


New File
CLERK

Municipality Vermilion County Highway Department	LOCAL AGENCY  Illinois Department of Transportation	CONSULTANT Preliminary Engineering Services Agreement For Non-Motor Fuel Tax Funds	Name Engineering Resource Associates	
Township Butler			Address 3S701 West Avenue, Suite 150	
County Vermilion County			City Warrenville	FILED
Section 17-02154-00-BR			State IL	MAR 05 2021

THIS AGREEMENT is made and entered into this _____ day of _____, _____ between the *above Local* Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Non-Motor Fuel Tax Funds, allotted to the LPA 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 Township Road 0015 (3900N, 360 E)

Route TR15 Length 0.11 Mi. 600.00 FT (Structure No. SN 092-3430)

Termini Over Whiskey Creek

Description:

The exist TR 15 bridge is deteriorated and needs to be reconstructed to restore the load carrying capacity of the structure.

Agreement Provisions

The Engineer Agrees,

1. To perform or be responsible for the performance of the following engineering services for the LPA, in connection with the proposed improvements 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, Department of Natural Resources-Office 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.
 - g. Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LPA 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 LPA by the ENGINEER at the ENGINEER's actual cost for reproduction.
 - h. Furnish the LPA with survey and drafts in quadruplicate of all necessary right-of-way dedications, construction easement and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.
 - i. Assist the LPA in the tabulation and interpretation of the contractors' proposals

- j. Prepare the necessary environmental documents in accordance with the procedures adopted by the DEPARTMENT's Bureau of Local Roads & Streets.
 - k. Prepare the Project Development Report when required by the DEPARTMENT.
 - l. Services as included and/or defined in the attached Scope of Services.
2. That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to the AGREEMENT, will be in accordance with current standard specifications and policies of the DEPARTMENT. It is being understood that all such reports, plats, plans and drafts shall, before being finally accepted, be subject to approval by the LPA and the DEPARTMENT.
 3. To attend conferences at any reasonable time when requested to do so by representatives of the LPA or the Department.
 4. In the event plans or surveys are found to be in error during construction of the SECTION and revisions of the plans or survey corrections are necessary, the ENGINEER agrees that the ENGINEER will perform such work without expense to the LPA, even though final payment has been received by the ENGINEER. The ENGINEER shall give immediate attention to these changes so there will be a minimum delay to the CONTRACTOR.
 5. That 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 LPA or the DEPARTMENT without cost and without restriction or limitations as to their use.
 6. That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by the ENGINEER and will show the ENGINEER's professional seal where such is required by law.

The LPA Agrees,

1. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT according to the following method 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 percent of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

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 all services rendered in accordance with this AGREEMENT at the actual cost of performing such work plus ____ percent to cover profit, overhead and readiness to serve - "actual cost" being defined as material cost plus payrolls, insurance, social security and retirement deductions. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at the ENGINEER's actual cost. Subject to the approval of the LPA, the ENGINEER may sublet all or part of the services provided in section 1 of the ENGINEER AGREES. If the ENGINEER sublets all or part of this work, the LPA will pay the cost to the ENGINEER plus an additional service charge of up to five (5) percent.

"Cost to Engineer" to be verified by furnishing the LPA 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. *See the CECS

The Total Not-to-Exceed Contract Amount shall be \$50,384.95

3. That payments due the ENGINEER for services rendered in accordance with 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 section 1 of the ENGINEER AGREES - to the satisfaction of the LPA and their approval by the DEPARTMENT, 90 percent of the total fee due under this AGREEMENT based on the approved estimate of cost.~~

~~b. Upon award of the contract for the improvement by the LPA and its approval by the DEPARTMENT, 100 percent of the total fee due under the AGREEMENT based on the awarded contract cost less any amounts paid under "a" above.~~

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 improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in sections 1 and 3 of the ENGINEER AGREES and prior to the completion of such services, the LPA shall reimburse the ENGINEER for the ENGINEER's actual costs plus 0 percent incurred up to the time the ENGINEER is notified in writing of such abandonment -"actual cost" being defined as in paragraph 2 of the LPA AGREES.
5. That, should the LPA 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 LPA will pay the ENGINEER for such changes on the basis of actual cost plus 0 percent to cover profit, overhead and readiness to serve -"actual cost" being defined as in paragraph 2 of the LPA AGREES. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of the ENGINEER's responsibility to prepare a complete and adequate set of plans and specifications.

