

**VILLAGE OF GRAYSLAKE**  
**DESIGN ENGINEERING SERVICES**  
**WORK ORDER**  
**GHA PROJECT NO. 4990.022****Project: Atkinson Road Repair**

Following the significant rainfall event on July 11-12, 2017, portions of Atkinson Road between South and North Shakespeare Drive were damaged due to flooding of the adjacent wetland areas. The Village of Grayslake has requested that design documents be prepared to repair the roadway prior to the winter season. The Project consists of partial road reconstruction along Atkinson Road, including removal and resetting of the existing expanded polystyrene fill, concrete curb & gutter removal and replacement, and reconstruction of the asphalt pavement within the affected areas for a distance of approximately 250', and resurfacing as needed in adjacent roadway areas to complete the project.

**Scope of Services**

The scope of services consists of providing Phase II Design Engineering services for the Atkinson Road improvements. 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, final plans, special provisions, and estimates of cost.

**2. Coordination with Utility Agencies**

GHA will coordinate with local utility companies through the JULIE Design State process. Upon receipt of the utility information, the utility company data will be added to the existing drawings. As the preliminary plans are developed, they will be submitted to the respective utility companies within the project limits for the purpose of determining any potential conflicts caused by the proposed improvements.

**B. Topographic Survey, ROW Survey & Base Plan Preparation****1. Topographic Survey**

GHA will prepare a complete existing conditions topographic survey for Atkinson Road from north of South Shakespeare Drive to south of North Shakespeare Drive. This work will be performed according to the IDOT standards for Design Surveys.

Topographic survey limits will encompass approximately 1,000 lineal feet of roadway along Atkinson Road. The topography will extend from ROW to ROW along the corridor and extend 50 feet into the intersecting public side streets along the project limits.

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.
2. Base Plan Preparation
- ◆ Establish alignment and stationing of roadways based on record information and field surveys, and develop alignment and stationing for intersecting streets.
  - ◆ Prepare cross sections on station and at 50-foot intervals including at all intersections, cross streets, and driveways, extending from ROW to ROW. Cross sections will extend up each intersecting public side streets as previously noted.

### C. Final Plans, Specifications & Estimate

GHA will prepare final contract documents consisting of Plans, Specifications and Estimate (PS&E) for local bidding by the Village of Grayslake.

1. Final Engineering Plans  
Plans will include a title sheet, general notes, summary of quantities, typical cross section, existing conditions/demolition sheets, plan and profile sheets, erosion control and restoration sheets, details for construction, and roadway cross-sections at 50-foot intervals and at all driveways. The plans will be prepared in accordance with IDOT and Village design criteria.
2. Special Provisions Booklet  
Special Provisions booklet for the overall project will be prepared in accordance with Village procedures and design criteria.
3. Estimates - Engineer's Opinion of Probable Cost & Estimate of Time  
GHA will prepare a detailed engineer's opinion of probable construction cost based upon the completed final engineering plans. GHA will prepare a detailed Estimate of Time for developing the construction schedule.
4. Bidding Coordination  
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 (24 hours):	\$ 3,200.00
B. Topographic Survey, Base Plan Preparation (48 hours):	\$ 5,200.00
C. Final Plans, Specifications & Estimate (PS&E) (200 hours):	\$ <u>22,000.00</u>
Total Phase II Services (272 hours):	\$ 30,400.00

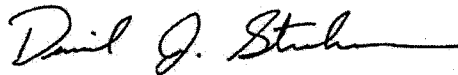
Note: Proposed upper limit of compensation is \$ 30,400.00.  
This fee will not be exceeded without prior written approval of the Village.

### Proposed Schedule

We understand the intent of the Village is to complete repairs prior to the onset of the winter season. GHA will make every effort to adhere to the schedule below in order to complete the work prior to Thanksgiving:

<u>Date</u>	<u>Task / Milestone</u>
August 2017	Authorization to Proceed
August 2017	Topographic Survey
September 15, 2017	Provide Final PS&E to Village & Advertise Bid
October 5, 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: 8-17-17