

Due to the outbreak of COVID-19, the Village Hall is closed and is conducting a virtual public meeting using a conference call system.

The public may listen to the meeting and provide public comment during the designated public comment portion of the agenda by calling 1-415-655-0001 and then entering the following Meeting Number: 126 389 1980 and then the following Password: 66653873.

Or the public may watch the meeting and provide comment via video conference by visiting this web site: <https://villageofshorewood.my.webex.com/> and then entering Meeting Number: 126 389 1980 and then Password: NnMJfupd653 and then selecting Join Meeting.

The public may also email comments prior to the meeting using the following email address: [meetingcomments@vil.shorewood.il.us](mailto:meetingcomments@vil.shorewood.il.us) These comments will be read into the minutes.

## AGENDA

COMMITTEE OF THE WHOLE MEETING  
VILLAGE HALL BOARD ROOM

NOVEMBER 24, 2020  
TUESDAY, 7:30 P.M.

A. CALL TO ORDER

1. Roll Call

*Mayor Richard E. Chapman*

*Trustees: Daniel J. Anderson, Stevan A. Brockman, Clarence C. DeBold,*

*Barbara J. Kirkland, Anthony M. Luciano, Daniel R. Warren*

B. CITIZENS (*State your full name clearly; limit 3 minutes each*)

C. Discussion on feral cats - Culotta

D. Discussion on a possible drainage study in the Earl Road and Geneva Street area - Noriega

E. Update and discussion on possible road improvements on Seil Road between River Bluff Drive and Raven Road - Noriega

F. OLD BUSINESS

G. NEW BUSINESS

H. ADJOURNMENT

# MEMO



**TO:** Mayor and Board of Trustees

**FROM:** Noriel Noriega, P.E. – Public Works Director

**DATE:** November 12, 2020

**RE:** Professional Services with Christopher B. Burke Engineering, Ltd.  
Drainage Study – Earl & Geneva

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The 75-acre Industrial Park along Earl Road and Geneva Street was developed in the late 1970's / early 1980's with limited stormwater management requirements. This area is situated near the middle of the Village just northwest of the DuPage River. Developed residential properties surround the Industrial Park where the Village does not own or maintain any property within the Industrial Park except for the roadway rights-of-ways (ROW): Earl Road and Geneva Street.



The focus of the Earl and Geneva Drainage Study will encompass the area bounded by:

- Jefferson Street (Route 52) to the north
- Ravinia Drive to the west
- Raven Road to the east
- Ranchwood Drive to the south

There are approximately twenty-seven (27) industrial developments in this area with only eight (8) properties that appear to have some type of surface stormwater management facility (i.e. above ground detention basin). The developed industrial properties have high amounts of impervious areas (i.e. roofs, parking lots, etc), that heavily depend on the existing storm sewers along Earl Road and Geneva Street to collect and convey the stormwater to DuPage River. However, if the stormwater runoff is not directly tied into the Village's storm sewer system, runoff is then conveyed downstream simply by existing contours and elevations on the properties. At no fault to anyone, many of these industrial properties were developed prior to the inception of any stormwater requirements. And without proper stormwater management for each of these properties, the downstream tributary properties are burdened with uncontrolled stormwater runoff and are tasked with trying to management such runoff through their property for every rain event.

Staff has determined a need to study this area to identify limitations of our existing storm sewer system and assist staff to develop alternatives to improve drainage within and around the Industrial Park. This study shall provide Elected Officials and Village Staff further understanding of the area's stormwater needs and identify a plan to help provide flood relief to the area.



Our current FY2020-2021 has a budget allocation of \$50,000 for this study. Attached for your review and approval is a Proposal for Professional Engineering Services from Christopher B. Burke Engineering Ltd. (CBBEL) to perform a Drainage Study at the Earl – Geneva Industrial Park and surrounding residential areas.

**Staff Recommendation:**

Staff recommends approval of the Proposal for Professional Engineering Services with CBBEL for the Drainage Study at Earl-Geneva Industrial Park in the amount not to exceed \$46,300.

