



Agreement Type  
Original

LOCAL PUBLIC AGENCY

Local Public Agency		County	Section Number	Job Number
County of McHenry		McHenry	24-00581-00-SP	N/A
Project Number	Contact Name	Phone Number	Email	
N/A	Joyce DeLong	815-482-0358	JJDeLong@mchenrycountyl.gov	

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Spring Grove Road	FAU 0157	0.5 mile	NA
Location Termini			
at TR 63 (Miller Road)			
Project Description			
Intersection improvement including construction of a modern roundabout and associated roadway work in unincorporated McHenry County.			

Engineering/Right-of-Way Services Funding  Local

Anticipated Construction Funding  Federal  MFT/TBP  State  Other

AGREEMENT FOR

Phase I - Preliminary Eng  Phase II - Design Eng  Phase III - Construction Eng  Right-of-Way Services

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
HDR Engineering, Inc.	Jeffrey Young	(773) 380-7943	Jeffrey.Young@hdrinc.com
Address	City	State	Zip Code
9450 W. Bryn Mawr, Suite 400	Rosemont	IL	60018

THIS AGREEMENT is made between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above roadway section. Local funding allotted to the LPA will be used entirely to finance ENGINEERING SERVICES (as defined in Exhibit A) for the PROJECT (as defined in the above Project Description).

Since the services contemplated under THIS AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into THIS AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Resident Construction Supervisor Authorized representative of the LPA in immediate charge of the engineering details of the construction of the PROJECT.

In Responsible Charge Contractor A full time LPA employee authorized to administer inherently governmental PROJECT activities, Company or Companies to which the construction contract was awarded.

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof THIS AGREEMENT:

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant Services (CECS) Worksheets (BLR 05513 or BLR 05514)
- EXHIBIT E: Workhour Summary
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**I. THE ENGINEER AGREES,**

1. To perform or be responsible for the performance of the Scope of Services presented in Exhibit A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services 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.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA:
  - (a) For Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in THIS AGREEMENT or any subsequent Amendment or Supplement.
  - (b) For Construction Engineering: The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the LPA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work to date. Such invoices shall represent the value, to the LPA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
7. 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 US Department of Transportation (US DOT) assisted contract. 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 LPA deems appropriate.
8. 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 LPA. 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.
9. For Preliminary Engineering Contracts:
  - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA, as defined in Exhibit A (Scope of Services).
  - (b) That all plans and other documents furnished by the ENGINEER pursuant to THIS AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. 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 Department of Transportation, hereinafter called the "DEPARTMENT".
  - (c) That the ENGINEER is qualified technically and is thoroughly 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 in Exhibit A (Scope of Services).
10. For Construction Engineering Contracts:
  - (a) For Quality Assurance services, provide personnel who have completed the appropriate DEPARTMENT's Bureau of Materials QC/QA trained technical classes.
  - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the DEPARTMENT's Bureau of Materials "Manual of Test Procedures for Materials," submit DEPARTMENT's Bureau of Materials inspection reports; and verify compliance with contract specifications.
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with THIS AGREEMENT (See DIRECT COSTS tab in BLR 05513 or BLR 05514).

**II. THE LPA AGREES,**

1. To certify by execution of THIS AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications and project information.
3. For Construction Engineering Contracts:
  - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
  - (b) To prepare and approve forms BC 775 and BC 776 as necessary.
4. To pay the ENGINEER:
  - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, 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 LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA, a sum of money equal to the basic fee as determined in THIS AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
  - (c) For Non-Federal County Projects - (605 ILCS 5/5-409)
    - (1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, 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 in all previous partial payments made to the ENGINEER.
    - (2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA (and STATE as required), a sum of money equal to the basic fee as determined in THIS AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
5. To pay the ENGINEER as compensation for all services rendered in accordance with THIS AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation

Percent

Lump Sum

Specific Rate

Cost plus Fixed Fee:      **Fixed**

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = ( 0.33 + R ) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

**Field Office Overhead Rates:** Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.

6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US 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 US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US 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 LPA 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 (31 U.S.C 3801 et seq.).

**III. IT IS MUTUALLY AGREED,**

1. No work shall be commenced by the ENGINEER prior to issuance by the LPA of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, 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 LPA or its

authorized representative, 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 LPA for the recovery of any funds paid by the LPA under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.

3. 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 LPA and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy. The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
4. THIS AGREEMENT may be terminated by the LPA 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 LPA 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 materials become the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of THIS AGREEMENT up to the date of the written notice of termination.
5. The LPA may suspend work on the project. If THIS AGREEMENT is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of THIS AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. THIS AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under THIS AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. The ENGINEER and LPA certify that their respective firm or agency:
  - (a) has not 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 the LPA or the ENGINEER) to solicit or secure THIS AGREEMENT,
  - (b) has not 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 THIS AGREEMENT or
  - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out THIS AGREEMENT.
  - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
  - (e) has not within a three-year period preceding THIS 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 indicated 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) has not within a three-year period preceding THIS AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.
8. Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to THIS AGREEMENT.
9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of THIS AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, as defined in Exhibit B, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. The LPA elects to enforce the certification and requirements of the Drug Free Workplace Act (30 ILCS 580) in THIS AGREEMENT, as modified herein. 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 LPA 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 LPA for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or those 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 contract or grant of \$5,000 or more from the LPA.

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 to maintain 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) 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.
- (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.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER and the LPA agree to meet the PROJECT SCHEDULE. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
12. For Preliminary Engineering Contracts:
- (a) That tracing, 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 LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with THIS AGREEMENT shall be made available upon request to the LPA without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
  - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the DEPARTMENT's current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the LPA, it being understood that all such furnished documents shall be approved by the LPA 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.

For Construction Engineering Contracts:

- (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
- (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provide 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.



AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The **County** of **McHenry**

By (Signature & Date)  
[Signature & Date Box]

By (Signature & Date)  
[Signature & Date Box]

**County of McHenry** **County Clerk**

**County Board Chairman**

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name  
Attest: **HDR Engineering, Inc.**

By (Signature & Date)  
[Signature & Date Box]

By (Signature & Date)  
[Signature & Date Box]

Title  
**Vice President**

Title  
**IL-IN Accounting Lead**

Local Public Agency

Prime Consultant (Firm) Name

County

Section Number

County of McHenry

HDR Engineering, Inc.

McHenry

24-00581-00-SP

**EXHIBIT A  
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below:

See attached.