It is Mutually Agreed,

1. That any difference between the ENGINEER and the LPA concerning their 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 LPA 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 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 surveys, permits, agreements, preliminary bridge design & hydraulic report, 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 LPA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with section 4 of the LPA AGREES.
3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LPA and their approval by the DEPARTMENT, the LPA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under this AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LPA and the DEPARTMENT.
4. That the ENGINEER warrants that the ENGINEER 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 the ENGINEER's 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 LPA shall have the right to annul this contract without liability.

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

Executed by the LPA:

County of Vermilion of the
(Municipality/Township/County)

State of Illinois, acting by and through its

County Board

ATTEST:

By *Cathy Johnson*
Vermilion County Clerk

(Seal)

By *[Signature]*
Title Chairman of the County Board

Executed by the ENGINEER:

Engineering Resource Associates

Engineering Firm

3S701 West Avenue, Suite 150

Street Address

Warrenville, IL 60555

City, State, Zip

ATTEST:

By *Mark J. Long*
Title Project Manager

By *[Signature]*
Title President

APPROVED

DATE: 030221

[Signature]

REGIONAL ENGINEER

Note Three (3) Original Executed Contracts - (2) Vermilion County; (1) Consultant

Route	TR 15 over Whiskey Creek
Local Agency	Vermilion County Highway Department
Section	17-02154-00-BR
Type of Funding	Federal Funds
Existing Structure No.	SN 092-3430 (old); SN 092-3538

**PHASE I AND II ENGINEERING FOR THE RECONSTRUCTION OF
TR15 OVER WHISKEY CREEK
S.N. 092-3430 (OLD) SN 092-3538 (NEW)**

VERMILION COUNTY DIVISION OF TRANSPORTATION

SCOPE OF SERVICES

The Vermilion County Highway Department has initiated a project requiring professional engineering services by Engineering Resource Associates, Inc. (ERA) for the Preliminary and Final Engineering (Phase I and II) for the reconstruction of TR15 over Whiskey Creek.

UNDERSTANDING OF THE PROJECT

Existing Bridge. The existing TR15 bridge is a single-span PPC deck beam bridge support on concrete abutments and steel HP piles. The existing bridge has a 19'-8" face to face curb width and an end to end beam length of 28'-0". The bridge was built in 1999 and designed for an AASHTO HS20 loading using relocated deck beams. The bridge is structurally deficient due to the serious condition of the deck and superstructure.

Preliminary Bridge Design. The bridge design will adhere to the requirements of Chapter 36 – Bridge/Structure Design of the *IDOT BLRS Manual* and the *IDOT Bridge Manual*. It is assumed the bridge will accommodate a 27'-0" clear bridge width.

The bridge hydraulic opening will be designed for the 15-year flood event and provide for a minimum one (1) foot of freeboard to the low point of the bridge superstructure.

Environmental Impact Classification. For purposes of this *Scope of Services*, it is assumed that the project will be classified as a Federal Approved Categorical Exclusion, (Formerly CE Group II) according to Chapter 19 of the *IDOT BLRS Manual*. An Environmental Assessment (EA) is not anticipated and is not included in this *Scope of Services*.

Stakeholders. This project anticipates coordination with the following stakeholders, agencies and utilities:

- Vermilion County Highway Department
- Butler Township
- Illinois Department of Transportation District 5
 - Bureau of Local Roads and Streets
 - Local Bridge Unit
 - Bureau of Traffic
- Illinois Department of Transportation – Bureau of Bridges and Structures
- Illinois Department of Natural Resources (IDNR)
- The United States Army Corps of Engineers
- Identified utility companies
- Property Owners

Summary. The *Scope of Services* for the Phase I engineering involves a comprehensive preliminary engineering study. Included in this Phase I scope will be a Project Development Report (PDR), Bridge Condition Report (BCR), Environmental Survey Request (ESR), wetland delineation and Wetland Impact Analysis (WIE), stream hydraulic analysis, Preliminary Bridge Design & Hydraulic

Report (PBDHR) including Type, Size and Location drawing(s) (TS&L), a comprehensive subsurface geotechnical investigation, permitting coordination, survey that includes topographic, stream, wetland and right-of-way survey is also included. The scope of Services for Phase II engineering involves the development of construction documents and permitting.