Attachment:

1. CBBEL Earl/Geneva Drainage Study Proposal dated 08/20/2020



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

16221 W. 159th Street Suite 201 Lockport, Illinois 60441 TEL (815) 770-2850

August 20, 2020

Village of Shorewood  
One Towne Center Boulevard  
Shorewood, IL 60404

Attention: Noriel Noriega, PE – Public Works Director

Subject: Proposal for Professional Engineering Services  
Earl/Geneva Industrial Park Drainage Study  
Village of Shorewood, Illinois

Dear Noriel,

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal for professional engineering services related to the drainage study for the Earl/Geneva Industrial Park. Included in this Proposal is our Understanding of the Project, Scope of Services, and Estimate of Fee.

**UNDERSTANDING OF THE ASSIGNMENT**

CBBEL understands that the Village wishes to have a drainage study prepared for the area that includes the Earl/Geneva Industrial Park as well as surrounding residential areas. The study area is anticipated to generally be bound by US Route 52 to the north, Raven Road/DuPage River to the east, Ranchwood Drive to the south and Ravinia Drive to the west.

We understand that the Earl/Geneva Industrial Park was developed well over 30 years ago, and a full understanding of the existing drainage system within and surrounding the industrial park by the Village is lacking. We also understand that there are drainage issues through the industrial park, as well as in some of the residential areas adjacent to the industrial park.

CBBEL will complete a drainage study to gain an understanding of the drainage systems that exist and how they operate. We will complete topographic surveying to acquire rim and invert data on the storm sewer systems and other key topographic data, and we will use that information to prepare a drainage study of the area. We will complete hydrologic and hydraulic modeling of the existing systems to quantify the capacity and limitations of the existing systems and identify areas that currently experience ponding or flooding. We will also develop alternatives to improve drainage

within the industrial park and adjacent residential properties and prepare estimates of construction cost for each. Our analysis and recommendations will be summarized in a final deliverable report.

## **SCOPE OF SERVICES**

CBBEL proposes the following scope of services for the project:

**Task 1 – Field Visit:** A Water Resources engineer will visit the site to review existing conditions. We will identify ponding and detention locations to the extent possible, and we will attempt to determine how drainage from the site ultimately reaches the river. This task will be used to identify the survey needs for the study.

**Task 2 – Data Review:** We will request and review as-built plans from IDOT for US Route 52 and will review any plans the Village has for the industrial park. This information will be compared to the Village's GIS system. Any areas that may be used for stormwater detention will be identified for potential inclusion in the hydraulic model.

**Task 3 – Topographic Survey:** We will complete topographic surveying to acquire existing conditions data for the study. We anticipate surveying the known storm sewers on Earl Road, Geneva Street and US Route 52 from the site to their respective outfalls (approximately 60 structures). We will acquire topography for existing detention basins and the known ponding areas adjacent to the rear yards of the homes on Ranchwood Drive, and we will determine the adjacent grade for the buildings within the industrial park (approximately 16 buildings). The scope of the topographic survey will be finalized upon completion of Tasks 1 and 2. For the purposes of this proposal, we have assumed 6 days of field work by a two-man survey crew and 2 days of office drafting. If the scope of the topographic survey required exceeds this assumption, CBBEL will notify the Village.

**Task 4 – Existing Conditions XP-SWMM Model:** We will prepare an existing conditions XP-SWMM of the study area using the data obtained in Tasks 1-3. The model will be used to evaluate any intentional stormwater storage areas, as well as to identify other ponding or flooding areas. We will simulate a series of storm events to evaluate the capacity of the existing system and to identify flooding areas.

**Task 5 – Alternatives Analysis:** We will develop alternatives to improve drainage within the industrial park and adjacent residential properties. Alternatives may include grading improvements, replacement or construction of new storm sewer systems, creation of new detention storage or downstream capacity improvements. We will coordinate with the Village to verify the feasibility of the potential alternatives. Proposed conditions XP-SWMM models will be developed to evaluate each alternative and to determine the required sizing of project elements.

**Task 6 – Concept Exhibits and Cost Estimates:** Concept-level exhibits will be prepared depicting the proposed alternatives and a concept-level estimate of construction cost will be prepared.

Task 7 – Summary Report: The findings, results, and conclusions of the study will be summarized in a technical report with narrative, exhibits, backup documentation, etc. The report will be submitted in draft form to Village staff for review and comment. Any Village comments will be incorporated prior to the issuance of the Final Report.

**SCHEDULE**

Based on the assumption that this proposal is approved in late August 2020, the target completion date for the full scope of this proposal is February 2021.

**ESTIMATE OF FEE**

We have determined the following costs for each of the tasks described in this proposal.

