

SCOPE OF WORK NARRATIVE



Project: Lake Street Streetscape, Resurfacing, and Utility Projects (#16-100)
Phase: I (Preliminary Engineering) and II (Design Engineering) – Supplement 4
Client: Village of Oak Park (VOP)
Consultant: Thomas Engineering Group, LLC (TEG)
Date: August 23, 2019 (Submittal 4)

Introduction

In a letter dated December 6, 2018, TEG provided a budget status update. TEG went over budget on October 1, 2018. Similarly, subconsultant TranSmart/EJM Corporation went over budget in mid-October. Both companies billed to their current upper limits of compensation in 2018 but have continued working in good faith. TEG stated that a supplement will be prepared (1) to recoup funds already expended beyond the current limit of compensation and (2) to secure funds to cover the remaining work.

Project 1 – Phase I (all past work)

The letting of this project was delayed twice because of land acquisition necessitating updates to environmental documentation.

1. Coordinate with IDOT on environmental biological clearance renewal..... 8 hrs
2. Coordinate with Huff & Huff on new Preliminary Environmental Site Assessment 4 hrs
- Subtotal 1 (all past work) 12 hrs

Project 2 – Utility (all past work)

The design of construction staging/sequencing at Oak Park Ave for the streetscape project purposefully lagged behind that of the utility project. When the streetscape project caught up, it was discovered that the utility project staging/sequencing is going to be more complex than anticipated.

1. Re-design for more complex than anticipated staging/sequencing at Oak Park Ave 40 hrs
- Subtotal 2 (all past work) 40 hrs

August 23, 2019

RE: Lake Street Streetscape, Resurfacing, and Utility Projects (#16-100), Supplement 4
Scope of Work Narrative

Project 3a – Streetscape (past work =P and ongoing/future work = O/F)

The letting of this project was delayed twice because of land acquisition. The resultant delayed construction schedule pushed this project out-of-sync with the Albion developer project necessitating re-design of construction staging/sequencing. A new vehicular drop off area (north side of Lake Street, west of Maple Avenue) has been introduced to this project.

1. Re-design from bluestone to concrete sidewalk from Harlem Ave to Maple Ave	P_8 hrs
2. Re-design for variable depth asphalt surface removal when pavement scope changed from reconstruction to resurfacing and re-design adjacent C&G and sidewalk grading	P_40 hrs
3. Present at two additional IDOT Detour Committee Meetings (IDOT required)	P_50 hrs
4. Incorporate water main leak detection (added after delay)	P_8 hrs
5. Submit to and meet with IDOT for ped access design exception at Lake / Harlem	P_40 hrs
6. Re-design construction staging/sequencing assuming Albion project completed	P_40 hrs
7. Re-design for new vehicular drop off area.....	P_284 hrs
8. Re-design to reduce AT&T conflicts based on 3/8/2019 meeting.....	P_80 hrs
9. Incorporate sanitary sewer service rodding, tracing, and locating (added after delay).....	P_8 hrs
10. Incorporate construction wayfinding signage (added after delay).....	P_8 hrs
11. Update IDOT items for Jan 2019 to Nov 2019 letting delay (IDOT required)	P_50 hrs
12. Re-insert Forest Ave specialty feature after breakout contract attempt	P_16 hrs
13. Update IDOT items for Nov 2019 to Jan 2020 letting delay (IDOT required)	O/F_50 hrs
Subtotal 3a (past work)	632 hrs
Subtotal 3b (ongoing/future work)	50 hrs
Subtotal 3	682 hrs

August 23, 2019

RE: Lake Street Streetscape, Resurfacing, and Utility Projects (#16-100), Supplement 4
Scope of Work Narrative

Project 3b – Land Acquisition (past work =P and ongoing/future work = O/F)

The letting of this project was delayed twice because of land acquisition. For some property owners, negotiations have been non-existent or have stalled necessitating re-design to eliminate easements and, consequently, revisions to the plat of highways already approved by IDOT.

Prior to this supplement, the scope of work included only easement exhibits and legal descriptions. It was later learned that IDOT was going to require a plat of highways. Therefore, the final deliverable is now an easement exhibit for each impacted parcel, a legal description for each impacted parcel, and a plat of highways.

1. Re-design to eliminate easements at Euclid Ave P_8 hrs
 2. Re-design to eliminate easements for condos near Kenilworth Ave and at post office P_80 hrs
 3. Re-design to eliminate easements for other to-be-determined properties..... O/F_340 hrs
 4. Prepare plat of highways and revise it for eliminated easements O/F_170 hrs
- Subtotal 4a (past work) 88 hrs
- Subtotal 4b (ongoing/future work) 510 hrs
- Subtotal 4 598 hrs

Project 3c – Albion Developer Frontage (all past work)

The letting of this project was delayed twice because of land acquisition. The resultant delayed construction schedule pushed the streetscape project out-of-sync with the Albion developer project necessitating a new breakout contract for the Albion frontage. Construction started in summer 2019, so a task for construction assistance to VOP's Resident Engineer was included.

1. Prepare new breakout contract for Albion developer frontage P_320 hrs
 2. Survey Albion developer frontage and incorporate as new existing topography P_16 hrs
 3. Re-design streetscape project based on new existing topography P_24 hrs
 4. Provide construction assistance for Albion project..... P_16 hrs
- Subtotal 5 (all past work) 376 hrs

August 23, 2019

RE: Lake Street Streetscape, Resurfacing, and Utility Projects (#16-100), Supplement 4
Scope of Work Narrative

Project 3d – Marion St north of Lake St (all ongoing/future work)

Initially, Marion St north of Lake St was going to be included in the state let streetscape project, follow a similar streetscape palette, and correct non-compliant sidewalk. Design, plans, specifications, and estimates (PS&E) progressed accordingly. For budgetary reasons, Marion St was eliminated from the streetscape project before a PS&E submittal was made and has sat idle ever since. Today, the understanding is that Marion St will become a new locally let breakout contract (like Project 3c on previous page) with a scope of improvements scaled-down from what was previously progressed.

