



# Exhibit A

September 24, 2024

Mr. Ron Wiedeman  
City Engineer  
City of Crest Hill  
2090 Oakland Ave  
Crest Hill, Illinois 60403

Re: Design Services for Watermain Replacement for Innercircle Drive

Dear Mr. Wiedeman

On behalf of V3 Companies, we are pleased to submit this agreement for watermain replacement and pavement rehabilitation, curb repair, and driveway apron replacement along Innercircle Drive. 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 plans for watermain replacement, pavement rehabilitation, curb replacement, driveway apron replacement, and pavement cores and soil borings on (Section 1) Innercircle Drive from Hosmer Lane to Marlboro Drive, (Section 2) Innercircle Drive from Marlboro Drive to Hosmer Lane and (Section 3) Innercircle Drive from Hosmer Lane to Prairie Avenue. The scope of work is attached, along with the pricing forms which delineate the work that will be included within this contract.

## Compensation

V3 shall be paid the following fees for services rendered:

<u>Service</u>	<u>Fee</u>	
<b>1. Prepare Plans and Specs Section 1</b>	<b>\$54,748</b>	(Not to Exceed)
<b>2. Prepare Plans and Specs Section 2</b>	<b>\$42,387</b>	(Not to Exceed)
<b>3. Prepare Plans and Specs Section 3</b>	<b>\$51,319</b>	(Not to Exceed)
<b><u>Total Project Cost</u></b>	<b>\$148,454</b>	(Not to Exceed)



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

Accepted for:  
CITY OF CREST HILL

A handwritten signature in blue ink that reads "Vince DelMedico".

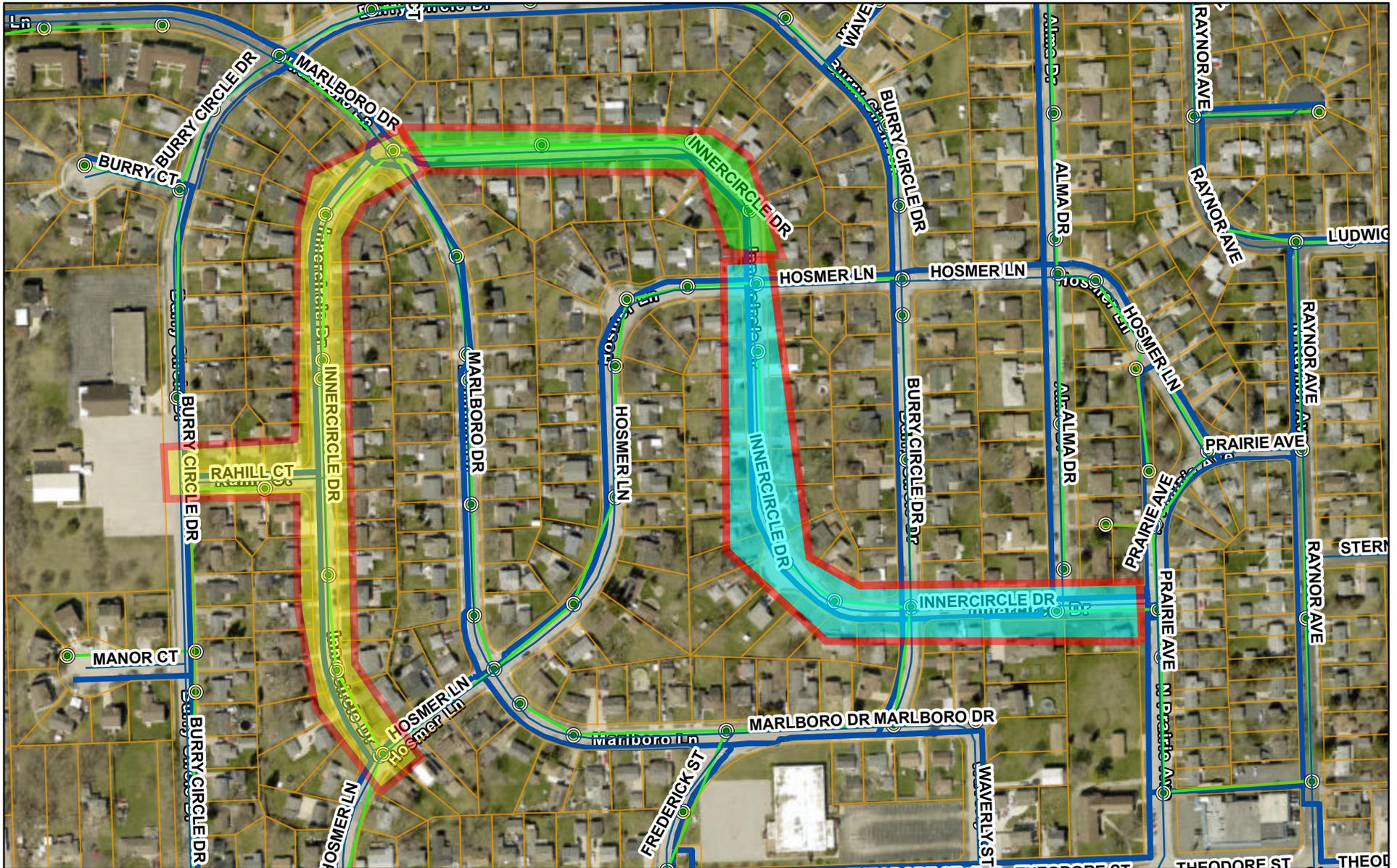
Vince DelMedico, P.E.  
Director of Transportation and  
Municipal Engineering