<u>Task</u>	<u>Fee</u>
Task 1 – Field Visit	\$ 1,500
Task 2 – Data Review	\$ 2,500
Task 3 – Topographic Survey	\$ 19,800
Task 4 – Existing Conditions XP-SWMM Model	\$ 6,500
Task 5 – Alternatives Analysis	\$ 8,500
Task 6 – Concept Exhibits and Cost Estimates	\$ 4,500
Task 7 – Summary Report	\$ 2,500
Direct Costs	\$ 500
<b>Total</b>	<b>\$ 46,300</b>

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the attached General Terms and Conditions, both of which are expressly incorporated into and are an integral part of this contract for Professional Engineering Services. The Scope of Services described above and related Estimated Work Effort are based on information known to date. It shall be understood that CBBEL shall be allowed the opportunity to adjust the Estimated Work Effort as additional information about this project is obtained and/or our level of participation increases beyond that for which has been budgeted. It should be emphasized that any engineering services performed for tasks not included in this proposal and/or beyond customary efforts as well as for any additional meetings/consultation not specifically scheduled in this proposal shall be billed to you on a time and materials basis. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation have been included in the Estimated Work Effort as a “Direct Cost”. Direct expenses beyond the “Direct Cost” will be billed to you based upon the attached Schedule of Charges on a time and materials basis.

We appreciate the opportunity to be considered for this project and look forward to working together with the Village of Shorewood on this project.

We trust that you will find this proposal responsive to your request. If this proposal meets with your approval, please sign both copies and return one copy of this agreement as an indication of your acceptance and notice to proceed. Should you have any questions, please do not hesitate to call.

Sincerely,



Michael E. Kerr, PE  
President

Encl. Shorewood Schedule of Charges  
Shorewood General Terms and Conditions

THIS PROPOSAL, SCHEDULE OF CHARGES AND GENERAL TERMS AND  
CONDITIONS ACCEPTED FOR VILLAGE OF SHOREWOOD.

BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
**STANDARD CHARGES FOR PROFESSIONAL SERVICES**  
**JANUARY, 2013**

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
Principal	240
Engineer VI	210
Engineer V	173
Engineer IV	138
Engineer III	125
Engineer I/II	102
Survey V	178
Survey IV	134
Survey III	130
Survey II	100
Survey I	78
Resource Planner V	112
Resource Planner IV	108
Resource Planner III	100
Resource Planner I/II	88
Engineering Technician V	150
Engineering Technician IV	137
Engineering Technician III	112
Engineering Technician I/II	97
CAD Manager	138
Assistant CAD Manager	126
CAD II	125
CAD I	98
GIS Specialist III	120
GIS Specialist I/II	67
Landscape Architect	138
Environmental Resource Specialist V	160
Environmental Resource Specialist IV	134
Environmental Resource Specialist III	114
Environmental Resource Specialist I/II	94
Environmental Resource Technician	90
Administrative	88
Engineering Intern	53
Survey Intern	53
Information Technician III	100
Information Technician I/II	67

Direct Costs

Outside Copies, Blueprints, Messenger, Delivery Services, Mileage      Cost + 12%

\*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2013.

CHRISTOPHER B. BURKE ENGINEERING, LTD.  
GENERAL TERMS AND CONDITIONS  
VILLAGE OF SHOREWOOD

1. Relationship Between Engineer and Client: Christopher B. Burke Engineering, Ltd. (Engineer) shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or Engineer.
  
2. Responsibility of the Engineer: Engineer will perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.

3. Changes: Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
  
4. Suspension of Services: Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. Client, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumptions of the services upon expiration of the Suspension of Services Order. Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.

5. Termination: This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. Documents Delivered to Client: Drawings, specifications, reports, and any other Project Documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

When and if record drawings are to be provided by the Engineer, Client understands that information used in the preparation of record drawings is provided by others and Engineer is not responsible for accuracy, completeness, nor sufficiency of such information. Client also understands that the level of detail illustrated by record drawings will generally be the same as the level of detail illustrated by the design drawing used for project construction. If additional detail is requested by the Client to be included on the record drawings, then the Client understands and agrees that the Engineer will be due additional compensation for additional services.

It is also understood and agreed that because of the possibility that information and data delivered in machine readable form may be altered, whether inadvertently or otherwise, the Engineer reserves the right to retain the original tapes/disks and to remove from copies provided to the Client all identification reflecting the involvement of the Engineer in their preparation. The Engineer also reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted by the Client, the Client agrees to assume all risks associated therewith and, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others with permission of the Client of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

7. Reuse of Documents: All Project Documents including but not limited to reports, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.

