

30 June 2026

Terence Acquah, MPA
Assistant Village Manager
Village of Homewood
2020 Chestnut Road
Homewood, Illinois 60430

Re: Village of Homewood
Generator Replacement – Police/Fire/Village Hall
Professional Services Proposal

Dear Mr. Acquah:

Thank you for the opportunity to provide you with our proposal for the above-referenced generator replacement project.

This proposal is based on our Standard Provisions of Agreement for Professional Services, which is attached and incorporated by this reference.

PROJECT DESCRIPTION

Project Owner

Name: Village of Homewood
Address: 2020 Chestnut Road, Homewood, Illinois

Project Location

Address: 2020 Chestnut Road, Homewood, Illinois

Project Description

The required scope of work for this project includes the replacement of the existing generator that provides backup power for the police/fire stations and the adjacent Village Hall. This work will implement recommendations made in the assessment study delivered to the Village of Homewood in February of 2025.

The work included under this proposal includes full services for the design and phased construction of the replacement generator, automatic transfer switches and electrical distribution system covering all three facilities. The system installed is intended to provide full standby generator capacity for power systems both internally (i.e. outlets and internal circuitry, emergency lighting, etc.) and externally (generator connectivity) such that each of these essential Village facilities will remain fully operational during power blackouts or extended power outages. The work will be performed in concert with mechanical system upgrades currently in progress in the police/fire facilities.

Sustainable Design Requirements

There are no specific sustainable design requirements for this project.
We will include energy efficient designs where feasible and cost effective.

INFORMATION SOURCE

- Based on a Village of Homewood RFP request at our meeting of 6/24/2026.
- Based on conversations and site visit with Village of Homewood project team.
- Based upon our previously issued Assessment Report dated 11 February 2026.

PROJECT SCHEDULE

- Design Phase: 15 July 2026 to 1 October 2026.
- Construction Phase: 1 November 2026 to 1 March 2026.

Note: Dates listed above are approximate based on information provided. Final deliverable date will be adjusted to reflect the actual project start date and the availability of equipment.

MEETINGS AND DESIGN SITE VISITS

- Virtual meetings and conference calls as required.
- In person meetings with design team and Village of Homewood representatives at key project milestones.
- Site visits as required to develop information required for construction documents.
- Attendance at Village Board meeting to present final project documentation.

ENGINEERING SERVICES DESCRIPTION

Our scope of services includes preparation of Schematic Design, Design Development, and Construction Document drawings and specifications for the following systems. Services not included are additional services.

Basic services by project phase

Engineering Services for the Schematic Design, Design Development, Construction Document, and Bid and Construction phases shall include the following:

Schematic Design

Schematic Design Documents will be prepared based on a detailed Program of Requirements (POR) developed in consultation with the Village of Homewood. Schematic Design shall include design, drawings, calculations and other documents which shall establish the general extent and scope of the MEP portion of the project and the interrelationship of the MEP components. Services included in this phase shall include:

- a. Preparation of a Basis of Design document which establishes Standards, Design Criteria, and Systems Descriptions
- b. Preliminary Analysis of Codes and Standards
- c. Building Energy Code Compliance Evaluation
- d. Mechanical and Electrical Load Calculations
- e. Utility Load Estimates and Calculations
- f. Electrical Drawings
- g. Basic Riser and Schematic Diagrams

1. The Schematic Design Phase shall include attendance at scheduled project team meetings.

Design Development

1. Following Client's approval of the Schematic Design documents, preparation of Design Development Documents will commence to further define the size and character of the project's materials and other such MEP elements. Included shall be:
 - a. Updated Basis of Design documents
 - b. Electrical Drawings
 - c. Floor Plans for each floor above grade
 - d. Riser and Schematic Diagrams
 - e. Equipment Schedules and Details
 - f. Initial Control Diagrams and Sequence of Operations
2. The Design Development Phase shall include attendance at scheduled project team meetings.

Construction Documents:

1. Following Client's approval of the Design Development documents, preparation of Construction Documents will commence to complete the project's final equipment, materials and other such MEP elements. Included shall be:
 - a. Electrical Drawings
 - b. Floor Plans for each floor above grade
 - c. Riser and Schematic Diagrams
 - d. Equipment Schedules and Details
 - e. Control Diagrams and Sequence of Operations
 - f. Project Specifications
2. The Construction Document Phase shall include attendance at scheduled project team meetings.