BY:

TITLE:

DATE:

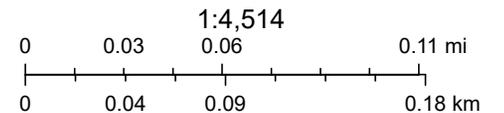
# City Of Crest Hill



9/18/2024, 2:39:46 PM

- City Limits
- Parcels
- Street Labels
- SANITARY MANHOLES
- Gravity Main
- Water Mains

## SANITARY MAINS



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City Of Crest Hill



## 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 Inncircle Drive watermain replacement project. Phase II Engineering will meet City and Illinois Department of Transportation (IDOT) policies, procedures, and guidelines.

### SUPPLEMENTAL TOPOGRAPHIC SURVEY

V3 will perform full topographic survey to meet the requirement of the City and IDOT.

### DATA COLLECTION & REVIEW

Items to be provided by the city include the following:

- As-built plans for pervious mains adjacent to this project;
- Utility maps for water, sewer, sanitary and street lighting;
- City specifications, standards and sample bid package.

### 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.

### GEOTECHNICAL EVALUATION

V3 will provide pavement cores and soil boring to be performed by NASHnal Soil Testing. NASHnal will perform 9 pavement cores and 9 soil borings at 10' depth. In coordination with our geotechnical sub-consultant, NASHnal, we will recommend a proposed pavement section. The proposed pavement section will take into account current conditions, base type/condition, proposed utility work and cost.

### CCDD SOIL DISPOSAL EVALUATION

#### CCDD Soil Disposal Evaluation

Although the proposed construction and excavation is not yet defined, it is assumed that the proposed improvements will generate excess soil, requiring offsite disposal. Therefore, V3 will conduct a CCDD Soil Disposal Evaluation in accordance with IL Title 35 Part 1150 Subtitle J: Clean Construction or Demolition Debris to pre-certify project soils for disposal at a CCDD facility. Based on the proposed project limits and an initial environmental screening of the project areas, it is assumed that Saint Ambrose Roman Catholic Church would be classified as a Potentially Impacted Property (PIP) due to a former heating oil UST. Consequently, excavation near Saint Ambrose Roman Catholic Church will require an Uncontaminated Soil Certification by Licensed Professional Engineer or Licensed Professional Geologist (LPC-663), but the rest of the project can be certified with a Source Site Certification By Owner or Operator (LPC-662).

CCDD facilities and Uncontaminated Soil Fill Operations are privately owned and maintain the right to accept or reject materials on any criteria decided on by the facility. Consequently, adherence to IL Title 35 Part 1150 Subtitle J does not guarantee acceptance at every CCDD facility. This proposed scope of work is consistent with IL Title 35 Part 1150 Subtitle J and industry standards.



