



Local Public Agency Engineering Services Agreement



Using Federal Funds? ☐ Yes ☒ No Agreement For Agreement Type

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Champaign County Highway Department	Champaign	22-03122-00-BR	
Project Number	Contact Name	Phone Number	Email
	Mr. Jeff Blue, P.E.	(217) 384-3800	jblue@co.champaign.il.us

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
1400N, 610E	TR 209A	85	010-4019 (Exist)
Location Termini			
Approximately 5' west to 5' east of existing structure 010-4019.			
<input type="button" value="Add Location"/>			
<input type="button" value="Remove Location"/>			

Project Description

Complete Phase 1, structure plans and environmental coordination for superstructure replacement of existing structurally deficient bridge 010-4019.

Engineering Funding	<input checked="" type="checkbox"/> MFT/TBP	<input type="checkbox"/> State	<input type="checkbox"/> Other	
Anticipated Construction Funding	<input type="checkbox"/> Federal	<input checked="" type="checkbox"/> MFT/TBP	<input type="checkbox"/> State	<input type="checkbox"/> Other

AGREEMENT FOR

☒ Phase I - Preliminary Engineering ☒ Phase II - Design Engineering

CONSULTANT

Consultant (Firm) Name	Contact Name	Phone Number	Email
WHKS & Co	Mark Leighton	(217) 483-9457	mleighton@whks.com
Address	City	State	Zip Code
3695 6th Street Frontage Road, W., Suite A	Springfield	IL	62703

THIS AGREEMENT IS MADE 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. Project funding 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.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge Contractor	A full time LPA employee authorized to administer inherently governmental PROJECT activities Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Direct Costs Check Sheet
- ☒ EXHIBIT D: Qualification Based Selection (QBS) Checklist
- ☐ EXHIBIT E: Cost Estimate of Consultant Services Worksheet (BLR 05513 or BLR 05514)
- ☒ EXHIBIT E: Consultant Engineering Est-Specific Rate
- ☐ _____
- ☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See Exhibit C).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit D).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER

shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

(1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.

(2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

☐ Percent

☐ Lump Sum

☒ Specific Rate \$51,766.25 (Maximum Fee \$150,000)

☐ Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where $FF = (0.33 + R) DL + \%SubDL$, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. 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 drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;

- (2) The grantee's or contractor's policy to maintain a drug free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance program; and
- (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY		
Prime Consultant	TIN/FEIN/SS Number	Agreement Amount
WHKS & Co	42-0943938	\$51,766.25
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
-		
Subconsultant Total		
Prime Consultant Total		\$51,766.25
Total for all work		\$51,766.25
Add Subconsultant		

AGREEMENT SIGNATURES

Executed by the LPA:

The of

By (Signature & Date)

 4/7/22

Name of Local Public Agency Local Public Agency Type Clerk

Title

(SEAL)


Executed by the ENGINEER:

Consultant (Firm) Name

Attest:

WHKS & Co

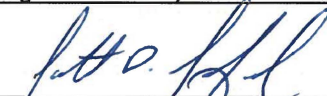
By (Signature & Date)



Title

Principal

By (Signature & Date)



Title

Vice President

Champaign County Highway Department

Champaign

22-03122-00-BR

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

- a. Prepare Army Corps of Engineers Permit, Department of Natural Resources-Office of Water Resources Permit, Bridge waterway sketch, and/or Channel Change sketch.
- b. 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.
- c. Prepare Scour Critical Coding report.
- d. Provide necessary environmental documents in accordance with the procedures adopted by IDOT's Bureau of Local Roads and Streets. These documents are limited to the Environmental Survey Request, Storm Water Pollution Prevention Plan and Asbestos Determination form.
- e. Make complete general and detailed plans, special provisions and estimates of cost and furnish the CLIENT with five (5) copies of the plans, special provisions and estimates. Additional copies of any or all documents, if required, shall be furnished to the CLIENT by WHKS at actual cost for reproduction.
- f. Prepare an abbreviated Bridge Condition Report with recommendation on superstructure type.
- g. Prepare superstructure rating in AAHSTOware software program and complete BLR SLRS Form.
- h. Assist the CLIENT in the tabulation and interpretation of the Contractor's proposals.

Local Public Agency

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Section Number

Champaign County Highway Department

Champaign

22-03122-00-BR

**EXHIBIT B
PROJECT SCHEDULE**

Complete PH1 / PH 2 design activities for a January 2023 local letting.

