

JAN 15 2007

  
City Clerk

ORDINANCE NO. 2525

**AN ORDINANCE TO PROVIDE FOR THE EMPLOYMENT OF OATES ASSOCIATES, INC. OF COLLINSVILLE, ILLINOIS TO PROVIDE PRELIMINARY ENGINEERING SERVICES TO THE CITY OF COLUMBIA, ILLINOIS IN CONNECTION WITH THE MAINSTREET STREETSCAPE PROJECT AND THE ILLINOIS TRANSPORTATION ENHANCEMENT FUNDING RECEIVED FOR SAID PROJECT.**

WHEREAS, the City Council of the City has further found and determined and does hereby declare that it is necessary and appropriate that the City employ Oates Associates, Inc. to provide preliminary engineering services to the City in connection with the Mainstreet Streetscape project and the Illinois Transportation Enhancement Funding for preparation of preliminary plans along Main Street from Whiteside to Madison and preparation of final plans from Cedar to Cherry St. for the construction of a landscape and beautification project along Main Street;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Columbia, Illinois, as follows:

**Section 1.** The recitals contained above in the preamble of this Ordinance are hereby incorporated herein by reference, the same as if set forth in this Section of this Ordinance verbatim, as findings of the City Council of the City of Columbia, Illinois.

**Section 2.** The City Council of the city does hereby authorize the employment of Oates Associates, Inc. to provide the preliminary engineering services to the city with regard to the City's Mainstreet Streetscape project. The Mayor is hereby authorized and directed to execute and deliver to Oates Associates, Inc., for and on behalf of the City, the "Preliminary Engineering Services Agreement for Federal Participation" between the City of Columbia, Illinois and Oates Associates, Inc. in the form attached and approved by the Illinois Department of Transportation hereto, for a sum not to exceed Two Hundred Six Thousand and Three Hundred dollars (\$206,300), which is hereby approved as to form, in as many counterparts as the Mayor shall determine and the City Clerk is hereby authorized and directed to attest the same and to affix thereto the corporate seal of the City.

**Section 3.** This ordinance shall be in full force and effect from and after its passage, as provided by law.

Alderman Koesterer moved the adoption of the above and foregoing Ordinance; the motion was seconded by Alderman Ebersohl, and the roll call vote was as follows:

YEAS: Aldermen Conrad, Ebersohl, Agne, Niemietz, Unnerstall, Koesterer,

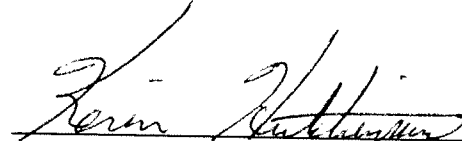
Row, Huch and Mayor Hutchinson.

NAYS: None.

ABSENT: None.

ABSTENTIONS: None.


PASSED by the City Council and APPROVED by the Mayor this 15<sup>th</sup> day of January, 2007.

  
\_\_\_\_\_  
KEVIN B. HUTCHINSON, Mayor

ATTEST:

  
\_\_\_\_\_  
WESLEY J. HOEFKEN, City Clerk

(SEAL)

Local Agency	LOCAL AGENCY	 <b>Illinois Department of Transportation</b>  <b>Preliminary Engineering Services Agreement For Federal Participation</b>	Consultant
City of Columbia			Oates Associates, Inc.
County			Address
Madison			100 Lanter Court, Suite 1
Section			City
Project No.			Collinsville
Job No.	State	IL	Zip Code
Contact Name/Phone/E-mail Address			62234
Mike Hemmer, Director of Community Development, City of Columbia			Contact Name/Phone/E-mail Address
618-281-7144			Tom Cissell
mike@columbiaillinois.com			618-345-2200 /
			cissell@oatesassociates.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. 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.

#### Project Description

Name Main Street Streetscape Route FAU 9302 Length 2,300' Structure No. \_\_\_\_\_

Termini Prepare Preliminary Plans along Main Street from Whiteside to Madison. Prepare Final Plans from Cedar St. to Cherry St.

Description: Construct a landscaping and beautification project along Main Street.

#### Agreement Provisions

##### I. THE ENGINEER AGREES,

- To perform or be responsible for the performance, in accordance with STATE approved design standards and policies, of engineering services for the LA for the proposed improvement herein described and detailed in the attached Cost Estimate of Consultant Services.
- To attend any and all meetings and visit the site of the proposed improvement at any reasonable time when requested by representatives of the LA or STATE.
- To complete the services herein described within 365 calendar days from the date of the Notice to Proceed from the LA, excluding from consideration periods of delay caused by circumstances beyond the control of the ENGINEER.
- The classifications of the employees used in the work should be consistent with the employee classifications and estimated man-hours shown in EXHIBIT A. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are indicated in Exhibit A to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
- That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
- That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from the ENGINEER's errors, omissions or negligent acts without additional compensation. Acceptance of work by the STATE will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or for clarification of any ambiguities.
- That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by the ENGINEER and will affix the ENGINEER's professional seal when such seal is required by law. Plans for structures to be built as a part of the improvement will be prepared under the supervision of a registered structural engineer and will affix structural engineer seal when such seal is required by law. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the STATE.
- That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.

9. The undersigned certifies neither the ENGINEER nor I have:
- 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 or the above ENGINEER) to solicit or secure this AGREEMENT,
  - 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
  - paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
  - are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
  - 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,
  - 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) and
  - 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.
10. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LA.
11. To submit all invoices to the LA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
12. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the project (Exhibit B).
13. Scope of Services to be provided by the ENGINEER:
- ☒ Make such detailed surveys as are necessary for the planning and design of the PROJECT.
  - ☐ Make stream and flood plain hydraulic surveys and gather both existing bridge upstream and downstream high water data and flood flow histories.
  - ☐ Prepare applications for U.S. Army Corps of Engineers Permit, Illinois Department of Natural Resources Office of Water Resources Permit and Illinois Environmental Protection Agency Section 404 Water Quality Certification.
  - ☐ Design and/or approve cofferdams and superstructure shop drawings.
  - ☐ Prepare Bridge Condition Report and Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types and high water effects on roadway overflows and bridge approaches).
  - ☒ Prepare the necessary environmental and planning documents including the Project Development Report, Environmental Class of Action Determination or Environmental Assessment, State Clearinghouse, Substate Clearinghouse and all necessary environmental clearances.
  - ☐ Make such soil surveys or subsurface investigations including borings and soil profiles as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations to be made in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE.
  - ☐ Analyze and evaluate the soil surveys and structure borings to determine the roadway structural design and bridge foundation.
  - ☒ Prepare preliminary roadway and drainage structure plans and meet with representatives of the LA and STATE at the site of the improvement for review of plans prior to the establishment of final vertical and horizontal alignment, location and size of drainage structures, and compliance with applicable design requirements and policies.
  - ☐ Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
  - ☒ Complete the general and detailed plans, special provisions and estimate of cost. Contract plans shall be prepared in accordance with the guidelines contained in the Bureau of Local Roads and Streets manual. The special provisions and detailed estimate of cost shall be furnished in quadruplicate.
  - ☒ Furnish the LA with survey and drafts in quadruplicate all necessary right-of-way dedications, construction easements and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