TASK 1 – EARLY COORDINATION AND DATA COLLECTION

Review of Existing Data. Available information from the County will be obtained and reviewed that will include existing right-of-way and property limit data, existing roadway and bridge plans from the County, and any existing maintenance and flooding records.

TASK 2 – ROUTE AND HYDRAULIC SURVEYS

Preliminary design and stream surveys will be required to properly document existing field conditions that will serve as the basis for the preliminary engineering and design in this phase.

Topographic Survey.

- The topographic survey will consist of a survey of the bridge and site within the project limits. This survey will include benchmarks with references, visible utilities, driveways and field entrances, drainage structures, landscaping elements including significant trees 6" in diameter or greater (diameter at breast height), fences, pavement location and type.
- Roadway cross sections will be taken at 50-foot intervals for approximately 500 feet on either side of the TR15 Road Bridge. These cross sections shall identify the right-of-way, centerline of the roadway, edges of roadway, visible structures and the slope of the embankment on each side.
- The services will include the survey of the wetland boundaries as delineated by ERA.

Hydraulic Survey. A stream survey will be conducted. This stream survey will follow the current guidelines of the *Illinois Department of Transportation's Drainage Manual* for the development of the hydraulic model.

- TR 15 Road Bridge (SN 092-3430) upstream and downstream cross sections at intervals of approximately 50 feet, and 500 feet.
- Critical low beam will be surveyed
- Streambed profile will be surveyed at 100' intervals at for a 500' upstream and downstream of the TR 15 structure.
- Waterway opening sketches upstream and downstream will be prepared for the structure.

TASK 3 – GEOTECHNICAL SUBSURFACE INVESTIGATION

Midwest Engineering & Testing-, Inc. will serve as a sub-consultant to the Engineer to perform soil borings and provide design recommendations. Geotechnical work and report will conform to the requirements of the *IDOT Geotechnical Manual*.

Structure Borings. Two (2) structure borings and one (1) scour boring are to be performed for the geotechnical investigation.

- Two (2) borings (60-ft) will be located diagonally across the bridge structure, just behind the existing abutments.

Laboratory Testing. The scope will include per AASHTO/ASTM guidelines testing for soil, unconfined compressive strength and moisture content.

Geotechnical Report. A Geotechnical Report will be prepared to document the findings used in the development of the project. Geotechnical borings and partial report will be included as part of the Preliminary Bridge Design and Hydraulic Report (PBDHR) submittal. An electronic copy of the final report will be provided to the for their records.

TASK 4 – UTILITY IDENTIFICATION AND COORDINATION

Utility Investigation. Pertinent utility information will be collected for the project area to determine locations of all utilities that may or will affect design or construction of the bridge. Coordination with utilities and a JULIE Design Stage Request for buried facilities will be performed and documented.

- A J.U.L.I.E. Design Locate Request will be submitted.
- During the preliminary design, the ERA will prepare and send utility notification letters to identified utility companies.
- The Engineer will compile and summarize available utility information in a spreadsheet per the formatting requirements for Phase II utility documentation.
- Information provided by utility companies will be reviewed and incorporated into the base drawing. These facilities will be compared in relation to the proposed improvement for potential conflict and documented in the Project Development Report (PDR).
- Follow up letters with preliminary plan sheets showing potential conflicts will be sent to utility companies to further advance relocation coordination
- Electronic copies of all information received or provided to the utility companies will be sent to the County for their records.

TASK 5 – BRIDGE INSPECTION AND BRIDGE CONDITION REPORT

A bridge inspection will be performed to assess the current condition of the bridge and provide the data for an abbreviated Bridge Condition Report (BCR). The bridge inspection and Bridge Condition Report will conform to the requirements of the IDOT *Bridge Condition Report Procedures & Practices*, the IDOT *Bridge Manual*, the IDOT *BLRS Manual* and National Bridge Inspection Standards (NBIS) standards.

- The inspection team will consist of a certified NBIS inspector as the team leader.
- The Bridge Condition Report (BCR) will be written to document the current physical condition and functionality of the bridge and recommend bridge rehabilitation or bridge replacement for approval. The BCR will be prepared under the supervision of an Illinois Licensed Structural Engineer.
- The BCR will be submitted to IDOT for review and concurrence of the proposed scope of improvements. An electronic copy of the final report and BCR approval will be provided to the County for their records.