Local Public Agency

County

Section Number

Champaign County Highway Department

Champaign

22-03122-00-BR

Exhibit C
Direct Costs Check Sheet

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

Item	Allowable	Quantity	Contract Rate	Total
<input type="checkbox"/> Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost (Up to state rate maximum)			
<input type="checkbox"/> Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			
<input type="checkbox"/> Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			
<input checked="" type="checkbox"/> Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	220	\$0.59	\$130.02
<input type="checkbox"/> Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			
<input type="checkbox"/> Vehicle Rental	Actual cost (Up to \$55/day)			
<input type="checkbox"/> Tolls	Actual cost			
<input type="checkbox"/> Parking	Actual cost			
<input type="checkbox"/> Overtime	Premium portion (Submit supporting documentation)			
<input type="checkbox"/> Shift Differential	Actual cost (Based on firm's policy)			
<input checked="" type="checkbox"/> Overnight Delivery/Postage/Courier Service	Actual cost (Submit supporting documentation)	4	\$25.00	\$100.00
<input checked="" type="checkbox"/> Copies of Deliverables/Mylars (In-house)	Actual cost (Submit supporting documentation)	700	\$0.10	\$70.00
<input checked="" type="checkbox"/> Copies of Deliverables/Mylars (Outside)	Actual cost (Submit supporting documentation)	4	\$50.00	\$200.00
<input type="checkbox"/> Project Specific Insurance	Actual Cost			
<input type="checkbox"/> Monuments (Permanent)	Actual Cost			
<input type="checkbox"/> Photo Processing	Actual Cost			
<input type="checkbox"/> 2-Way Radio (Survey or Phase III Only)	Actual Cost			
<input type="checkbox"/> Telephone Usage (Traffic System Monitoring Only)	Actual Cost			
<input type="checkbox"/> CADD	Actual cost (Max \$15/hour)			
<input type="checkbox"/> Web Site	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Advertisements	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Public Meeting Facility Rental	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Public Meeting Exhibits/Renderings & Equipment	Actual cost (Submit supporting documentation)			
<input type="checkbox"/> Recording Fees	Actual Cost			
<input type="checkbox"/> Transcriptions (specific to project)	Actual Cost			
<input type="checkbox"/> Courthouse Fees	Actual Cost			
<input type="checkbox"/> Storm Sewer Cleaning and Televising	Actual cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/> Traffic Control and Protection	Actual cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/> Aerial Photography and Mapping	Actual cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/> Utility Exploratory Trenching	Actual cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/> Testing of Soil Samples	Actual Cost			
<input type="checkbox"/> Lab Services	Actual Cost (Provide breakdown of each cost)			
<input type="checkbox"/> Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
Total Direct Costs				\$500.02

Local Public Agency

County

Section Number

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Exhibit D
Qualification Based Selection (QBS) Checklist



ATTACHMENT A

Engineering Estimate Summary			
WHKS Labor Fee (Est)	\$ 48,801.20	99.0%	
WHKS Direct Cost (Est)	\$ 500.00	1.0%	
(N/A - Survey)	\$ -	0.0%	
(N/A - Soil Borings)	\$ -	0.0%	
Contingency 5%	\$ 2,465.06		
Total Engineering Estimate	\$ 51,766.26		

3495 6th Street Frontage Road West, Suite A
Springfield, IL 62703
Phone: (217) 483-9093
Fax: (217) 483-9438

Project Data

Client: Champaign County Highway Department
Route: TR 209A over Kaskaskia Ditch
Section No.: 22-03122-00-BR
Structure #s: 010-4019(E)

Scope: Remove and replace existing bridge structure elements to create the best economical alternative. Conduct/perform Bridge Inspection and BCR to review the ability to re-use existing substructure for single-span or two-span alternatives. Conduct necessary hydraulic computations (approximate method) to analyze scour and prepare reports and permits as needed to gain design approval from District. Prepare final plans, special provisions and estimates for a local letting using TSP funding. Assist the County with minor bidding and construction questions as necessary. Letting January 2023.

