



CHRISTOPHER B. BURKE ENGINEERING, LTD.

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October 9, 2013

City of Rolling Meadows
3900 Berdnick Street
Rolling Meadows, IL 60008-2402

Attention: Mr. Fred Vogt, Director of Public Works

Subject: Proposal for Professional Engineering Services
2014 Street Program

Dear Fred:

At your request, we are providing this proposal to provide professional engineering services related to the preparation of the bidding documents for the City's 2014 Street Program. We understand that the City may use MFT funding therefore IDOT approval will be required. Included below you will find our Understanding of the Assignment, Scope of Services and Estimate of Fee.

UNDERSTANDING OF THE ASSIGNMENT

Based on the information provided by the City, we understand the 2014 Street Program will consist of resurfacing, partial reconstruction or reconstruction and widening and sidewalk and curb and gutter spot replacement. Although the budget and list of streets has not yet been finalized, we understand that the overall budget will be between \$500,000 and \$800,000. We also understand that all of the streets will be resurfaced or partially reconstructed except for Newport which will be reconstructed. After conversations with City staff, we understand the existing profile of the road is acceptable; therefore, topographic survey and detailed plans and cross-sections will not be necessary.

SCOPE OF SERVICES

We propose the following scope of services:

Task 1 – Geotechnical Coordination: CBBEL will coordinate with geotechnical subconsultants to perform pavement cores of the subject streets. A total of 10 cores will be taken. The cores will indicate the existing pavement composition and will help determine the best method of rehabilitation. The geotechnical Subconsultant will contract directly with the City.

Task 2 – Field Reconnaissance: CBBEL Construction Staff will perform a Field Reconnaissance of the streets to be resurfaced or reconstructed. The purpose of the Field Reconnaissance will be to determine the limits of patching, curb and gutter replacements, sidewalk replacement, full depth and pavement patching. The results of the Field Reconnaissance will be used to prepare the bid booklet. The results of the Field Reconnaissance will be reviewed with the Department of Public Works and compared to previous estimates to determine their impact on the estimated construction cost.

Task 3 – Preparation of Contract Documents: CBBEL will prepare Contract Documents for the proposed improvements. The documents will generally consist of typical sections, special provisions, construction details, pay items and estimated bid quantities. Quantities will be estimated from site measurements during Task 2 and City Staff input.

Task 4 – IDOT Coordination: CBBEL will coordinate the contract documents with IDOT. CBBEL will meet with IDOT to review their comments and receive approval prior to bidding the project.

Task 5 – Bidding Assistance: CBBEL will prepare the Notice to Bidders, provide plans and bid documents to the City for distribution to contractors and hold a bid opening. CBBEL will review and tabulate all of the bids and make a recommendation of award.

Task 6 – Administration, Coordination, Meetings with City: CBBEL attend 2 meetings with the City of Rolling Meadows. This task also covers the internal coordination, admistration and quality control to complete a successful project.

ESTIMATE OF FEE

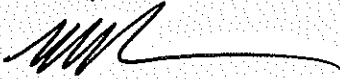
We have generally have been able to complete the design for approximately 3 - 3.5% of construction costs. Since the budget and number of streets is not yet known, we have provided a range of fees, and our actual fee will be based on the City’s final budget. This percentage assumes all streets will be milled, patched, resurfaced and no profile adjustments necessary on Newport. If any reconstruction with profile adjustments is proposed for any streets, the engineering fee will be adjusted accordingly.

	<u>\$500K</u>	<u>\$800K</u>
Task 1 – Geotechnical Coordination	\$ 170	\$ 200
Task 2 – Field Reconnaissance	\$ 4,200	\$ 6,660
Task 3 – Preparation of Contract Documents	\$ 9,690	\$16,460
Task 4 – IDOT Coordination	\$ 680	\$ 680
Task 5 – Bidding Assistance	\$ 800	\$ 1,100
Task 6 – Administration, Coordination, Meetings with City	\$ 710	\$ 900
Total Not-to-Exceed Fee	\$16,250	\$26,000

We will establish our contract with the previously agreed upon General Terms and Conditions with the City contained in the January 13th 2012 City Engineering Contract (executed January 24, 2012).

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

THIS PROPOSAL ACCEPTED FOR THE CITY OF ROLLING MEADOWS.

BY: _____
TITLE: _____
DATE: _____