Construction Administration:

1. Services included as a part of the Construction Administration phase shall include the following:
 - a. Response to contractor questions during bidding
 - b. Assisting the Client in the review of bids
 - c. Issuing any required Addenda
 - d. Attendance at a Pre-construction conference
 - e. Review of Contractor shop drawings
 - f. Response to Contractor questions during construction
 - g. Site Visitation on a monthly basis to observe construction progress
 - h. Attendance at monthly construction progress meetings
 - i. Recording of field observations with documentation in a companion field report
 - j. Preparation of a "final punch list" to document items that do not conform to the contract documents
 - k. Final visit to the project site to confirm completion of "punch list" items

2. The Bid and Construction Administration phase shall include weekly participation in virtual OAC meetings as well as site observation visits.

FEES

Professional Services

For the Scope of Services described above, we propose a lump sum fee in the amount of **Forty-Five Thousand Dollars (\$45,000.00)**, based upon the following breakdown by project phase:

Project Phase	Electrical Engineering	Phase Totals
Schematic Design	\$9,000	\$9,000
Design Development	\$6,750	\$6,750
Construction Documents	\$20,250	\$20,250
Construction Administration	\$9,000	\$9,000
Discipline Totals	\$45,000	\$45,000

PAYMENT TERMS

Standard reimbursable expenses include, but are not limited to: final plots, shipping, and messenger services.

Billed in addition to the above fee at cost.

We will bill fees and reimbursable expenses monthly as services are performed. Payment is due within 60 days of receipt of invoice. Finance charges may be added after that time at a rate of 1.5 percent per month (annual rate of 18 percent). Finance charges will be applied to delayed payments resulting from lack of project funding. Upon aging of fees and reimbursable expenses beyond 90 days, Interface reserves the right to meet to determine resolution prior to continuation of services.

This proposal is valid for 90 days from the date first written above. Interface Engineering, Inc. (Interface) reserves the right to modify or update this proposal after that date.

ADDITIONAL SERVICES

Services requested beyond those included in this proposal will be considered extra services and will be billed either at hourly rates listed below or will be estimated on a lump sum basis. Interface may decline to perform additional work until authorization is received in writing.

Additional services will be billed at our standard hourly rates at the time the work is performed*. Our current standard hourly rates (2024) are:

Senior Principal:	\$375/Hour
Principal:	\$325/Hour
Associate Principal:	\$265/Hour
Associate/Project Manager:	\$250/Hour
Sr. Engineer-Designer:	\$220/Hour
Engineer-Designer:	\$175/Hour
Project Designer-Drafter:	\$155/Hour
Administrative:	\$125/Hour

Attached is our Standard Provisions of Agreement for Professional Services. If this Proposal and the Standard Provisions of Agreement meet with your approval, please sign below, initial the Standard Provisions, and return to us. By your signature, you acknowledge that you have read the Standard Provisions of Agreement and that you read and agree to the Limitation of Liability paragraph. We will not proceed with the work until this signed Agreement is returned to us. In addition, you represent that you have authority to bind the Village of Homewood. If you have modified this proposal, we will review your modifications. This Agreement shall not be in effect until we sign, accepting your modifications.

If you have any questions, please contact this office.

Sincerely,



F. Thomas Voltaggio, PE
Principal Emeritus

FTV:tv

Enclosures: Standard Provisions;