Item Description	Total Hours	Project Manager	Transportation Eng. III	Transportation Eng. II	Transportation Eng. I	Structural Eng. III	Structural Eng. II	Structural Eng. I	Hydraulic Eng. III	Hydraulic Eng. II	Engineering Tech III	Engineering Tech II	Engineering Tech I	Land Surveyor	Survey Technician	Admin.
001 Project Administration																
01 Project Admin and Management	14	8				6										
02 Billing/Invoicing (1 hours/invoice x 6 invoices)	6	6														
03 Kickoff Meeting (Task Assignment)	3	0.5		0.5		0.5		0.5				1				
Meetings (none assumed)	0															
Labor Hours Subtotal	23	14.5	0	0.5	0	6.5	0	0.5	0	0	1	0	0	0	0	0
Labor Costs Subtotal	\$ 3,894.74	\$ 2,610.00	\$ -	\$ 52.10	\$ -	\$ 1,078.94	\$ -	\$ 50.51	\$ -	\$ -	\$ 103.20	\$ -	\$ -	\$ -	\$ -	\$ -
	7.9%															
002 Reports and Coordination																
01 BCR	20					8	8				4					
02 Preliminary Bridge and Hydraulic Reports	20			4		2			6		8					
03 Clearinghouse Coordination (Regional Planning Comm)	0															
04 Project Development Report (Not Req'd)	0															
Labor Hours Subtotal	40	0	0	4	0	10	8	0	6	0	12	0	0	0	0	0
Labor Costs Subtotal	\$ 5,162.34	\$ -	\$ -	\$ 416.76	\$ -	\$ 1,659.90	\$ 1,019.28	\$ -	\$ 828.00	\$ -	\$ 1,238.40	\$ -	\$ -	\$ -	\$ -	\$ -
	10.9%															
003 Permits and Coordination																
01 ESR (Cultural, Biological, Wetlands)	10		2				2				6					
02 404 Permit (Joint Application Form)	8						4				4					
03 SWPPP (if needed)	0															
04 Asbestos Determination	2						2									
05 Utility Coordination (Julie Request)	9	1			2			2			4					
Labor Hours Subtotal	29	1	2	0	2	0	8	2	0	0	14	0	0	0	0	0
Labor Costs Subtotal	\$ 3,427.50	\$ 180.00	\$ 397.98	\$ -	\$ 183.42	\$ -	\$ 1,019.28	\$ 202.02	\$ -	\$ -	\$ 1,444.80	\$ -	\$ -	\$ -	\$ -	\$ -
	7.0%															
004 Hydraulics and Drainage																
01 Drainage Area/Flows (StreamStats)/Modify basin	2								2							
02 Prepare Base HECRAS Model	0															
03 Analyze Natural and Existing Condition	0															
04 Analyze Proposed Conditions	0															
05 Analyze Existing Pier Scour (Approx Method)	10						2		8							
06 Ditch Hydraulics and Special Ditches	0															
06 Entrance Culverts (No Design-Replace in Kind)	4			4												
Labor Hours Subtotal	16	0	0	4	0	0	2	0	10	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ 2,051.58	\$ -	\$ -	\$ 416.76	\$ -	\$ -	\$ 254.82	\$ -	\$ 1,380.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	4.2%															
005 Roadway Design and Plan Preparation																
01 Process Survey Data and Create DTM	0															
02 Roadway Design, Roadside Safety	0			0							0					
03 Cover, General Notes, SOO, Schedules	8			2							6					
03 Typical Sections, Entrance Details	10			2							8					
03 Erosion Control and Drainage Details	10			2							8					
03 Alignment, Ties, Benchmarks, Coordinates	0			0							0					
03 Plan and Profile Sheet	26		2								24					
03 Cross-Sections	0															
03 Miscellaneous Details	12		2	2							8					
04 Roadway Quantities	16			8							8					
Labor Hours Subtotal	82	0	4	16	0	0	0	0	0	0	62	0	0	0	0	0
Labor Costs Subtotal	\$ 8,861.40	\$ -	\$ 795.96	\$ 1,667.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,398.40	\$ -	\$ -	\$ -	\$ -	\$ -
	18.0%															



ATTACHMENT A

Engineering Estimate Summary			
WHKS Labor Fee (Est)	\$ 48,801.20	99.0%	
WHKS Direct Cost (Est)	\$ 500.00	1.0%	
(N/A - Survey)	\$ -	0.0%	
(N/A - Soil Borings)	\$ -	0.0%	
Contingency 5%	\$ 2,465.06		
Total Engineering Estimate	\$ 51,766.26		

3495 6th Street Frontage Road West, Suite A
Springfield, IL 62703
Phone: (217) 483-4000
Fax: (217) 483-9658

Project Data

Client: Champaign County Highway Department
Route: TR 209A over Kaskaskia Ditch
Section No.: 22-03122-00-BR
Structure #s: 010-4019(E)

Scope: Remove and replace existing bridge structure elements to create the best economical alternative. Conduct/perfor Bridge Inspection and BCR to review the ability to re-use existing substructure for single-span or two-span alternatives. Conduct necessary hydraulic computations (approximate method) to analyze scour and prepare reports and permits as needed to gain design approval from District. Prepare final plans, special provisions and estimates for a local letting using TBP funding. Assist the County with minor bidding and construction questions as necessary. Letting January 2023.

