

APR 20 2009

  
City Clerk

ORDINANCE NO. 2715

**AN ORDINANCE TO EMPLOY OATES ASSOCIATES, INC. OF COLLINSVILLE, ILLINOIS TO RENDER PROFESSIONAL SERVICES TO THE CITY OF COLUMBIA, ILLINOIS IN CONNECTION WITH PRELIMINARY AND CONSTRUCTION ENGINEERING FOR THE PALMER ROAD RESURFACING.**

WHEREAS, the City Council of the City has found and determined and does hereby declare that it is necessary and appropriate that the City employ Oates Associates, Inc. to provide professional services to the City for preliminary and construction engineering services of the Palmer Road Resurfacing from DD Road to the NB Ramps at IL-3;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Columbia, Illinois, as follows:

**Section 1.** The recitals contained above in the preamble of this Ordinance are hereby incorporated herein by reference, the same as if set forth in this Section of this Ordinance verbatim, as findings of the City Council of the City of Columbia, Illinois.

**Section 2.** The City Council of the city does hereby authorize the employment of Oates Associates, Inc. to provide the professional services to the City for preliminary and construction engineering with regard to the City's Palmer Road Resurfacing Project. The Mayor is hereby authorized and directed to execute and deliver to Oates Associates, Inc., for and on behalf of the City, the "Preliminary and Construction Engineering Services Agreement for Motor Fuel Tax Funds" between the City of Columbia, Illinois and Oates Associates, Inc. for a lump sum not to exceed Thirty Nine Thousand Eight Hundred Seventy Six Dollars and Fifty Three Cents (\$39,876.53) in the form attached hereto, which is hereby approved as to form, in as many counterparts as the Mayor shall determine and the City Clerk is hereby authorized and directed to attest the same and to affix thereto the corporate seal of the City.

**Section 3.** This ordinance shall be in full force and effect from and after its passage, as provided by law.

Alderman Ebersohl moved the adoption of the above and foregoing Ordinance; the motion was seconded by Alderman Niemietz, and the roll call vote was as follows:

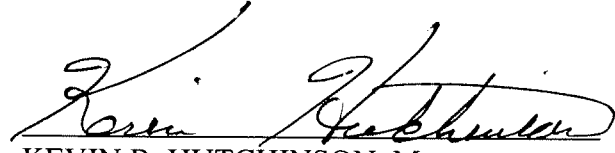
YEAS: Aldermen Ebersohl, Agne, Niemietz, Row, Oberkfell, Stumpf and Mayor Hutchinson.

NAYS: Aldermen Unnerstall and Hejna.

ABSENT: None.

ABSTENTIONS: None.

PASSED by the City Council and APPROVED by the Mayor this 20<sup>th</sup> day of April, 2009.



KEVIN B. HUTCHINSON, Mayor

ATTEST:



WESLEY J. HOEFFKEN, City Clerk

(SEAL)

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF MONROE        )

**CERTIFICATE OF TRUE COPY**

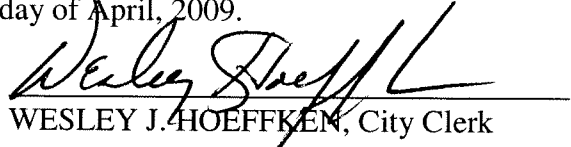
I, Wesley J. Hoeffken, hereby certify that I am the duly elected and acting City Clerk of the City of Columbia, Illinois and as such I am the keeper of the books, records, files and corporate seal of said City.

I do further certify that Ordinance No. 2715 , entitled:

**“AN ORDINANCE TO EMPLOY OATES ASSOCIATES, INC. OF COLLINSVILLE, ILLINOIS TO RENDER PROFESSIONAL SERVICES TO THE CITY OF COLUMBIA, ILLINOIS IN CONNECTION WITH PRELIMINARY AND CONSTRUCTION ENGINEERING FOR THE PALMER ROAD RESURFACING.”**

to which this certificate is attached, is a true, perfect, complete and correct copy of said ordinance as adopted at a regular meeting of the Columbia, Illinois City Council held on the 20<sup>th</sup> day of April, 2009.