COMPANY: Village of Homewood

CONTACT: _____
Terence Acquah, Assistant Village Manager Date _____

Document2

STANDARD PROVISIONS OF AGREEMENT FOR PROFESSIONAL SERVICES

1. **Standard of Care:** The services provided by Interface Engineering, Inc. (Interface) under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Interface makes no other representations or warranties, whether express or implied, with respect to the services rendered hereunder.
2. **Indemnity:** Client shall, to the fullest extent permitted by law, indemnify and hold harmless Interface, its officers, directors, employees, agents and subconsultants from and against all damages, liability and costs, including reasonable attorneys' fees and costs, at trial, arbitration and on appeal, arising out of or in any way connected with the performance of Client and Interface pursuant to this Agreement, excepting only those damages, liabilities, or costs attributable to the sole negligence or willful misconduct of Interface.
3. **Non-Responsibility:** Interface shall not be responsible for damages and shall not be held in default by reason of events or circumstances beyond Interface's reasonable control; or for delays caused by failure of Client or Client's agents to furnish information or to approve or disapprove Interface's work promptly, or due to late or slow or faulty performance by Client, Client's consultants, contractors, or governmental agencies, in the performance of acts which are precedent to or concurrent with the performance of Interface's services.
4. **Client Information:** Client shall provide all criteria and full information as to Client's requirements for the Project; designate a person to act with authority on Client's behalf in respect of all aspects of the Project; examine Interface's submissions; and respond promptly to Interface; and give prompt written notice to Interface whenever Client observes or otherwise becomes aware of any defect in the work. Interface has a right to rely on the accuracy and completeness of information provided by Client.
5. **Payment:** Fees and reimbursable expenses will be billed monthly as services are performed. Invoices shall be due upon receipt and shall be delinquent if not paid within 60 days of receipt of invoice. Delinquent invoices shall bear interest at the rate of 1.5 percent per month (but not exceeding the maximum amount allowable by law) until paid. Finance charges will be applied to delayed payments resulting from lack of project funding. Upon aging of reimbursable expenses beyond 90 days, Interface reserves the right to meet with Architect and holder of Prime Contract to determine resolution prior to continuation of services. Payments received shall be first applied to interest and then to the unpaid principal balance. Client shall pay Interface's reasonable costs, including staff time, attorneys' fees and costs, incurred in collecting any delinquent amount regardless of whether litigation or arbitration has been filed.
6. **Fees:** Client shall pay the cost of checking and inspection fees, zoning and annexation application fees, assessment fees, soils and engineering fees, soils testing fees, aerial topography fees and all other fees, permits, bond premiums, title company charges, document reproduction costs, and other charges not specifically covered by the terms of this Agreement. Any such fees paid by Interface on behalf of Client shall be reimbursed, along with other reimbursable expenses, as invoiced.
7. **Site Control:** Interface and its personnel shall have no authority or responsibility to exercise any control over any construction contractor or other entity in connection with their work or any health or safety precautions associated with the Project. Client agrees that its contractor shall be solely responsible for job site safety, means and methods, and warrants that this intent shall be made

evident in Client's agreement with its contractor. Client also agrees that Client, Interface, and Interface's consultants shall be indemnified and shall be made additional insureds under the Contractor's General Liability Insurance Policy and Builder's Risk Policy.

8. **Document Ownership:** All reports, plans, specifications, field data and notes, and other documents including all documents on electronic media, prepared by Interface as instruments of service shall remain the property of Interface. Client may make and retain copies for information and reference in connection with the use and occupancy of the Project; however, such documents are not intended or represented to be suitable for reuse by any person for extension of the Project or for any other project. Any reuse or modification to the documents, without the prior written authorization of Interface shall be at Client's sole risk and without liability to Interface, its independent professional associates or consultants. Client agrees, to the fullest extent permitted by law, to indemnify, defend, and hold Interface harmless from any claim, cause of action, liability, or cost (including reasonable attorneys' fees and defense costs at trial, arbitration and on appeal) arising out or allegedly arising out of any unauthorized reuse or modification of the documents by Client or any person or entity that acquires or obtains the documents from or through Client without Interface's written authorization.
9. **Cost Estimates:** In providing opinions of probable construction costs, Client understands that Interface has no control over cost or the price of labor, equipment, or materials or over any contractor's method of pricing, and the opinions of probable construction costs provided by Interface are to be made on the basis of Interface's qualifications and experience. Interface makes no warranty, express or implied, as to the accuracy of such opinions as compared to bids or actual costs of the work estimated.
10. **Hazardous Materials:** Client acknowledges that Interface's scope of services does not include any services related to asbestos, hazardous or toxic materials. In the event Interface, or any other party, encounters these materials at a job site, or it should become known that any such materials may be present at a job site or in adjacent areas which may affect Interface's performance of services, Interface may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until Client retains appropriate specialist(s), consultant(s) or contractor(s) to identify, abate and/or remove the asbestos, hazardous or toxic materials, and warrant that the job site is in full compliance with applicable laws and regulations. Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Interface, its officers, directors, employees, agents, and subconsultants, from and against any and all claims, allegations, suits, liabilities, damages, and costs, including reasonable attorneys' fees and costs, at trial, arbitration or appeal, arising out of, or in any way connected with the detection, presence or handling, removing, abatement, or disposal of any asbestos, hazardous or toxic substances, products and materials that exist on, about, or adjacent to the job site.
11. **Termination - Suspension:** Failure by Client to pay any invoice before it becomes delinquent shall constitute a material breach of this Agreement and shall entitle Interface to suspend performance of services until such delinquency is cured or, so long as such delinquency persists, Interface may terminate this Agreement upon five days' written notice without liability. This Agreement may otherwise be terminated by either party upon 30 days' written notice to the other in the event of a material breach by the other. In the event that Client becomes bankrupt or insolvent, Interface may terminate this contract without liability for direct, consequential or any other type of damages. In the event of termination of this Agreement, Client shall promptly pay Interface for all services rendered

and all costs incurred up to the date of termination, in accordance with the compensation provision of this agreement.