## II. THE LA AGREES,

1. To furnish the ENGINEER all presently available survey data and information
2. 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

- ☐ CPFF =  $DL + DL(OH) + 14.5\%[DL + R(DL) + OH(DL) + IHDC]$ , or  
☒ CPFF =  $DL + DL(OH) + 14.5\%[DL + R(DL) + 1.4(DL) + IHDC]$ , or  
☐ CPFF =  $DL + DL(OH) + 14.5\%[(2.3 + R)DL + IHDC]$

Where: DL = Direct Labor  
IHDC = In House Direct Costs  
OH = Consultant Firm's Actual Overhead Factor  
R = Complexity Factor

Specific Rate

- ☐ (Pay per element)

Lump Sum

☐ \_\_\_\_\_

3. 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**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is 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 performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is 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.

4. 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.).

## III. IT IS MUTALLY AGREED,

1. That no work shall be commenced by the ENGINEER prior to issuance by the LA of a written Notice to Proceed.
2. That tracings, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LA and that basic survey notes, sketches, charts and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request, to the LA or to the STATE, without restriction or limitation as to their use.

3. That all reports, plans, estimates and special provisions furnished by the ENGINEER shall be in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE, it being understood that all such furnished documents shall be approved by the LA and the STATE before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
4. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the 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.
5. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the STATE; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
6. The payment by the LA in accordance with numbered paragraph 3 of Section II will be considered payment in full for all services rendered in accordance with this AGREEMENT whether or not they be actually enumerated in this AGREEMENT.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an negligent error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LA, the STATE, and their officers, agents and employees from all suits, claims, actions or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LA. The LA will be responsible for reimbursement of all eligible expenses to date of the written notice of termination.
9. 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 the 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,
- 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.

10. 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 of this AGREEMENT or such other remedy as the LA deems appropriate.

#### Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
Oates Associates, Inc.	37-1256935	\$206,300.00
Sub-Consultants:	TIN Number	Agreement Amount
BriC Partnership, LLC	11-3649339	\$21,300.00
LEWISITES Inc.	43-1902476	\$40,900.00
Sub-Consultant Total:		\$62,200.00
Prime Consultant Total:		\$144,100.00
Total for all Work:		\$206,300.00

Executed by the LA:

City of Columbia

(Municipality/Township/County)

ATTEST:

By: Wesley Jeff L

Clerk

By: Kerri Hutchinson

Title: MAYOR

(SEAL)

Executed by the ENGINEER:

ATTEST:

By: Joseph G. Hagerty

Joseph G. Hagerty

Title: Vice President

By: David M. Oates

David M. Oates

Title: President

Route: \_\_\_\_\_  
Local Agency: \_\_\_\_\_  
  
Section: \_\_\_\_\_  
Project: \_\_\_\_\_  
Job No.: \_\_\_\_\_

(Municipality/Township/County)

Overhead Rate (OH)  
Complexity Factor (R)  
Calendar Days

Cost Plus Fixed Fee 1	<input type="checkbox"/>	14.5%[DL + R(DL) + OH(DL) + IHDC]
Cost Plus Fixed Fee 2	<input type="checkbox"/>	14.5%[DL + R(DL) + 1.4(DL) + IHDC]
Cost Plus Fixed Fee 3	<input type="checkbox"/>	14.5%[(2.3 + R)DL + IHDC]
Specific Rate	<input type="checkbox"/>	
ump Sum	<input type="checkbox"/>	

Cost Estimate of Consultant's Services in Dollars									
Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
See attached Cost Estimate of Consultant Services									
Totals		0.00							



Name	Oates Associates, Inc.
Address	100 Lanter Court, Suite 1, Collinsville, IL 62234
Telephone	(618) 345-2200
TIN Number	37-1256935

Local Agency	City of Columbia
Section Number	
Project Number	
Job Number	

[illegible]

Date \_\_\_\_\_

BLR 05610 (Rev. 7/06)



# Illinois Department of Transportation

## COST ESTIMATE OF CONSULTANT SERVICES (Cost Plus Fixed Fee)

firm OATES ASSOCIATES, INC.  
 route Main Streetscape  
 action \_\_\_\_\_  
 agency City of Columbia  
 job No. 25040  
 TB & Item \_\_\_\_\_

DATE: 08/09/06

Overhead Rate: 160.62%

Complexity Factor: 0.000

ITEM	PERSON HOURS (A)	PAYROLL (B)	OVERHEAD & FRINGE BENF (C)	DIRECT COSTS (D)	FIXED FEE (E)	SERVICES BY OTHERS (F)	TOTAL (B+C+D+E+F)	% OF GRAND TOTAL
1.0 FIELD SURVEYS	321	\$7,992.90	\$12,838.20		\$2,781.53		\$23,612.63	11.45
2.0 INTERSECTION DESIGN STUDIES								
3.0 PROJECT DEVELOPMENT REPORT	309	\$9,424.50	\$15,137.63		\$3,279.73		\$27,841.86	13.50
4.0 HYDRAULIC DATA & REPORT								
5.0 DRAINAGE	76	\$2,052.76	\$3,297.14		\$714.36		\$6,064.26	2.94
6.0 UTILITY AND RAILROAD AGREEMENTS	52	\$1,696.76	\$2,725.34		\$590.47		\$5,012.57	2.43
7.0 SOILS ANALYSIS AND REPORT								
8.0 STRUCTURE RPTS/ TS & L DRAWINGS / PLAN DEVEL. OUTLINE								
9.0 PRELIMINARY STRUCTURE PLANS								
10.0 PRELIMINARY ROAD DESIGN	388	\$10,359.60	\$16,639.59		\$3,605.14	\$33,650.00	\$64,254.33	31.15
11.0 FINAL PLANS/ DOCUMENTS	223	\$6,110.20	\$9,814.20	\$189.60	\$2,126.35	\$28,550.00	\$46,790.35	22.68
12.0 RIGHT OF WAY	248	\$6,929.12	\$11,129.55		\$2,411.33		\$20,470.00	9.92
13.0 CONSTRUCTION PHASE SERVICES								
14.0 ADMINISTRATION/ MANAGEMENT	87	\$2,861.43	\$4,596.03		\$995.78		\$8,453.24	4.10
15.0 QA/QC	26	\$1,286.74	\$2,066.76		\$447.79		\$3,801.29	1.84
<b>TOTALS</b>	<b>1,730</b>	<b>\$48,714.01</b>	<b>\$78,244.44</b>	<b>\$189.60</b>	<b>\$16,952.48</b>	<b>\$62,200.00</b>	<b>\$206,300.53</b>	<b>100.00</b>