IN WITNESS WHEREOF, I have made and delivered this certificate for the uses and purposes hereinabove set forth this 20<sup>th</sup> day of April, 2009.

  
WESLEY J. HOEFFKEN, City Clerk

(SEAL)

Municipality Columbia, IL	<b>L O C A L  A G E N C Y</b>	 <b>Illinois Department of Transportation</b>  <b>Preliminary/Construction Engineering Services Agreement For Motor Fuel Tax Funds</b>	<b>C O N S U L T A N T</b>	Name Oates Associates, Inc.
Township				Address 100 Lanter Court, Suite 1
County Monroe				City Collinsville
Section				State IL 62234

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 improvement of the above SECTION. Motor Fuel Tax Funds, allotted to the LA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT", will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

#### Section Description

Name Palmer Road Resurfacing Route \_\_\_\_\_ Length 1,900 KM( \_\_\_\_\_ Miles)(Structure No. N/A )

Termini Palmer Road from DD Road to the NB ramps at IL-3

#### Description

Prepare plans, specifications, and estimates in connection with the milling and resurfacing of the asphalt surface. The shoulders will also be widened and paved.

#### Agreement Provisions

#### The Engineer Agrees,

1. To perform or be responsible for the performance of the following engineering services for the LA in connection with the proposed improvement herein before described, and checked below:
  - a.  Make such detailed surveys as are necessary for the preparation of detailed roadway plans.
  - b.  Make stream and flood plain hydraulic surveys and gather high water data and flood histories for the preparation of detailed bridge plans.
  - c.  Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles and analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT.
  - d.  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.
  - e.  Prepare Army Corps of Engineers Permit, Division of Water Resources Permit, Bridge waterway sketch and/or Channel Change sketch, Utility plan and locations and Railroad Crossing work agreements.
  - f.  Prepare Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.

Note Four copies to be submitted to the Regional Engineer

- g.  Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LA with five (5) copies of the plans, special provisions, proposals and estimates. Additional copies of any or all documents, if required shall be furnished to the LA by the ENGINEER at his actual cost for reproduction.
- h.  Furnish the LA with survey and drafts in quadruplicate of 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.
- i.  Assist the LA in the receipt and evaluation of proposals and the awarding of the construction contract.
- j.  Furnish or cause to be furnished:
- (1) ~~Proportioning and testing of concrete mixtures in accordance with the "Manual of Instructions for Concrete Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of the DEPARTMENT and promptly submit reports on forms prepared by said Bureau.~~
  - (2) ~~Proportioning and testing of bituminous mixtures (including extracting test) in accordance with the "Manual of Instructions for Bituminous Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of the DEPARTMENT, and promptly submit reports on forms prepared by said Bureau.~~
  - (3) All hot-mix asphalt compaction tests as required by the specifications and report promptly the same on forms prepared by the Bureau of Materials and Physical Research.
  - (4) ~~Quality and sieve analyses on local aggregates to see that they comply with the specifications contained in the contract.~~
  - (5) ~~Inspection of all materials when inspection is not provided at the sources by the Bureau of Materials and Physical Research, of the DEPARTMENT and submit inspection reports to the LA and the DEPARTMENT in accordance with the policies of the said DEPARTMENT.~~
- k.  Furnish or cause to be furnished
- (1) A resident engineer, inspectors and other technical personnel to perform the following work: (The number of such inspectors and other technical personnel required shall be subject to the approval of the LA.)
    - a. Continuous observation of the work and the contractor's operations for compliance with the plans and specifications as construction proceeds, but the ENGINEER does not guarantee the performance of the contract by the contractor.
    - b. Establishment and setting of lines and grades.
    - c. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
    - d. Supervision of inspectors, proportioning engineers and other technical personnel and the taking and submitting of material samples.
    - e. Revision of contract drawings to reflect as built conditions.
    - f. Preparation and submission to the LA in the required form and number of copies, all partial and final payment estimates, change orders, records and reports required by the LA and the DEPARTMENT.
  2. That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to this agreement will be in accordance with the current standard specifications and policies of the DEPARTMENT, it being understood that all such reports, plats, plans and drafts shall before being finally accepted, be subject to approval by the LA and the said DEPARTMENT.
  3. To attend conferences at any reasonable time when requested to do so by the LA or representatives of the DEPARTMENT.
  4. In the event plans, surveys or construction staking are found to be in error during the construction of the SECTION and revisions of the plans or survey or construction staking corrections are necessary, the ENGINEER agrees that he will perform such work without expense to the LA, even though final payment has been received by him. He shall give immediate attention to these changes so there will be a minimum delay to the contractor.
  5. The basic survey notes and sketches, charts, computations and other data prepared or obtained by the ENGINEER pursuant to this agreement will be made available upon request to the LA or the DEPARTMENT without cost and without restriction or limitations as to their use.
  6. To make such changes in working plans, including all necessary preliminary surveys and investigations, as may be required after the award of the construction contract and during the construction of the improvement.
  7. That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by him and will show his professional seal where such is required by law.