The Engineer shall have the right to include representations of the design of the Project, including photographs of the exterior and interior, among the Engineer's promotional and professional materials. The Engineer's materials shall not include the Client's confidential and proprietary information if the Client has previously advised the Engineer in writing of the specific information considered by the Client to be confidential and proprietary.

8. Standard of Practice: The Engineer will conduct services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement.
9. Compliance With Laws: The Engineer will exercise usual and customary professional care in his/her efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement.

With specific respect to prescribed requirements of the Americans with Disabilities Act of 1990 or certified state or local accessibility regulations (ADA), Client understands ADA is a civil rights legislation and that interpretation of ADA is a legal issue and not a design issue and, accordingly, retention of legal counsel (by Client) for purposes of interpretation is advisable. As such and with respect to ADA, Client agrees to waive any action against Engineer, and to indemnify and defend Engineer against any claim arising from Engineer's alleged failure to meet ADA requirements prescribed, but only in instances where such legal interpretation has been specifically requested by the Engineer.

Further to the law and code compliance, the Client understands that the Engineer will provide designs in accordance with the prevailing Standards of Practice as previously set forth, but that the Engineer does not warrant that any reviewing agency having jurisdiction will not for its own purposes comment, request changes and/or additions to such designs. In the event such design requests are made by a reviewing agency, but which do not exist in the form of a written regulation, ordinance or other similar document as published by the reviewing agency, then such design changes (at substantial variance from the intended design developed by the Engineer), if effected and incorporated into the project documents by the Engineer, shall be considered as Supplementary Task(s) to the Engineer's Scope of Service and compensated for accordingly.

10. Indemnification: Engineer shall indemnify and hold harmless Client from loss or expense, including reasonable attorney's fees for claims for personal injury (including death) or property damage to the extent caused by the sole negligent act, error or omission of Engineer.

Client shall indemnify and hold harmless Engineer under this Agreement, from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties), which caused the personal injury or property damage.

Neither Engineer nor Client shall be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.

11. Opinions of Probable Cost: Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his/her opinions of probable Project Construction Cost provided for herein are to be made on the basis of his/her experience and qualifications and represent his/her judgement as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him/her. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.
12. Governing Law & Dispute Resolutions: This Agreement shall be governed by and construed in accordance with Articles previously set forth by (Item 9 of) this Agreement, together with the laws of the **State of Illinois**.

Any claim, dispute or other matter in question arising out of or related to this Agreement, which can not be mutually resolved by the parties of this Agreement, shall be subject to mediation as a condition precedent to arbitration (if arbitration is agreed upon by the parties of this Agreement) or the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of the Engineer's services, the Engineer may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by arbitration.

The Client and Engineer shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Requests for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. The request may be made concurrently with the filing of a demand for arbitration but, in such event, mediation shall proceed in advance of arbitration or legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

13. Successors and Assigns: The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. Waiver of Contract Breach: The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. Entire Understanding of Agreement: This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.

16. Amendment: This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
17. Severability of Invalid Provisions: If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. Force Majeure: Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
19. Subcontracts: Engineer may subcontract portions of the work, but each subcontractor must be approved by Client in writing.
20. Access and Permits: Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer perform such services.
21. Designation of Authorized Representative: Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
22. Notices: Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
23. Client's Responsibilities: The Client agrees to provide full information regarding requirements for and about the Project, including a program which shall set forth the Client's objectives, schedule, constraints, criteria, special equipment, systems and site requirements.

The Client agrees to furnish and pay for all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services which the Client may require to verify the Contractor's Application for Payment or to ascertain how or for what purpose the Contractor has used the money paid by or on behalf of the Client.

The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss. The Client also agrees to require the Contractor to provide to the Engineer the required certificate of insurance.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants as additional insureds on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed operations and contractual liability coverages, shall be primary and noncontributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any cancellation thereof.

In the event the foregoing requirements, or any of them, are not established by the Client and met by the Contractor, the Client agrees to indemnify and hold harmless the Engineer, its employees, agents, and consultants from and against any and all Losses which would have been indemnified and insured against by the Contractor, but were not.