TEG understands the scaled-down improvements as follows. Roadway – standard mill and overlay, non-decorative crosswalk at Holly Court. West Curb – full replacement, non-decorative, re-aligned for new bump outs, same alignment (horizontal and vertical) elsewhere. West Sidewalk – full replacement, non-decorative. East Curb – intermittent replacement. East Sidewalk – intermittent replacement, no correction to non-compliant cross slopes, omit vaults.

TEG notes that the existing right of way line does not always match the existing building face line. TEG understands that VOP will be fully responsible for whatever land acquisition processes are necessary.

1. Revise design and plan sheets for scaled-down improvements 90 hrs
2. Prepare new specifications packet 50 hrs
3. Prepare new quantity calculation sheets and cost estimate 30 hrs
4. Compile the above into new locally let breakout contract 30 hrs
- Subtotal 6 (all ongoing/future work) 200 hrs

Project 4 – Resurfacing (past work =P and ongoing/future work = O/F)

Several minor supplemental tasks have arisen for the resurfacing project.

1. Provide design assistance for Invest in Cook grant application and phone interview P_8 hrs
2. Re-design (1) from Humphrey Ave to Austin Blvd and (2) along Austin Blvd O/F_28 hrs
3. Re-design driveway for car wash near Austin Blvd O/F_12 hrs
- Subtotal 7a (past work) 8 hrs
- Subtotal 7b (ongoing/future work) 40 hrs
- Subtotal 7 48 hrs

August 23, 2019

RE: Lake Street Streetscape, Resurfacing, and Utility Projects (#16-100), Supplement 4
Scope of Work Narrative

Miscellaneous (past work =P and ongoing/future work = O/F)

The letting of this project was delayed twice because of land acquisition extending the design schedule and necessitating additional coordination and administration. In anticipation of construction starting in spring 2020, a separate contract for construction assistance to VOP's Resident Engineer will be required in the future.

1. Perform utility reviews related to developer projects P_12 hrs
2. Participated in ~45 add'l meetings/calls and performed admin for ~11 add'l months P_165 hrs
3. Participate in ~10 add'l meetings/calls and perform admin for ~8 add'l months O/F_120 hrs
4. Performed as-needed utility coordination P_20 hrs
5. Continue as-needed utility coordination O/F_40 hrs

Subtotal 8a (past work) 197 hrs

Subtotal 8b (ongoing/future work) 160 hrs

Subtotal 8 357 hrs

Grand Total (past work).....1,353 hrs

Grand Total (ongoing/future work).....960 hrs

Grand Total (all work).....2,313 hrs

PAYROLL ESCALATION TABLE FIXED RAISES

FIRM NAME Thomas Engineering Group, LLC
PRIME/SUPPLEMENT Supplement 4 (Submittal 4)
Prepared By Thomas Engineering Group, LLC

DATE 08/23/19
PTB-ITEM# 16 100

(Last invoice was through September 2018)

CONTRACT TERM 19 MONTHS
START DATE 10/1/2018
RAISE DATE 1/1/2019

END DATE 4/30/2020

OVERHEAD RATE 154.46%
COMPLEXITY FACTOR 0
% OF RAISE 3%

ESCALATION PER YEAR

year	First date	Last date	Months	% of Contract
0	10/1/2018	1/1/2019	3	15.79%
1	1/2/2019	1/1/2020	12	65.05%
2	1/2/2020	5/1/2020	4	22.33%

The total escalation = 3.18%

PAYROLL RATES

FIRM NAME

Thomas Engineering Group, LLC DATE

08/23/19

PRIME/SUPPLEMENT

Supplement 4 (Submittal 4)

PTB-ITEM #

16 100

ESCALATION FACTOR

3.18%

Note: Rates should be capped on the AVG 1 tab as necessary

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Principal	\$70.00	\$70.00 (Capped)
Project Manager/Senior Resident Eng	\$70.00	\$70.00 (Capped)
Administrative Assistant	\$24.00	\$24.76
Intern	\$17.00	\$17.54
Business Admin Head	\$56.00	\$57.78
Project/Resident Eng V	\$66.52	\$68.63
Chief Surveyor	\$55.00	\$56.75
Project/Resident Eng IV	\$58.42	\$60.28
Project/Resident Eng III	\$48.87	\$50.42
Design/Constr Eng I	\$28.07	\$28.96
Design/Constr Eng II	\$38.00	\$39.21
Project/Resident Eng II	\$38.26	\$39.48
Marketing Assistant	\$32.00	\$33.02
Technician	\$26.30	\$27.14
Technician III	\$40.07	\$41.34
Senior Technician	\$41.93	\$43.26
Technical Manager	\$45.00	\$46.43
Survey Assistant	\$15.00	\$15.48

Subconsultants

FIRM NAME	<u>Thomas Engineering Group, LLC</u>
PRIME/SUPPLEMENT	<u>Supplement 4 (Submittal 4)</u>
PTB-ITEM #	16 100

DATE **08/23/19**

NAME	Direct Labor Total	Contribution to Prime Consultant
TranSmart/EJM Corp.	25,299.00	2,529.90
Huff & Huff, Inc.	1,628.99	162.90
Total	26,927.99	2,692.80

Bureau of Design and Environment
Prepared By: Consultant
DATE **08/23/19**

0

DBE 19.84%

AVERAGE HOURLY PROJECT RATES

FIRM Thomas Engineering Group, LLC
PTB-ITEM# 16 100
PRIME/SUPPLEMENT Supplement 4 (Submittal 4)