## EXHIBIT D

**ESTIMATE OF PERSON HOURS**

FIRM: OATES ASSOCIATES, INC.  
 ROUTE: Main Streetscape  
 PROJECT: City of Columbia  
 SECTION: 25040  
 COUNTY:  
 JOB NO.:

DATE: 08/09/06

TASK	PRIN. ENGR.	SR. ENGR. II	SR. ENGR. I	ENGR. II	ENGR. I	DESIGN.	JR. ENGR. II	JR. ENGR. I	TECH. III	TECH. II	TECH. I	TECH. INTERN	TOTAL
SUMMARY OF PERSON HOURS													
1.0 FIELD SURVEYS			16		16		81			104	104		321
2.0 INTERSECTION DESIGN STUDIES													
3.0 PROJECT DEVELOPMENT REPORT		30			137		134		8				309
4.0 HYDRAULIC DATA & REPORT													
5.0 DRAINAGE			2		22		52						76
6.0 UTILITY AND RAILROAD AGREEMENTS		6			34		12						52
7.0 SOILS ANALYSIS AND REPORT													
8.0 STRUCTURE RPTS/ TS & L DRAWINGS / PLAN DEV													
9.0 PRELIMINARY STRUCTURE PLANS													
10.0 PRELIMINARY ROAD DESIGN		17			80		291						388
11.0 FINAL PLANS/ DOCUMENTS		8			68		147						223
12.0 RIGHT OF WAY			53		2		113			40	40		248
13.0 CONSTRUCTION PHASE SERVICES													
14.0 ADMINISTRATION/ MANAGEMENT		1			85		1						87
15.0 QA/QC		26											26
TOTAL		90	69		444		831		8	144	144		1,730
													crosscheck
													1,730

**ESTIMATE OF PERSON HOURS**

FIRM: OATES ASSOCIATES, INC.  
 PROJECT: Main Street Streetscape  
 CITY: Columbia  
 COUNTY: 0  
 MONITOR: Monroe  
 JOB NO.: 25040

DATE: 08/10/06

TASK	SR. ENGR. II	SR. ENGR. I	JR. ENGR. I	JR. ENGR. II	JR. ENGR. I	TECH. III	TECH. II	TECH. I	TECH. INTERN	TOTAL	SCOPE OF WORK
1.0 FIELD SURVEYS											13 City Blocks (Whiteside to Madison St.), +/-
1.1 establish horizontal control	0	16	16	81	0	0	104	104	0	321	2,300', 100' down side roads
1.1.1 research control location, coordinates, closure route	0	8	0	8	0	0	28	28	0	72	
1.1.2 set control point monuments in field		1		1			8	8			2 Use State Plane Coordinates
1.1.3 set control point coordinates/ GPS				1			4	4		18	16 (one/block + misc.) @ 1/2 hr each
1.1.4 traverse between control points in field		1		2			16	16		9	double tie using RTK (4)
1.1.5 office calculations/ closure & coordinates		4		4						35	
1.2 establish vertical control	0	2	0	7	0	0	12	12	0	33	8 convert State Plane to Ground
1.2.1 research control location, elevations, closure route										0	
1.2.2 set benchmark monuments in field				1			4	4		9	8 TBM's @ 1/2 hr ea
1.2.3 set benchmark elevations/ GPS										0	included in 1.1.3
1.2.4 elevation loop between benchmarks in field				2			8	8		18	run level loop thru control & TBM's
1.2.5 office calculations/ closure & elevations		2		4						6	
1.3 establish existing topography	0	6	8	12	0	0	64	64	0	154	
1.3.1 locate existing utilities				2						2	call JULIE
1.3.2 topo/profile/cross section		4	6	8			56	56		130	+/- 650' per day
1.3.3 supplemental survey		2	2	2			8	8		22	1 day
1.4 process survey data for CADD	0	0	8	54	0	0	0	0	0	62	
1.4.1 draw existing topo			4	20						24	2000' per day
1.4.2 create & process TIN				16						16	2 days
1.4.3 field review and edit			4	16						20	1 day field/1 day office
1.4.4 base sheet plot				2						2	
1.5 establish proposed improvement location	0	0	0	0	0	0	0	0	0	0	Not Included
2.0 INTERSECTION DESIGN STUDIES	0	0	0	0	0	0	0	0	0	0	Not Included.

## ESTIMATE OF PERSON HOURS

FIRM: OATES ASSOCIATES, INC.  
 PROJECT: Main Street Streetscape  
 CITY: Columbia  
 SECTION: 0  
 COUNTY: Monroe  
 JOB NO.: 25040

DATE: 08/10/06

TASK	SR. ENGR. II	SR. ENGR. I	JR. ENGR. I	JR. ENGR. II	TECH. I	TECH. II	TECH. III	TECH. INTERN	TOTAL	SCOPE OF WORK
3.0 PROJECT DEVELOPMENT REPORT										
3.1 forms/submittals	30	0	137	134	0	8	0	0	309	
3.1.1 TIP sheet	6	0	24	32	0	0	0	0	62	
3.1.2 project notification & review										0 Not Anticipated
3.1.3 environmental class of action determination (ECAD)				8					12	Form and Fact Sheet (2 submittals)
3.1.4 environmental survey request (project studies)	2		8	16					0	Not Anticipated
3.1.5 environmental survey request (special waste screening)	2		8	7					26	Historical Society
3.1.6 encroachments	2		4	8					10	historical records research
3.2 meetings	6	0	28	20	0	8	0	0	62	14 photos and letters to property owners
3.2.1 bi-monthly coordination meetings	2		8	8					18	Includes Two Meetings and Minutes
3.2.2 informational meeting	4		8	12		8			32	Exhibits, One Meeting, and Comment Summary
3.2.3 public hearing									0	Not Anticipated
3.2.4 coordination with individuals									0	Assume City will handle
3.2.5 downtown committee									0	Includes Two Meetings with downtown committee
3.3 report/tables	1	0	3	0	0	0	0	0	4	
3.3.1 cover sheet	1		1						2	
3.3.2 table of contents			1						1	
3.3.3 index of exhibits			1						1	
3.4 report/analysis and text by section	8	0	34	8	0	0	0	0	50	
3.4.1 purpose of project	1		4						5	
3.4.2 location & existing conditions	1		4						5	
3.4.3 proposed improvements/ criteria			4						4	
3.4.4 accident analysis	1		4						5	Summarize Crash History, Request LARS
3.4.5 right-of-way	1		2	8					11	Summarize ROW Requirements in Table, Develop List of Property Owners
3.4.6 prime farmland									0	Not Anticipated
3.4.7 floodplain encroachment									0	Not Anticipated
3.4.8 "404" permit				7					0	Not Anticipated
3.4.9 environmental survey	1		4						5	Summarize Special Waste
3.4.10 section 4(f) lands									0	Not Anticipated
3.4.11 air quality									0	Not Anticipated
3.4.12 noise									0	Not Anticipated
3.4.13 maintenance of traffic	1		4						5	Describe Traffic Control Plan
3.4.14 public involvement	1		4						5	Summarize Public Involvement
3.4.15 coordination	1		4						5	Summarize Bi-monthly, State Clearinghouse Coordination