When Contract Documents prepared under the Scope of Services of this contract require the above indemnification and insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Engineer agrees to be wholly responsible for setting forth any and all such indemnification and insurance requirements in the sample language it provides in bid specifications (when applicable) and contracts. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Provided, however, that in the event that the indemnification and insurance requirements of this Section 24 are not provided in the sample language provided by the Engineer, then in the event the obligations of the Client under this Section 24 are waived by the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

24. Information Provided by Others: The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.

25. Payment: Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law, whichever is the lesser) until paid.

Suspension of Services. If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Client will reimburse Engineer for all associated costs as previously set forth in (Item 4 of) this Agreement.

The Prevailing party in any collection litigation is entitled to its costs and expenses, including attorney's fees in addition to any other relief.

26. When construction observation tasks are part of the service to be performed by the Engineer under this Agreement, the Client will include the following clause in the construction contract documents and Client agrees not to modify or delete it:

Kotecki Waiver. Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the **Illinois** Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and to the fullest extent permitted by law, agrees to indemnify and hold harmless and defend Owner and Engineer and their agents, employees and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that **Illinois** law prohibits indemnity for the Indemnitees' own negligence. The Owner and Engineer are designated and

recognized as explicit third party beneficiaries of the Kotecki Waiver within the general contract and all subcontracts entered into in furtherance of the general contract.

In the event this language is not provided by the Engineer in its sample bid and contract language the requirement that the language be included in the Contract with the Contractor is waived by the Engineer.

27. Job Site Safety/Supervision & Construction Observation: The Engineer shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Client agrees that the Contractor shall supervise and direct the work efficiently with his/her best skill and attention; and that the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures of construction and safety at the job site. The Client agrees and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client further agrees that the Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work; and that the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby. The Engineer shall have no authority to stop the work of the Contractor or the work of any subcontractor on the project.

When construction observation services are included in the Scope of Services, the Engineer shall visit the site at intervals appropriate to the stage of the Contractor's operation, or as otherwise agreed to by the Client and the Engineer to: 1) become generally familiar with and to keep the Client informed about the progress and quality of the Work; 2) to strive to bring to the Client's attention defects and deficiencies in the Work and; 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. If the Client desires more extensive project observation, the Client shall request that such services be provided by the Engineer as Additional and Supplemental Construction Observation Services in accordance with the terms of this Agreement.

The Engineer shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Engineer does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

When municipal review services are included in the Scope of Services, the Engineer (acting on behalf of the municipality), when acting in good faith in the discharge of its duties, shall not thereby render itself liable personally and is, to the maximum extent

permitted by law, relieved from all liability for any damage that may accrue to persons or property by reason of any act or omission in the discharge of its duties. Any suit brought against the Engineer which involve the acts or omissions performed by it in the enforcement of any provisions of the Client's rules, regulation and/or ordinance shall be defended by the Client until final termination of the proceedings. The Engineer shall be entitled to all defenses and municipal immunities that are, or would be, available to the Client.

28. Hazardous Materials/Pollutants: Unless otherwise provided by this Agreement, the Engineer and Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials/pollutants in any form at the Project site, including but not limited to mold/mildew, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic/hazardous/pollutant type substances.

Furthermore, Client understands that the presence of mold/mildew and the like are results of prolonged or repeated exposure to moisture and the lack of corrective action. Client also understands that corrective action is a operation, maintenance and repair activity for which the Engineer is not responsible.

29. Insurance: Engineer shall maintain insurance in the types and limits outlined below for the duration of the contract.

General Liability	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
Automobile Liability	Combined Single Limit	\$1,000,000
Excess Liability	Each Occurrence	\$5,000,000
	General Aggregate	\$5,000,000
Workers Compensation		Statutory
Professional Liability	Each Occurrence	\$2,000,000
	General Aggregate	\$2,000,000

April 30, 2013

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To summarize, Seil Road Improvement Project totals approximately \$12 million with opportunities for STP Grant Funding totaling \$9 million. We have an opportunity for a local share estimate of \$3.3 million which is a significant savings for the Village. Staff will be applying for STP-L Grant Funding for the roadway portion of the project at the next Call-For-Projects in 2022-2023. And we will be recommending an Engineer Consultant to begin Ph2 Engineering Design for both the Bridge and Roadway in early 2021 (FY2020-2021) with no work to start until FY2021-2022.

If you have any questions or concerns, please do not hesitate to contact me.