8. To submit, upon request by the LA or the DEPARTMENT a list of the personnel and the equipment he/she proposes to use in fulfilling the requirements of this AGREEMENT.

**The LA Agrees,**

1. 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

To pay the Engineer as compensation for all services performed as stipulated in paragraphs 1a, 1g, 1i, 2, 3, 5 and 6 in accordance with one of the following methods indicated by a check mark:

- a  A sum of money equal to \_\_\_\_\_ percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT.
- b  A sum of money equal to the percentage of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

**Schedule for Percentages Based on Awarded Contract Cost**

Awarded Cost	Percentage Fees	
Under \$50,000	_____	(see note)
	_____	%
	_____	%

Note: Not necessarily a percentage. Could use per diem, cost plus or lump sum.

2. To pay for services stipulated in paragraphs 1b, 1c, 1d, 1e, 1f, 1h, 1j and 1k of THE ENGINEER AGREES at the hourly rates stipulated below for personnel assigned to this SECTION as payment in full to the ENGINEER for the actual time spent in providing these services the hourly rates to include profit, overhead, readiness to serve, insurance, social security and retirement deductions. Traveling and other out of pocket expenses will be reimbursed to the ENGINEER at his actual cost. Subject to the approval of the LA, the ENGINEER may sublet all or part of the services provided under paragraphs 1b, 1c, 1d, 1e, 1f, 1j and 1k of THE ENGINEER AGREES. If the ENGINEER sublets all or a part of this work, the LA will pay the cost to the ENGINEER plus a five (5) percent service charge. "Cost to ENGINEER" to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work. The classifications of the employees used in the work should be consistent with the employee classifications for the services performed. If the personnel of the firm including the Principal Engineer perform routine services that should normally be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the work performed.

Grade Classification of Employee	Hourly Rate
Principal Engineer	_____
Resident Engineer	_____
Chief of Party	_____
Instrument Man	_____
Redmen	_____
Inspectors	_____

The hourly rates itemized above shall be effective the date the parties, herunto entering this AGREEMENT, have affixed their hands and seals and shall remain in effect until \_\_\_\_\_. In event the services of the ENGINEER extend beyond \_\_\_\_\_, the hourly rates will be adjusted yearly by addendum to this AGREEMENT to compensate for increases or decreases in the salary structure of the ENGINEER that are in effect at that time.

3. That payments due the ENGINEER for services rendered pursuant to this AGREEMENT will be made as soon as practicable after the services have been performed, in accordance with the following schedule:
  - a. Upon completion of detailed plans, special provisions, proposals and estimate of cost - being the work required by paragraphs 1a through 1g under THE ENGINEER AGREES - to the satisfaction of the LA and their approval by the DEPARTMENT, ~~90~~ 100 percent of the total fee based on the above fee schedule and the approved estimate of cost.
  - b. Upon award of the contract for the improvement by the LA and its approval by the DEPARTMENT, 100 percent of the total fee (excluding any fees paragraphs 1j and 1k of the ENGINEER AGREES), based on the above fee schedule and the awarded contract cost, less any previous payment.
  - c. Upon completion of the construction of the improvement, ~~90~~ 100 percent of the fee due for services stipulated in paragraphs 1j and 1k.
  - d. Upon completion of all final reports required by the LA and the DEPARTMENT and acceptance of the improvement by the DEPARTMENT, 100 percent of the total fees due under this AGREEMENT, less any amounts previously paid.