Bureau of Design and Environment
 Prepared By: Consultant

DATE 08/23/19

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Thomas Supplement 4														
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	70.00	0.0																	
Project Manager/Senior Resident Eng	70.00	0.0																	
Administrative Assistant	24.76	0.0																	
Intern	17.54	69.0	2.98%	0.52	69	2.98%	0.52												
Business Admin Head	57.78	0.0																	
Project/Resident Eng V	68.63	0.0																	
Chief Surveyor	56.75	116.0	5.02%	2.85	116	5.02%	2.85												
Project/Resident Eng IV	60.28	578.0	24.99%	15.06	578	24.99%	15.06												
Project/Resident Eng III	50.42	0.0																	
Design/Constr Eng I	28.96	0.0																	
Design/Constr Eng II	39.21	278.0	12.02%	4.71	278	12.02%	4.71												
Project/Resident Eng II	39.48	0.0																	
Marketing Assistant	33.02	0.0																	
Technician	27.14	0.0																	
Technician III	41.34	1,272.0	54.99%	22.74	1272	54.99%	22.74												
Senior Technician	43.26	0.0																	
Technical Manager	46.43	0.0																	
Survey Assistant	15.48	0.0																	
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TOTALS		2313.0	100%	\$45.88	2313.0	100.00%	\$45.88	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00

August 22, 2019

**LAKE STREET STREETScape, RESURFACING, AND UTILITIES PROJECT
VILLAGE OF OAK PARK- COOK COUNTY
REQUEST FOR PROPOSAL NUMBER 16-100
PHASE I AND PHASE II ENGINEERING SERVICES**

Supplement No. 2- Additional Street Lighting and Traffic Signal Design Services

GENERAL SCOPE - PHASE II ENGINEERING SERVICES

The scope of EJM Engineering DBA TranSmart/EJM Corporation design services under this supplement consists of the preparation of street lighting and traffic signal plans, specifications, and estimate of cost in conjunction with the Lake Street Streetscape Project. This supplement will cover design services TranSmart/EJM has completed or is expected to complete in which we have expended an additional level of effort beyond our initial scope of services.

Scope of Services – EJM Engineering, Inc.

1. MEETINGS AND COORDINATION- 16 hours

TranSmart/EJM will attend meetings and conduct coordination to complete the scope of services- 16 hrs.

2. DATA COLLECTION– 16 hours

TranSmart/EJM will collect and review data to complete the scope of services- 16 hrs.

3. ELECTRICAL AND STREET LIGHTING DESIGN- 206

A. Additional Electrical and Street Lighting Design Services- 146 hours

- Breakout contract for the street lighting design of District House PS&E- 48 hrs.
- Breakout contract street lighting design of Albion Development PS&E- 78
- Design of irrigation pump power feeds- 8 hrs.
- Research power feeds to parking kiosks- 4 hrs.
- Research power feeds to wayfinding parking garage signage- 4 hrs.
- Design power feeds to granite signage wall in ground lights- 4 hrs.

B. Anticipated 5th and 6th Final Submittal for Street Lighting PS&E- 60 hours.

4. TRAFFIC SIGNAL DESIGN- 242

C. Additional Traffic Signal Design Services- 172 hours.

- Prepared recommended Traffic Signal Improvement memorandum. The memorandum assessed the existing condition of the traffic signal equipment within the Lake Street streetscape project limits and provided recommendations for improvements- 8 hrs.
- Design of traffic signal interconnect. This work included preparation of the necessary plan sheets, specifications, and costs for replacement of the fiber optic signal interconnect along the Lake St. corridor- 36 hrs.
- Design of District House traffic signal improvements. The work included preparing a separate plan, specification, and estimate package for the traffic signal work occurring within the District House improvements- 36 hrs.
- Research of GPS Emergency Vehicle Preemption (EVP). The memorandum provided a brief summary of available GPS Emergency Vehicle Preemption Systems that could be utilized for the Lake Street traffic signal improvements- 8 hrs.
- Address any additional VOP comments on signal plans/specs- 24 hrs
- Design of Albion Development Signal Improvements. The work will include preparing a separate plan, specification, and estimate package for the traffic signal work occurring within the Albion improvements- 60 hrs.

D. Preparation of 2nd Final Submittal Traffic Signal Tasks- 10 hours.

- Provide temporary signal sheets, specs, and quantities at Harlem/Lake- 10 hrs.
-

E. Anticipated 5th and 6th Final Submittals for Traffic Signal PS&E- 60 hours.

5. QA/QC and Administration- 24 hours

6. Albion Development Phase III Construction Support- 72 hours

TranSmart/EJM will assist in reviewing and providing answers to contractor's request for information (RFIs) during construction activities related to the Albion Development. TranSmart/EJM will also review various *Construction Revisions* presented by the Contractor and/or the Village of Oak Park in relation to the proposed and temporary Albion Development street lighting and traffic signal designs. This work includes any required plan and/or special provision modifications- 72 hrs.

TranSmart/EJM Phase III Construction Support under this supplement does not include any other construction work outside of the Albion Development contract.

PAYROLL ESCALATION TABLE ANNIVERSARY RAISES

FIRM NAME
PRIME/SUPPLEMENT
Prepared By

EJM ENG DBA TRANSMART/EJM CORP
SUPPLEMENT 2
EJM ENG DBA TRANSMART/EJM CORP

DATE 08/22/19
PTB-ITEM # 0

CONTRACT TERM 4 MONTHS
START DATE 9/1/2019
RAISE DATE ANNIVERSARY

OVERHEAD RATE 145.73%
COMPLEXITY FACTOR 0
% OF RAISE 3.00%

ESCALATION PER YEAR

DETERMINE THE MID POINT OF THE AGREEMENT

2

CACULATE THE ESCALATION FACTOR TO THE MIDPOINT OF THE CONTRACT

0.50%

The total escalation for this project would be: 0.50%

PAYROLL RATES

FIRM NAME
PRIME/SUPPLEMENT
PTB-ITEM #

EJM ENG DBA TRANSM/ DATE
SUPPLEMENT 2
0

08/22/19

ESCALATION FACTOR

0.50%

Note: Rates should be capped on the AVG 1 tab as necessary

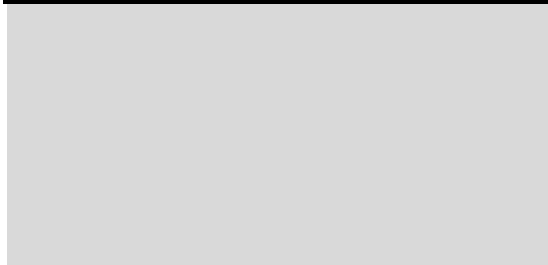
CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Senior Professional	\$75.00	\$75.00
Senior Specialist	\$56.67	\$56.95
Engineer IV	\$42.25	\$42.46
Engineer III	\$36.50	\$36.68
Engineer II	\$31.94	\$32.10
Engineer I	\$29.00	\$29.15
Specialist III	\$35.96	\$36.14
Project Administration/Billing Specialist	\$30.17	\$30.32