Item Description	Total Hours	Project Manager	Transportation Eng. III	Transportation Eng. II	Transportation Eng. I	Structural Eng. III	Structural Eng. II	Structural Eng. I	Hydraulic Eng. III	Hydraulic Eng. II	Engineering Tech III	Engineering Tech II	Engineering Tech I	Land Surveyor	Survey Technician	Admin.
006 Bridge Design and Plan Preparation																
01 PPC Deck Beam/Channel Beam Analysis and Design	8					2	6									
02 Pier Check (Abbreviated and Detailed for BCR)	16					4	12									
03 Abut. Check (Abbreviated and Detailed for BCR)	10					2	8									
04 General Plan, Notes and Bill of Material	12										12					
04 Beam Details	10						2				8					
04 Railing Details	6						2				4					
04 Abutment Details	12						4				8					
04 Pier Details	12						4				8					
04 Pile Details	0				0						0					
04 Miscel Details (Riprap Scour Countermeasures)	16		2						8		6					
05 Bridge Quantities	16						4	12								
Labor Hours Subtotal	118	0	2	0	0	8	42	12	8	0	46	0	0	0	0	0
Labor Costs Subtotal	\$ 14,140.44	\$ -	\$ 397.98	\$ -	\$ -	\$ 1,327.92	\$ 5,351.22	\$ 1,212.12	\$ 1,104.00	\$ -	\$ 4,747.20	\$ -	\$ -	\$ -	\$ -	\$ -
	28.7%															
007 Final Plans, Specification and Estimates																
01 Special Provisions	9	1		2			6									
02 Estimate of Cost	4	1		1			2									
02 Estimate of Time	4	1		1			2									
03 Bid Documents (Local Let)	11	1		4			6									
04 Pre-Final Plan Revisions (Address DOT comments)	6						2				2		2			
Labor Hours Subtotal	34	4	0	8	0	0	18	0	0	0	2	0	2	0	0	0
Labor Costs Subtotal	\$ 4,218.90	\$ 720.00	\$ -	\$ 833.52	\$ -	\$ -	\$ 2,293.38	\$ -	\$ -	\$ -	\$ 206.40	\$ -	\$ 165.60	\$ -	\$ -	\$ -
	6.5%															
008 Miscellaneous/Other																
01 Field Check of Structure	8		4				4									
02 Shop Drawing Review	6						6									
03 AASHTOWare Bridge Rating SLRS Form	8					2	6									
04 Phase 3 Involvement (address minor questions)	4	2					2									
Labor Hours Subtotal	26	2	4	0	0	4	16	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ 3,858.48	\$ 360.00	\$ 795.96	\$ -	\$ -	\$ 663.96	\$ 2,038.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	7.8%															
009 QC/QA																
01 Hydraulic QC/QA	6					6										
02 Roadway QC/QA	6		6													
03 Bridge QC/QA	6					6										
Labor Hours Subtotal	18	0	6	0	0	12	0	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ 3,185.62	\$ -	\$ 1,193.04	\$ -	\$ -	\$ 1,991.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	6.5%															
Total Labor Hours	336	22	18	33	2	41	94	15	24	0	137	0	2	0	0	0
Total Labor Cost	\$ 48,801.20	\$ 3,670.00	\$ 3,561.82	\$ 3,366.18	\$ 183.42	\$ 6,722.60	\$ 11,976.54	\$ 1,484.65	\$ 3,312.00	\$ -	\$ 14,138.40	\$ -	\$ 185.60	\$ -	\$ -	\$ -



AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT

WHEREAS, **Champaign County Highway Department** (Client) and **WHKS & Co. (WHKS)** executed a Professional Services Agreement dated **June 17, 2022** for certain engineering services for **TR 209A over Kaskaskia Ditch** (Project), and