TASK 6 – STREAM HYDRAULIC ANALYSIS AND REPORT

ERA will prepare the stream hydrology/hydraulic analysis and hydraulic report for calculating a bridge size which meets IDOT and regulatory requirements. Tasks include:

- Field review and data collection for the project will be performed including field inspection and field interviews.
- Development of existing hydraulic model to include surveyed stream cross sections and structure information and preparation of existing conditions, natural conditions, and

proposed conditions hydraulic models. The results of the analysis will be used in developing the waterway information table.

- A review of existing FEMA and USGS records will be conducted.
- Impacts to the floodplain will be determined and the need for compensatory storage.
- A HEC-18 scour analysis will be performed.
- The Hydraulic Report will contain the following:
 - Location Map
 - Narrative – Description of work that includes flooding history, correlation of datum, discussion of hydraulic analysis, description of area and sensitive flood receptor considerations
 - FIS Datum Correlation with Survey
 - Preliminary Bridge Design & Hydraulic Report (Form BLR 10210)
 - Hydraulic Report Data Sheets
 - Waterway Information Table (WIT)
 - Stream Profile & Cross Sections
 - Plan & Profile of roadway
 - FIRM Map excerpt
 - Floodway and floodplain fill and compensatory storage calculations
 - Modeling Calculations
 - HWL for 10, 15 and 100-Year events

The hydraulic report will be submitted to IDOT as an attachment to the Preliminary Bridge Design and Hydraulic Report (PBDHR). An electronic copy of the final report will be provided to the County for their records.

TASK 7 – ENVIRONMENTAL SURVEY

Wetland Delineation and Report. Anticipated safety improvements and project improvements may require widening of the roadway shoulders and modifications or replacement of the existing bridge. This work may create fill in the floodplain, therefore a wetland assessment and report will be required. ERA will perform the following tasks regarding the wetlands:

- Obtain preliminary information including aerial photos, wetland maps, USGS, soils mapping, FEMA map, hydrologic atlas, and other data necessary for the wetland delineation.
- Conduct wetland delineation based on methodology approved by USACE and accepted by Vermilion County.
- Field stake perimeter of wetlands, if necessary
- Prepare wetland report, including resource evaluation, support data, and graphics, if necessary.

Environmental Survey Request. The Environmental Survey Request (ESR) will be prepared and submitted electronically early on in the project. The scope will include preparation of ESR attachments (BLRS Manual Section 20-2).

Wetland Impact Evaluation. Based on the existing wetland information and proposed project improvements, ERA will prepare a Wetland Impact Evaluation (WIE).

- Prepare wetland impact exhibit and evaluate wetland impacts.
- Prepare and submit the IDOT Wetland Impact Evaluations (WIE) form electronically.
- In addition, an electronic copy of the WIE will be provided to the County for their records.

Special Waste Assessment. ERA will complete a special Waste Assessment (SWA) of the project area to determine if there is a potential for contamination and whether a Preliminary Environmental Site Assessment (PESA) is required. The SWA will be completed following the guidelines in Section 20-12.03 of the BLRS Manual.

- The Engineer will obtain a Radius Report from a company that provides search results of public and proprietary databases to identify any nearby CERCLIS, LUST, UST, RCRA, and other sites that may pose a risk of contamination.
- A Memorandum will be prepared that summarizes the findings of the SWA for inclusion in the Project Development Report (PDR).
- In addition, an electronic copy of the Special Waste Memorandum will be provided to the County for their records.

TASK 8 – PRELIMINARY BRIDGE ANALYSIS & TYPE, SIZE & LOCATION DRAWING (TS&L)

ERA will perform preliminary calculations for the scope of work approved in the BCR. Type, Size and Location Drawing(s) will be prepared and submitted IDOT Bureau of Bridges and Structures as an attachment to the PBDHR for concurrence and approval. The TS&L will serve as the basis for design in Phase II.

Develop Design Parameters. Bridge design parameters will be developed in accordance with the *IDOT Bridge Manual and IDOT BLRS Manual* based on roadway functional classification and traffic projections. The design parameters will include:

- Roadway classification data
- Waterway information
- Profile grade data
- Horizontal curve data
- Design specifications, loading, allowable stresses, and seismic data

Preliminary Bridge Design. Preliminary design calculations will be performed to establish superstructure type and size, substructure types and appropriate details.

