Involvement</b>	24	64	80	24	16	48	0	256	10.0%						
<b>Sub-Total</b>	163	377	796	202	614	373	33	2558	100.0%						
<b>% of Hours</b>	6.4%	14.7%	31.1%	7.9%	24.0%	14.6%	1.3%								
<b>Total Cost</b>	\$9,780	\$16,588	\$28,656	\$7,575	\$17,499	\$10,071	\$1,980			\$82,361					
<b>Multiplier</b>	2.6500									\$218,257					
										Direct Costs (See attached calculation)					
										<b>Total Engineering Cost:</b>					<b>\$257,732</b>



**Finley Road Whitetopping - Wilson Avenue to Glen Oak Road**  
Manhours

Task	Personnel & Hours						Total Hours	% of Hours
	Director of Design Svcs	Project Manager	Project Engineer	Construction Engineer	Design Engineer	Design Technician		
<b>A Preliminary Engineering Phase</b>								
1. Initial Meeting with the Village	3	4	14	3			10	1.3%
2. Early Coordination and Data Collection	3	6	14		3		26	3.5%
3. Field Survey and Preparation of Base Sheets and Structure Survey								
Base Sheet Preparation		4	12	0	14	40	70	9.4%
Field Verification of Survey Data and Project Walk-thru		12	12	0	0	8	24	3.2%
Utility Structure Inventory		2	12	24	12	8	56	7.5%
Project Photolog			2	0	6		8	1.1%
4. Design Criteria and Preliminary Design Studies								
Pavement Rehabilitation Design	4	8	32	12	24	12	80	10.7%
Construction Staging Alternatives Analysis and Recommendations	4	8	32	14	16	12	86	11.5%
Village Utility and Utility Structure Analysis	4	12	30	8	20	14	88	11.8%
Project Cost and Construction Time Estimates	4	12	48	8	40	16	112	15.0%
Draft Project Development Report	4	20	16	8	8	16	64	8.6%
5. Coordination with Geotechnical Consultant		10	10	12			20	2.7%
6. Public Meetings and Coordination	20	20	20	12	4	8	72	9.6%
7. Final Project Development Report	2	6	10	2			32	4.3%
<b>Sub-Total Item A</b>	<b>48</b>	<b>122</b>	<b>250</b>	<b>83</b>	<b>147</b>	<b>98</b>	<b>748</b>	<b>100.0%</b>
<b>B Design Engineering Phase</b>								
1. Preliminary (65%) and Pre-Final (95%) P, S & E								
Title Sheet and Index of Sheets (1 sheet)		1	1		2	2	5	0.3%
Summary of Quantities (3 sheets)		2	2		4	3	10	0.6%
General Notes and State/Village Standards List (1 sheet)		1	2		2	1	6	0.3%
Existing and Proposed Typical Sections (2 sheets)		2	6		14	14	36	2.0%
Alignment, Ties and Benchmarks (1 sheet)		4	16		8	8	36	2.0%
Construction Staging/Maintenance of Traffic Notes and Details, (2 sheets)		5	14	4	4	8	37	2.0%
Construction Staging/Maintenance of Traffic Plans, 1"=50' (6 sheets)		16	44	16	56	28	168	9.3%
Detour Plan and Notes (2 sheets)		2	5		7	7	21	1.2%
Driveway Staging Notes (2 sheets)		6	12		4	4	24	1.3%
Plan and Profile Sheets, 1"=20' (7 sheets)		40	92	20	105	72	342	18.9%
Landscaping and Erosion Control, 1"=50' (3 sheets)		4	14		14	8	40	2.2%
Cross Sections (20 sheets)	12	40	92	20	112	44	320	17.7%
Roadway Details (4 sheets)		4	6		6	12	28	1.5%
Special Provisions and Bid Book	4	8	22	3	32		37	2.0%
Quantity Calculations		8	32		32		72	4.0%
Estimate of Construction Cost and Time		2	3	2			7	0.4%
QC/QA Review	16						16	1.8%
<b>Sub-Total Item 1</b>	<b>56</b>	<b>143</b>	<b>363</b>	<b>65</b>	<b>367</b>	<b>211</b>	<b>1221</b>	
2. Submittals and Coordination								
Design Review Meetings (4 meetings)	8	8	12	8			36	2.0%
Coordination with IL ACPA (including 1 meeting)	4	4					8	0.4%
Utility Company Coordination		10	10		20		30	1.7%
<b>Sub-Total Item 2</b>	<b>12</b>	<b>22</b>	<b>22</b>	<b>8</b>	<b>20</b>	<b>0</b>	<b>74</b>	<b>0.0%</b>
3. Final (100%) P, S & E								
Final Plans	5	28	56	16	48	16	169	9.3%
Final Special Provisions and Bid Book	2	2	6	4			14	0.8%
Final Quantity Calculations		4	16		16		36	2.0%
Final Estimate of Construction Cost and Time		2	3	2			8	0.4%
Final QA/QC Review	16						16	1.8%
<b>Sub-Total Item 3</b>	<b>23</b>	<b>36</b>	<b>81</b>	<b>22</b>	<b>64</b>	<b>16</b>	<b>259</b>	
4. Public Involvement								
Individual Property Owner Meetings and Public Information Meetings	24	56	56	24			160	8.8%
Develop Meeting Presentation Materials and Exhibits	24	64	80	24	16	48	96	5.3%
<b>Sub-Total Item 4</b>	<b>48</b>	<b>120</b>	<b>136</b>	<b>48</b>	<b>64</b>	<b>48</b>	<b>256</b>	
<b>Sub-Total Item B</b>	<b>115</b>	<b>255</b>	<b>545</b>	<b>119</b>	<b>467</b>	<b>275</b>	<b>1810</b>	<b>100.0%</b>
<b>Total Hours:</b>	<b>163</b>	<b>377</b>	<b>796</b>	<b>202</b>	<b>614</b>	<b>373</b>	<b>2558</b>	
<b>% of Hours:</b>	<b>6.4%</b>	<b>14.7%</b>	<b>31.1%</b>	<b>7.9%</b>	<b>24.0%</b>	<b>14.6%</b>	<b>100.0%</b>	



