

June 26, 2024

Bill McKenna, P.E.  
Village Engineer  
Village of Oak Park  
201 South Boulevard  
Oak Park, IL 60302

**Re: Village of Oak Park  
2024 Resurfacing Project – Construction Engineering  
Oak Park Project 24-2**

Dear Mr. McKenna:

Hancock Engineering is pleased to submit our proposal for providing construction engineering services to the Village of Oak Park for the **2024 Resurfacing Improvements**.

#### Project Understanding

We understand that the Village of Oak Park is seeking a proposal for engineering services to perform Construction Engineering for the 2024 Resurfacing Program.

The 2024 Resurfacing Program will consist of the following roadway segments:

	<u>Roadway</u>	<u>Scope</u>
1	<b>Miller Street</b>	Mill and Resurface, Spot Curb, and ADA Improvements
2	<b>Iowa Street</b>	Mill and Resurface, Spot Curb, and ADA Improvements
3	<b>Superior Street</b>	Mill and Resurface, Spot Curb, and ADA Improvements
4	<b>Erie Street</b>	Mill and Resurface, Spot Curb, and ADA Improvements
5	<b>Elizabeth Court</b>	Mill and Resurface, Spot Curb, and ADA Improvements
6	<b>Kenilworth</b>	
	Madison to Randolph	Striping Improvements
	Randolph to South	Mill and Resurface, ADA Improvements and full Curb and Gutter R & R
	South to Ontario	Striping Improvements
	Ontario to Chicago	Mill and Resurface, Spot Curb, and ADA Improvements
7	<b>Garfield Street</b>	Mill and Resurface with Pavement Replacement
8	<b>Clarence Avenue</b>	Mill and Resurface, Spot Curb, and ADA Improvements

We understand the project has an estimated construction cost of between \$2,000,000 and \$3,000,000.

Project Approach

We have been fortunate enough to work with the Village of Oak Park on their Capital Improvement projects for the past eight years. These projects have provided us an opportunity to become accustomed with the expectations of the Village and the residents of Oak Park. Like most Villages, the Public Works staff at the Village of Oak Park is very busy. We understand that the Village is fully capable of providing the services outlined in this RFP and have done so in the past. However, it is also understood that the staff at PW is assigned a litany of other important tasks that they are expected to complete each day. To this end, **we plan to make a concerted effort to eliminate any undue burden on staff** concerning this project throughout the entire construction process.

The Village will be invited to be as involved as much as their schedule permits and as they desire, but we will be staffed to operate as a fully-functional independent unit, without the need to involve Village staff with every minute issue that is brought up by the Contractor. Our proposed project team has completed significant work in Oak Park over the past few years and we believe we have a very good grasp on the expectations of the Village, allowing us to competently act on behalf of Public Works.

Project Man-Hours

The following is a break-down of estimated man-hours for the 2024 construction engineering:

	BAKER	Windsor	Engineer 2	CADD
<b><u>Pre-Construction</u></b>				
Design Assistance	24	20		
Bidding Assistance	16	4		
Layout		80	40	
Set-Up	8	8		
Selection of Spot Curb	20	40		
Notices	8	8	16	
Project Schedule Review	4	4		
<b><u>During Construction</u></b>				
August	20	160	40	
September	20	160	80	
October	20	160	40	
November	20	120	40	
December	10	40	0	
Construction Level Design Services	40	0	0	
<b><u>Post-Construction</u></b>				
Punchlist	4	16		
Agree to Final Quantities	8	40		
Sod Inspections	0	8		
As-Bults		4		24
Project Close-Out	40	16		

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Village of Oak Park  
2024 Resurfacing Improvements

2024 Resurfacing - Schedule

The 2024 Resurfacing Project is set to bid on July 11<sup>th</sup> and has a completion date of November 14<sup>th</sup>. We anticipate 15 weeks of construction. The project will be closed-out in 2024.

2024 Resurfacing – Project Cost

Based on the man-hours and projected schedule above, **Hancock Engineering will provide the services detailed above, including QA Testing, for a total cost of \$198,892.00.**

Hourly Rates

PERSONNEL CLASSIFICATION	(Team Members)	2024 BILLING RATE
ENGINEER –VI	(Baker)	\$ 160.00
ENGINEER -V		\$ 145.00
ENGINEER -IV		\$ 135.00
ENGINEER -III		\$ 127.00
ENGINEER -II	(Supplemental)	\$ 117.00
ENGINEER -I		\$ 105.00
CADD MANAGER		\$ 128.00
CADD TECHNICIAN -II		\$ 108.00
CADD TECHNICIAN -I		\$ 93.00
ENGINEERING TECHNICIAN – V	(Windsor)	\$ 135.00
ENGINEERING TECHNICIAN– IV		\$ 124.00
ENGINEERING TECHNICIAN– III		\$ 92.00
ENGINEERING TECHNICIAN – II		\$ 73.00
ENGINEERING TECHNICIAN – I		\$ 48.00
ADMINISTRATIVE ASSISTANT		\$ 65.00

*All hourly rates include costs for out-of-pocket expenses including mileage, tolls, photocopying, etc. and no additional compensation will be sought for these items. **Hancock Engineering has no hidden fees.***

*Note: The Schedule of Hourly Rates are subject to change annually as of March 1<sup>st</sup>. The most current Schedule of Hourly Rates will be in effect at the date of service.*

We appreciate the opportunity to provide this proposal to the Village of Oak Park for the 2024 Resurfacing Improvement projects. If you should have any questions, please feel free to reach out.

Very truly yours,

EDWIN HANCOCK ENGINEERING CO.



Derek Treichel, P.E.  
President

Enclosures