## ESTIMATE OF PERSON HOURS

FIRM: OATES ASSOCIATES, INC.  
 PROJECT: Main Street Streetscape  
 CITY: Columbia  
 SECTION: 0  
 COUNTY: Monroe  
 JOB NO.: 25040

DATE: 08/10/06

TASK	SR. ENGR. II	SR. ENGR. I	ENGR. I	JR. ENGR. II	JR. ENGR. I	TECH. III	TECH. II	TECH. I	TECH. INTERN	TOTAL	SCOPE OF WORK
3.5 report/ exhibits	3	0	8	54	0	0	0	0	0	65	
3.5.1 location map				2						2	
3.5.2 vicinity map				2						2	
3.5.3 existing & proposed typical sections				4						4	incorporate exhibit using typical section developed in 10.1.2'
3.5.4 aerial photographs				4						4	
3.5.5 ground level photographs				4						4	
3.5.6 proposed alignment				8						8	
3.5.7 intersection design study										0	Not Anticipated
3.5.8 structure type, size & location plans (TS & L)										0	Not Included
3.5.9 project cost estimate	1		2	8						11	Develop Preliminary Cost Estimate
3.5.10 encroachments										0	Not Anticipated
3.5.11 accident data, summary and spot maps	1		2	8						11	Collision Diagrams, Crash Rate Table
3.5.12 biological resources sign-off				1						1	
3.5.13 cultural resources sign-off				1						1	
3.5.14 IDNR sign-off				1						1	
3.5.15 SIMPAC sign-off										0	Not Anticipated
3.5.16 IL State Clearinghouse sign-off				1						1	
3.5.17 EWGCC sign-off										0	Not Anticipated
3.5.18 public notices & news articles			2	2						4	
3.5.19 public informational meeting notice letters	1		2	4						7	Develop Letter and Include Exhibit
3.5.20 public informational meeting attendance sheet				1						1	
3.5.21 sign-off on public informational meeting				1						1	
3.5.22 coordination meeting minutes & memoranda				2						2	
3.6 correspondence			12	0	0	0	0	0	0	16	Preliminary Scope Submittal Meeting with City General Correspondence
3.7 submittals	4	0	28	20	0	0	0	0	0	50	
3.7.1 print and submit draft for IDOT / FHWA review	2		8	8						16	QC, QA in 15.2.5
3.7.2 respond to review comments	2		16	8						26	
3.7.3 final print and submit			4	4						8	QC, QA in 15.2.5
4.0 HYDRAULIC DATA & REPORT	0	0	0	0	0	0	0	0	0	0	Not Included.

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DATE: 08/10/06

TASK	SR. ENGR. II	SR. ENGR. I	JR. ENGR. II	JR. ENGR. I	TECH. III	TECH. II	TECH. I	TECH. INTERN	TOTAL	SCOPE OF WORK
5.0 DRAINAGE										Storm Sewer Will Have to be Modified Because Curbline is Going to be Relocated.
5.1 storm sewer design	2	0	52	0	0	0	0	0	76	
5.1.1 storm sewer schematic layout	2	0	52	0	0	0	0	0	76	
5.1.2 drainage area computations	2	8							10	Evaluate Existing Condition of Storm Sewer Develop Plan for Inlet Relocation
5.1.3 inlet computations / type, size and layout		4	16						20	Field Check and Rational Method
5.1.4 storm sewer computations / type and size		4	16						16	Select Frame, Grate, and Curb Type Identify Location of Additional Inlets for Pedestrian Bulbs
5.1.5 final storm sewer layout		2	8						20	Size runs from Additional Inlets Evaluate Existing Size Adequacy
5.2 culvert design	0	0	0	0	0	0	0	0	10	Call-outs on plans
5.3 ditch design	0	0	0	0	0	0	0	0	0	Not Anticipated
6.0 UTILITY AND RAILROAD AGREEMENTS										Not Anticipated
6.1 Utilities	6	0	34	12	0	0	0	0	52	Coordination with Ameren, City, HTC, and Charter.
6.1.1 JULIE request for survey	6	0	34	12	0	0	0	0	52	
6.1.2 coordination prints to utilities	3	6	12						0	Included in Task 1.0
6.1.3 coordination meetings with utilities										
6.1.4 review utility relocation/ adjustment plans (by utility)			12						21	Send Prints to Utility Companies at Preliminary, Prelinal, and Final Stages.
6.1.5 coordinate relocation plans (by OA) [see 11.8]	2								12	Preliminary and Final Meet with Ameren and HTC to Coordinate Schedules (4 hrs each)
6.1.6 utility agreements	1								0	subconsultant will review
6.2 Railroads	0	0	0	0	0	0	0	0	14	Coordination/Commitment Log File (Assume 1 hr per utility per submittal)
7.0 SOILS ANALYSIS AND REPORT	0	0	0	0	0	0	0	0	5	Handled by City, Coordinate by OA
8.0 STRUCTURE RPTS/ TS & L DRAWINGS / PLAN DEVEL. OUTLINE	0	0	0	0	0	0	0	0	0	Not Included.
9.0 PRELIMINARY STRUCTURE PLANS	0	0	0	0	0	0	0	0	0	Not Included.
10.0 PRELIMINARY ROAD DESIGN	17	0	291	0	0	0	0	0	388	Not Included.
10.1 data collection/ criteria	0	0	11	0	0	0	0	0	15	
10.1.1 develop design criteria [see 2.1 & 3.4]		1	1						2	
10.1.2 develop existing & proposed typical sections [see 3.5]		2	8						10	
10.1.3 develop plan base sheet [see 1.4]									0	Included in task 1.4.4
10.1.4 develop existing cross-section elevations		1	2						3	
10.2 horizontal alignment	2	0	72	0	0	0	0	0	88	Assume 2 alignments for curb
10.2.1 set centerline location	2	4	32						38	2 days each side
10.2.2 lay out pavement/ shoulders/ medians		4	8						12	4 hrs each side to review subconsultant's concept plan
10.2.3 review intersection/ interchange geometrics [see 2.2]		1	8						9	
10.2.4 lay out entrances/ access roads		1	16						17	10.5 hr per entrance
10.2.5 review right-of-way requirements		2	4						6	
10.2.6 review utility conflicts		2	4						6	review conflicts with horiz alignment