Route	Spring Grove Road and Miller Road
Local Agency	County of McHenry
Section	24-00581-00-SP
Type of Funding	Local

**PHASE II ENGINEERING FOR IMPROVEMENTS  
AT THE INTERSECTION OF SPRING GROVE ROAD AND MILLER ROAD**

**McHENRY COUNTY DIVISION OF TRANSPORTATION**

**EXHIBIT A - SCOPE OF SERVICES**

The McHenry County Division of Transportation, hereafter referred to as Local Public Agency (**LPA**), has initiated a project requiring professional engineering services by HDR, Inc. (**ENGINEER**) for Phase II - Design Engineering of the subject project.

**UNDERSTANDING OF THE PROJECT**

**Project Scope and Limits.** The scope of services includes the construction of a modern roundabout and associated work at the intersection of Spring Grove Road and Miller Road in unincorporated McHenry County, Illinois. The improvement limits along Spring Grove Road and Miller Road are approximately 1,000 feet and 1,300 feet, respectively, for a total project length of 2,300 feet (0.4 miles).

**Schedule.** Phase II design is anticipated to begin in May 2026 and be completed for submission to the Illinois Department of Transportation (**DEPARTMENT**) to be eligible for the November 2027 letting.

**Submittals.** All project submittals shall be submitted to the **LPA** for review and comment prior to being submitted to the **DEPARTMENT** and other agencies. The **LPA** may elect to perform concurrent reviews for pre-final and final submittals if previous comments are addressed to **LPA's** satisfaction. An electronic copy of all deliverables shall be provided to the **LPA**. The **ENGINEER** shall copy the **LPA** on all submittals to the **DEPARTMENT** and other agencies. All digital and printed public-facing materials and engagement events produced for this project must meet the requirements of Title II of the Americans with Disabilities Act and the Web Content Accessibility Guide (WCAG) 2.1, Level AA.

**Collaboration.** Microsoft Teams should be the primary means of electronic communication with the **LPA**. The **LPA** will host the team and setup various channels to organize project discussions. The **LPA** will provide the **ENGINEER** a file transfer location on Bentley ProjectWise to exchange data.

**Correspondence.** The **ENGINEER** shall maintain for a minimum of three (3) years after acceptance of Affidavit of Completion and the last action on the contract all project correspondence to the **LPA** and other outside agencies.

**Subconsultants.** The following subconsultants are anticipated to be used for the following services:

- Accurate Group
  - Task 2 – Utility Coordination
  - Task 13 – Project Administration and Management
  - Task 14 – Quality Assurance/Quality Control
- Ames
  - Task 2 – Utility Coordination
  - Task 5 – Roadway Plans
  - Task 6 – Specifications and Special Provisions
  - Task 7 – Construction Estimate of Cost and Estimate of Time
  - Task 10 – Phase III Activities
  - Task 13 – Project Administration and Management
  - Task 14 – Quality Assurance/Quality Control

- Gewalt Hamilton
  - Task 1 – Supplemental Surveys and Right-of-Way
  - Task 11 – Plat of Highways
  - Task 13 – Project Administration and Management
  - Task 14 – Quality Assurance/Quality Control
- MSA
  - Task 4 – Roadway Plans
  - Task 13 – Project Administration and Management
  - Task 14 – Quality Assurance/Quality Control

**Summary.** The *Scope of Services* for Phase II engineering involves the preparation of contract plans and documents to be let for construction by the **DEPARTMENT**. Included in this scope are the following tasks:

1. Supplemental Surveys and Right-of-Way
2. Utility Coordination
3. Special Waste Evaluation
4. Lighting Design
5. Roadway Plans
6. Quantity Calculations
7. Specifications and Special Provisions
8. Construction Estimate of Cost and Estimate of Time
9. PS&E Submittals
10. Permitting and Environmental Coordination
11. Phase III Activities
12. Plat of Highways
13. Meetings and Coordination
14. Project Administration and Management
15. Quality Assurance/Quality Control

### **TASK 1 – SUPPLEMENTAL SURVEYS AND RIGHT-OF-WAY**

**Horizontal and Vertical Control.** Re-establish vertical and horizontal control points for supplemental surveys and for reference on Alignment, Ties and Benchmark sheet. Relocation of utilities will be considered when re-establishing control points for use during construction.

**Supplemental Topographic Survey.** A limited topographic survey may be required if site conditions have changed from Phase I. The supplemental survey data will be downloaded and reviewed for completeness. The existing condition base drawings and digital terrain model will be revised.

**Right-of-Way.** Stake right-of-way per approved plats. Existing right-of-way may need to be re-established in areas where there are temporary easements and no proposed right-of-way.

**Plat of Resolution.** Not applicable.

### **TASK 2 – UTILITY COORDINATION**

**Subsurface Utility Engineering (SUE).** Quality Level A (QLA) services in accordance with ASCE 38-22 will be provided for this contract. QLA test holes will be located at the existing gas line locations.

**Utility Base Mapping.** Once utility location data is collected, sheets using OpenRoads Designer (2024) and a Google Earth (.kmz) file will be created to identify the location of all utilities.

**Conflict Identification.** Contact JULIE to assess whether utilities have changed since Phase I. Prepare an exhibit showing the location of potential conflicts (based on best available information provided by local agencies and utility companies during Phase I), plot existing utilities in cross sections, summarize in a spreadsheet, prepare a photo log of the utilities, and submit with a **LPA** template cover letter to utility companies.

**Relocation Assistance.** Coordinate with local agencies and utility companies for resolution of conflicts through project completion. Local agencies and utility companies will be responsible for developing their own relocation plans. Review utility relocation plans and permits for compatibility with proposed improvement. Permit authorization will come from **LPA**. Show proposed utilities on plans and cross sections. Preliminary, pre-final, and final plans will be sent to the utility companies.

### **TASK 3 – SPECIAL WASTE EVALUATION**

**PESA Update.** A database search will be required to check for contamination since the Preliminary Environmental Site Assessment (PESA) was performed during the Phase I. This will be summarized in an addendum to the Phase I PESA.

**Traffic Control.** Not applicable.

**LPC 662.** An LPC-662 form will be prepared and will include a project area map of regulated substance and clean zones. The database search and soil sampling results will be attached for documentation.

**PSI Report.** A Preliminary Site Investigation (PSI) is not required based on the findings of the PESA performed during Phase I.