Subconsultants

FIRM NAME EJM ENG DBA TRANSMART/EJM CORP
PRIME/SUPPLEMENT SUPPLEMENT 2
PTB-ITEM # 0

DATE 08/22/19

NAME	Direct Labor Total	Contribution to Prime Consultant
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Total 0.00 0.00

Bureau of Design and Environment
Prepared By: Consultant

08/22/19

145.73%

0

62,167

BDE 3604 Template (Rev. 10/19/17)

AVERAGE HOURLY PROJECT RATES

FIRM EJM ENG DBA TRANSMART/EJM CORP
PTB-ITEM# 0
PRIME/SUPPLEMENT SUPPLEMENT 2

DATE 08/22/19

SHEET 1 OF 5

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			MEETINGS AND COORDIN			DATA COLLECTION			ELECTRICAL AND STREET			TRAFFIC SIGNAL DESIGN			QA/QC AND ADMINISTRATION		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Senior Professional	75.00	52.0	9.03%	6.77	2	12.50%	9.38				24	11.65%	8.74	10	4.13%	3.10	12	50.00%	37.50
Senior Specialist	56.95	186.0	32.29%	18.39	8	50.00%	28.48	8	50.00%	28.48	42	20.39%	11.61	96	39.67%	22.59			
Engineer IV	42.46	6.0	1.04%	0.44	6	37.50%	15.92												
Engineer III	36.68	80.0	13.89%	5.09				4	25.00%	9.17	48	23.30%	8.55	12	4.96%	1.82			
Engineer II	32.10	68.0	11.81%	3.79							12	5.83%	1.87	44	18.18%	5.84			
Engineer I	29.15	164.0	28.47%	8.30				4	25.00%	7.29	80	38.83%	11.32	72	29.75%	8.67			
Specialist III	36.14	8.0	1.39%	0.50										8	3.31%	1.19			
Project Administration/Billing	30.32	12.0	2.08%	0.63													12	50.00%	15.16
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TOTALS		576.0	100%	\$43.92	16.0	100.00%	\$53.77	16.0	100%	\$44.93	206.0	100%	\$42.09	242.0	100%	\$43.21	24.0	100%	\$52.66

AVERAGE HOURLY PROJECT RATES

FIRM

EJM ENG DBA TRANSMART/EJM CORP

PTB-ITEM #

0

DATE _____

08/22/19

PRIME/SUPPLEMENT

SUPPLEMENT 2

SHEET

2

OF

5

PAYROLL CLASSIFICATION	AVG HOURLY RATES	ALBION DVLPMT PHASE III																	
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Senior Professional	75.00	4	5.56%	4.17															
Senior Specialist	56.95	32	44.44%	25.31															
Engineer IV	42.46																		
Engineer III	36.68	16	22.22%	8.15															
Engineer II	32.10	12	16.67%	5.35															
Engineer I	29.15	8	11.11%	3.24															
Specialist III	36.14																		
Project Administration/Billing	30.32																		
TOTALS		72.0	100%	\$46.22	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00

AVERAGE HOURLY PROJECT RATES

FIRM

EJM ENG DBA TRANSMART/EJM CORP

PTB-ITEM#

0

DATE _____

08/22/19

PRIME/SUPPLEMENT

SUPPLEMENT 2

SHEET

3

OF

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AVERAGE HOURLY PROJECT RATES

FIRM

EJM ENG DBA TRANSMART/EJM CORP

PTB-ITEM #

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DATE _____

08/22/19

PRIME/SUPPLEMENT

SUPPLEMENT 2

SHEET

4

OF

5

[illegible]

SHEET 5 **OF** 5



A Subsidiary of GZA

GEOTECHNICAL

ENVIRONMENTAL

ECOLOGICAL

WATER

CONSTRUCTION
MANAGEMENT

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



March 21, 2019

via email: brianp@thomas-engineering.com

Mr. Brian L. Pawula, P.E.
Project Manager
Thomas Engineering Group, LLC
238 South Kenilworth Avenue
Suite 100
Oak Park, Illinois 60302

**Re: Environmental Services – Preliminary Environmental Site Assessment
Oak Park, Illinois Improvements
Proposal No.: 81.PT00016.20**

Dear Pawula:

Huff & Huff, Inc. (H&H), a subsidiary of GZA GeoEnvironmental, Inc. (Consultant) is pleased to submit this proposal to Thomas Engineering Group, LLC. (Client) to perform a Preliminary Environmental Site Assessment (PESA) for the project area including:

- Lake Street between Harlem Avenue and Austin Avenue; and
- Marion Street, extending northward from Lake Street to Ontario Street, in Oak Park, Illinois.

This proposal presents our project approach, the scope of services, and cost.

1. PROJECT UNDERSTANDING

The planned improvements along Lake Street include street scaping and roadway reconstruction from Harlem Avenue to Euclid Avenue; street resurfacing, ADA sidewalk improvements, lighting, and landscaping improvements from Euclid Avenue to Austin Boulevard; and a separate locally funded utility improvement project for water and sewer replacement at various locations on Lake Street. The planned improvements along Marion Street include resurfacing and installation of new lighting foundations.

H&H previously completed a PESA for this Project Corridor, dated February 2017. The PESA previously completed will expire in February 2020 since according the IDOTs Bureau of Local Roads and Streets (BLRS) Manual, there is a 3-year limit on PESAs before a new one has to be completed (PESA validation is required if over 180-days old and less than 3-years).