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TASK	SR. ENGR. II	SR. ENGR. I	JR. ENGR. I	JR. ENGR. II	JR. ENGR. I	TECH. III	TECH. II	TECH. I	TECH. INTERN	TOTAL	SCOPE OF WORK
10.3 vertical alignment	2	0	10	48	0	0	0	0	0	60	Assume 2 alignments for top curb
10.3.1 set centerline profile	2		4	32						38	
10.3.2 review intersection/ interchange grades [see 2.2]			2	4						6	
10.3.3 review entrances/ access road grades			2	8						10	
10.3.4 review storm sewers/ culverts/ ditches [see 5.0]			1	2						3	assume some minor storm sewer rehab (also see 5.0)
10.3.5 review utility conflicts			1	2						3	review conflicts with vertical alignment
10.3.6 develop preliminary earthwork										0	assume none
10.4 preliminary design development	2	0	11	54	0	0	0	0	0	67	
10.4.1 pavement analysis & design										0	Not Included
10.4.2 intersection / interchange geometrics [see 2.2]	2		4	30						36	assume 2 hrs per intersection
10.4.3 develop construction staging			1	4						5	Develop Preliminary Staging Plan
10.4.4 guardrail/ barriers requirements										0	Not Included
10.4.5 signage/ pavement markings			2	8						10	prelim layout of striping and signage
10.4.6 utility relocation requirements			4	12						16	Investigate Coal vault locations
10.5 preliminary plan development	2	0	26	42	0	0	0	0	0	70	
10.5.1 plan- alignment/ stationing/ curve data			2	8						10	develop stationing for two alignments
10.5.2 pavement/ shoulders/ medians/ curbs/ sidewalks	2		2	8						12	Station storefronts
10.5.3 intersections/ interchanges			1	4						5	Station intersections
10.5.4 entrances/ access roads			1	4						5	Station Parking lot entrances
10.5.5 lighting plans			8							8	review/coordinate subconsultant's work
10.5.6 landscape plans			8							8	review/coordinate subconsultant's work
10.5.7 construction limits			1	4						5	Storefront to Storefront
10.5.8 right-of-way/ owners			2	8						10	owner and addresses on plans
10.5.9 benchmarks/ control points			1	4						5	
10.5.10 profile- grades/ elevations/ curve data				2						2	
10.5.11 storm sewers/ culverts/ ditches [see 5.0]										0	Included in Task 5.0
10.6 preliminary cross-sections/ earthwork	1	0	7	40	0	0	0	0	0	48	
10.6.1 cut existing sections			1	8						9	Every 25' and at storefronts, entrances, intersections (approx 100)
10.6.2 proposed roadway templates	1		2	16						19	criteria files for proposed work
10.6.3 develop templates (slopes, entrances, drainage)			4	16						20	handels for storefront entrances
10.6.4 end areas/ earthwork estimate										0	Not Included
10.6.5 plot & label ROW										0	Included in task 12.0
10.7 submittals	8	0	8	24	0	0	0	0	0	40	
10.7.1 preliminary alignment	4		4	4						12	Meet with City to Review Typ Section
10.7.2 preliminary plan	4		4	4						12	Meet with City to Review Plan
10.7.3 pre-final plan (field check)				16						16	Includes time for Coal vault investigation



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DATE: 08/10/06

TASK	SR. ENGR. II	SR. ENGR. I	JR. ENGR. II	JR. ENGR. I	TECH. III	TECH. II	TECH. I	TECH. INTERN	TOTAL	SCOPE OF WORK
<b>11.0 FINAL PLANS/DOCUMENTS</b>									<b>223</b>	<b>Develop Final Plans for City Hall Block</b>
11.1 cover sheet	8	0	68	0	0	0	0	0	0	
11.1.1 location map/ project limits	0	0	2	7	0	0	0	0	9	
11.1.2 index of sheets				1					1	
11.1.3 standard drawings index				1					1	
11.1.4 general notes			2	4					6	
<b>11.2 quantities</b>	0	0	8	18	0	0	0	0	26	Estimate 4 schedules at 2 hrs ea plus coord of electrical
11.2.1 pay items & code numbers			2	6					8	Estimate 40 pay items
11.2.2 sidewalk schedule & quantities			1	2					3	develop and insert into drawing
11.2.3 entrances schedule & quantities									0	Not Anticipated
11.2.4 storm sewer schedule & quantities									0	develop in plans
11.2.5 pavement markings schedule & quantities			1	2					3	Not Anticipated
11.2.6 removals schedule & quantities				1					1	develop and insert into drawing
11.2.7 luminaire schedule & quantities									5	insert into drawing develop curb schedule and insert landscape schedule
11.2.8 other schedules & quantities			1	4					5	insert into drawing
11.2.9 summary of quantity schedule			3	3					6	
<b>11.3 typical sections</b>	0	0	2	4	0	0	0	0	6	
11.3.1 existing typical sections			1	2					3	Modify Task 10 Typical Sections
11.3.2 proposed typical sections			1	2					3	Modify Task 10 Typical Sections
11.3.3 structural pavement design									0	Not Included.
<b>11.4 construction detail sheets</b>	0	0	3	12	0	0	0	0	15	
11.4.1 side streets & entrances			1	4					5	Not Anticipated
11.4.2 pavement/sidewalk details									0	Sidewalk, Curb, Pavement, and Xwalk
11.4.3 special ditches									0	Not Included
11.4.4 drainage structures			1	4					5	Inter Modification Detail
11.4.5 retaining walls									0	Not Included.
11.4.6 guardrail/ barriers									0	Not Included
11.4.7 survey tie points			1	4					5	Detail for Restoration of Property Pins
11.5 intersection/ interchange sheets	0	0	0	0	0	0	0	0	0	Not Included.
11.6 maintenance of traffic	0	0	2	4	0	0	0	0	6	Use IDOT Highway Standards
11.6.1 develop construction staging									0	Not Included
11.6.2 staging layout and notes									0	Not Included
11.6.3 staging details									0	Not Included
11.6.4 detour plans									0	Not Included
11.6.5 traffic control plans			2	4					6	Use IDOT Highway Standards
11.7 traffic signal plans	0	0	0	0	0	0	0	0	0	Not Included