### **TASK 4 – ROADWAY PLANS**

The roadway plans will be developed and included in the submittals outlined in Task 8. The roadway plans will be prepared under the supervision of a Professional Engineer and will consist of the following drawings. See workhour summary for additional information.

- Cover Sheet
- Index of Sheets, Highway Standards and Commitments
- General Notes
- Summary of Quantities
- Schedule of Quantities
- Typical Sections
- Alignment, Ties and Benchmarks
- Removal Plan
- Plan & Profile
- Drainage and Utility Plan and Profile
- Detour Plan and Notes
- Stormwater Pollution Prevention Plan and Notes
- Soil Erosion and Sediment Control Plan and Details
- Plat of Highways
- Pavement Marking and Signing Plans

- Drainage Facilities Grading Plan
- Intersection Grading Plan
- Landscaping Plan
- Lighting Plan
- Detail Sheets
- District One Details
- Cross Sections – Roadway every 50 feet, and half cross sections at field entrances, and driveways

**Lighting Design.** Provide intersection lighting plans for the proposed construction of a roundabout at Spring Grove Road and Miller Road which will consist of a four-leg intersection for the following submittals: preliminary, pre-final, and final plans. The work will include the following items:

- Photometric Calculations
- Voltage Drop Calculations
- Coordination with ComEd
- Meetings with **LPA** and **DEPARTMENT**

**Pavement Design.** Develop a pavement design for full-depth HMA pavement in accordance with **DEPARTMENT**/BLRS procedures.

**Transportation Management Plan.** Complete **DEPARTMENT** form D1 OP0042 and attachments.

#### **TASK 5 – QUANTITY CALCULATIONS**

Quantity calculations will be prepared and included in the submittals outlined in Task 8. Calculations shall be independently reviewed and understandable. The computed quantities will serve as the basis for the Summary of Quantities plan sheets and the **ENGINEER's** Estimate of Cost. Final calculations will be printed and organized in a binder for **LPA** reference.

- Earthwork computations, pavement computations and other quantity calculations will conform to the requirements of Section 11-5 of the *BLRS Manual* and *Chapter 64* of the **DEPARTMENT Bureau of Design and Environment (BDE) Manual**.
- The *Standard Specifications for Road and Bridge Construction*, *Supplemental Specifications* and the *Recurring Special Provisions* will be cross checked to ensure that the appropriate pay items, methods of measurement and basis of payment are used. For each quantity, the IDOT coded pay item number will be used. These coded pay items will be determined from the *IDOT Coded Pay Items* on the **DEPARTMENT** website.

#### **TASK 6 – SPECIFICATIONS AND SPECIAL PROVISIONS**

The specifications and special provisions will be developed and included in the submittals outlined in Task 8.

- The *IDOT Standard Specifications* and *Supplemental Specifications* are included by reference in the first paragraph of the project *Special Provisions*. Applicable *IDOT Recurring Special*

*Provisions and Recurring Local Roads and Streets Special Provisions* will be included by reference by use of **DEPARTMENT** check sheets.

- Where a project item contains work, material, unique sequence of operations or any other requirements that are not included in the *Standard Specifications, Supplemental Specifications, Recurring Special Provisions, BDE Special Provisions or MCDOT Special Provisions*, a project specific Special Provision will be written. These Special Provisions will conform to the requirements of Section 11-3 of the *BLRS Manual* and *Chapter 66* of the *BDE Manual*.

## **TASK 7 – CONSTRUCTION ESTIMATE OF COST AND ESTIMATE OF TIME**

**Estimate of Cost.** Utilizing the pay items and quantities, the Estimate of Cost will be generated. Itemized costs will be determined using available guides and bid tabulations from similar projects. In addition, the pay item reports with awarded prices from the **DEPARTMENT's** website will be used to approximate current unit costs. BDE Form 213 will be used to prepare the cost estimate. A detailed breakdown of lump sum costs will be provided.

**Schedule.** Prepare a bar schedule of the anticipated construction timeline.

**Estimate of Time.** BDE Form 220A will be used to prepare the estimate of time. Itemized production rates will be determined using established guideline shown in the Chapter 66 of the *BDE Manual*.

## **TASK 8 – PS&E SUBMITTALS**

The services under this task include time associated with preparing plot files, coordination of printing and distribution of plans. Submittals will be prepared and assembled in accordance with **DEPARTMENT/BLRS Phase 2 Plans and Specifications Guidelines**. The final number of copies will be as directed by the **DEPARTMENT**.

**Preliminary.** This submittal will be considered 85% complete and will include plans, specifications, cost estimate, estimate of time, and quantity calculations. PDF's of these documents will be submitted to the **LPA**, local agencies, and utility companies.

**Pre-final.** This submittal will be considered 95% complete and will include plans, specifications, cost estimate, estimate of time, and quantity calculations. PDFs of these documents will be submitted to the **LPA, DEPARTMENT**, local agencies, permitting agencies and utility companies.

**Final.** This submittal will be considered 100% complete and will include plans, specifications, cost estimate, estimate of time, and quantity calculations. These documents will be submitted to the **LPA, DEPARTMENT**, local agencies, permitting agencies and utility companies.

**Central Office.** This is the bid set submittal and will include plans, specifications, cost estimate, estimate of time, and final documents/calculations.

Electronic files including (dgn, pdf, word and excel files) will be included in submittal to **LPA** for the preliminary, pre-final, final and Central Office submittals. The following printed sets are estimated.

<u>Agency</u>	<u>Plans</u>	<u>Documents</u>
<b>LPA</b>	2 copies (11"x17"), 2 copies (22"x34")	4 copies
<b>DEPARTMENT/BLRS</b>	PDF	PDF
Village of Johnsbury	1 copy (11"x17")	1 copy
McHenry Township Road District	1 copy (11"x17")	1 copy
Richmond Township Road District	1 copy (11"x17")	1 copy
MCP&D	2 copies (11"x17")	2 copies
MLSWCD	1 copy (22"x34")	PDF
Utilities	PDF	N/A

**Disposition of Comments.** Each submittal will include a formal disposition of comments that addresses all review comments from the **DEPARTMENT** and the agencies listed above. Dispositions to **LPA** comments will be through Bluebeam.

**Grading Surface Models.** Provide existing surface, proposed subgrade, and final surface digital terrain models for use in preliminary earthwork calculations and construction layout. These surfaces/models will be made available "For Information Only" to be delivered to the Contractor at the **LPA's** discretion. The **ENGINEER** shall not be held liable for the Contractor's usage or reliance on these surfaces upon receipt. Design files and models besides those noted above used to generate the surfaces will not be made available to the Contractor. The signed and sealed plans will be the controlling legal documents and supersede any CADD deliverables.