Further, we understand the anticipated letting date is set for September 2019, though the project has incurred land acquisition delays which may affect the currently anticipated letting date. Therefore, the PESA has been requested by the design team to ensure that the document is current at the time of project letting. It should also be noted that if the PESA identifies new sites with recognized environmental conditions (RECs) or potentially impacted properties (PIPs), an update to the Preliminary Site Investigation will be recommended.



2. SCOPE OF SERVICES

Task 1 - Preliminary Environmental Site Assessment (PESA)

Consultant will prepare a PESA for the Project Corridor. The process will follow general protocols contained within:

- A Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation (IDOT) Highway Projects (Erdmann et al., 2012);
- ASTM International (ASTM) standard 1527-13;
- The IDOTs Bureau of Design and Environment (BDE) Procedure Memorandum Number 10-07, *Special Waste Procedures*. This memo was incorporated into Chapter 27-3 of the IDOT BDE Manual in June 2012;
- IDOT Bureau of Local Roads and Streets (BLRS) Manual, Chapter 20-12, Special Waste, July 2013;
- Public Act 96-1416; and
- Clean Construction or Demolition Debris Fill Operations (CCDD) and Uncontaminated Soil Fill Operations: Amendments to 35 Illinois Administrative Code 1100. Effective on August 27, 2012.

A. Historical Research

The Project Corridor historical land use/ownership record will be developed from standard historical sources. Historical land use/ownership record will be developed from standard historical sources in the available reports. Either historical aerial photographs or historical maps, such as Sanborn Fire Insurance Maps, will be reviewed, as available.

B. Site Evaluation

Current environmental features and conditions of sites adjacent to the ROW will be evaluated. A site walkover of potential right-of-way areas designated for excavation and/or acquisition will be conducted for first-hand evaluation of current environmental conditions within the project limits. All of the features and conditions listed above will be investigated and, as appropriate, documented in photographs. The land-use and housekeeping practices of adjacent properties also will be evaluated in accordance with ASTM protocols.

C. Database Search

A records review or database search will be conducted to determine potential environmental concerns within the study area. It will include a search of standard state and federal environmental record databases in accordance with the specifications of ASTM standards. This search is based on the outline of the Project Corridor.

Specifically, Consultant will search each database to identify any potential sources requiring further investigation. As appropriate, Freedom of Information Act (FOIA) requests will be filed with the Illinois Environmental Protection Agency (IEPA) to obtain additional data pertaining to identified sites. A local source, such as the fire department or building department, will be contacted regarding available records and area history.

D. Report Preparation

One report summarizing the results of the evaluation will be prepared. The following information will be included in this report:



- The project location and description;
- Historical uses of Project Corridor;
- The area geology and hydrology;
- The environmental status of sites adjacent to the Project Corridor regarding chemical use and storage, underground and aboveground storage tanks, solid waste, special waste, and hazardous waste, and PCBs;
- An analysis of the site inspection; and
- A summary of the findings regarding environmental concerns. The Potentially Impacted Properties (PIPs) will be assessed, per Subpart F, Section 1100, 35 IAC, related to Clean Construction or Demolition Debris (CCDD) management and in general conformation with IDOT memorandums.

Task 2 Project Management

Time under this task includes project administration and management activities that include: cost and schedule tracking; coordination with Client on authorized activities; memo production and other in-house management activities; and project closeout.

Task 3 QA/QC

Time under this task includes Quality Assurance/Quality Control (QA/QC) time for the PESA report.

3. PROJECT COSTS

The estimated man-hours and project costs are tabulated in the attached tables. The project will be on a time and materials basis with a not to exceed amount of \$5,712.44 for the scope identified.

4. SCHEDULE

We anticipate that work will begin for the PESA within 10 days of the Notice to Proceed and will be completed within 4 weeks from the start date. This schedule can be expedited to meet the needs of Client and the project owner, as necessary.

5. TERMS AND CONDITIONS

CONDITIONS OF ENGAGEMENT

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

ACCEPTANCE

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



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

Very truly yours,

Huff & Huff, Inc.

Jeremy J. Reynolds, P.G.

Associate Principal

Attachments: Terms and Conditions

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

By: _____

Title: _____

Printed/Typed Name: _____

Date: _____

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

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

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

© 2016 by Huff & Huff, Inc., a Subsidiary of GZA GeoEnvironmental, Inc.

These Terms and Conditions, together with Huff & Huff, Inc.'s (H&H's) Proposal, make up the Agreement between H&H and you, Client, named in the attached proposal.

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

1. **Services.** H&H will perform the services set forth in its Proposal and any amendments or change orders authorized by you. Any request or direction from you that would require extra work or additional time for performance or would result in an increase in H&H's costs will be the subject of a negotiated amendment or change order.
2. **Standard of Care; Warranties.**
 - a. H&H will perform the services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality.
 - b. H&H warrants that its construction services will be of good quality, free of faults and defects and in conformance with the Proposal.