By mutual agreement, partial payments, not to exceed 90 percent of the amount earned, may be made from time to time as the work progresses.

4. That should the improvements be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a and 1g, and prior to the completion of such services the LA shall reimburse the ENGINEER for his actual costs plus 190 percent incurred up to the time he is notified in writing of such abandonment "actual cost" being defined as material costs plus actual payrolls, ~~insurance, social security and retirement deductions~~. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at his actual cost.
5. That should the LA require changes in any of the detailed plans, specifications or estimates (except for those required pursuant to paragraph 4 of THE ENGINEER AGREES) after they have been approved by the DEPARTMENT, the LA will pay the ENGINEER for such changes on the basis of actual cost plus 190 percent to cover profit, overhead and readiness to serve - "actual cost" being defined as in paragraph 4 above. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of his responsibility to prepare a complete and adequate set of plans.
6. That should the LA extend completion of the improvement beyond the time limit given in the contract, the LA will pay the ENGINEER, in addition to the fees provided herein, his actual cost incurred beyond such time limit - "actual cost" being defined as in paragraph 4 above.

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**It is Mutually Agreed,**

1. That any difference between the ENGINEER and the LA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER one member appointed by the LA and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
2. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at his last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all drawings, specifications, partial and completed estimates and data if any from traffic studies and soil survey and subsurface investigations with the understanding that all such material becomes the property of the LA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 4 of THE LA AGREES.
3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LA and their approval by the DEPARTMENT, the LA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under the AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LA and the DEPARTMENT.
4. That the ENGINEER warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty the LA shall have the right to annul this contract without liability.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed in quadruplicate counterparts, each of which shall be considered as an original by their duly authorized offices.

Executed by the LA:

City of Columbia of the  
(Municipality/Township/County)

ATTEST:

State of Illinois, acting by and through its

By [Signature] City Clerk  
(Seal)

By [Signature]  
Title: Mayor

Executed by the ENGINEER:

Oates Associates, Inc.

100 Lanter Court, Suite 1

Collinsville, IL 62234

ATTEST:  
By [Signature]  
Joseph G. Hagerty  
Title: Vice President

[Signature]  
David M. Oates  
Title: President

<b>Approved</b> -
_____
Date
Department of Transportation
_____
Regional Engineer





Illinois Department of Transportation

PAYROLL ESCALATION TABLE  
FIXED RAISES  
NEW FORMULA

FIRM NAME OATES ASSOCIATES, INC.  
PRIME/SUPPLEMENT

DATE 04/14/09  
PTB NO. 29017

CONTRACT TERM 7 MONTHS  
DESIGN START DATE 5/1/2009  
NEXT RAISE DATE 7/1/2009  
DESIGN COMPLETION DATE 11/29/09

OVERHEAD RATE 153.65%  
COMPLEXITY FACTOR 0.000  
% OF RAISE 4.00%

0.00  
0.035  
0.07

ESCALATION PER YEAR

5/1/2009 - 7/1/2009	7/1/2009 - 11/29/2009		
2	5		
7	7		

28.57%

71.43%

102.8571%

The total escalation for this project would be: **2.86%**



**Illinois Department  
of Transportation**

**PAYROLL RATES**

FIRM NAME OATES ASSOCIATES, INC. DATE 04/14/09  
PRIME/SUPPLEMENT \_\_\_\_\_  
PTB NO. 29017

ESCALATION FACTOR 2.86%

CLASSIFICATION	CURRENT RATE	ESCALATED RATE
PRINCIPAL	64.18	66.01
SENIOR ENGINEER II	50.24	51.68
SENIOR ENGINEER I	43.91	45.16
ENGINEER III	40.29	41.44
ENGINEER II	36.41	37.45
ENGINEER I	31.25	32.14
DESIGNER	41.83	43.03
JUNIOR ENGINEER	26.58	27.34
TECHNICIAN III	35.58	36.59
TECHNICIAN II	28.77	29.59
TECHNICIAN I	22.84	23.49
TECHNICIAN INTERN	15.00	15.43