**TASK 9 – PERMITTING AND ENVIRONMENTAL COORDINATION**

**Wetland.** Assist the **LPA** with the wetland process. Mitigation is expected to be provided by purchasing credits. Credits will be purchased by the **LPA**.

**McHenry County Stormwater Management Permit Application.** Prepare the necessary documentation to submit a permit application to McHenry County Planning and Development (MCP&D) or certified community for the McHenry County Stormwater Management Ordinance. Provide revisions as necessary until permit application has been approved.

**McHenry-Lake County Soil and Water Conservation District (MLSWCD) Review.** Prepare the necessary submittals required for MLSWCD's soil erosion and sediment control review and approval. Review and inspection fees are not required.

**NPDES Permit.** Complete and submit the National Pollutant Discharge Elimination System (NPDES) Permit, Stormwater Pollution Prevention Plan (SWPPP), Notice of Intent (NOI) and Erosion and Sediment Control Plans to IEPA. Complete BDE Forms 2342 and 2342A for inclusion into the Special Provisions. A review fee is not required since the **LPA** is an MS4 community.

**Environmental Survey Request Addendum/Update.** Prepare ESR addendum or request updates from **DEPARTMENT** to ensure environmental clearances are valid.

**TASK 10 – PHASE III ACTIVITIES**

**Request for Information.** Provide direction and clarification on Request for Information (RFI's) from contractor questions during the bidding process and respond to RFI's, which may include plan revisions during construction.

**Shop Drawing Review.** Provide shop drawing review on all items where review is required by the contract specifications and **DEPARTMENT** documentation procedures. Assumed reviews include, but are not limited to, the following: Lighting Reviews

**TASK 11 – PLAT OF HIGHWAYS**

Plat of Highways and legal descriptions will be prepared in accordance with **DEPARTMENT** and **LPA** standards and submitted to the **DEPARTMENT** for approval. Right-of-way acquisition and/or easements will potentially impact the following parcels:

1. 04-36-300-007
2. 04-36-400-009
3. 09-01-100-004
4. 09-01-200-001

**Title Commitments.** Current title commitments will be ordered for the impacted parcels.

**ROW Document Research.** Necessary courthouse research will be performed that will include all the plats, deeds, and right-of-way documents for each parcel within the project limits and adjoining the project.

**Boundary Survey and Analysis.** Perform a boundary survey and analysis to determine property lines and property corners of impacted parcels.

**Legal Descriptions.** Legal descriptions will be prepared for the right-of-way acquisitions and easements, as determined by ownership.

**Plat of Highways.** A plat of highway will be prepared for the right-of-way acquisitions and easements, as determined by ownership.

**Individual Plats.** Prepare individual plat drawings to accompany legal descriptions for each parcel.

**TASK 12 – MEETINGS AND COORDINATION**

**Meetings.** Meetings will serve to discuss and resolve issues in the design engineering process. Agendas and exhibits will be prepared and distributed prior to meetings. Most of these meetings will occur over Microsoft Teams, but some meetings may require to be in person. Property owner meetings will require exhibits to show right-of-way and project impacts. Draft minutes will be prepared and distributed no later than five working days after the meeting. Final minutes will be distributed no later than five working days after the review period. A list of action items will be maintained and updated at each meeting. The following meetings are anticipated:

- One (1) project initiation meeting with the **LPA**
- One (1) project initiation meeting with the **DEPARTMENT**

- One (1) plan-in-hand field meeting with the **LPA**
- One (1) meeting with McHenry County P&D
- One (1) pre-construction meeting with the MLSWCD
- One (1) meeting with IDOT District One Detour Committee
- One (1) pre-construction meeting with the **DEPARTMENT**
- Four (4) property owner meetings. **LPA** to coordinate and attend. **ENGINEER** only to provide exhibits for the meetings.
- Six (6) coordination meetings between **LPA** and **ENGINEER**
- One (1) plan review meeting between **LPA** and **ENGINEER**

### **TASK 13 – PROJECT ADMINISTRATION AND MANAGEMENT**

**Project Setup.** Provide tasks including contract administration, budget control, internal project team meetings, and project close out.

**Monthly Invoices and Progress Reports.** Prepare and submit monthly invoices and progress reports during months when engineering activities occur, and invoices are due. Progress reports are due by the first of the month.

**Project Coordination.** Provide phone and email updates and general project coordination with the **LPA** as necessary to advance the progress of the project.

**Project Website.** Maintenance of the [www.mcdotsafety.com](http://www.mcdotsafety.com) website will be maintained throughout the duration of this contract, estimated to be 24 months. All other website updates and communication messaging for the public will be conducted by the **LPA**.

**Project Schedule Monitoring.** Prepare and monitor a project schedule and update quarterly as tasks or project scheduling change, as well as perform scope of services reviews, resource planning, and internal team coordination. The schedule assumes 20 months for Phase II services and 12 months for Phase III activities.

### **TASK 14 – QUALITY ASSURANCE/QUALITY CONTROL**

- Establish and adhere to an approved project QA/QC plan.
- Submit certification of QA/QC for each submittal attesting the QA/QC plan has been implemented on the contract documents.
- Perform an independent peer review of design quantities and a constructability review of the preliminary, pre-final and final plans and documents.

**EXCLUSIONS TO THE SCOPE OF SERVICES**

The following tasks or items were deemed unnecessary and would be considered as additional services if required:

- Public information meeting or public hearing
- Public notices
- Specialized aesthetic treatments on design features, including but not limited to light poles, signage, and aesthetic hardscape treatments, except as otherwise specified
- Land acquisition services (appraisals, negotiations, closings, and certification) (By ***LPA***)
- Preliminary Site Investigation (PSI)

Local Public Agency

Prime Consultant (Firm) Name

County

Section Number

County of McHenry

HDR Engineering, Inc.

McHenry

24-00581-00-SP

EXHIBIT B  
PROJECT SCHEDULE

See attached.