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 COUNTY: 0  
 MONROE  
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TASK	SR. ENGR. II	SR. ENGR. I	JR. ENGR. I	JR. ENGR. II	JR. ENGR. I	TECH. III	TECH. II	TECH. I	TECH. INTERN	TOTAL	SCOPE OF WORK
11.8 specialty plan sheets	0	0	0	12	0	0	0	0	0	24	0 Not Anticipated
11.8.1 pavement markings											0 Not Anticipated
11.8.2 signing plans				4						4	8 Decorative Signing Details
11.8.3 lighting plans				4						4	8 Review/Incorporate Subconsultants Plans
11.8.4 utility relocation plans											0 Not Included
11.8.5 landscape plans				4						4	8 Review/Incorporate Subconsultants Plans
11.9 road plan/profile sheets	0	0	0	14	0	0	0	0	0	18	18 Label one Plan/Profile Sheet
11.9.1 plan-alignment/stationing/curve data				1						1	
11.9.2 pavement/shoulders/medians				2						2	
11.9.3 intersections/interchanges				1						1	
11.9.4 entrances/access roads											0 Not Anticipated
11.9.5 guardrail/barriers											0
11.9.6 storm sewers/culverts/ditches				1						1	
11.9.7 construction limits											
11.9.8 right-of-way/owners				1						1	
11.9.9 benchmarks/control points				1						1	
11.9.10 profile-grades/elevations/curve data				1						1	
11.9.11 cross-references				2						2	
11.10 cross sections	0	0	0	2	8	0	0	0	0	10	Cross Sections not included in the plans but cut in the office to determine earthwork quantities
11.10.1 proposed templates				1	4					5	5 refine criteria files
11.10.2 proposed ditches/culverts/storm sewer											0 Not Included
11.10.3 proposed ROW limits											0
11.10.4 earthwork end areas				1	4					5	
11.10.5 matchlines/cross-references											0 Not Included
11.11 structure plans	0	0	0	0	0	0	0	0	0	0	0 Not Included
11.12 contract documents	4	0	0	21	34	0	0	0	0	39	
11.12.1 check sheets				1	2					3	
11.12.2 supplemental specifications				1	2					3	
11.12.3 BDE special provisions				1	2					3	
11.12.4 special provisions	4			8	16					28	
11.12.5 estimate of time				2	8					10	
11.12.6 unit cost										0	
11.12.7 estimate of cost				8	4					12	Research IDOT Database, call manufacturers
11.13 bidding documents	0	0	0	0	0	0	0	0	0	0	0 IDOT letting
11.13.1 notice to contractors											0 IDOT will do
11.13.2 proposal											0 IDOT will do
11.13.3 schedule of prices											0 IDOT will do
11.14 final PS&E submittal	4	0	0	12	34	0	0	0	0	50	50 Local Roads Review
11.14.1 plot and assemble final plans				8	16					26	26 Address IDOT Comments
11.14.2 copy and review final CADD files	2				8					8	8 at pre-final and final stage
11.14.3 copy and assemble computations					2					2	2 at final stage
11.14.4 copy and assemble contract documents					4					4	4 at pre-final and final stage
11.14.5 final submittal and close-out	2			4	4					10	

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12.0 RIGHT OF WAY										Main Street ROW = 60'-wide, ROW at Regions Bank for future park, minor ROW for pedestrian bulbs, and temporary construction easements are anticipated.
12.1 Right-of-way survey	0	53	113	0	0	40	40	0	248	13 City Blocks
12.1.1 research record information	0	39	77	0	0	40	40	0	196	Research County, City, IDOT, & Local Surveyors
12.1.2 review title reports/ ownership reports		4	16						20	Estimate ROW required at Regions, Easements elsewhere
12.1.3 review locations in field/ set survey limits		4	8						12	Easements elsewhere
12.1.4 locate and tie existing monumentation		4							4	
12.1.5 review monumentation against records		2	4			32	32		70	Assume four days to locate, tie with topo
12.1.6 supplemental field monumentation		12	24						36	
12.1.7 establish property lines/ ROW		1	1			8	8		18	Assume one day for additional property
		12	24						36	
12.2 plats, plans, descriptions for ROW acquisition	0	10	32	0	0	0	0	0	44	Estimate Areas for 13 blocks in PDR. Only prepare acquisition documents for City Hall block.
12.2.1 set proposed ROW (lines)		2	2						12	Proposed Easement Lines by Sta /Offset
12.2.2 calculate bearings/ distances, stations/ offsets		1	2						3	Estimate 1 parcels at 2 hours each
12.2.3 calculate areas		4	16						20	Estimate 30 parcels at 0.5 hours each
12.2.4 prepare legal descriptions		1	2						3	Estimate 1 description at 2 hours each
12.2.5 prepare ROW plans		2	4						6	1-20 scale Exhibit at City Hall
12.2.6 prepare statutory plats									0	None anticipated
12.2.7 prepare parcel plats									0	Not Included
12.2.8 prepare monument records									0	None anticipated
12.3 submittals	0	4	4	0	0	0	0	0	8	
12.3.1 pre-final submittal- ROW plan only		1	2						3	
12.3.2 review ROW needs with client		2							2	
12.3.3 final submittal- all documents		1	2						3	
12.4 stake proposed ROW									0	Not Included.
13.0 CONSTRUCTION PHASE SERVICES	0	0	0	0	0	0	0	0	0	To Be Negotiated Later

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14.0 ADMINISTRATION/ MANAGEMENT										
14.1 Scope of Work Reviews	1	0	85	1	0	0	0	0	87	Assume 12 month project
14.2 Scheduling			24						24	0.5 hr per week
14.3 Budget Control			24						24	0.5 hr per week
14.4 Manpower Planning			6						6	0.5 hr per month
14.5 Project Team Meetings (including start-up meeting)	1		1	1					3	start-up meeting
14.6 Contract Administration			6						6	Not Anticipated
14.7 Billings									6	0.5 hr per month
15.0 QA/QC	26	0	0	0	0	0	0	0	26	
15.1 QA/QC Plan										adapt company plan to project
15.2 Submittal Reviews	26	0	0	0	0	0	0	0	26	
15.2.1 Geotechnical Report										Not Included
15.2.2 Drainage Report	2								2	
15.2.3 Structure Reports/ TS&L Drawings									0	Not Included
15.2.4 Preliminary Structure Plans									0	Not Included
15.2.5 Preliminary Road Plans	8								8	
15.2.6 Pre-Final Plans	8								8	
15.2.7 Final Plans	4								4	
15.2.8 Final Documents	4								4	
15.3 Quality Reviews	0	0	0	0	0	0	0	0	0	Included in Tasks Above

# PAYROLL ESCALATION TABLE FIXED RAISES NEW FORMULA

FIRM NAME OATES ASSOCIATES, INC.  
PRIME/SUPPLEMENT                     

DATE 08/10/06  
PTB NO.                     