**Illinois Department of Transportation**

**COST ESTIMATE OF CONSULTANT SERVICES**  
(Cost Plus Fixed Fee)

Firm OATES ASSOCIATES, INC.  
 Route \_\_\_\_\_  
 Section Palmer Road Resurfacing  
 County Columbia, IL  
 Job No. Monroe  
 PTB & Item 29017

DATE: 04/14/09

Overhead Rate: 153.65%

Complexity Factor: 0.000

DBE DROP BOX	ITEM	Person Hours (A)	Payroll (B)	Overhead & Fringe Benefits (C)	In-House Direct Costs (D)	Fixed Fee 14.5%(B+C) (E)	Outside Direct Costs (F)	Services By Others (G)	DBE Total (B+C+D+E+F+G)	Total (B+C+D+E+F+G)	% of Grand Total
	1.0 Field Survey	90	\$2,929.50	\$4,501.18		\$1,077.45				\$8,508.13	21.34
	2.0 Project Development Report	120	\$3,904.80	\$5,999.73		\$1,436.16				\$11,340.69	28.44
	3.0 Construction Documents	140	\$4,405.80	\$6,769.51		\$1,620.42	\$440.00			\$13,235.73	33.19
	4.0 Correspondence/ Management	29	\$1,113.60	\$1,711.05		\$409.57				\$3,234.22	8.11
	5.0 Construction Phase Services	35	\$1,225.00	\$1,882.21		\$450.55				\$3,557.76	8.92
	Subconsultant DL Fixed Fee										
	<b>TOTALS</b>	414	\$13,578.70	\$20,863.68		\$4,994.15	\$440.00			\$39,876.53	100.00



**Illinois Department of Transportation**

**Average Hourly Project Rates**

Route 0  
 Section Palmer Road Resurfacing  
 County Columbia, IL  
 Job No. Monroe  
 PTB & Item 29017

Consultant OATES ASSOCIATES, INC.

Date 04/14/09

Sheet 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			Field Survey			Project Development Report			Construction Documents		
		HOURS	% PART	WGTD RATE	HOURS	% PART	WGTD RATE	HOURS	% PART	WGTD RATE	HOURS	% PART	WGTD RATE
PRINCIPAL	66.01	17.00	4.11	2.71	5	5.56	3.67	7	5.83	3.85	4	2.86	1.89
SENIOR ENGINEER II	51.68	0.00	0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00	0.00
SENIOR ENGINEER I	45.16	0.00	0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00	0.00
ENGINEER III	41.44	111.00	26.81	11.11	17	18.89	7.83	25	20.83	8.63	30	21.43	8.88
ENGINEER II	37.45	0.00	0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00	0.00
ENGINEER I	32.14	0.00	0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00	0.00
DESIGNER	43.03	0.00	0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00	0.00
JUNIOR ENGINEER	27.34	270.00	65.22	17.83	52	57.78	15.80	88	73.33	20.05	106	75.71	20.70
TECHNICIAN III	36.59	0.00	0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00	0.00
TECHNICIAN II	29.59	16.00	3.86	1.14	16	17.78	5.26	0	0.00	0.00	0	0.00	0.00
TECHNICIAN I	23.49	0.00	0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00	0.00
TECHNICIAN INTERN	15.43	0.00	0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00	0.00
TOTALS		414	100	\$32.80	90	100	\$32.55	120	100	\$32.54	140	100	\$31.47



**Illinois Department of Transportation**

**Average Hourly Project Rates**

Route 0  
 Section Palmer Road Resurfacing  
 County Columbia, IL  
 Job No. Monroe  
 PTB & Item 29017

Consultant OATES ASSOCIATES, INC.