Route	Spring Grove Road at Miller Road Intersection
Local Agency	McHenry County Division of Transportation
Section Number	24-00581-00-SP
Type of Funding	RTA Sales Tax (Local)

**PHASE II – DESIGN ENGINEERING FOR THE SPRING GROVE ROAD AT MILLER ROAD  
INTERSECTION SAFETY PROJECT**

**McHENRY COUNTY DIVISION OF TRANSPORTATION**

**EXHIBIT B – PROJECT SCHEDULE**

May 2026 - Notice to Proceed

May through November 2026 – 85% Plan Development

May 2026 - IDOT Kickoff Meeting

December 2026 through March 2027 – Pre Final Plan Development

April 2026 through June 2027 – Final Plan Development

November 2027 – IDOT Letting (anticipated)

December 2027 through October 2028 – Phase III Support

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
County of McHenry	HDR Engineering, Inc.	McHenry	24-00581-00-SP

**Exhibit C  
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)

**Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.**

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes due date of submittal 11/22/2023

Method(s) and dates: Posted to County Purchasing Website from 11/02/2023-11/22/2023

5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Project Criteria	Weighting
Technical Approach	20%
Firm Experience	10%
Specialized Expertise	15%
Staff Capabilities	30%
Work Load Capacity	15%
Past Performance	10%

8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Selection committee (titles) for this project

Design Engineer II, Design Engineer IV, Design Manager

Top three consultants ranked for this project in order	
1	HDR Engineering, Inc.
2	Stanley Consultants, Inc.
3	HR Green

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	QBS according to State requirements used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input checked="" type="checkbox"/>	<input type="checkbox"/>



<b>Local Public Agency</b>	<b>County</b>	<b>Section Number</b>
County of McHenry	McHenry	24-00581-00-SP
<b>Prime Consultant (Firm) Name</b>	<b>Prepared By</b>	<b>Date</b>
HDR Engineering, Inc.	Aniko Shuey/Gayle Garcia	3/10/2026
<b>Consultant / Subconsultant Name</b>	<b>Job Number</b>	
HDR Engineering, Inc.	NA	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

**Remarks**

Phase II Design Engineering for an intersection improvement including construction of a modern roundabout and associated roadway work in unincorporated McHenry County at the Spring Grove Road intersection with Miller Road.

**PAYROLL ESCALATION TABLE**

<b>CONTRACT TERM</b>	<b>MONTHS</b>	<b>OVERHEAD RATE</b>
32		161.77%
<b>START DATE</b>	<b>RAISE DATE</b>	<b>COMPLEXITY FACTOR</b>
5/1/2026	1/1/2027	0
		<b>% OF RAISE</b>
		3.00%
<b>END DATE</b>		
12/31/2028		

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	5/1/2026	1/1/2027	8	25.00%
1	1/2/2027	1/1/2028	12	38.63%
2	1/2/2028	1/1/2029	12	39.78%





## Local Public Agency

County of McHenry

## County

McHenry

## Section Number

24-00581-00-SP

## Consultant / Subconsultant Name

HDR Engineering, Inc.

## Job Number

NA

## DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.  
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum	550	\$0.73	\$398.75
Vehicle Owned or Leased (no mileage charge allowed)	\$45.00/half day (4 hours or less) or \$90/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost	1.5	\$30.00	\$45.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)	7	\$50.00	\$350.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)	2	\$15.00	\$30.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Special Waste database research		1	\$800.00	\$800.00
Printing 11x17	Actual Cost	0.9	\$500.00	\$450.00
Printing 22x34	Actual Cost	3	\$400.00	\$1,200.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$3,273.75</b>

Local Public Agency

County of McHenry

County

McHenry

Section Number

24-00581-00-SP

Consultant / Subconsultant Name

HDR Engineering, Inc.

Job Number

NA

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 161.77%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	MANHOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Supplemental Surveys and Right of Way		24	1,211	1,959	400		3,570	0.62%
Utility Coordination		60	3,497	5,657	1,154		10,308	1.79%
Special Waste Evaluation	800	34	2,224	3,598	734		7,356	1.28%
Roadway Plans		1351	65,356	105,726	21,567		192,649	33.44%
Quantity Calculations		95	5,125	8,291	1,691		15,107	2.62%
Specifications and Special Provisions		76	3,928	6,355	1,296		11,579	2.01%
Construction Est of Cost and Est of Time		72	3,765	6,090	1,242		11,097	1.93%
PS&E Submittals		300	16,039	25,946	5,293		47,278	8.21%
Permitting and Env. Coordination		78	4,302	6,959	1,420		12,681	2.20%
PH III Activities	2,000	52	4,068	6,581	1,342		13,991	2.43%
Plat of Highways		26	1,416	2,290	467		4,173	0.72%
Meetings and Coordination	444	173	11,712	18,947	3,865		34,968	6.07%
Project Administration & Management	30	174	12,347	19,973	4,074		36,424	6.32%
QA/QC		240	15,052	24,349	4,967		44,368	7.70%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Accurate Group, Inc			-	-	-	9,316	9,316	1.62%
Ames			-	-	-	30,182	30,182	5.24%
Gewalt Hamilton			-	-	-	69,521	69,521	12.07%
MSA			-	-	-	17,260	17,260	3.00%
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<b>Subconsultant DL</b>					4,207.10		4,207	0.73%
<b>TOTALS</b>	3,274	2755	150,042	242,721	53,719	126,279	576,035	100.00%





**Local Public Agency**  
County of McHenry

**Section Number**  
24-00581-00-SP

**Consultant / Subconsultant Name**  
HDR Engineering, Inc.

**Job Number**  
[ ]

**County**  
McHenry

**AVERAGE HOURLY PROJECT RATES**  
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 3 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES		Meetings and Coordination			Project Administration & Management			QA/QC			[ ]			[ ]			
	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	2	1.16%	1.04	9	5.17%	4.66	4	1.67%	1.50									
Project Manager IV	22	12.72%	11.45	51	29.31%	26.38	8	3.33%	3.00									
Sr. Civil Engineer IV							50	20.83%	18.75									
Sr. Civil Engineer III	48	27.75%	24.16	33	18.97%	16.51	16	6.67%	5.80									
Sr. Civil Engineer II							8	3.33%	2.53									
Sr. Civil Engineer I																		
Civil Engineer III	69	39.88%	23.67	18	10.34%	6.14	68	28.33%	16.81									
Civil Engineer I	32	18.50%	7.39	22	12.64%	5.05	86	35.83%	14.32									
Sr. Environmental Scientist																		
Environmental Scientist I																		
Geologist																		
CADD Technician IV																		
Project Support IV				36	20.69%	11.39												
Project Support I				5	2.87%	0.82												
<b>TOTALS</b>				173.0	100%	\$67.70	174.0	100%	\$70.96	240.0	100%	\$62.72	0.0	0%	\$0.00	0.0	0%	\$0.00



