



July 1, 2026

Mr. Ron Wiederman, P.E.
 City Engineer
 City of Crest Hill
 2090 Oakland Ave
 Crest Hill, Illinois 60403

RE: Proposal for Professional Services
 Design Services for Watermain • Division Street

Dear Mr. Wiedeman,

On behalf of V3 Companies, we are pleased to submit this agreement for watermain installation on Division Street from existing City Well House 11 to the south going east to Rt-53. If you find this proposal to be acceptable, the executed copies of this letter, which set forth the contractual elements of this agreement, will constitute an agreement between City of Crest Hill and V3 Companies (V3) for services on this project.

PROJECT UNDERSTANDING

It is our understanding that the City of Crest Hill is requesting the preparation of construction documents for a watermain extension along Division Street from City Well House 11 to Rt-53 intersection.

Upon contract approval, V3 will proceed with design services and initiate the Illinois Environmental Protection Agency (IEPA) permitting process to support the project’s anticipated schedule. The detailed scope of work is attached, along with the proposed fee schedule, which delineates the services included under this contract.

COMPENSATION

SERVICE	FEE
Prepare and Specifications	\$75,203 (Not to Exceed)
Total Project Cost	\$75,203 (Not to Exceed)

Division Street Watermain									
TASK	Project Director	Road Project Manager	Design Eng II	Technician	Project Man I	Project Sci I	TOTAL HOURS	LUMP SUM COST	TOTAL FEE
FINAL ENGINEERING									
Final Engineering Plans/ Specs/ Cost		15	250	30			295		49,584
IEPA permitting		4	4				8	1200	2,838
CCDD review and Soil Boring review		3			15	25	43	5000	10,805
QA/QC	4	6					10		2,658
Meetings		4					4		994
Data Collection and Utility Coordination		10	10	5			25		5,033
Bid Support		10	5				15		3,291
Hours	4	52	269	35	15	25	400 Total		\$75,203
Rate	\$292	\$249	\$161	\$188	\$181	\$94			
Fee	\$1,166	\$12,928	\$43,287	\$6,563	\$2,716	\$2,344	\$69,003	\$6,200	\$75,203

We appreciate the opportunity to present this proposal and look forward to working with the City of Crest Hill on this project.

Sincerely,
V3 COMPANIES, LTD.



Kurt Corrigan, P.E.
Vice President of Municipal Services

Accepted For:
CITY OF CREST HILL

By: _____

Title: _____

Date: _____



SCOPE OF SERVICES

DIVISION STREET WATERMAIN REPLACEMENT PROJECT

SCOPE OF SERVICES – PHASE II ENGINEERING

The following is the scope of services necessary to successfully deliver plans, specifications, and construction estimates to the City of Crest Hill for the Division Street watermain replacement project. Phase II Engineering will meet the City's policies, procedures, and guidelines.

DATA COLLECTION & REVIEW

Items to be provided by the city include the following:

- As-built plans for previous watermain projects adjacent to this project;
- Utility maps for water, sewer, sanitary and private utilities.

FIELD VISITS

The design team will conduct up to two field visits (two V3 team members) to verify and evaluate existing field conditions, including pavement, curb and sidewalk conditions. V3 will also meet with City staff to identify existing water valves to identify how to isolate water service and watermain connections.

CCDD SOIL DISPOSAL EVALUATION

An environmental screening for CCDD soil disposal will be conducted by V3. A V3 geologist will be onsite and collect samples for environmental analysis. The sampling plan will be dependent on the proposed excavation for the project, and the results of the environmental review of the land use history of the properties adjoining the project. Project soils will be evaluated for CCDD disposal based on the criteria in IL Title 35 Part 1150 Subtitle J: Clean Construction or Demolition Debris, and LPC-663 documentation will be provided for qualifying soils. Any project soils that do not meet the criteria for CCDD disposal will be delineated and characterized for alternative disposal detailed in the plan documents.

