


Local Agency City of Rolling Meadows	L O C A L A G E N C Y	 Illinois Department of Transportation Preliminary Engineering Services Agreement For Federal Participation	C O N S U L T A N T	Consultant Christopher B. Burke Engineering,
County Cook				Address 9578 W. Higgins Road, Suite 600
Section				City Rosemont
Project No.				State Illinois
Job No.				Zip Code 60018
Contact Name/Phone/E-mail Address Fred Vogt - Director of Public Works 847-963-0500 vogt@cityrm.org				Contact Name/Phone/E-mail Address Jason Souden, PE 847-823-0500 jsouden@cbbel.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 Salt Creek Bike Path Route Off-System Length 850' Structure No. _____

Termini Kirchoff Road to Rolling Meadows Pubic Library

Description 10 foot Bike Path

Agreement Provisions

I. THE ENGINEER AGREES,

1. 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.
2. 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.
3. To complete the services herein described within 270 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.
4. 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.
5. 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.
6. 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.
7. 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.
8. 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:
- a. 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,
 - b. 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
 - c. 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.
 - d. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - e. 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,
 - f. 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
 - g. 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 for the planning and design of the PROJECT, per Exhibit E.
 - 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, as necessary.
 - 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 environmental clearances, per Exhibit E.
 - 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 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, per Exhibit E.
 - 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 = 14.5%[DL + R(DL) + OH(DL) + IHDC], or
 CPFF = 14.5%[DL + R(DL) + 1.4(DL) + IHDC], or
 CPFF = 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 o 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 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 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
Christopher B. Burke Engineering, Ltd.	36-3468939	\$34,406.68

Sub-Consultants:	TIN Number	Agreement Amount
Sub-Consultant Total:		
Prime Consultant Total:		
Total for all Work:		\$34,406.68

Executed by the LA:

City of Rolling Meadows
(Municipality/Township/County)

ATTEST:

By: _____
City Clerk

By: _____
Title: _____

(SEAL)

Executed by the ENGINEER:

ATTEST:

Christopher B. Burke Engineering, Ltd.

By: _____
Title: _____

By: _____
Title: President

Exhibit B



Engineering Payment Report

Prime Consultant

Name _____
 Address _____
 Telephone _____
 TIN Number _____

Project Information

Local Agency _____
 Section Number _____
 Project Number _____
 Job Number _____

This form is to verify the amount paid to the Sub-consultant on the above captioned contract. Under penalty of law for perjury or falsification, the undersigned certifies that work was executed by the Sub-consultant for the amount listed below.

Sub-Consultant Name	TIN Number	Actual Payment from Prime
Sub-Consultant Total:		
Prime Consultant Total:		
Total for all Work Completed:		

 Signature and title of Prime Consultant

 Date

Note: The Department of Transportation is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined under state and federal law. Disclosure of this information is REQUIRED and shall be deemed as concurring with the payment amount specified above.

AVERAGE HOURLY PROJECT RATES

Christopher B. Burke Engineering, Ltd.

FIRM
Local Agency
Section
Project
Job No:

City of Rolling Meadows

DATE 08/21/12

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES						Data Collection			Survey			Environmental			Preliminary Geometry			Draft Phase I Report			
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	
Engineer VI	70.00	10	3.69%	2.58	4	25.00%	14.18	1	1.69%	0.96	4	14.29%	8.10	2	3.85%	2.69	4	7.02%	4.91	28	49.12%	27.87	
Engineer V	56.73	71	26.20%	14.86										8	15.38%	8.73							
Engineer IV	45.82	0												16	30.77%	11.73	8	14.04%	5.35				
Engineer III	38.13	28	10.33%	3.94																			
Env Res Specialist IV	46.83	7	2.58%	1.21							4	14.29%	6.69										
Env Res Specialist III	39.43	12	4.43%	1.75							12	42.86%	16.90										
Landscape Architect	46.00	4	1.48%	0.58							4	14.29%	6.57										
Survey V	68.50	5	1.85%	1.26	4	25.00%	17.13	1	1.69%	1.16													
Survey IV	54.50	0																					
Survey III	47.00	8	2.95%	1.39	4	25.00%	11.75	4	6.78%	3.19													
Survey II	31.75	52	19.19%	6.09				52	88.14%	27.98													
CAD Manager	48.50	2	0.74%	0.36																1	1.75%	0.85	
CAD II	40.50	40	14.76%	5.98										24	46.15%	18.69	8	14.04%	5.68				
Administrative	28.26	32	11.81%	3.34	4	25.00%	7.07	1	1.69%	0.48	4	14.29%	4.04	1	1.92%	0.54	8	14.04%	3.97				
TOTALS		271	100%	\$43.34	16	100.00%	\$50.12	59	100%	\$33.77	28	100%	\$42.30	52	100%	\$43.32	57	100%	\$48.63				