Prepare Type, Size and Location (TS&L) Drawing(s). General plan and elevation, sections and details will be provided.

TASK 9 – PRELIMINARY BRIDGE DESIGN AND HYDRAULIC REPORT

The Preliminary Bridge Design and Hydraulic Report (PBDHR) contains the necessary information for use by IDOT District 1 and Bureau of Bridges and Structures (BBS) personnel to review the preliminary bridge design and hydraulics for local agency bridge construction projects.

A package for the BBS to review will be assembled and submitted which includes the following:

- Form BLR 10210 will be completed.
- A Type, Size and Location Drawing(s) will be included with PBDHR
- A Scour Critical Evaluation Coding Report Form will be completed.

- Scour analysis data will be included with the PBDHR
- The Structure Geotechnical Report (SGR) will be included with the PBDHR.
- A Roadway Plan and Profile sheet will be included with the PBDHR.

A package for District 5 to review will be assembled and submitted which includes the following:

- BBS package.
- Hydraulic Report
- Structure Geotechnical Report

ERA anticipates two submittals to IDOT: the original submittal and a re-submittal to address IDOT/BBS comments. In addition, an electronic and hard copy of the PBDHR will be provided to the County for their records.

TASK 10 – PERMIT COORDINATION

During preliminary engineering (Phase I) for the project, ERA will identify a list of permits required for the construction activities. Permits from the following regulatory agencies are anticipated for this bridge project.

- Coordination, including a pre-application meeting with the U. S. Army Corps of Engineers in association with the joint permit application and associated documentation will be prepared. The permit application will be prepared and submitted in Phase I.
- A floodway construction permit from the Illinois Department of Natural Resources – Office of Water Resources (IDNR-OWR) is anticipated in the case of a full bridge replacement or rehabilitation that changes the existing bridge opening. The floodway permit application will be prepared and submitted in Phase I.

TASK 11 – PROJECT DEVELOPMENT ACTIVITIES AND REPORT

The Engineer will prepare the Project Development Report (PDR) – BLR Form 22210 including exhibits and documentation to obtain Design Approval for the project. The PDR will follow the guidelines outlined in the *IDOT BLRS Manual*.

Geometric Design Activities. The Engineer will develop a preliminary roadway design in accordance with criteria prescribed in the *IDOT BLR Manual*. Elements to be constructed at less than the design guidelines will be identified, and a clear description of required variances and appropriate justification will be provided (BLRS Manual Section 27-7). These items will be discussed at the FHWA coordination meeting. Preliminary cross sections will be prepared to the extent necessary so that right-of-way and easement needs, wetland impacts, floodplain and floodway impacts, and compensatory stormwater requirements can be identified and evaluated.

Plan and profile sheets will be developed based on the proposed elevation of the bridge. The roadway geometry and plans will be prepared in accordance with the applicable requirements of BLRS Section IV – Project Design. In addition, typical section exhibits will be prepared.

Location and Existing Conditions (PDR Section 1). A description of the existing facility will be included and a location map to supplement the narrative description. Traffic data including current and future traffic counts will be obtained from the IDOT and the Chicago Metropolitan Agency for Planning (CMAP).

Proposed Improvement (PDR Section 2). The purpose and need of the project will be documented along with design guidelines, functional classification, regulatory or posted speed limit and design speed information. Aspects to be constructed at less than the design guidelines will be identified and

a clear description of required variances and appropriate justification will be provided. The need for accommodating pedestrians, bicyclists and the handicapped will be analyzed. An Engineer's Opinion of Probable Construction Cost will be prepared and submitted with the PDR.

Crash Analysis (PDR Section 3). Crash data to be obtained from the County for the past five years will be summarized, including a spot map or a location map showing crash locations. The types of crashes will be detailed and include collision diagrams, especially at cluster sites. (BLRS Manual Section 22-2.11(b)(9))

Environmental Impacts (PDR Sections 5-13).

Most of these sections of the report require narratives that summarize the results of: Task 6, Stream Hydraulic Analysis and Report; Task 7, Wetland Delineation and Report; Task 8, Environmental Surveys; and Task 12, Permit Coordination.

No additional lanes or significant alignment change will be proposed. Therefore no COSIM or noise analysis will be required (PDR Sections 12e and 13), thus they are not within the scope of this project.