- c. **EXCEPT AS SET FORTH IN SUBSECTIONS 2a AND 2b, ABOVE, NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF MARKETABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS MADE OR INTENDED BY H&H'S PROPOSAL OR BY ANY OF H&H'S ORAL OR WRITTEN REPORTS.**
- d. H&H assigns to you any manufacturers' warranties of equipment or materials purchased from others, to the extent they are assignable, and your sole recourse will be against the manufacturer. Full risk of loss of materials and equipment will pass to you upon delivery to the Site, and you will be responsible for insuring and otherwise protecting them against theft and damage.
- 3. Payment.**
- a. Except as otherwise stated in the Proposal, you will compensate H&H for the services at the rates set forth in the applicable Proposal, amendment or change order; reimburse its expenses, which will include a communication fee calculated as a percentage of labor invoiced; and pay any sales or similar taxes thereon.
- b. Any retainer specified in H&H's Proposal shall be due prior to the start of services and will be applied to the final invoice for services.
- c. H&H will submit invoices periodically, and payment will be due within 20 days from invoice date. Overdue payments will bear interest at 1½ percent per month or, if lower, the maximum lawful rate. H&H may terminate its services upon 10 days' written notice anytime your payment is overdue on this or any other project and you will pay for all services through termination, plus termination costs. You will reimburse H&H's costs of collecting overdue invoices, including reasonable attorneys' fees.
- 4. Your Responsibilities.**
- a. Except as otherwise agreed, you will secure the approvals, permits, licenses and consents necessary for performance of the services. If you are the owner or operator of the Site, you will provide H&H with all documents, plans, information concerning underground structures (including but not limited to utilities, conduits, pipes, and tanks), information related to hazardous materials or other environmental or geotechnical conditions at the Site and other information that may be pertinent to the services or, if you are not the owner or operator of the Site, you agree to make reasonable efforts to obtain these same documents and provide them to H&H. Unless otherwise indicated in writing, H&H will be entitled to rely on documents and information you provide.
- b. If you use the services of a construction manager at the Site, you agree to use best and reasonable efforts to include in your agreement(s) with the construction contractor provisions obligating the latter:
- (i) to indemnify and hold harmless, to the fullest extent permitted by law, you and H&H, its officers, employees and principals, for or on account of any claims, liabilities, costs and expenses, including attorneys' fees, arising out of or relating to the design or implementation of construction means, methods, procedures, techniques, and sequences of construction, including safety precautions or programs, of the contractor, or any of its subcontractors or any engineer engaged by it;
- (ii) to name you and H&H as additional insureds under general liability and builder's risk insurance coverages maintained by the contractor, or any of its subcontractors; and
- (iii) to require that all of its subcontractors agree and be bound to the obligations set forth in (i) and (ii) above.
- c. In the event that you are unable to secure such provisions in the agreement(s) with the construction contractor, you shall promptly notify H&H and H&H shall have the opportunity to negotiate with you reasonable substitute risk allocation and insurance indemnities and protections.
- 5. Right of Entry; Site Restoration.** You grant H&H and its subcontractor(s) permission to enter the Site to perform the services. If you do not own the Site, you represent and warrant that the owner has granted permission for H&H to enter the Site and perform the services; you will provide reasonable verification on request; and you will indemnify H&H for any claims by the Site owner related to alleged trespass by H&H or its subcontractors. H&H will exercise reasonable care to limit damage to landscaping, paving, systems and structures at the Site that may occur and you agree to compensate H&H for any restoration it is asked to perform, unless otherwise indicated in the Proposal.
- 6. Underground Facilities.** H&H's only responsibility under this Section will be to provide proper notification to the applicable state utility "Call-Before-You-Dig" program. You further agree to assume responsibility for and to defend, indemnify and hold harmless H&H with



respect to personal injury and property damages due to H&H's interference with subterranean structures including but not limited to utilities, conduits, pipes, and tanks:

- (i) that are not correctly shown on any plans and information you or governmental authorities provide to H&H; or
 - (ii) that are not correctly marked by the appropriate utility.
7. **Reliance.** The services, information, and other data furnished by you shall be at your expense, and H&H may rely upon all information and data that you furnish, including the accuracy and completeness thereof. You acknowledge that the quality of the services provided by H&H is directly related to the accuracy and completeness of the information and data that you furnish to H&H. **H&H's REPORTS ARE PREPARED FOR AND MADE AVAILABLE FOR YOUR SOLE USE. YOU ACKNOWLEDGE AND AGREE THAT USE OF OR RELIANCE UPON THE REPORT OR THE FINDINGS IN THE REPORT BY ANY OTHER PARTY, OR FOR ANY OTHER PROJECT OR PURPOSE, SHALL BE AT YOUR OR SUCH OTHER PARTY'S SOLE RISK AND WITHOUT ANY LIABILITY TO H&H.**
8. **Lab Tests and Samples.** H&H is entitled to rely on the results of laboratory tests using generally accepted methodologies. H&H may dispose of samples in accordance with applicable laws 30 days after submitting test results to you unless you request in writing for them to be returned to you or to be held longer, in which case you will compensate H&H for storage and/or shipping beyond 30 days.
9. **H&H Professionals.** H&H employees or consultants may act as licensed, certified or registered professionals (including but not limited to Professional Engineers, Licensed Site or Environmental Professionals, or Certified Industrial Hygienists collectively referred to in this section as "H&H Professionals") whose duties may include the rendering of independent professional opinions. You acknowledge that a federal, state or local agency or other third party may audit the services of H&H or other contractor/consultant(s), which audit may require additional services, even though H&H and such H&H Professionals have each performed such services in accordance with the standard of care set forth herein. You agree to compensate H&H for all services performed in response to such an audit, or to meet additional requirements resulting from such an audit, at the rates set forth in the applicable Proposal, amendment or change order.
10. **Hazardous Materials; H&H "Not a Generator".** Before any hazardous or contaminated materials are removed from the Site, you will sign manifests naming you as the generator of the waste (or, if you are not the generator, you will arrange for the generator to sign). You will select the treatment or disposal facility to which any waste is taken. H&H will not be the generator or owner of, nor will it possess, take title to, or assume legal liability for any hazardous or contaminated materials at or removed from the Site. H&H will not have responsibility for or control of the Site or of operations or activities at the Site other than its own. H&H will not undertake, arrange for or control the handling, treatment, storage, removal, shipment, transportation or disposal of any hazardous or contaminated materials at or removed from the Site, other than any laboratory samples it collects or tests. You agree to defend, indemnify and hold H&H harmless for any costs or liability incurred by H&H in defense of or in payment for any legal actions in which it is alleged that H&H is the owner, generator, treater, storer or disposer of hazardous waste.
11. **Limits on H&H's Responsibility.** H&H will not be responsible for the acts or omissions of contractors or others at the Site, except for its own subcontractors and employees. H&H will not supervise, direct or assume control over or the authority to stop any contractor's work, nor shall H&H's professional activities nor the presence of H&H or its employees and subcontractors be construed to imply that H&H has authority over or responsibility for the means, methods, techniques, sequences or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Any opinions by H&H of probable costs of labor, materials, equipment or services to be furnished by others are strictly estimates and are not a guarantee that actual costs will be consistent with the estimates.
12. **Changed Conditions.**
- a. You recognize the uncertainties related to environmental and geotechnical services, which often require a phased or exploratory approach, with the need for additional services becoming apparent during the initial services. You also recognize that actual conditions encountered



may vary significantly from those anticipated, that laws and regulations are subject to change, and that the requirements of regulatory authorities are often unpredictable.