12. **Third-Party Beneficiary:** Nothing in this Agreement shall create a contractual relationship with, nor a cause of action in favor of any third party against, either Client or Interface. Interface's services under this Agreement are performed solely for Client's benefit, and no other entity shall have any claim against Interface because of this Agreement or the performance or non-performance of services hereunder.
13. **Mediation:** Should any dispute arise between Client and Interface under this Agreement, it is agreed that such dispute will be submitted to a mediator, agreed to and compensated equally by the parties, prior to commencement of litigation. Mediation will be conducted in Chicago, IL. Both parties agree to exercise their best efforts and good faith to resolve all disputes in mediation.
14. **Illinois Law:** This Agreement is to be governed by and interpreted under the law of the state of Illinois. Should any provision of this Agreement be found or deemed to be invalid, this Agreement shall be construed as not containing such provision, and all other provisions which are otherwise lawful shall remain in full force and effect.
15. **Assignment:** Neither Client nor Interface shall assign its interest in this Agreement without the prior written consent of the other.
16. **Warranties:** Interface has made no warranties or guaranties except as expressly written within the Agreement.
17. **ADA and Regulatory Compliance:** The American with Disabilities Act ("ADA") requires the removal of architectural barriers. Client acknowledges that requirements of the ADA will be subject to various, and possibly contradictory, interpretations. Client also acknowledges that other laws, codes, rules, ordinances, and regulations may also be subject to contradictory interpretation. Interface will use reasonable professional efforts and judgment to interpret typical ADA requirements, and other federal, state and local laws, rules, codes, ordinances, and regulations, as they apply to the project. Interface cannot and does not warrant or guarantee that Client's project will comply with all interpretations of the ADA requirements, and/or the requirements of other federal, state and local laws, rules, codes, ordinances, and regulations, as they apply to the project. Client agrees that Interface is not obligated for additional costs incurred due to changed interpretations, providing Interface used reasonable professional effort and judgment.
18. **Integration:** This Agreement contains the entire Agreement between Client and Interface, and no other oral or written inducement or promise has been made to or extended from either party as a part of this Agreement.
19. **Waiver:** The failure of either Party to enforce any provision of this Agreement shall not constitute a waiver of that or any other provision.
20. **Limitation of Liability: Professional and Nonprofessional Liability:** To the maximum extent permitted by law, and in recognition of the risks and rewards to Client and Interface, Client agrees to limit Interface's liability for Client's damages arising from Interface's errors and omissions associated with work performed under this Agreement to Interface's fee paid to date. As to all non-professional liability claims, Client Agrees to limit Interface's liability to Interface's available insurance. These limitations shall apply regardless of the cause of action or legal theory pleaded or asserted, including, but not limited to negligence, breach of contract, negligent misrepresentation, and strict liability. Client may negotiate higher limitations of liability for an additional fee.

21. Limitation of Liability - Consequential Damages: Neither Interface nor Interface's directors, agents, employees, representatives, or subconsultants, shall be liable to Client for any indirect, special, incidental, consequential, or exemplary damages arising out of, or in connection with, the performance of services under this Agreement, whether in an action based upon contract, delay, negligence, strict liability, negligent misrepresentation, reckless misrepresentation, or otherwise.
22. Statutes of Limitation: Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of substantial completion or the date of issuance of the final certificate for payment for acts or failures to act occurring after substantial completion. In no event shall such statutes of limitations commence to run any later than the date when Interface's services are substantially completed.
23. LEED: If the project pursues LEED certification or other similar guidelines, the following applies: The LEED Green Building Rating System and other similar environmental guidelines (collectively "LEED") utilizes certain design and usability recommendations on a project in order to promote an environmentally friendly and energy efficient facility. In addressing these guidelines, Interface shall perform its services in accordance with that degree of skill and care ordinarily exercised by similarly situated members of the same profession involved in the design of similar projects in the same locale as the Project. Client acknowledges and understands, however, that LEED is subject to various and possibly contradictory interpretations. Furthermore, compliance may involve factors beyond the control of Interface including, but not limited to, Client's use and operation of the completed project. Interface does not warrant or represent that the Project will actually achieve LEED certification. Interface shall use reasonable care consistent with the foregoing standard in interpreting and designing in accordance with LEED. Interface shall not be responsible for Contractor's failure to adhere to the Contract Documents and any applicable laws, codes and regulations incorporated therein, nor for any changes to the design made by Client without the direct participation and written approval of Interface. Likewise, Interface shall not be responsible for any environmental or energy issue arising out of Client's use and operation of the completed project.

Client Initials