Date 04/14/09

Sheet 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Correspondence/ Management			Construction Phase Services			#REF!		
		HOURS	% PART	WGTD RATE	HOURS	% PART	WGTD RATE	HOURS	% PART	WGTD RATE
PRINCIPAL	66.01	1	3.45	2.28	0	0.00	0.00			
SENIOR ENGINEER II	51.68	0	0.00	0.00	0	0.00	0.00			
SENIOR ENGINEER I	45.16	0	0.00	0.00	0	0.00	0.00			
ENGINEER III	41.44	20	68.97	28.58	19	54.29	22.50			
ENGINEER II	37.45	0	0.00	0.00	0	0.00	0.00			
ENGINEER I	32.14	0	0.00	0.00	0	0.00	0.00			
DESIGNER	43.03	0	0.00	0.00	0	0.00	0.00			
JUNIOR ENGINEER	27.34	8	27.59	7.54	16	45.71	12.50			
TECHNICIAN III	36.59	0	0.00	0.00	0	0.00	0.00			
TECHNICIAN II	29.59	0	0.00	0.00	0	0.00	0.00			
TECHNICIAN I	23.49	0	0.00	0.00	0	0.00	0.00			
TECHNICIAN INTERN	15.43	0	0.00	0.00	0	0.00	0.00			
TOTALS		29	100	\$38.40	35	100	\$35.00	0	0	\$0.00

EXHIBIT D

**ESTIMATE OF PERSON HOURS**

FIRM: OATES ASSOCIATES, INC.  
 ROUTE: \_\_\_\_\_  
 PROJECT: Palmer Road Resurfacing  
 SECTION: Columbia, IL  
 COUNTY: Monroe  
 JOB NO.: 29017

Date: 04/14/09

TASK	PRIN. ENGR.	ENGR. III	JR. ENGR. I	TECH. II	TOTAL
<b>SUMMARY OF PERSONHOURS</b>					
1.0 Field Survey	5	17	52	16	90
2.0 Project Development Report	7	25	88		120
3.0 Construction Documents	4	30	106		140
4.0 Correspondence/ Management	1	20	8		29
5.0 Construction Phase Services		19	16		35
<b>TOTAL</b>	<b>17</b>	<b>111</b>	<b>270</b>	<b>16</b>	<b>414</b>
					<b>414</b>

# ESTIMATE OF PERSON HOURS

FIRM: OATES ASSOCIATES, INC.  
 ROUTE: Palmer Road Resurfacing  
 PROJECT: Palmer Road Resurfacing  
 CITY: Columbia, IL  
 COUNTY: Monroe  
 JOB NO.: 29017