- b. If changed or unanticipated conditions or delays make additional services necessary or result in additional costs or time for performance, H&H will notify you and the parties will negotiate appropriate changes to the scope of services, compensation and schedule.
 - c. If no agreement can be reached, H&H will be entitled to terminate its services and to be equitably compensated for the services already performed. H&H will not be responsible for delays or failures to perform due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions on your part, or any other causes beyond H&H's reasonable control, and you will compensate H&H for any resulting increase in its costs.
- 13. Documents and Information.** All documents, data, calculations and work papers prepared or furnished by H&H are instruments of service and will remain H&H's property. Designs, reports, data and other work product delivered to you are for your use only, for the limited purposes disclosed to H&H. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk, and without any liability to H&H. Any technology, methodology or technical information learned or developed by H&H will remain its property. Provided H&H is not in default under this Agreement, H&H's designs will not be used to complete this project by others, except by written agreement relating to use, liability and compensation.
- 14. Electronic Media.** In accepting and utilizing any drawings, reports and data on any form of electronic media generated by H&H, you covenant and agree that all such electronic files are instruments of service of H&H, who shall be deemed the author and shall retain all common law, statutory law and other rights, including copyrights. In the event of a conflict between the signed documents prepared by H&H and electronic files, the signed documents shall govern. You agree not to reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Any transfer of these electronic files to others or reuse or modifications to such files by you without the prior written consent of H&H will be at the user's sole risk and without any liability to H&H.
- 15. Confidentiality; Subpoenas.** Information about this Agreement and H&H's services and information you provide to H&H regarding your business and the Site, other than information available to the public and information acquired from third parties, will be maintained in confidence and will not be disclosed to others without your consent, except as H&H reasonably believes is necessary: (a) to perform its services; (b) to comply with professional standards to protect public health, safety and the environment; and (c) to comply with laws and court orders. H&H will make reasonable efforts to give you prior notice of any disclosure under (b) or (c) above. Information available to the public and information acquired from third parties will not be considered confidential. You will reimburse H&H for responding to any subpoena or governmental inquiry or audit related to the services, at the rates set forth in the applicable Proposal, amendment or change order.
- 16. Insurance.** During performance of the services, H&H will maintain workers compensation, commercial general liability, automobile liability, and professional liability/contractor's pollution liability insurance. H&H will furnish you certificates of such insurance on request.
- 17. Indemnification.** You agree to hold harmless, indemnify, and defend H&H and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "H&H") against all claims, suits, fines and penalties, including mandated cleanup costs and attorneys' fees and other costs of settlement and defense, which claims, suits, fines, penalties or costs arise out of or are related to this Agreement or the services, except to the extent they are caused by H&H's negligence or willful misconduct.
- 18. Limitation of Remedies.**
- a. To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of H&H and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "H&H") for all claims arising out of this Agreement or the services is limited to \$50,000 or, if greater, 10% of the compensation received by H&H under this Agreement.
 - b. You may elect to increase the limit of liability by paying an additional fee, such fee to be negotiated prior to the execution of this Agreement.
 - c. Any claim will be deemed waived unless received by H&H within one year of substantial completion of the services.



- d. H&H will not be liable for lost profits, loss of use of property, delays, or other special, indirect, incidental, consequential, punitive, exemplary, or multiple damages.
- e. H&H will not be liable to you or the Site owner for injuries or deaths suffered by H&H's or its subcontractors' employees.
- f. You will look solely to H&H for your remedy for any claim arising out of or relating to this Agreement, including any claim arising out of or relating to alleged negligence or errors or omissions of any H&H principal, officer, employee or agent.

19. Disputes.

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

20. Miscellaneous.

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



Payroll Escalation Table
Fixed Raises

FIRM NAME Huff & Huff, Inc.
PRIME/SUPPLEMENT Thomas Engineering Group, LLC

DATE 3/21/2019
PTB NO. _____

CONTRACT TERM 12 MONTHS
START DATE 3/21/2019
RAISE DATE 3/1/2020

OVERHEAD RATE 186.64%
COMPLEXITY FACTOR 0
% OF RAISE 3.00%

ESCALATION PER YEAR

3/21/2019 - 3/1/2020

12
12

= 100.00%
= 1.0000

The total escalation for this project would be:

0.00%



Payroll Rates

FIRM NAME Huff & Huff, Inc. DATE 3/21/2019
 PRIME/SUPPLEMENT Thomas Engineering Group, LLC
 PTB NO. _____

ESCALATION FACTOR 0.00%

CLASSIFICATION	CURRENT RATE	ESCALATED RATE
Senior Principal	\$70.00	\$70.00
Principal	\$70.00	\$70.00
Associate Principal II	\$70.00	\$70.00
Associate Principal I	\$62.63	\$62.63
Senior Consultant	\$69.44	\$69.44
Senior Geotechnical Consultant	\$64.80	\$64.80
Senior Project Manager III	\$60.73	\$60.73
Senior Project Manager II	\$46.64	\$46.64
Senior Project Manager I	\$45.12	\$45.12
Senior Landscape Architect	\$52.74	\$52.74
Senior Planning PM	\$51.48	\$51.48
Senior Geologist PM	\$47.33	\$47.33
Senior Technical Specialist	\$46.14	\$46.14
Senior Scientist PM II	\$48.58	\$48.58
Senior Scientist PM I	\$45.62	\$45.62
Senior Technical Scientist	\$43.36	\$43.36
Senior CADD Specialist	\$34.24	\$34.24
Technical Graphics Technician	\$23.34	\$23.34
Scientist PM II	\$43.85	\$43.85
Scientist PM I	\$35.10	\$35.10
Engineer PM I	\$39.43	\$39.43
Planning PM	\$37.08	\$37.08
Architect PM	\$40.19	\$40.19
Assistant PM Engineer I	\$35.13	\$35.13
Engineer I	\$36.06	\$36.06
Scientist E1	\$30.43	\$30.43
Scientist E2	\$24.97	\$24.97
Administrative Managers	\$42.04	\$42.04
Senior Administrative Assistant	\$29.53	\$29.53
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00