**Local Public Agency** County of McHenry **Section Number** 24-00581-00-SP  
**Prime Consultant (Firm) Name** HDR Engineering, Inc. **Prepared By** Jennifer Tobergte **Date** 2/20/2026  
**Consultant / Subconsultant Name** Accurate Group, Inc. **Job Number**

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

**Remarks**  
 Subsurface Utility Engineering and Surveying of SUE Flags and Test Holes

**PAYROLL ESCALATION TABLE**

**CONTRACT TERM** 32 MONTHS **OVERHEAD RATE** 104.35%  
**START DATE** 5/1/2026 **COMPLEXITY FACTOR** 0  
**RAISE DATE** 2/1/2027 **% OF RAISE** 3.00%  
**END DATE** 12/31/2028

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	5/1/2026	2/1/2027	9	28.13%
1	2/2/2027	2/1/2028	12	38.63%
2	2/2/2028	1/1/2029	11	36.47%





## Local Public Agency

County of McHenry

## County

McHenry

## Section Number

24-00581-00-SP

## Consultant / Subconsultant Name

Accurate Group, Inc.

## Job Number

## DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

## EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum			\$0.00
Vehicle Owned or Leased (no mileage charge allowed)	\$45.00/half day (4 hours or less) or \$90/full day	2.5	\$90.00	\$225.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Locating Test Holes 3.29 - 6.56.0 ft	\$1278.33/each (Unit Cost)	1	\$1,278.33	\$1,278.33
Utility Locating Test Holes 6.57 - 13.12 ft	\$1,783.53/each (Unit Cost)	2	\$1,783.53	\$3,567.06
QA/QC of Locates	\$273.70/each (Unit Cost)	0	\$273.70	\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$5,070.39</b>



**Local Public Agency**

County of McHenry

**County**

McHenry

**Section Number**

24-00581-00-SP

**Consultant / Subconsultant Name**

Accurate Group, Inc.

**Job Number**

**AVERAGE HOURLY PROJECT RATES**  
**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Task 1.1 - Utility Locating			Task 1.1 - Unit Cost (QLA)			Task 1.2 - Utility Base Mapping			Task 1.3 - Coordination			Task 2 - Project Administration		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Project Manager, PE	90.00	2.0	6.90%	6.21												2	100.00%	90.00	
Engineer V	82.57	2.0	6.90%	5.69															
Engineer IV	67.56	12.0	41.38%	27.95				4	28.57%	19.30						6	100.00%	67.56	
Engineer II	44.19	10.0	34.48%	15.24				10	71.43%	31.56									
SUE Field Operations Man	69.93	3.0	10.34%	7.23															
SUE Tech III	37.67	0.0																	
SUE Tech II	27.35	0.0																	
		0.0																	
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<b>TOTALS</b>		29.0	100%	\$62.33	0.0	0.00%	\$0.00	0.0	0%	\$0.00	14.0	100%	\$50.86	6.0	100%	67.56	2.0	100%	\$90.00





<b>Local Public Agency</b> County of McHenry	<b>County</b> McHenry	<b>Section Number</b> 24-00581-00-SP
<b>Prime Consultant (Firm) Name</b> HDR Engineering, Inc.	<b>Prepared By</b> Sandra Guzman	<b>Date</b> 1/26/2026
<b>Consultant / Subconsultant Name</b> AMES Engineering, Inc.	<b>Job Number</b>	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

**Remarks**

Prepare lighting design plans, sheets, and details for the Spring Grove Road at Miller Road roundabout. Other tasks include project administration, meetings, and Phase III coordination that includes shop drawing reviews.

**PAYROLL ESCALATION TABLE**

<b>CONTRACT TERM</b>	32	<b>MONTHS</b>	
<b>START DATE</b>	5/1/2026		<b>OVERHEAD RATE</b> 91.66%
<b>RAISE DATE</b>	1/1/2027		<b>COMPLEXITY FACTOR</b> %
<b>END DATE</b>	12/31/2028		<b>% OF RAISE</b> 3.00%

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	Contract	% of
0	5/1/2026	1/1/2027	8	25.00%	
1	1/2/2027	1/1/2028	12	38.63%	
2	1/2/2028	1/1/2029	12	39.78%	





**Local Public Agency**

County of McHenry

**County**

McHenry

**Section Number**

24-00581-00-SP

**Consultant / Subconsultant Name**

AMES Engineering, Inc.

**Job Number**

**DIRECT COSTS WORKSHEET**

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.  
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum			\$0.00
Vehicle Owned or Leased (no mileage charge allowed)	\$45.00/half day (4 hours or less) or \$90/full day	1	\$90.00	\$90.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$90.00</b>



**Local Public Agency**  
 County of McHenry  
**Consultant / Subconsultant Name**  
 AMES Engineering, Inc.

**County**  
 McHenry

**Section Number**  
 24-00581-00-SP  
**Job Number**

**AVERAGE HOURLY PROJECT RATES**  
**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Lighting			QC/QA			RFI/RFC			Review Shop Drawings			Project Management and Admin.		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Sr. Electrical Engineer	73.32	101.0	52.88%	38.77	58	40.28%	29.53	7	100.00%	73.32	12	75.00%	54.99	16	100.00%	73.32	8	100.00%	73.32
Project Engineer	69.42	90.0	47.12%	32.71	86	59.72%	41.46				4	25.00%	17.35						
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<b>TOTALS</b>		191.0	100%	\$71.48	144.0	100.00%	\$70.99	7.0	100%	\$73.32	16.0	100%	\$72.34	16.0	100%	\$73.32	8.0	100%	\$73.32



<b>Local Public Agency</b>	<b>County</b>	<b>Section Number</b>
County of McHenry	McHenry	24-00581-00-SP
<b>Prime Consultant (Firm) Name</b>	<b>Prepared By</b>	<b>Date</b>
HDR Engineering, Inc.	Lucas Deferville - GHA	3/5/2026
<b>Consultant / Subconsultant Name</b>	<b>Job Number</b>	
Gewalt Hamilton Associates, Inc.	N/A	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

**Remarks**  
 Spring Grove Road at Miller Road Supplemental Survey and Plat of Highway

### PAYROLL ESCALATION TABLE

<b>CONTRACT TERM</b>	<b>MONTHS</b>	<b>OVERHEAD RATE</b>
32		178.85%
<b>START DATE</b>	<b>5/1/2026</b>	<b>COMPLEXITY FACTOR</b>
<b>RAISE DATE</b>	<b>7/1/2026</b>	<b>% OF RAISE</b>
		3.00%
<b>END DATE</b>	<b>12/31/2028</b>	

### ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	5/1/2026	7/1/2026	2	6.25%
1	7/2/2026	7/1/2027	12	38.63%
2	7/2/2027	7/1/2028	12	39.78%
3	7/2/2028	1/1/2029	6	20.49%

**Local Public Agency**

**County**

**Section Number**

County of McHenry

McHenry

24-00581-00-SP

**Consultant / Subconsultant Name**

**Job Number**

Gewalt Hamilton Associates, Inc.