AVERAGE HOURLY PROJECT RATES

FIRM Christopher B. Burke Engineering, Ltd.
Local Agency City of Rolling Meadows
Section 10-00101-00-BR
Project BRM-9003(630)
Job No: D91-487-10

DATE 08/21/12
SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Final Phase I Report			Meetings/Admin/Coord											
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineer VI	70.00	1	2.70%	1.88	3	13.64%	9.55									
Engineer V	56.73	16	43.24%	24.53	10	45.45%	25.79									
Engineer IV	45.82															
Engineer III	38.13	4	10.81%	4.12												
Env Res Specialist IV	46.83				3	13.64%	6.39									
Env Res Specialist III	39.43															
Landscape Architect	46.00															
Survey V	68.50															
Survey IV	54.50															
Survey III	47.00															
Survey II	31.75															
CAD Manager	48.50															
CAD II	40.50	8	21.62%	8.76												
Administrative	28.26	8	21.62%	6.11	6	27.27%	7.71									
TOTALS		37	100%	\$45.41	22	100%	\$49.43	0	0%	\$0.00	0	0%	\$0.00	0	0%	\$0.00

CHRISTOPHER B. BURKE ENGINEERING, LTD.

2012 SALARY RATES BY CLASSIFICATION

CLASSIFICATION	SALARY RANGE
PRINCIPAL	\$70.00
ENGINEER VI	\$65.00 - \$70.00
ENGINEER V	\$48.00 - \$66.00
ENGINEER IV	\$38.00 - \$55.00
ENGINEER III	\$34.00 - \$43.00
ENGINEER I/II	\$25.00 - \$36.00
SURVEY V	\$65.00 - \$70.00
SURVEY IV	\$48.00 - \$55.00
SURVEY III	\$40.00 - \$47.00
SURVEY II *	\$21.00 - \$37.00
SURVEY I*	\$24.00 - \$29.00
SURVEY INTERN*	\$10.00 - \$20.00
ENVIRONMENTAL RESOURCE SPECIALIST V	\$55.00 - \$60.00
ENVIRONMENTAL RESOURCE SPECIALIST IV	\$41.00 - \$53.00
ENVIRONMENTAL RESOURCE SPECIALIST III	\$37.00 - \$42.00
ENVIRONMENTAL RESOURCE SPECIALIST I/II	\$30.00 - \$34.00
ENVIRONMENTAL RESOURCE TECHNICIAN*	\$28.00 - \$34.00
LANDSCAPE ARCHITECT	\$43.00 - \$48.00
CAD MANAGER	\$45.00 - \$52.00
ASSISTANT CAD MANAGER	\$40.00 - \$45.00
CAD II*	\$35.00 - \$45.00
CAD I*	\$20.00 - \$30.00
GIS SPECIALIST III	\$35.00 - \$40.00
GIS SPECIALIST I/II	\$18.00 - \$22.00
ENGINEERING INTERN*	\$10.00 - \$20.00
ENGINEERING TECHNICIAN V	\$55.00 - \$65.00
ENGINEERING TECHNICIAN IV	\$45.00 - \$50.00
ENGINEERING TECHNICIAN III	\$32.00 - \$47.00
ENGINEERING TECHNICIAN I/II *	\$20.00 - \$30.00
ADMINISTRATIVE *	\$20.00 - \$34.00

* ELIGIBLE FOR OVERTIME RATE @ 1.5 X RATE

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates after 1/1/13 to reflect any year end changes.