UTILITY COORDINATION

Throughout the plan development V3 will provide utility coordination. The following is included under this task:

- Submit for a JULIE design request.
- Prepare letters and exhibits as needed to initiate coordination with utility companies within the project corridor.
- Submit plans to the private utility companies at the preliminary level of completion in order to coordinate any required utility adjustments/relocations. Additional plan submittals at pre-final and final levels of completion will be made as needed for additional coordination of adjustments/relocations.
- Review and identify potential utility conflicts according to the preferred alternative.



PERMITTING WITH IEPA WATERMAIN AND NOI PERMIT

V3 will submit and acquire permits from the IEPA and IDNR. Permit information will be included in the contract bid documents. It is our intent to have the permits secured prior bidding, therefore this coordination effort will begin as the 30% plans are developed. Associated permit fees will be paid by the City of Crest Hill. We will also fast track the watermain permit with the IEPA which there is a service fee for fast tracking which we have included in our fee.

PLANS, SPECIFICATIONS & ESTIMATES

Construction plans and specifications for the roadway improvements will be prepared in accordance to City of Crest Hill and IDOT standards and guidelines at 30% (watermain layout review), 60% (preliminary), 90% (pre-final) and 100% (final) stages. The plans will consist of the following sheets:

- Cover sheet
- Index of sheets/general notes
- Summary of quantities
- Typical sections
- Alignment, ties and benchmarks
- Maintenance of traffic plans and notes as needed
- Erosion and sediment control plans and notes
- Existing Condition plans
- Removal plans
- Roadway plan and profile (if needed)
- Watermain plan and profile
- City details
- IDOT details/Construction Details

V3 will prepare quantity computations and engineer's opinion of probable construction costs at the 60%, 90% and 100% stages of the project. The computed quantities will serve as the basis for the Summary of Quantities sheet and the engineer's opinion of probable construction costs.

Specifications and special provisions will be prepared at the 90% and 100% stages of the project. Where a project item contains work, material, unique sequence of operations or any other requirements that are not included in the Standard Specifications for Road and Bridge Construction, Supplemental Specifications and Recurring Special Provisions or BDE Special Provisions, a project specific Special Provision will be written.

Plans, specifications and estimates will be submitted to the City of Crest Hill for review. All documents will be revised based on comments received from reviewing agencies. A disposition of comments will be prepared with each resubmittal.

CONSTRUCTABILITY REVIEWS



SCOPE OF SERVICES

DIVISION STREET WATERMAIN REPLACEMENT PROJECT

Internal constructability reviews will be conducted between the 60% and the 90% submittals. If needed, the project team will meet with City after the constructability review to present their findings and discuss alternative construction methods or construction staging options and cost savings alternatives.

QUALITY ASSURANCE/QUALITY CONTROL

V3 will perform in-house quality control reviews to ensure that plans, specifications, cost estimates, reports and other computations or assumptions, that form the basis for any deliverable, are correct and meet the standards and guidelines for the element or system. These quality control reviews will occur prior to submittal of any deliverable to City. The Project Manager will be responsible for the oversight of the QA/QC procedures and quality control reviews of the documents submitted for the project.

MEETINGS

V3 will attend meetings as required throughout the duration of the project. Anticipated meetings could include, but are not be limited to:

- Watermain Layout Review meeting (1)
- Phase II Progress Meeting with City (1)

BID SUPPORT

During the bidding phase, V3 will:

- Attend the Pre-Bid Meeting (up to two V3 representatives), if necessary.
- Provide responses to bidder questions and answer RFI's that arise during the bidding phase.
- Issue any addendums to perspective bidders as required to interpret or clarify the Bid Documents.
- Review the bid proposals and prepare a recommendation of award letter to the City of Crest Hill.
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SCOPE OF SERVICES

DIVISION STREET WATERMAIN REPLACEMENT PROJECT