Illinois Department of Transportation

Cost Estimate of Consultant Services (CPFF)

Firm Huff & Huff, Inc.
Route Lake Street
Section
County Cook
Job No.
PTB & Item

Date 3/21/2019

Overhead Rate 186.64%

Complexity Factor 0

Item	Manhours	Payroll	Overhead & Fringe Benefits	In-House Direct Costs	Fixed Fee	Outside Direct Costs	Services By Others	Total	% of Grand Total
PESA	41	1,282.88	2,394.37	48.95	540.30	310.00	0.00	4,576.50	80.11%
Project Management	2	78.86	147.18	0.00	32.78	0.00	0.00	258.82	4.53%
QA/QC	5	267.25	498.80	0.00	111.08	0.00	0.00	877.12	15.35%
TOTALS	48	1,628.99	3,040.35	48.95	684.15	310.00	0.00	5,712.44	100.00%

Method of Compensation:

Cost Plus Fixed Fee 1

☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]

Cost Plus Fixed Fee 2

☐ 14.5%[DL + R(DL) + 1.4(DL) + IHDC]

Cost Plus Fixed Fee 3

☐ 14.5%[(2.3 + R)DL + IHDC]

Specific Rate

☐

Lump Sum

☐



Average Hourly Project Rates

Route Lake Street
 Section _____
 County Cook
 Job No. _____
 PTB/Item _____

Consultant Huff & Huff, Inc.

Date 3/21/2019

Sheet 1 OF 1

Payroll Classification	Avg Hourly Rates	Total Project Rates			PESA			Project Management			QA/QC								
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Senior Principal	70.00	0																	
Principal	70.00	0																	
Associate Principal II	70.00	0																	
Associate Principal I	62.63	2	4.17%	2.61							2	40.00%	25.05						
Senior Consultant	69.44	0																	
Senior Geotechnical Consultant	64.80	0																	
Senior Project Manager III	60.73	0																	
Senior Project Manager II	46.64	0																	
Senior Project Manager I	45.12	0																	
Senior Landscape Architect	52.74	0																	
Senior Planning PM	51.48	0																	
Senior Geologist PM	47.33	3	6.25%	2.96							3	60.00%	28.40						
Senior Technical Specialist	46.14	0																	
Senior Scientist PM II	48.58	0																	
Senior Scientist PM I	45.62	0																	
Senior Technical Scientist	43.36	0																	
Senior CADD Specialist	34.24	5	10.42%	3.57	5	12.20%	4.18												
Technical Graphics Technician	23.34	0																	
Scientist PM II	43.85	0																	
Scientist PM I	35.10	0																	
Engineer PM I	39.43	4	8.33%	3.29	2	4.88%	1.92	2	100.00%	39.43									
Planning PM	37.08	0																	
Architect PM	40.19	0																	
Assistant PM Engineer I	35.13	0																	
Engineer I	36.06	0																	
Scientist EI	30.43	32	66.67%	20.29	32	78.05%	23.75												
Scientist E2	24.97	0																	
Administrative Managers	42.04	0																	
Senior Administrative Assistant	29.53	2	4.17%	1.23	2	4.88%	1.44												
		0																	
TOTALS		48	100%	\$33.94	41	100%	\$31.29	2	100%	\$39.43	5	100%	\$53.45	0	0%	\$0.00	0	0%	\$0.00

HUFF & HUFF, INC.

SUMMARY OF INHOUSE DIRECT COSTS

Project: Thomas Engineering Group, LLC - Oak Park, IL

DIRECT

Task 01 - PESA

Trips - Company	20 miles	x	1	x	\$	0.58	=	\$	11.60
Reproduction	3 sets	x	250	x	\$	0.03	=	\$	22.50
Color copies	3 sets	x	15	x	\$	0.11	=	\$	4.95
Photo Sheets	3 sets	x	15	x	\$	0.22	=	\$	9.90
			0	x	\$	-	=	\$	-
Task Total									\$ 48.95

Task 02 - Project Management

0	x	\$	-	=	\$	-
Task Total						\$ -

Task 03 - QA/QC

0	x	\$	-	=	\$	-
Task Total						\$ -

GRAND TOTAL \$ 48.95

HUFF & HUFF, INC.
SUMMARY OF OUTSIDE DIRECT COSTS
 Project: Thomas Engineering Group, LLC - Oak Park, IL

					<u>OUTSIDE</u>
Task 01 - PESA					
	Federal Express	1	x	\$ 20.00	= \$ 20.00
	Records Search+aerial	1	x	\$ 290.00	= \$ 290.00
		0	x	\$ -	= \$ -
		Task Total		\$	310.00
Task 02 - Project Management					
		0	x	\$ -	= \$ -
		Task Total		\$	-
Task 03 - QA/QC					
		0	x	\$ -	= \$ -
		Task Total		\$	-
<hr/>					
GRAND TOTAL				\$	310.00

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HUFF & HUFF, INC.
SUMMARY OF SERVICES BY OTHERS
Project: Thomas Engineering Group, LLC - Oak Park, IL

				<u>OUTSIDE</u>
Task 01 - PESA				
_____	0	x	\$ -	= \$ -
			Task Total	\$ -
Task 02 - Project Management				
_____	0	x	\$ -	= \$ -
			Task Total	\$ -
Task 03 - QA/QC				
_____	0	x	\$ -	= \$ -
			Task Total	\$ -
<hr/>				
			GRAND TOTAL	\$ -

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