SCOPE OF WORK

Christopher B. Burke Engineering, Ltd. (CBBEL) will perform Phase I Engineering Services for the construction of a 10' wide bike path from Kirchoff Road to the Rolling Meadows Public Library. The total project length is approximately 850 feet. CBBEL understands that the Phase I Study will determine the vertical and horizontal alignment of the trail and will include an analysis of required retaining walls. It is anticipated that the project will be processed as a Categorical Exclusion-Group I (with report) and the Phase I Report will follow IDOT's Form BLR 22211. Detailed Phase II plans, specifications and estimates will be prepared in IDOT required format. A detailed scope of services is provided below.

PHASE I

Task 1 – Data Collection and Review: CBBEL will collect and review data to be utilized for the preparation of a federally funded Phase I Report. This data will include the following:

- Survey Data
 - Adjacent subdivision plats, Cook County tax maps, and any other available information to identify existing right-of-way and existing property lines.
 - Information on state plane monuments to be utilized for horizontal control for the project.
 - Information on benchmarks to be utilized for vertical control for the project.
- Other state, county and City information including utility atlases, land use plans, ordinances, etc.

Task 2 – Survey: CBBEL will perform a full topographic survey of the area of the proposed bike path, as well as the tie-in points along Kirchoff Road and the Library which is approximately 1,000 feet.

CBBEL will perform the following survey tasks:

Horizontal Control: Utilizing state plane coordinates, CBBEL will set recoverable primary control utilizing our GPS equipment.

Vertical Control: CBBEL will perform a level circuit throughout the entire length of the project establishing benchmarks and assigning elevations to the horizontal control points. The elevations will be based on NGVD '88 datum.

Existing Right-of-Way: CBBEL will establish the existing right-of-way within the project limits based on monumentation found in the field, plats of highways, subdivision plats and any other available information.

Topographic Survey: CBBEL will field locate all pavements, driveways, curb and gutters, signs, manholes, utility vaults, drainage structures, etc.

Cross Sections: CBBEL will survey cross sections along the project limits at 50' intervals and at all other grade controlling features.

EXHIBIT E

Utility Survey: All existing storm and sanitary sewers will be surveyed. Above ground facilities of additional underground utilities including water main, gas, electric, cable, etc. will also be located.

Tree Survey: Upon establishing a preferred alternative and alignment, CBBEL will locate all trees over 6 inches in diameter within the project area. This will be important to quantify tree impacts associated with the proposed bike trail. The located trees will be identified by species and the size and condition determined.

Base Mapping: CBBEL will compile all of the above information into one base map representative of existing conditions of the project corridor for use in planning the proposed improvements.

Task 3 – Environmental Surveys

1. CBBEL will submit an Environmental Survey Request Form (ESRF) to IDOT. An aerial plan will be utilized for the biological and cultural resource reviews. The biological and cultural resource reviews will follow the integrated environmental survey process outlined in IDOT's Circular Letter #00-10.
2. Special Waste screening will not be required since the improvements will avoid State right-of-way.
3. A Wetland Delineation Survey will be completed to document areas, types and quality of existing wetlands. This information will be utilized when permitting with ACOE and IEPA during Phase II. Also, this will assist in determining cost for disturbance of wetland areas.

Task 4 – Preliminary Geometry: CBBEL will prepare preliminary geometry including proposed horizontal and vertical geometry and a right-of-way assessment for the bike path.

CBBEL will prepare preliminary plan and profile sheets showing existing and proposed horizontal and vertical geometry. It is anticipated that three (3) plan and profile sheets will be required at a scale of 1"=20'. The proposed geometry will be set to meet design criteria for federally funded projects. Typical sections for the proposed improvement will be developed concurrently.

Existing and proposed cross-sections will be templated at 50' intervals and at other grade controlling features to determine right-of-way and easement requirements, ditch locations and drainage patterns, and to fine-tune the proposed vertical geometry. Existing conditions cross-sections will be developed utilizing the topographic survey performed by CBBEL. It is anticipated that five (5) cross-section sheets will be prepared for this project.

It is anticipated that a retaining wall will be required along a portion of Salt Creek in order to support the adjacent bike path. Conceptual design of the retaining wall and required railing will be completed.

