

September 21, 2021

625 Forest Edge Drive, Vernon Hills, IL 60061

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www.gha-engineers.com

Mr. William Heinz
Village of Grayslake
10 S. Seymour Ave.
Grayslake, IL 60030

Re: Work Order for Engineering Services
463 Center Street – Site Inventory
Grayslake, IL
GHA Proposal No. 2021.M070

The Village of Grayslake (Village), 10 S. Seymour Ave., Grayslake, IL and Gewalt Hamilton Associates, Inc. (GHA), 625 Forest Edge Drive, Vernon Hills, IL 60061, agree and contract as follows:

We understand that the Village of Grayslake is in the process of acquiring multiple parcels totaling approximately 19 acres in the vicinity of 463 Center Street. It is anticipated that the Village will take possession of these parcels in mid-October. The Village is interested in improving the property with nature trails, native plantings, etc. The Village has requested that GHA complete a site inventory to more fully define the existing natural features of the site and help develop a plan for the proposed improvements.

Scope of Services

The scope of services consists of providing engineering services to develop a site inventory of the property. The work required consists of the following primary tasks, detailed below:

1. Project Management & Coordination
 - GHA will oversee activities included in the scope to successfully prepare the site inventory as described.
 - GHA will coordinate with local utility companies through the JULIE Design stage process, including utilization of available Village records for the property.

2. Site Inventory Preparation
 - GHA will prepare a limited topographic survey of the property to define the limits of the existing floodplain on the site.
 - GHA will coordinate with a certified arborist to complete a tree inventory of the site. Each tree measuring 6" d.b.h. or larger will be tagged and data collected will include species, size, condition, form, and any observed problems.
 - The Lake County Wetland Inventory identifies multiple wetlands on the property. GHA will coordinate with a certified wetland specialist to complete a wetland

delineation of any wetlands found on the site. The CWS will coordinate a Preliminary Jurisdictional Determination (PJD) meeting and prepare a Wetland Determination Report. It is noted that if the initial field work is not completed during the growing season (typically May 15 through October 1), a second site visit would be needed during the growing season to confirm the results prior to any permit submittal.

- GHA will prepare a summary report and exhibit with a preliminary site plan, incorporating the floodplain, tree, and wetland data gathered for the site.

Compensation for Services

Billing for the project will be on a time and material basis with an estimated budget of \$16,800.00, based on the estimated manhours shown below:

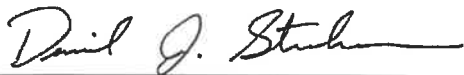
<u>Phase of Service (Manhour Estimate)</u>	<u>Estimated Fee</u>
Project Management & Coordination (12 hours):	\$ 1,800.00
Site Inventory – Floodplain Limits & Summary Report (24 hours):	\$ 3,800.00
Tree Inventory	\$ 3,800.00
Wetland Delineation Report & PJD	\$ 7,200.00
<u>Reimbursable Expenses:</u>	<u>\$ 200.00</u>
Total Design Engineering Services (76 hours):	\$ 16,800.00

Note: Proposed upper limit of compensation is \$ 16,800.00.
This fee will not be exceeded without written prior approval of the Village.

GHA will provide invoices monthly and will keep the Village informed as to the total amount of fees incurred for the project.

Gewalt Hamilton Associates, Inc.

Submitted By:



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

Village of Grayslake

Accepted By:



Name: MICHAEL J. ELLIS

Title: VILLAGE MANAGER

Date: 10/20/21