N/A

**PAYROLL RATES**

**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE**

<b>MAXIMUM PAYROLL RATE</b>	<b>90.00</b>
<b>ESCALATION FACTOR</b>	<b>5.15%</b>

**JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.**

<b>CLASSIFICATION</b>	<b>IDOT AVG PAYROLL RATES ON FILE</b>	<b>CALCULATED RATE</b>
Principal	\$88.89	\$90.00
Sr PM II	\$83.53	\$87.83
Sr PM I	\$68.25	\$71.76
PM II	\$66.33	\$69.74
PM I	\$52.18	\$54.87
Engineer VI	\$77.00	\$80.96
Engineer V	\$65.45	\$68.82
Engineer IV	\$52.17	\$54.86
Engineer III	\$41.75	\$43.90
Engineer II	\$40.89	\$42.99
Engineer I	\$37.53	\$39.46
CAD Tech III	\$44.31	\$46.59
CAD Tech II	\$32.40	\$34.07
LS IV	\$53.75	\$56.52
LS III	\$50.38	\$52.97
LS II	\$42.25	\$44.42
LS I	\$31.73	\$33.36
Environmental Resources Specialist IV	\$61.00	\$64.14
Admin II	\$36.00	\$37.85
Admin I	\$28.47	\$29.94

## Local Public Agency

County of McHenry

## County

McHenry

## Section Number

24-00581-00-SP

## Consultant / Subconsultant Name

Gewalt Hamilton Associates, Inc.

## Job Number

N/A

## DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.  
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum			\$0.00
Vehicle Owned or Leased (no mileage charge allowed)	\$45.00/half day (4 hours or less) or \$90/full day	12	\$90.00	\$1,080.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Title Commitments	Actual Cost	4	\$700.00	\$2,800.00
				\$0.00
				\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$3,880.00</b>





**Local Public Agency**

County of McHenry

**County**

McHenry

**Section Number**

24-00581-00-SP

**Consultant / Subconsultant Name**

Gewalt Hamilton Associates, Inc.

**Job Number**

N/A

**AVERAGE HOURLY PROJECT RATES**  
**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Boundary Survey & Analysis			Legal Descriptions			Plat of Highway			Individual Plats			Project Admin			QA/QC					
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg			
Principal	90.00																					
Sr PM II	87.83																					
Sr PM I	71.76																					
PM II	69.74																					
PM I	54.87																					
Engineer VI	80.96																					
Engineer V	68.82																					
Engineer IV	54.86																					
Engineer III	43.90																					
Engineer II	42.99																					
Engineer I	39.46																					
CAD Tech III	46.59																					
CAD Tech II	34.07																					
LS IV	56.52	71	100.00%	56.52	22	73.33%	41.45															
LS III	52.97				8	26.67%	14.13															
LS II	44.42																					
LS I	33.36																					
Environmental Resources Sp	64.14																					
Admin II	37.85																					
Admin I	29.94																					
<b>TOTALS</b>		71.0	100%	\$56.52	30.0	100%	\$55.57	52.0	100%	\$46.59	34.0	100%	\$46.59	23.0	100%	\$56.82	42.0	100%	\$52.57			



<b>Local Public Agency</b> County of McHenry	<b>County</b> McHenry	<b>Section Number</b> 24-00581-00-SP
<b>Prime Consultant (Firm) Name</b> HDR Engineering Inc.	<b>Prepared By</b> Ben Wilkinson	<b>Date</b> 1/27/2026
<b>Consultant / Subconsultant Name</b> MSA Professional Services, Inc.	<b>Job Number</b>	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

**Remarks**  
Review and design support for the roundabout at the Spring Grove Road and Miller Road intersection. Tasks include review of the traffic control plan, roadway plan and profile, detail sheets, intersection grading plan, and lighting plans as well as general project coordination, administration, and meetings.

**PAYROLL ESCALATION TABLE**

<b>CONTRACT TERM</b>	32	<b>MONTHS</b>	
<b>START DATE</b>	5/1/2026	<b>OVERHEAD RATE</b>	172.48%
<b>RAISE DATE</b>	1/1/2027	<b>COMPLEXITY FACTOR</b>	0
<b>END DATE</b>	12/31/2028	<b>% OF RAISE</b>	3.00%

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	Contract	% of
0	5/1/2026	1/1/2027	8	25.00%	
1	1/2/2027	1/1/2028	12	38.63%	
2	1/2/2028	1/1/2029	12	39.78%	



**Local Public Agency**

County of McHenry

**County**

McHenry

**Section Number**

24-00581-00-SP

**Consultant / Subconsultant Name**

MSA Professional Services, Inc.