Task 5 – Draft Phase I Report: The culmination of all of the above tasks will be a Phase I Report in accordance with BLR Form 22211. The Phase I Report will include the following:

1. Develop report text
2. Prepare exhibits

EXHIBIT E

3. Assemble plans, text, exhibits and submit report (5 copies)
4. Prepare Opinion of Probable Construction Cost

Task 6 – Final Phase I Report

1. Incorporate review comments from Draft Report, revise plans, exhibits and text
2. Update Opinion of Probable Construction Costs
3. Assemble Final Reports (10 copies)

Task 7 – Meetings

1. One meeting with IDOT
2. One meeting with Rolling Meadows

THE CITY OF ROLLING MEADOWS ILLINOIS

THOMAS P. MENZEL

City Manager
 City of Rolling Meadows
 1000 North Lake Street
 Rolling Meadows, IL 60068
 Phone: (847) 541-1000
 Fax: (847) 541-1001
 Email: tpmenzel@rollingmeadows.org

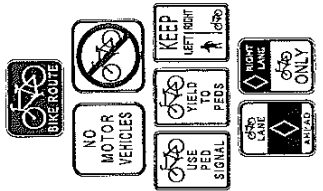
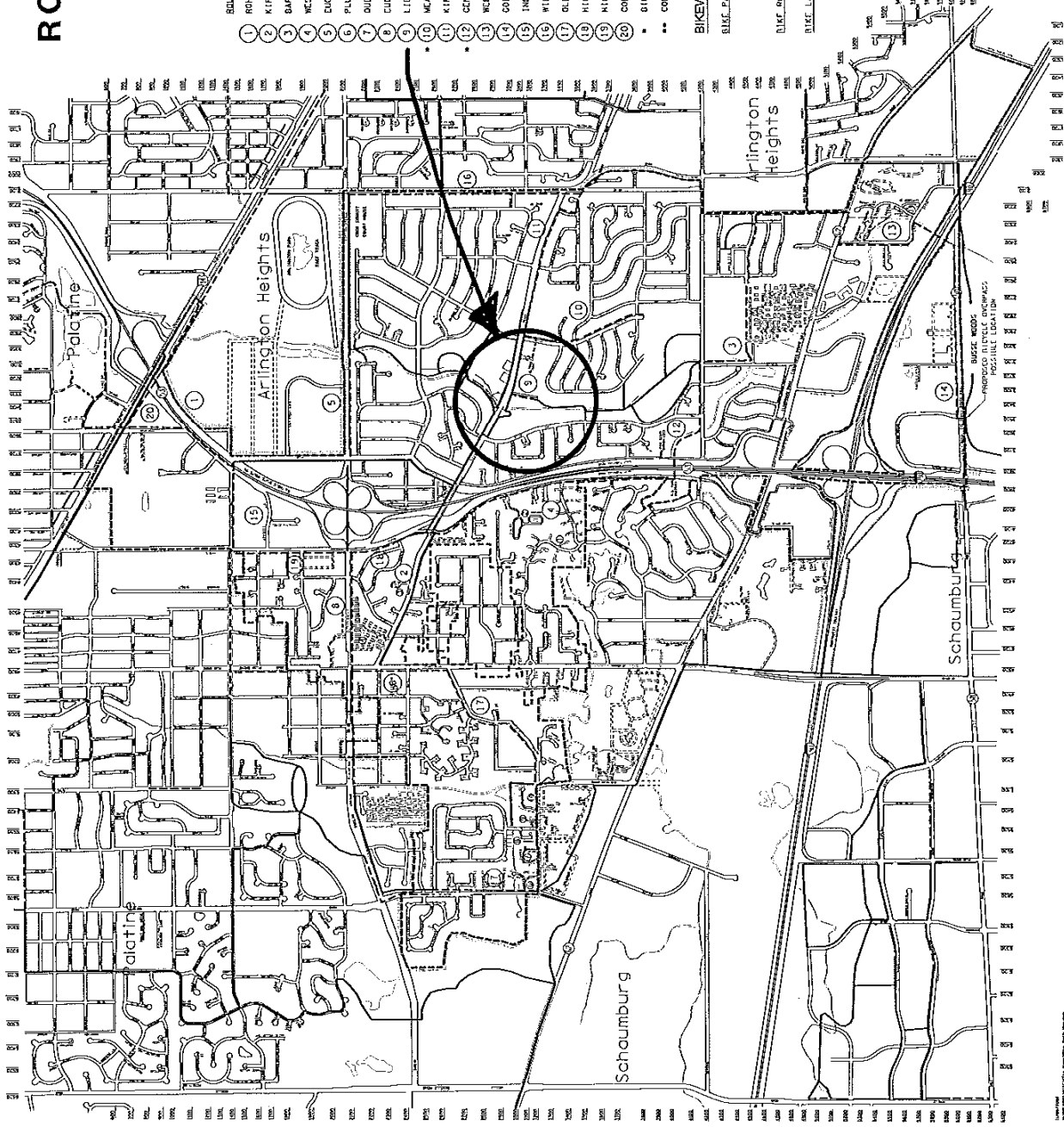
ROUTE	CONNECTION	ORIGIN	DESTINATION
1	ROLLING ROAD	INDUSTRIAL	NORTHWEST HIGHWAY
2	KIRCHOFF ROAD	WEST FRONTAGE ROAD	PLUM GROVE ROAD
3	BARKER AVENUE	CENTRAL AVENUE	WHITE OAK STREET
4	WEST FRONTAGE ROAD	ROLLING ROAD	PLUM GROVE PARK
5	EUCUID AVENUE	OLD PLUM GROVE ROAD	SALT CREEK
6	PLUM GROVE ROAD	SILENT BROOK LANE	HARTUNG ROAD
7	QUINCY ROAD	PLUM GROVE ROAD	NICKS ROAD
8	EUCUID AVENUE	KIRCHOFF ROAD	SOUTH TO EXISTING PATH
9	LIBRARY/SALT CREEK CORRIDOR	MARTIN LANE	GRANGE LANE
10	MEADOW DRIVE	EXISTING PATH	NEW WILKIE ROAD
11	KIRCHOFF ROAD	PLUM GROVE PARK	DARKER AVENUE
12	CENTRAL ROAD	WHITE OAK	COLF ROAD
13	WEBER/MEADOWBROOK/LOUIS	HICKS ROAD	NEW WILKIE ROAD
14	COLF ROAD	KIRCHOFF ROAD	ROLLING ROAD
15	INDUSTRIAL AVENUE	HARTUNG ROAD	EUCUID AVENUE
16	WILKIE ROAD	OLD PLUM GROVE ROAD	MEACHAM ROAD
17	OLD PLUM GROVE ROAD	HICKS ROAD	EUCUID AVENUE
18	HICKS ROAD	KIRCHOFF ROAD	INDUSTRIAL AVENUE
19	KIRCHOFF ROAD	COMPUTER DRIVE	ARLINGTON PARK
20	COMPUTER DRIVE	BIKE LANE ON STREET	TRAIN STATION