CONTRACT TERM 13 MONTHS  
START DATE 10/1/2006  
NEXT RAISE DATE 7/1/2007  
COMPLETION DATE 10/31/07

OVERHEAD RATE 160.62%  
COMPLEXITY FACTOR 0.000  
% OF RAISE 3.00%

10/1/2006 - 7/1/2007

7/1/2007 - 10/31/2007

-

-

-

9  
13

4  
13

69.23%  
100.9231%

30.77%

The total escalation for this project would be:

0.92%

# SUMMARY OF DIRECT COSTS

IRM: OATES ASSOCIATES, INC.  
 ROUTE: 0  
 PROJECT: Main Streetscape  
 SECTION: 0  
 COUNTY: City of Columbia  
 JOB NO: 25040

DATE: 08/10/06

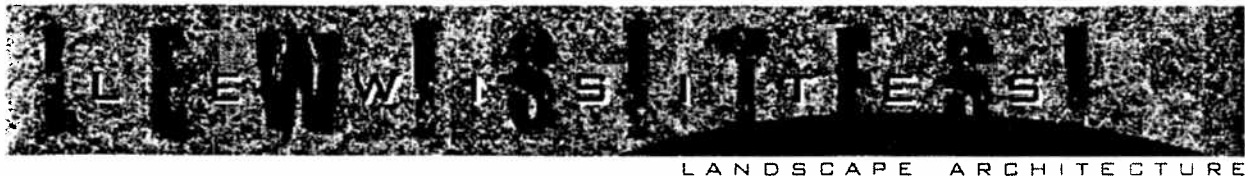
Project Development Report:			
	copies	pages	cost total
Preliminary Report Submittal (8 1/2 X 11)			\$0.05 \$0.00
Final Report Submittal (8 1/2 X 11)			\$0.05 \$0.00
Preliminary Report Submittal (11 X 17)			\$0.20 \$0.00
Final Report Submittal (11 X 17)			\$0.20 \$0.00
Color Copies (8 1/2 X 11)			\$0.70 \$0.00
Photos (8 1/2 X 11 sheets)			\$0.70 \$0.00
			\$0.00
Preliminary Plans:			
	copies	pages	cost total
Alignment Submittal (11 X 17)			\$0.12 \$0.00
Field Check (Full Size)			\$0.54 \$0.00
Preliminary Plans (11 X 17)			\$0.12 \$0.00
Preliminary Plans (Full Size)			\$0.54 \$0.00
Reduced Plans For PDR			\$0.12 \$0.00
Utility Coordination (Full Size)	4	20	\$0.54 \$43.20
			\$43.20
Final Plans:			
	copies	pages	cost total
PreFinal Plans (11 X 17)			\$0.12 \$0.00
PreFinal Plans (Full Size)	4	20	\$0.54 \$43.20
Final Plans (11 X 17)			\$0.12 \$0.00
Final Plans (Full Size)	4	20	\$0.54 \$43.20
			\$86.40
Right-of-Way Plans:			
	copies	pages	cost total
PreFinal Plans (11 X 17)			\$0.12 \$0.00
PreFinal Plans (Full Size)			\$0.54 \$0.00
Final Plans (11 X 17)			\$0.12 \$0.00
Final Plans (Full Size)			\$0.54 \$0.00
			\$0.00
Survey:			
Courthouse Research	30	3	\$2.00 \$60.00
			\$60.00
Subcontractors			
		Discipline	cost total
BRiC Partnership, Inc.		Electrical	\$21,300 \$21,300.00
LEWISITES, LLC.		Landscape Architect	\$40,900 \$40,900.00
			\$62,200.00
TOTAL DIRECT COSTS			\$189.60
TOTAL SERVICES BY OTHERS			\$62,200.00

# PROJECT SCHEDULE

firm	OATES ASSOCIATES, INC.
route	Main Streetscape
section	0
agency	City of Columbia
job No.	25040
TB & Item	0

ASK	(mos)	2006												2007											
		Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct									
FIELD SURVEYS	(2.1)																								
PROJECT DEVELOPMENT REPORT	(2.1)																								
RAINAGE	(0.5)																								
UTILITY AND RAILROAD AGREEMENTS	(0.3)																								
RELIMINARY ROAD DESIGN	(2.6)																								
FINAL PLANS/ DOCUMENTS	(1.5)																								
RIGHT OF WAY	(1.7)																								
		Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct									

ANTICIPATED AUTHORIZATION: October 1, 2006  
 DRAFT PROJECT DEVELOPMENT REPORT SUBMITTAL: April 1, 2007  
 FINAL PROJECT DEVELOPMENT REPORT SUBMITTAL: May 31, 2007  
 PRELIMINARY PLAN SUBMITTAL: August 30, 2007  
 FINAL PLAN SUBMITTAL: October 15, 2007  
 ANTICIPATED LETTING: January, 2008



August 04, 2006

OA Job No. 25040-I

Mr. Tom Cissell, PE  
Oates Associates  
Eastport Business Center 1  
100 Lanter Court, Suite 1  
Collinsville IL 62234

**RE: Columbia Streetscape / Contract for Landscape Architectural Services**

Dear Mr. Cissell;

LEWISITES understands the Scope of Work to be as follows:

Preliminary Landscape Architecture/Engineering I:

- a. Limits of Concern – Whiteside Street to Madison Street (13 blocks).
- b. Oates Associates (OA) will provide –
  - i. Existing topographic/right-of-way survey
  - ii. Completion of IDOT's Project Development Report
  - iii. Geometric design per IDOT/ADA guidelines
- c. Lewisites will provide -
  - i. Using the provided topographic survey and OA's rough conceptual plan as a guide for the kind of streetscape the City is looking for, provide a conceptual sidewalk plan that is aesthetically pleasing and functional. Layout details such as pedestrian sidewalk bulbs, brick crosswalks, and brick sidewalk patterns.
    - OA will review the concept drawing and will address drainage, curb grades, and sidewalk grades.
  - ii. Develop a preliminary landscaping plan (trees, planters, shrubs, City clock, signs, site furnishings etc.) given the agreed upon sidewalk geometry and the typical light spacing provided by the electrical engineer.
  - iii. Attend 1 review meeting with City Officials. Attend 1 review meeting with the Downtown Development Committee. Attend 1 preliminary submittal meeting with OA.
  - iv. Develop 3D renderings for the public informational meeting.
    - One at a typical block.
  - v. Using prevailing wage rates provide Preliminary cost estimate for landscaping/decorative items and underground irrigation broken down by block.