WHEREAS, the Agreement described a scope of services and was based on completion of certain services, and

WHEREAS, additional professional services are necessary to complete plans, specifications and estimates for a Federally funded project/letting. Additional Services include: coordinate crash data, clearinghouse signoffs and prepare Project Development report for submittal and review process, prepare plans, special provisions and estimates for Federal funding, services for the **TR 209A over Kaskaskia Ditch** as described in more detail in attached Exhibit A, and

NOW THEREFORE, the Client and WHKS hereby agree the amended compensation for services shall be increased by the following:

Basis of Compensation

For the additional services described above, the Client shall remunerate WHKS as follows:

Billed Hourly with a Not-to-Exceed Fee of \$8,050.00 including Expenses as detailed on the attached Supplemental Engineering Estimate Summary (Attachment A).

Executed this 26th day of August, 2022

Champaign County Highway Department

By:

Printed Name: Jeff Blue

Title: County Engineer

WHKS & co.

By:

Printed
Name:

Title:

Cory Chamberlain

Cory Chamberlain

Vice President

Digitally signed by Cory Chamberlain
DN: c=US, email=CoryChamberlain@whks.com,
o=WHKS & Co., cn=Cory Chamberlain
Reason: I have reviewed this document
Date: 2022.08.26 12:04:03 -0500



ATTACHMENT A

Supplemental Engineering Estimate Summary		
WHKS Labor Fee (Est)	\$ 8,049.93	100.0%
WHKS Direct Cost (Est)	\$ -	0.0%
(N/A - Survey)	\$ -	0.0%
(N/A - Soil Borings)	\$ -	0.0%
Contingency	\$ -	0%
Total Engineering Estimate	\$ 8,049.93	

3695 6th Street Frontage Road West, Suite A
Springfield, IL 62703
Phone: (217) 483-WHKS
Fax: (217) 483-9458

Project Data

Client: Champaign County Highway Department

Route: TR 209A over Kaskaskia Ditch

Section No.: 22-03122-00-BR

Structure #'s: 010-4019(E)

Scope: Addendum is to address necessary items to convert plan documents for a Federal Aid letting. Supplemental tasks to be included: coordinate and collect correspondence for preparation of Project Development Report including crash data, clearinghouse signoffs for submittal/approval process. Prepare final plans, special provisions and estimates for a Federal letting using STP Bridge-Rural funding (covered under original estimate). State Letting March/April 2023.

Item Description	Total Hours	Project Manager	Transportation Eng. III	Transportation Eng. II	Transportation Eng. I	Structural Eng. III	Structural Eng. II	Structural Eng. I	Hydraulic Eng. III	Hydraulic Eng. II	Engineering Tech III	Engineering Tech II	Engineering Tech I	Land Surveyor	Survey Technician	Admin.
001 Project Administration																
01 Project Admin and Management	4	4														
02 Billing/Invoicing (1 hours/invoice x 2 invoices)	2	2														
01 Kickoff Meeting (Task Assignment)	0															
Meetings (none assumed)	0															
Labor Hours Subtotal	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ 1,080.00	\$ 1,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	13.4%															
002 Reports and Coordination																
01 BCR	0															
02 Preliminary Bridge and Hydraulic Reports	0															
03 Clearinghouse Coordination (Regional Planning Comm)	2		2													
04 Project Development Report w/ Disposition & Resubmittal	40	2	2	12		8					16					
Labor Hours Subtotal	42	2	4	12	0	8	0	0	0	0	16	0	0	0	0	0
Labor Costs Subtotal	\$ 5,385.36	\$ 360.00	\$ 795.96	\$ 1,250.28	\$ -	\$ 1,327.92	\$ -	\$ -	\$ -	\$ -	\$ 1,851.20	\$ -	\$ -	\$ -	\$ -	\$ -
	66.9%															
003 Permits and Coordination																
01 ESR (Cultural, Biological, Wetlands)	0															
02 404 Permit (Joint Application Form)	0															
03 SWPPP (if needed)	0															
04 Asbestos Determination	0															
05 Utility Coordination (Julie Request)	0															
Labor Hours Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	0.0%															
004 Hydraulics and Drainage																
01 Drainage Area/Flows (StreamStats)/Modify basin	0															
02 Prepare Base HECRAS Model	0															
03 Analyze Natural and Existing Condition	0															
04 Analyze Proposed Conditions	0															
04 Analyze Existing Pier Scour (Approx Method)	0															
05 Ditch Hydraulics and Special Ditches	0															
06 Entrance Culverts (No Design-Replace in Kind)	0															
Labor Hours Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	0.0%															
005 Roadway Design and Plan Preparation																
01 Process Survey Data and Create DTM	0															
02 Roadway Design, Roadside Safety	0			0							0					
03 Cover, General Notes, SOQ, Schedules	5			1							4					
03 Typical Sections, Entrance Details	0			0							0					
03 Erosion Control and Drainage Details	0			0							0					
03 Alignment, Ties, Benchmarks, Coordinates	0			0							0					
03 Plan and Profile Sheet	0		0								0					
03 Cross-Sections	0															
03 Miscellaneous Details	6		2	2							2					
04 Roadway Quantities	0			0							0					
Labor Hours Subtotal	11	0	2	3	0	0	0	0	0	0	6	0	0	0	0	0
Labor Costs Subtotal	\$ 1,329.75	\$ -	\$ 397.98	\$ 312.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 619.20	\$ -	\$ -	\$ -	\$ -	\$ -
	16.5%															



