



February 7, 2024

Mr. Chad Insko  
Village of Winnebago  
108 West Main Street  
Winnebago, Illinois 61088

**RE: Village of Winnebago – Clayton Court Water Main Looping  
Additional Services Proposal**

Dear Mr. Insko,

Please accept this proposal for additional professional services associated with the above-referenced project. Fehr Graham's original Scope of Services for this project included the preparation of permanent utility easements for the affected parcels surrounding Clayton Court. In late January 2024, a portion of the Village's Public Works property north of this area was conveyed to Four Rivers Sanitation Authority (FRSA) to provide access to their existing pump station (please see attached exhibit for limits of this parcel). This conveyance necessitates that two (2) additional permanent utility easements be created where the proposed water main bisects the FRSA property.

Fehr Graham will provide professional services pertaining to the additional permanent utility easement efforts associated with the below Scope of Services:

### **SCOPE OF SERVICES**

#### **Additional Permanent Utility Easements**

Fehr Graham will prepare the legal description and easements for the new FRSA parcel (PIN yet to be created). It is assumed that Fehr Graham will provide the easement exhibits and legal description to the Village Attorney for coordination with FRSA for approval, execution and recording of the respected documentation.

### **FEES**

These additional services can be provided for the lump sum cost of **\$1,000.00**.

### **EXCLUSIONS**

The following items are **not** included in the scope of services:

- » Boundary Survey Document
- » Title search
- » Recording fees
- » Preparation of easement and/or right-of-way documents outside of those listed above
- » Easement Agreement and property owner coordination

*\*Any of the above services can be performed at an additional cost to the project upon request.*

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### AUTHORIZATION

We appreciate the opportunity to provide you with this proposal and trust that the information we have provided is in line with your expectations. Please sign the authorization line below to include this proposed scope and fee in the existing contract (*Fehr Graham Project No: 23-1378*) and the associated terms and general conditions.

If you should have any questions, please do not hesitate to contact me directly at (815) 394-4700.

Sincerely,



Seth Gronewold, PE  
Principal

SWG:adn

**Authorization:**



Date:

2/7/24