•• CONNECTION WITH VILLAGE OF PALATINE BIKE SYSTEM -- EXACT LOCATION TO BE DETERMINED.

BIKEWAY CLASSIFICATIONS

- BIKE PATH**
 A OFF-STREET BIKEWAY THAT IS
 A LONGER BIKEWAY SEGMENT
 BIKE PATH IS PHYSICALLY SEPARATED
 FROM MOTOR VEHICULAR TRAFFIC BY
 AN OPEN SPACE.
 A ROUTE THAT IS DESIGNATED AS BOTH
 BIKE PATH AND TELESCOPIC BIKEWAY.
- BIKEWAY**
 AN ON-STREET PORTION OF A ROADWAY
 THAT IS DESIGNATED AS BOTH
 BIKEWAY AND TELESCOPIC BIKEWAY
 STRIPING, SIGNING AND PAVEMENT
 MARKING.
- BIKE LANE**

- LEGEND:**
- Existing Bike Path
 - Proposed Bikeway
 - Other Municipality's Existing Bike Path
 - Other Municipality's Proposed Bike Path
 - Rolling Meadows
 - Palatine
 - Other Municipality Limits



DATE	DESCRIPTION	BY
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION
11/12/03	ADOPTED	COMMISSION

2002 BIKEWAY PLAN
 PREPARED BY: JAMES L. LINDSEY, CIVIL ENGINEER, JLL CONSULTING, INC.
 1000 N. LAKE STREET, ROLLING MEADOWS, IL 60068
 PHONE: (847) 541-1000
 FAX: (847) 541-1001
 EMAIL: jll@jllconsulting.com