ATTACHMENT A

Supplemental Engineering Estimate Summary		
WHKS Labor Fee (Est)	\$ 8,049.93	100.0%
WHKS Direct Cost (Est)	\$ -	0.0%
(N/A - Survey)	\$ -	0.0%
(N/A - Soil Borings)	\$ -	0.0%
Contingency 0%	\$ -	
Total Engineering Estimate	\$ 8,049.93	

3695 6th Street Frontage Road West, Suite A
Springfield, IL 62703
Phone: (217) 483-WHKS
Fax: (217) 483-9458

Project Data

Client: Champaign County Highway Department

Route: TR 209A over Kaskaskia Ditch

Section No.: 22-03122-00-BR

Structure #'s: 010-4019(E)

Scope: Addendum is to address necessary items to convert plan documents for a Federal Aid letting. Supplemental tasks to be included: coordinate and collect correspondence for preparation of Project Development Report including crash data, clearinghouse signoffs for submittal/approval process. Prepare final plans, special provisions and estimates for a Federal letting using STP Bridge-Rural funding (covered under original estimate). State Letting March/April 2023.

Item Description	Total Hours	Project Manager	Transportation Eng. III	Transportation Eng. II	Transportation Eng. I	Structural Eng. III	Structural Eng. II	Structural Eng. I	Hydraulic Eng. III	Hydraulic Eng. II	Engineering Tech III	Engineering Tech II	Engineering Tech I	Land Surveyor	Survey Technician	Admin.
006 Bridge Design and Plan Preparation																
01 PPC Deck Beam/Channel Beam Analysis and Design	0															
02 Pier Check (Abbreviated and Detailed for BCR)	0															
03 Abut Check (Abbreviated and Detailed for BCR)	0															
04 General Plan, Notes and Bill of Material	0															
04 Beam Details	0															
04 Railing Details	0															
04 Abutment Details	0															
04 Pier Details	0															
04 Pile Details	0															
04 Miscel Details (Riprap Scour Countermeasures)	0															
05 Bridge Quantities	0															
Labor Hours Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	0.0%															
007 Final Plans, Specification and Estimates																
01 Special Provisions	0															
02 Estimate of Cost	0															
02 Estimate of Time	0															
03 Bid Documents (Local Let)	2						2									
04 Pre-Final Plan Revisions (Address IDOT comments)	0															
Labor Hours Subtotal	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ 254.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 254.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	3.2%															
008 Miscellaneous/Other																
01 Field Check of Structure	0															
02 Shop Drawing Review	0															
03 AASHTOWare Bridge Rating SLRS Form	0															
04 Phase 3 Involvement (address minor questions)	0															
Labor Hours Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	0.0%															
009 QC/QA																
01 Hydraulic QC/QA	0															
02 Roadway QC/QA	0															
03 Bridge QC/QA	0															
Labor Hours Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Labor Costs Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	0.0%															
Total Labor Hours	61	8	6	15	0	8	2	0	0	0	22	0	0	0	0	0
Total Labor Cost	\$ 8,049.93	\$ 1,440.00	\$ 1,193.94	\$ 1,562.85	\$ -	\$ 1,327.92	\$ 254.82	\$ -	\$ -	\$ -	\$ 2,270.40	\$ -	\$ -	\$ -	\$ -	\$ -