# WATERMAIN SCOPE

Circle St, Green St and Oakland Ave Watermain Replacement Projects

If there's excavation adjacent to the church, we need to get a sample there. The rest of the project just needs pH only, that can be collected by Nashnal. Depending on excavation depth, we should probably have our scientist onsite to collect the sample at the Church.

## 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



# WATERMAIN SCOPE

Circle St, Green St and Oakland Ave Watermain Replacement Projects

## PERMITTING WITH IEPA WATERMAIN AND NOI PERMIT

V3 will submit and acquire permits from the IEPA and NOI. 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 fees will be paid by the City of Crest Hill.

## 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 and sidewalk plan and profile
- ADA accessibility details
- Watermain plan and profile
- Pavement marking and signing plans
- City details
- Cross sections for driveways
- 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



# WATERMAIN SCOPE

Circle St, Green St and Oakland Ave Watermain Replacement Projects

## CONSTRUCTABILITY REVIEWS

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.

**Section 1**

TASK	Project	Road Project	Design								
	Director	Manager	Eng II	Technician	Survey Manager	Survey Crew Chief	Project Man I	Project Sci I	TOTAL HOURS	LUMP SUM COST	TOTAL FEE
<b>FINAL ENGINEERING</b>											
Survey full topo				20	5	25			50		6,875
Final Engineering Plans/ Specs/ Cost		15	200	25					240		30,845
IEPA permitting		3	3						6		989
CCDD review and Soil Boring review		3					7	12	22	3700	6,370
QA/QC	4	6							16		3,175
Meetings		4							4		836
Data Collection and Utility Coordination		5	10	5					20		2,964
Bid Support		10	5						15		2,693
Hours	4	46	218	50	5	25	7	12	369	Total	<b>\$54,748</b>
Rate	\$243	\$209	\$121	\$142	\$190	\$123	\$156	\$79			
Fee	\$974	\$9,612	\$26,327	\$7,115	\$950	\$3,079	\$1,094	\$950	\$51,048	\$3,700	<b>\$54,748</b>

**Section 2**

TASK	Project	Road Project	Design								
	Director	Manager	Eng II	Technician	Survey Manager	Survey Crew Chief	Project Man I	Project Sci I	TOTAL HOURS	LUMP SUM COST	TOTAL FEE
<b>FINAL ENGINEERING</b>											
Survey full topo				15	5	15			35		4,932
Final Engineering Plans/ Specs/ Cost		10	135	15					164		20,841
IEPA permitting		3	3						6		989
CCDD review and Soil Boring review		3					6	10	19	3600	5,956
QA/QC	4	6							16		3,175
Meetings		4							4		836
Data Collection and Utility Coordination		5	10	5					20		2,964
Bid Support		10	5						15		2,693
Hours	4	41	153	35	5	15	6	10	275	Total	<b>\$42,387</b>
Rate	\$243	\$209	\$121	\$142	\$190	\$123	\$156	\$79			
Fee	\$974	\$8,568	\$18,477	\$4,980	\$950	\$1,848	\$937	\$792	\$38,787	\$3,600	<b>\$42,387</b>

**Section 3**

TASK	Project	Road Project	Design								
	Director	Manager	Eng II	Technician	Survey Manager	Survey Crew Chief	Project Man I	Project Sci I	TOTAL HOURS	LUMP SUM COST	TOTAL FEE
<b>FINAL ENGINEERING</b>											
Survey full topo				20	5	20			45		6,259
Final Engineering Plans/ Specs/ Cost		15	180	20					219		28,032
IEPA permitting		3	3						6		989
CCDD review and Soil Boring review		3					7	12	22	3700	6,370
QA/QC	4	6							16		3,175
Meetings		4							4		836
Data Collection and Utility Coordination		5	10	5					20		2,964
Bid Support		10	5						15		2,693
Hours	4	46	198	45	5	20	7	12	343	Total	<b>\$51,319</b>
Rate	\$243	\$209	\$121	\$142	\$190	\$123	\$156	\$79			
Fee	\$974	\$9,612	\$23,911	\$6,403	\$950	\$2,463	\$1,094	\$950	\$47,619	\$3,700	<b>\$51,319</b>

**Grand total: \$148,454**