Finley Road Whitetopping - Wilson Avenue to Glen Oak Road  
Direct Costs

<b>ITEM 1 - Printing</b>	
<b>Preliminary Plans</b>	
Village 5 sets X 54 sheets/set X \$0.60/sheet	\$258.00
IL ACPA 1 set X 54 sheets/set X \$0.60/sheet	\$51.60
Utility Co. 8 sets X 54 sheets/set X \$0.60/sheet	\$412.80
<b>Pre-Final Plans</b>	
Village 5 sets X 54 sheets/set X \$0.60/sheet	\$258.00
IL ACPA 1 set X 54 sheets/set X \$0.60/sheet	\$51.60
Utility Co. 8 sets X 54 sheets/set X \$0.60/sheet	\$412.80
<b>Pre-Final Specification Books</b>	
6 books X \$20/book	\$120.00
<b>Final (QA/QC) Plans</b>	
Village 5 sets X 54 sheets/set X \$0.60/sheet	\$258.00
IL ACPA 1 set X 54 sheets/set X \$0.60/sheet	\$51.60
Utility Co. 8 sets X 54 sheets/set X \$0.60/sheet	\$412.80
<b>Final (QA/QC) Specification Books</b>	
6 books X \$20/book	\$120.00
<b>Bid Plans</b>	
25 sets x 54 sheets/set x \$0.60/sheet	\$1,290.00
<b>Bid Specification Books</b>	
25 books X \$20/book	\$500.00
<b>Total Item 1</b>	<b>\$4,197.20</b>
<b>ITEM 2 - Shipping</b>	
12 overnight shipping items X \$20/each	\$240.00
<b>Total Item 2</b>	<b>\$240.00</b>
<b>ITEM 3 - Vehicle Mileage</b>	
15 trips X 30 miles / trip avg. X \$0.50/mile	\$225.00
<b>Total Item 3</b>	<b>\$225.00</b>
<b>ITEM 4 - Topographic Survey</b>	
To be performed by Jorgensen & Associates (see Attachment for proposal)	
<b>Total Item 4</b>	<b>\$ 34,813.35</b>
<b>TOTAL DIRECT EXPENSES: \$39,475.55</b>	