04/14/08

TASK	PRIN. ENGR.	ENGR. III	JR. ENGR.	TECH. II	TOTAL	SCOPE OF WORK
<b>1 Field Survey</b>	8	17	52	16	90	Prepare plans on aerial maps.
1.1 Start-Up Meeting	2	2	2		6	In house start-up meeting with design team.
1.2 Site Visit		5	8		11	
1.3 Aerial Photography		2	8		10	Aerial Photo from Google Earth. Insert into AutoCAD as basemap. According to BLR Manual, Section 33-4.01, cores are required to verify base type/ thickness (5-total).
1.4 Pavement Cores			8	8	16	Determine pavement patch limits and pavement showing limits in the field. Using GPS, survey EOP and CL every 100' for reference when tracing the aerial.
1.5 Field Survey	2	4	8	8	22	Insert patch and showing limits into AutoCAD drawing. Trace aerial photo to depict centerline and paving limits.
1.6 Office Survey	1	4	16		21	Call in locate and stake locate limits in field.
1.7 JULIE Locate			4		4	Prepare LAPP report.
<b>2 Project Development Report</b>	7	28	88		120	Assume no geometric upgrades.
2.1 LAPP Report	1	2	8		11	
2.2 Location Map		1	4		5	
2.3 Vicinity Map		1	4		5	
2.4 Scope of Work	1	2	4		7	Describe project improvements in report.
2.5 Plan Sheet Exhibits	2	6	24		32	Assume 4 sheets at 8 hrs/ each.
2.6 Intersection Details						
2.7 Typical Sections	2	4	16		22	Assume 4 sections (existing and proposed) at 4 hrs/ each.
2.8 Crash Data Analysis	1	5	16		22	Review crash spot maps, crash summary reports & wet weather cluster sites. Describe patterns in report.
2.9 Environmental Survey						Review historical records for special waste according to IDOT procedures.
2.10 Coordination Meeting		2	4		10	
<b>3 Construction Documents</b>	4	30	106		140	Attend one bi-monthly coordination meeting and prepare minutes.
3.1 Cover Sheet		2	8		10	Prepare PS&E for State letting.
3.2 General Notes		2	8		10	Index of Sheets, Highway Standards, Location Map, Title Block.
3.3 Typical Sections		2	8		10	
3.4 Plan Sheets		2	8		10	Refine Typical in 2.8 with thicknesses and callouts at 2 hrs/ each.
3.5 Construction Details	1	4	16		21	Refine plan sheets in 2.5 with callouts at 4 hrs/ each.
3.6 Intersection Details		2	8		10	Use Highway Standards and develop butt joint/ curb transition details. None anticipated or included.
3.7 Quantities and Schedules	1	6	28		35	Approximately 20 pay items at 1 hr/ each + Schedule (8-hrs).
3.8 Cost Estimate		4	8		12	Estimate of Cost and Estimate of Time (4 hrs/ each).
3.9 Special Provisions	1	4	12		17	Prepare Special Provisions (8-hrs) & BDE/LRS checksheets (4-hrs).
3.10 Submittal	1	4	12		17	Print/ submit to IDOT (4-hrs) Respond to IDOT comments (8-hrs)
<b>4 Correspondence/ Management</b>	1	20	8		29	Assume 6-months of design.
4.1 Scoping/ Programming		3			3	Attend start-up meeting with City.
4.2 Utility Correspondence	1	2	8		11	Utility Correspondence Letters (8-hrs).
4.3 Time Approval/ Manpower		3			3	3.0.5 hr/ mo for 6 months.
4.4 Budget Review/ Invoicing		3			3	3.0.5 hr/ mo for 6 months.
4.5 General Correspondence		9			9	9 Letters, emails, telephone logs. 1.5 hr/ mo for 6 months.
<b>5 Construction Phase Services</b>	19		16		35	Assume City will provide a Resident Engineer.
5.1 Preconstruction Meeting	2				2	Attend meeting
5.2 Construction Layout	1		4		5	Assist in marking out pavement patch/ pavement showing limits. None anticipated or included.
5.3 Construction Staking						Three, 1/2 days for performing nuclear density tests for asphalt pavement density.
5.4 Construction Testing	4		12		16	As requested, help answer construction questions (assume 2-hrs/ wk for 6-weeks).
5.5 General Correspondence		12			12	

# SUMMARY OF DIRECT COSTS

**FIRM:** OATES ASSOCIATES, INC.  
**ROUTE:** 0  
**PROJECT:** Palmer Road Resurfacing  
**SECTION:** DD Road to IL-3  
**COUNTY:** Monroe  
**JOB NO.:** 29017

**DATE:** 04/14/09

Item	Rate	Unit	Quantity	Cost
Utility Coordination Plan Printing (full-size)	\$ 0.54	page	100	\$ 54.00
Pre-Final Plan Printing (full-size)	\$ 0.54	page	200	\$ 108.00
Final Plan Printing (full-size)	\$ 0.54	page	200	\$ 108.00
Coring Machine Rental Fee (RSC)	\$ 170.00	day	1	\$ 170.00

**TOTAL DIRECT COSTS** \$440.00



# PROJECT SCHEDULE

Firm OATES ASSOCIATES, INC.  
 Route 0  
 Section Palmer Road Resurfacing  
 County Columbia, IL  
 Job No. Monroe  
 PTB & Item 29017

TASK	(mos)	2009												2010											
		Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug					
Field Survey	(1)																								
Project Development Report	(1)																								
Construction Documents	(1)																								
Correspondence/ Management	(0)																								
Construction Phase Services	(0)																								
		Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug					

ANTICIPATED AUTHORIZATION - May 2009  
 LAPP REPORT SUBMITTAL - June 2009  
 PRE-FINAL PLAN SUBMITTAL - August 2009  
 FINAL PLAN SUBMITTAL- November 2009  
 IDOT CONSTRUCTION LETTING - March 2010