Maintenance-of-Traffic (PDR Section 16). An analysis will be performed to determine how vehicle traffic will be accommodated during construction. (BLRS Manual Section 22-2.11(b)(9))

Public Involvement (PDR Section 17). Given the limited scope of the proposed improvements, it is anticipated that IDOT/FHWA will determine that the project will lack sufficient interest to warrant a public hearing. However, because of the project may involve a detour, ERA will prepare and publish a Public Notice as required per the BLRS Manual (Section 21-4.01(d)).

Coordination and Commitments (PDR Sections 18-20). Meeting minutes of coordination meetings with the IDOT, FHWA, the County and other local agencies will be documented. A summary of project specific commitments will be included.

Draft Project Development Report. The draft PDR with exhibits and documentation will be assembled and submitted to the County for review and comment. The County comments will be addressed before submitting the draft report to IDOT for comments.

Final Project Development Report. ERA will prepare a disposition of comments received in regard to the Draft Project Development Report. The final PDR will be revised based on review comments from IDOT and submitted to IDOT for design approval. In addition, an electronic and hard copy of the PDR will be provided to the County for their records.

TASK 12 – MEETINGS AND COORDINATION

Meetings and coordination will serve to discuss and resolve issues in the preliminary design process. Minutes of all meetings will be prepared by the ERA and distributed within five working days of the meeting. ERA will be responsible for maintaining a list of action items that will be updated at each meeting.

- ERA has estimated for two (2) additional coordination or progress meetings with the County or other project stakeholders

TASK 13 – RIGHT-OF-WAY AND EASEMENT PLATS

Based on the Vermilion County GIS Parcel Mapping website, the ROW width is primarily 60-feet wide, 30 feet to the north and 30 feet to the south. The Engineer will prepare the plats and legal descriptions.

ROW acquisition and/or easements will potentially impact one (1) land parcels on the north side.

01-24-400-001

ROW acquisition and/or easements will potentially impact two (2) land parcels on the south side.

01-25-200-001

01-25-200-002

- 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.
- Additional monument reconnaissance in the field as required to verify the existing right-of-way.
- A Plat will be prepared for the right-of-way takings and temporary construction easements and legal descriptions will be written for the parcels affected. A separate legal description will be needed for each holding affected, as determined by ownership.
- Current Title Commitments will be necessary to determine ownership and total holdings. Title Commitments will be ordered by the Engineer.
- Plat-of-Highway and legal descriptions will be prepared and submitted to IDOT for review and comment.
- Plats shall be in accordance to IDOT and LPA standards.
- Follow-up with property owners, as necessary, during the design. This may include drafting a letter on behalf of the LPA of the project status.
- Coordination of plats and legals with LPA's consultant.

TASK 14 – PLANS, SPECIFICATIONS AND ESTIMATE (PS&E)

The Engineer will prepare a set of final design plans and specifications according to the County and IDOT requirements for the bridge reconstruction. Plans for the improvements are anticipated to consist of the following sheets:

- Cover sheet (1 sheet)
- Index of Sheets, Highway Standards and District Five Standard Details and General Notes (1 Sheet)
- Summary of Quantities (1 sheets)
- Typical Sections (1 sheets)
- Schedule of Quantities (1 sheet)
- Alignment, Ties and Benchmarks (1 sheet)
- Existing Conditions and Removal Plan (2 sheet)
- Plan and Profile Sheets (1 sheet)
- Erosion and Sediment Control Plan (2 sheet)
- Drainage and Utility Plan (1 sheets)
- Structural Plan Sheets and Details (12 sheets)
- Construction Details (3 sheets)
- Cross Sections (2 sheets)

Specifications will be prepared in the format required for IDOT projects using Microsoft Office. Vermilion County standard contract documents will be provided. The specifications will reference IDOT Standard Specifications. Bid documents and unit price bid item quantities will be included.

Prefinal submittal will consist of the following deliverable to the County:

- Quarter Size Plans 11" x 17" (2 Hard Copies)
- Special Provisions (2 Hard Copies)

TR15 over Whiskey Creek
Vermilion County Highway Department

- Cost Estimate
- Estimate of Time

Final submittal will consist of the following deliverable to the County:

- Quarter Size Plans 11" x 17" (3 Hard Copies)
- Special Provisions (3 Hard Copies)
- Disposition of Comments
- Cost Estimate
- Estimate of Time