Fee for above scope shall be **\$21,500.00**. Reimbursables including mileage, reprographics, postage, in house large format computer plots shall be invoiced with .15% administrative mark up and are *estimated* to be **\$450.00**.

Signature will signify Notice to Proceed. Invoicing shall be monthly as percentage of completion. This is a lump sum contract. Extra services shall be invoiced at **150.00 Principal, 115.00 R.L.A., 95.00 LA II, 65.00 Cad Tech**. Additional public meetings shall be invoiced at a lump sum of **\$500.00**.

---

D. Anne Lewis, IL LA #157-001153 / President / LEWISITES Inc.

---

Signature of an Officer of the Corporation / Printed name / Title / Date.



314.989.9530  
314.989.9540  
[carolyn@lewisites.com](mailto:carolyn@lewisites.com)

311 north lindbergh boulevard/ suite 100  
saint louis, missouri, usa  
earth 63141-7842





LANDSCAPE ARCHITECTURE

August 04, 2006

OA Job No. 25040-II

Mr. Tom Cissell, PE  
Oates Associates  
Eastport Business Center 1  
100 Lanter Court, Suite 1  
Collinsville IL 62234

**RE: Columbia City Hall / Contract for Landscape Architectural Services**

Dear Mr. Cissell;

LEWISITES understands the Scope of Work to be as follows:

Preliminary Architecture/Engineering II:

- d. Limits of Concern – The South side of the road from Cedar Street to Cherry Street (City Hall).
- e. OA will provide –
  - i. Plans, Details, Specs, Quantities, and Construction Cost Estimates for roadway design elements.
  - ii. Coordinate the inclusion of Electrical/Architectural specs and plans into the bidding documents.
  - iii. Utility relocation coordination.
  - iv. Property Acquisition services.
- f. Lewisites will provide -
  - i. Construction Plans, Details, Specifications, Quantities, and Construction Cost Estimates for the landscaping, decorative work, site furniture and underground irrigation at City Hall.
    - OA will develop construction plans for paving, storm sewer, curb and gutter.
    - Electrical Engineer will provide electrical details, quantities, but OA and Lewisites will have input on their location for aesthetics.
    - Attend 1 pre-final progress meeting with client and OA.
    - Develop 3D rendering for the public informational meeting.
    - Construction Admin is NOT a part of this scope right now. It will be negotiated at a later date.

Fee for above scope shall be **\$18,500.00**. Reimbursables including mileage, reprographics, postage, in house large format computer plots shall be invoiced with .15% administrative mark up and are *estimated* to be **\$450.00**.

Signature will signify Notice to Proceed. Invoicing shall be monthly as percentage of completion. This is a lump sum contract. Extra services shall be invoiced at **150.00 Principal, 115.00 R.L.A., 95.00 LA II, 65.00 Cad Tech**. Additional public meetings shall be invoiced at a lump sum of **\$500.00**.

---

D. Anne Lewis, IL LA #157-001153 / President / LEWISITES Inc.

---

Signature of an Officer of the Corporation / Printed name / Title / Date.



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August 9, 2006

Mr. Tom Cissell, P.E.  
Oates Associates

Re: Scope of Work and Fee Proposal  
Columbia, Illinois Streetscape Lighting

Dear Tom,

Pursuant to your request, we hereby submit a fee proposal to provide professional engineering services as outlined below for the Columbia, Illinois Main Street streetscape lighting project from Whiteside Street to Madison Street and as a separate project, the plaza along the south side of Main Street at City Hall.

**Scope of Work:**

1. Preliminary Engineering I

- 1) Determine existing light levels along the roadway and sidewalks.
- 2) Perform lighting calculations to determine the proposed light levels based on the selected decorative fixture and standard fixture spacing along the roadway.
- 3) Provide a preliminary cost estimate based on standard fixture spacing used in the lighting calculation. Cost estimate shall be broken down by block (total 13 blocks). Provide a preliminary cost estimate for the plaza along the south side of Main Street at City Hall.
- 4) Meet with the owner's representative to discuss the calculated light levels, fixture selection, fixture and pole options and streetscape lighting control options.
- 5) Coordinate utility service entrance requirements, utility relocations and lighting control locations with AmerenIP.

2. Preliminary Engineering II

- 1) Meet with the owner's representative to discuss the location of the proposed clock and lights in the City Hall plaza.
- 2) Identify existing panel capacity to feed new lighting from City Hall or coordinate electrical service entrance requirements with AmerenIP.
- 3) Provide power and automatic controls layouts for plaza lighting and receptacles within project limits.
- 4) Provide details and quantities for electrical work
- 5) Prepare Special Provisions specifications for the project.
- 6) Provide construction cost estimate.

**Deliverables:**

1. Preliminary Engineering I

- A. 100% review documents to City of Columbia.
- B. 100% review submittal to IDOT for review and approval.

2. Preliminary Engineering II

- A. 100% review documents to City of Columbia.



- B. 100% review submittal to IDOT for review and approval.
- C. Bid documents.
- D. As-built drawings.

**Construction:**

1. Preliminary Engineering II

- A. Review shop drawing submittals.
- B. Field construction questions.
- C. Perform punch lists.

**Fees:**

For Preliminary Engineering I services and deliverables described above, we are requesting a fixed fee in the amount of \$11,700.00 (eleven-thousand seven-hundred dollars and no cents).

For Preliminary Engineering II services and deliverables described above, we are requesting a fixed fee in the amount of \$9,600 (nine-thousand six-hundred dollars and no cents).

For Preliminary Engineering II construction time, we are requesting a fixed fee in the amount of \$2,700 (two-thousand seven-hundred dollars and no cents), or this could be billed as an hourly fee.

Thank you for the opportunity to provide professional engineering services for this project. If you have any questions or require any additional information, please do not hesitate to contact me. If this proposal is acceptable, please sign one copy and return it to this office.

Sincerely,  
BRiC Partnership, LLC

Jeff Nolte

---

BRiC Partnership, LLC

Oates Associates

Bruce Coleman, P.E.

Tom Cissell, P.E.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

cc: Central File