

VILLAGE OF GRAYSLAKE
ENGINEERING SERVICES
WORK ORDER
GHA PROJECT NO. 4990.016

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Project: 2017 Center Street South Alley Utility Burial

The Project consists of burial of existing overhead utilities within the public alley south of Center Street, from Whitney Street to Slusser Street. As part of these improvements streetscape, alley, and parking lot improvements are anticipated within this alley as well as the public alley extending south to the UP Church. GHA will team with KJWW Engineering Consultants to coordinate with public utility agencies and provide bid documents for the Village utility and streetscape improvements.

Scope of Services

The scope of services consists of providing design engineering services for the 2017 Center Street South Alley Utility Burial project. The work required consists of the following primary tasks, detailed below:

A. Project Management, Coordination

The following tasks are anticipated during this phase of the project.

1. Project Management

Oversee all activities included in the scope to successfully complete the project including topographic survey, base plan preparation, coordination with utility agencies and subconsultants, preparation of final plans, special provisions, and estimates of cost and time.

2. Coordination with Utility Agencies

GHA and KJWW will coordinate with local utility companies (ComEd, AT&T, & Comcast) to initiate design for the burial of the existing overhead utility lines.

B. Topographic Survey, ROW Survey & Base Plan Preparation

GHA will prepare a complete existing conditions topographic survey within the anticipated project limits, extending from the backs of the buildings south of Center Street to the north side of the affected buildings off of Whitney Street. Our topographic survey will extend east of Whitney Street into the existing alley and parking lot to incorporate potential modifications to this area, as well as west of Slusser Street to incorporate utility burial operations as needed. Topographic survey data is anticipated to be needed for the residential properties along Slusser Street as well and is included in our scope.

Our topographic survey will include the following tasks:

- Include the location, size and inverts of all visible drainage structures, cross culverts, drive and street culvert structures with flow directions.
- Identify all visible/substantial site improvements including pavement, pavement markings, driveways, fences, walls, buildings, sidewalks, traffic signals, etc.

- ◆ Identify the location and size of existing vegetation and landscaping elements.
- ◆ Identify the visible utilities, sanitary and storm manholes, catch basins, inlets and water valves (Design JULIE) in the project area.

C. Design Phase - Final Engineering

GHA will provide the following Design Phase services for the preparation of the final engineering plans for site demolition, site grading and parking lot improvements:

1. Preparation of preliminary engineering plans and a preliminary EOPC.
2. Preparation of final engineering plans for the proposed streetscape improvements & utility burial, to include the following:
 - a. Title Sheet, including Vicinity Map.
 - b. Existing Conditions and Demolition Plan showing the existing site conditions from topographic survey, and any site items requiring removal and/or abandonment.
 - c. Plan & profile sheets indicating parking lot improvements, pavement limits, curb and gutter, sidewalk and site dimensions, utility burial information, etc. Our plans will be prepared at 1" = 20' scale.
 - d. Construction Detail Drawings of site work items such as pavement, curbs, walks, manholes/inlets, handicap-parking signage etc.
 - e. Soil Erosion and Sediment Control (SE/SC) Plan with erosion control details. Since the area of disturbance is anticipated to be less than one acre an IEPA NPDES permit will not be required.
 - f. General Notes and Standard Detail and Project Detail sheets incorporating Village of Grayslake standards and details.
 - g. Special Provisions booklet for the overall project will be prepared in accordance with Village procedures and design criteria.
 - h. GHA will prepare a detailed engineer's opinion of probable construction cost based upon the completed final engineering plans.
 - i. GHA will assist the Village with coordination of the project letting, and assist the Village with reviewing bid tabulations and making a recommendation for award.

Estimate of Manhours and Fee

Phase of Service:

A. Project Management, Initiation, Coordination (40 hours):	\$ 5,600.00
B. Topographic Survey, Base Plan Preparation (32 hours):	\$ 4,400.00
C. Design Phase – Final Engineering (80 hours):	\$ 8,800.00
D. Subconsultant Expenses (KJWW):	\$ 19,500.00
E. Reimbursable Expenses:	<u>\$ 300.00</u>
Total Phase II Services:	\$ 38,600.00

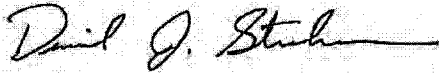
Note: Proposed upper limit of compensation is \$ 38,600.00.
This fee will not be exceeded without prior written approval of the Village.

Proposed Schedule

GHA anticipates the following schedule:

Date	Task / Milestone
November 2016	Authorization to Proceed
December 2016	Topographic Survey
February 3, 2017	Provide Pre-Final Plan to Village of Grayslake
March 10, 2017	Provide Final PS&E & Bid Advertisement
March 30, 2017	Village of Grayslake Bid Opening

Gewalt Hamilton Associates, Inc.
Submitted By:



Daniel J. Strahan, P.E., CFM
Associate/Senior Engineer

Village of Grayslake
Accepted By:



Name: MICHAEL J. ELLIS

Title: VILLAGE MANAGER

Date: 12-7-16