**Job Number****DIRECT COSTS WORKSHEET**

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.  
 EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum	368	\$0.73	\$266.80
<b>TOTAL DIRECT COSTS:</b>				<b>\$266.80</b>







	HDR	Accurate Group	Ames	GHA	MSA	Total by Task
<b>Task 01 Supplemental Surveys and ROW</b>	<u>24</u>	<u>0</u>	<u>0</u>	<u>133</u>	<u>0</u>	<u>157</u>
01.1 Horizontal and Vertical Control	2			12		14
01.2 Supplemental Topographic Survey	6			100		106
01.3 Right of Way	16			21		37
<b>Task 02 Utility Coordination</b>	<u>60</u>	<u>20</u>	<u>8</u>	<u>0</u>	<u>0</u>	<u>88</u>
02.1 Subsurface Utility Engineering (SUE)	4	20				24
02.2 Utility Base Mapping	16					16
02.3 Conflict Identification	20					20
02.4 Relocation Assistance	20		8			28
<b>Task 03 Special Waste Evaluation</b>	<u>34</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>34</u>
03.1 PESA Update	24					24
03.2 LPC-662 Form	10					10
<b>Task 04 Roadway Plans</b>	<u>1351</u>	<u>0</u>	<u>114</u>	<u>0</u>	<u>34</u>	<u>1499</u>
04.1 Roadway Plans Subtotal - See Roadway Summary Sheet	1264		80		22	1366
04.2 Lighting Design	7		34			41
04.3 Pavement Design	28					28
04.4 Transportation Management Plan (TMP)	52				12	64
<b>Task 05 Quantity Calculations</b>	<u>95</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>95</u>
05.1 Calculations for 4 submittals per Task 8	95					95
<b>Task 06 Specifications and Special Provisions</b>	<u>76</u>	<u>0</u>	<u>14</u>	<u>0</u>	<u>0</u>	<u>90</u>
06.1 Special provisions	40		14			54
06.2 Assemble special provision package	36					36
<b>Task 07 Construction Estimate of Cost and Estimate of Time</b>	<u>72</u>	<u>0</u>	<u>8</u>	<u>0</u>	<u>0</u>	<u>80</u>
07.1 Estimate of Cost	50		8			58
07.2 Schedule	10					10
07.3 Estimate of Time	12					12
<b>Task 08 PS&amp;E Submittals</b>	<u>300</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>300</u>
08.1 4 Submittals (Prelim, Prefinal, Final, & Central Office)	180					180
08.2 Disposition of Comments	70					70
08.3 Grading Surface Model	50					50
<b>Task 09 Permitting and Environmental Coordination</b>	<u>78</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>78</u>
09.1 Wetland Permit Assistance	12					12
09.2 Stormwater Management Permit Application	24					24
09.3 McHenry-Lake Soil and Water Conservation District Review	16					16
09.4 NPDES Permit (SWPPP, NOI, and Erosion/Sed Control)	16					16
09.5 ESR Updates	10					10
<b>Task 10 Phase III Activities</b>	<u>52</u>	<u>0</u>	<u>32</u>	<u>0</u>	<u>0</u>	<u>84</u>
10.1 Request for Information/Bidding Questions	48		16			64
10.2 Shop Drawing Review	4		16			20
<b>Task 11 Plat of Highways</b>	<u>26</u>	<u>0</u>	<u>0</u>	<u>219</u>	<u>0</u>	<u>245</u>
11.1 Title Commitments	4			10		14
11.2 ROW Document Research	4			10		14
11.3 Boundary Survey and Analysis	4			50		54
11.4 Legal Descriptions	6			10		16
11.5 Plat of Highways	6			105		111
11.6 Individual Plats	2			34		36

MCDOT Intersection Safety - Spring Grove Rd / Miller Rd Phase II  
 Exhibit E - Workhour Summary

3/13/2026

	HDR	Accurate Group	Ames	GHA	MSA	Total by Task
<b>Task 12 Meetings and Coordination</b>	<u>173</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>173</u>
12.1 MCDOT kickoff (1)	16					16
12.2 IDOT kickoff (1)	13					13
12.3 Field Meeting / Plan in hand w/ MCDOT (1 for 3 staff)	35					35
12.4 P&D meeting (1)	14					14
12.5 Pre-con w/ MLSWCD (1)	14					14
12.6 IDOT Detour Meeting (1)	14					14
12.7 IDOT Pre-con meeting (1)	14					14
12.8 4 property owner meetings (no attendance)	19					19
12.9 MCDOT "monthly" meetings (6 @ 1/2 hr ea. for 2 staff)	21					21
12.10 MCDOT Plan review meeting (1 @ 2 hrs ea for 3 staff)	13					13
<b>Task 13 Project Administration and Management</b>	<u>174</u>	<u>2</u>	<u>8</u>	<u>23</u>	<u>44</u>	<u>251</u>
13.1 Project Setup	12	2	2	17	2	35
13.2 Monthly Invoice / Reporting	66		6	6	10	88
13.3 Project Coordination - emails, calls, etc. w/ LPA	42				32	74
13.4 Project Website	40					40
13.5 Project Schedule Monitoring - quarterly updates	14					14
<b>Task 14 Quality Assurance/Quality Control</b>	<u>240</u>	<u>7</u>	<u>7</u>	<u>42</u>	<u>0</u>	<u>296</u>
14.1 Review for 4 submittals	240	7	7	42		296
<b>Total by Firm</b>	<b>2755</b>	<b>29</b>	<b>191</b>	<b>417</b>	<b>78</b>	<b>3470</b>

	HDR	Accurate Group	Ames	GHA	MSA	Total by Task

MCDOT Intersection Safety - Spring Grove Rd / Miller Rd Phase II  
 Exhibit E - Roadway Sheet Summary

Task 04	Roadway Plans	Total Hours	# of Sheets	Hrs / Sheet	Notes
04.1	Cover Sheet	8	1	8	
04.2	Index of Sheets, Highway Standards and Commitments, General Notes	16	2	8	
04.3	Summary of Quantities	30	2	15	
04.4	Schedule of Quantities	30	2	15	
04.5	Typical Sections	24	2	12	
04.6	Alignment, Ties and Benchmarks	32	3	11	10 alignments
04.7	Removal Plan	36	3	12	
04.8	Plan and Profile Sheets	312	13	24	3 plan + 10 profiles
04.9	Drainage and Utility Plan and Profile	188	4	47	188 hours includes 100 hrs for hydraulic design
04.10	Detour Plan and Notes	32	2	16	
04.11	Stormwater Pollution Prevention Plan and Notes	16	1	16	
04.12	Soil Erosion and Sediment Control Plan and Details	48	3	16	
04.13	Plat of Highways	3	6	1	
04.14	Pavement Marking and Signing Plans	66	3	22	
04.15	Drainage Facilities Grading Plan	66	3	22	
04.16	Intersection Grading Plan	72	3	24	
04.17	Landscaping Plan	24	2	12	
04.18	Lighting Plan	87	3	29	
04.19	Detail Sheets	72	6	12	Assumed 10 details
04.20	IDOT District 1 Details	24	10	2	
04.21	Cross Sections - Rdwy every 50 ft, field entrances, & driveways	180	30	6	60 cross sections at 2 Xsec / sheet
<b>Subtotal</b>		<b>1366</b>	<b>104</b>		